

CITY OF ST. FRANCIS
ST. FRANCIS MN
ANOKA COUNTY

CITY COUNCIL MINUTES
May 7, 2018

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**

The regular City Council meeting was called to order at 6:00 pm by Mayor Pro Tem Joe Muehlbauer.

2. **ROLL CALL**

Members present: Mayor Pro Tem Joe Muehlbauer, Councilmembers Jerry Tveit, Robert Bauer and Rich Skordahl.

Also present; Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), City Engineer Craig Jochum (Hakanson Anderson), City Administrator Joe Kohlmann, Community Development Director Kate Thunstrom, Police Chief Todd Schwieger, Public Works Director Paul Teicher, Liquor Store Manager John Schmidt, Finance Director Darcy Mulvihill, and Acct Tech/Deputy Clerk Lori Streich.

3. **APPROVAL OF AGENDA**

MOTION TO APPROVE AGENDA BY BAUER, SECONDED BY TVEIT; ALL IN FAVOR, MOTION PASSES.

4. **CONSENT AGENDA** - *All matters listed within the Consent Agenda are considered routine items to be enacted upon by one motion by the City Council. Items on the Consent Agenda are reviewed in total by the City Council and may be approved through one motion with no further discussion by the Council. Any item may be removed by any Council Member, staff member or person from the public for separate consideration.*

A. City Council Minutes –April 16, 2018

B. City Council Work Session Notes – April 9, 2018

C. Pay Request No. 27 for \$125,982.00 to Gridor Construction for the Wastewater Treatment Improvements

D. Annual Recycling Agreement with Anoka County for 2018

E. TNT Fireworks – Retail Sale of MN State Approved Fireworks @ SF City Centre 6/20-7/05

F. Payment of Claims

MOTION TO APPROVE CONSENT AGENDA BY SKORDAHL, SECONDED BY BAUER; ALL IN FAVOR, MOTION PASSES.

5. **MEETING OPEN TO THE PUBLIC**

Clair Schuster, 22968 Navajo Street NW asked for an update on any businesses coming to the area that may help out the City of St. Francis as well as the water utility issue.

Muehlbauer said that Kwik Trip is scheduled for 2019, but other than that, there really isn't anything else right now.

Staff continues to work on possibilities as far as the water and sewer options, and continue to encourage development to help out with that.

Kohlmann said that there was a rate study conducted by our auditor, and staff is also working on alternatives to our rate study. We will have a more clear answer in June.

6. **NEW BUSINESS**

- A. Ordinance 239, Second Series; Conveying Surplus Property to Anoka County per the Terms of Bridge Street Joint Powers Agreement (Second Reading).

Assistant City Attorney Schaps explained Ordinance 239, Second Series as detailed in the agenda packet.

MOTION TO APPROVE ORDINANCE 239, SECOND SERIES; CONVEYING SURPLUS PROPERTY TO ANOKA COUNTY PER THE TERMS OF BRIDGE STREET JOINT POWERS AGREEMENT (SECOND READING) BY TVEIT, SECONDED BY SKORDAHL; ALL IN FAVOR, MOTION PASSES.

ROLL CALL AYES: MUEHLBAUER, BAUER, SKORDAHL, TVEIT
 NAYS: NONE

- B. Pick-up Truck Replacement

Public Works Director Teicher explained the pick-up truck replacement as outlined in the agenda packet. They will be replacing two vehicles, one is a former police squad and the other is a forfeiture vehicle that was used by the police department as an investigator vehicle. They would be replacing these two vehicles for a truck to service the Public Works Department and community more efficiently. This is a budgeted item and is under budget by \$4,000.

Tveit asked if there were any legal issues we would need to be aware of since it is a forfeiture vehicle. Would the proceeds need to go back into the forfeiture fund?

Skordahl stated that it wasn't forfeiture funds that paid for the vehicle in the first place.

Teicher said that as long as it was used for a police vehicle for one year, it can be transferred to any other department. When the budget was set up in Planit Software they had the discussion with Chief Schwieger to make sure those funds could go towards the trade in.

Skordahl asked if it was customary for the supplier to not respond to a bid request.

Teicher replied no, and this is a new dealership that had the state bid for this year. The last conversation with the salesman was that he had to turn it over to his boss because

he didn't know what to do and at that point they could no longer get 2018's on the state bid.

MOTION TO AUTHORIZE THE PICK-UP TRUCK REPLACEMENT BY BAUER, SECONDED BY SKORDAHL; ALL IN FAVOR, MOTION PASSES.

C. Setting Work Session Date

Work Session to discuss the East Shop Site was set for Tuesday, May 22nd at 5:30 pm.

7. **REPORTS**

A. Police Department – Quarterly Report

Chief Schwieger explained in detail the Quarterly Report as shown in the agenda packet. Many of the types of cases, such as identity theft, vehicle theft, fleeing a motor vehicle, etc. are pretty complex and involve a lot of time preparing paperwork to present to the prosecuting attorneys. The reality is that it wouldn't happen without the teamwork the officers have with the investigators and attorney's office and it definitely makes the job a little easier. Schwieger stated that it is concerning that these types of offenses are occurring.

Also as mentioned in the report, The City of St. Francis was ranked as the 20th safest city in the State of Minnesota by SafeWise.

2018 looks to be a good year with the outreach programs. The first one coming up is the bike rodeo.

Tveit said that hearing we made the list of safest cities in 2017, if that is something that could be put it on the website. It would be nice to promote that. He thinks the Police Department is doing a great job. It's also encouraging that when Public Works Director Teicher gave his report about the police vehicle, he mentioned that he had talked to the Police Chief and they agreed that the vehicle would be better over in Public Works. It's not too often that a department would willingly give up an asset to benefit another department. He likes the teamwork.

Bauer explained that his only concern is the agency assists. We got a report last year between 2016 & 2017 that agency assists went up almost 100%. It looks like they are doubling again in 2019. He doesn't know what that means, and questioned if the Police Department was going outside of our city. Keeping our Police Department within our city limits helps the residents feel safer. He does like the fact that some of the other numbers are going down.

Schwieger said that he had tried to explain the agency assists in the report. He looks through the numbers and data and a good number of these assists take place in our city. Every agency assist doesn't mean it's outside of our city. Agency assists can include other agencies requesting our officers to locate a vehicle or person involved in an offense in another jurisdiction. Other agency assists within St. Francis could consist of a St. Francis Officer running our DMT machine to process a DWI for an Anoka County Deputy or State Patrol Trooper. Other agencies often request to use our DWI processing area when they make a DWI

arrest in the area. It will be a pretty serious incident for an officer to go out of our city. If they can get there in 30 seconds to aid, they will go to that. They don't like to travel outside, but it would be a disservice if they couldn't provide that service and had to stop at the border. Most of these are right outside of our city borders. He also wanted to emphasize that just because we do have an agency assist, there is another officer on staff here in our city.

Skordahl, had the same question and appreciated Chief Schwieger's explanation. He doesn't mind if they leave the city to help others. It could very well be one of our residents.

Muehlbauer didn't have much to add, but stated that he liked the clear report.

B. Community Development Director – Quarterly Report

Community Development Thunstrom gave an overview of the Community Development Quarterly Report as presented in the agenda packet. She also stated that this could answer some of Mr. Schuster's questions regarding projects in our city.

Thunstrom also state that code enforcement continues. 95% of residents respond to the first letter that is sent out because many of them just didn't know, but there are a portion of the properties that do continue to be on the list.

Staff is reviewing our draft of the Comprehensive Plan and should be to Council the second meeting in May or first meeting in June.

Skordahl mentioned that he would like to see the progress on the properties that make the naughty list.

Bauer had no questions but said everything looked good.

Tveit asked if it would be possible to give Mr. Schuster a copy of the Community Development report. Sometimes as a Council, members aren't sure what to share. There are projects that we know about but the developer may not be ready to go public with.

Kohlmann said we can give Mr. Schuster a copy of the report before leaving tonight.

Thunstrom said they are also on our website for any citizen to go in and see the projects at any time.

C. Councilmember Reports -

Skordahl wanted to remind citizens to pay attention to burning. Technically, we aren't under a burning ban. Good job to the Fire Department.

Schmidt said recreational fires are not banned, but just because you can, doesn't mean you should. There were two rather large grass fires over the weekend.

Bauer will be gone on for the Council Meeting on May 21st. He appreciates staff's hard work,

and said that it doesn't go unnoticed.

Tveit wants to reiterate how well the city and departments are running together. It is serving us well. This weekend, Council received a couple notifications from the Fire Department and he appreciates those because citizens are calling them asking what's going on.

The second thing he wanted to mention is that the Upper Rum River Watershed Management Committee is running slower putting together the 10 year plan. It did cause some problems earlier in the year. Money was made available quickly and our watershed committee didn't know. What happened since our 10 year plan wasn't approved yet, is the funding opportunities that were no longer available. It created some disappointment as some of those funds would have helped Teicher on some projects. It is his understanding that they were late funding this so they can fund next year's earlier.

Muehlbauer attended the Anoka County Fire Protection Council meeting last week with Mayor Feldman. He found the meeting was an interesting experience and related it to being at a union meeting. He also mentioned that he was able to watch the St Francis' AAA baseball team play against the Coon Rapids team because his son plays on the Coon Rapids baseball team.

Notable dates.

D. Upcoming Events –

May 16 Planning Committee Meeting @ ISD #15 Central Services Center 7 pm
May 21 City Council Meeting @ ISD #15 Central Service Center 6 pm
May 29 2nd Annual Bike Rodeo @ Police/Public Works Facility 5 pm
June 4 City Council Meeting @ ISD #15 Central Services Center 6 pm
Jun 8-10 PIONEER DAYS WEEKEND

8. **ADJOURNMENT**

MOTION TO ADJOURN BY TVEIT, SECONDED BY BAUER; ALL IN FAVOR,
MOTION PASSES.

Respectfully Submitted by:

Lori Streich, Acct Tech/Deputy Clerk