

CITY OF ST. FRANCIS  
ST. FRANCIS MN  
ANOKA COUNTY

CITY COUNCIL MINUTES  
NOVEMBER 19, 2018

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

The regular City Council meeting was called to order at 6:00 pm by Mayor Steve Feldman.

2. ROLL CALL

Members present: Mayor Steve Feldman, Councilmembers Joe Muehlbauer, Jerry Tveit, Rich Skordahl (arrived at 6:21 pm)

Members absent: Robert Bauer

Also present: Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), City Engineer Craig Jochum (Hakanson Anderson), City Planner Beth Richmond (HKGI), 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 Asst. Finance Tech/Deputy Clerk Lori Streich

3. APPROVAL OF AGENDA

MOTION TO APPROVE TONIGHT'S AGENDA BY TVEIT, SECONDED BY MUEHLBAUER; 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 – November 5, 2018

B. City Council Work Session Notes – November 7, 2018

C. Pay Estimate No. 1 to North Valley Inc. for the 2018 Street Reconditioning Project

D. Police Department Declaring Surplus Property – Abandoned Property

E. Authorization to Purchase 2019 Squad Car

F. Accept the Resignation of Asst. Comm. Development Director – Michael Creelman

G. Homerun Club –Ice Rink Management Agreement 2018-2019

H. Rivers Edge Letter of Credit Reduction

I. Payment of Claims \$561,990.13 (ACH #243E-244E \$149,253.76 and check #'s 075045-075140 \$412,736.37).

MOTION TO APPROVE TONIGHT'S CONSENT AGENDA BY MUEHLBAUER, SECONDED BY TVEIT; ALL IN FAVOR, MOTION PASSES.

5. MEETING OPEN TO THE PUBLIC

NOTHING

6. SPECIAL BUSINESS

NOTHING

7. PUBLIC HEARINGS

NOTHING

8. OLD BUSINESS

NOTHING

9. NEW BUSINESS

A. Anoka County Economic Development – Memorandum of Understanding

B. Ordinance 244, Second Series – Amending Fee Schedule – Continued to Dec 3<sup>rd</sup> Mtg.

Anoka County Economic Development-Memorandum of Understanding

Thunstrom explained the Memorandum of Understanding in working with Anoka County Economic Development and their new coordinated group for the purposes of economic development. This started over 18 months ago where staff annually coordinates a broker's event. Our group was approached by the County, Metro North Chamber and Connexus in regards to forming a larger partnership and looking at the strengths and weaknesses as a whole, as a County, and try to get all of the cities on board to work together as a region. This will further economic development opportunities and take a look at what each city has to offer and what each city does. That way we can share resources and overall work together for the benefit of creating jobs and that economic development piece. To date all 21 cities and townships are on board.

Thunstrom continued to say that Anoka County has hired a staff person to be a Liaison that is overseen by an executive committee that is made up of the county representatives, Connexus and cities. There will always be a direct city initiative, and direct city input behind this. At this time they are asking that each city and township enter into an MOU (Memorandum of Understanding), and take that as the structure of how this group will proceed in regards to who the executive committee is, the terms of the committee, executive committee members and the participation. The second piece of this is the cost sharing agreement. It's been broken down through population. \$424.00 is St. Francis' 2019 contribution to be part of this group. That does not pay for the County staff person. It pays for the initiatives that the group does as a whole. Currently, Thunstrom is part of the Marketing group and they have worked from everything from a logo, a tagline, and putting together a website. This is something that the group will continue to move forward on and the expenses that are collected through this annual cost sharing agreement will go towards these items that are broken down into the different vending options that are being looked at.

Feldman said he likes the idea and it's good to be proactive. The cost is not that much and it gives us a way to see other aspects and viewpoints of growth. He clarified with Thunstrom that there are four executive committee members that have no voting rights, one county member along with Connexus Energy that does have voting rights, and Columbia Heights, Coon Rapids, East Bethel and Lino Lakes have voting rights for the cities. Metro North Chamber also has a vote. Seven voting members total.

Thunstrom confirmed that to be true.

Muehlbauer asked about the cost and if this would lock us into an agreement for a certain number of years.

Thunstrom said that we can get out of the agreement. That's one thing that a lot of cities expressed concerns about, which are the timing of the budget and making sure those costs don't get out of control. Being that they are asking all 21 cities and townships to participate, they did add in there that we have the right to get out at any time. Being that it's a regional group, getting out of it is not something we would benefit from. It's more of a fair share kind of concept. We aren't being asked to pay for any of the staffing. The county is taking on that whole portion. As the projects get taken care of, these costs will adjust annually. It shouldn't go much higher, but if it does, we have the opportunity to opt out within thirty days.

Tveit said he thinks it's a good idea. Anytime you can collaborate and pull resources together for the common good is a good idea. He loves the idea of regionalization and this is county wide. It's all jurisdictions working together.

Feldman added that we have the Comprehensive Plan every ten years with Met Council, and that's on a bigger scale, but this is more fine-tuned to our region, which is a benefit.

Thunstrom agreed and said that in some of the cities we are going to use portions of this within their Comprehensive Plan so the timing has all been kind of strategic on purpose.

**MOTION TO ADOPT THE ANOKA COUNTY ECONOMIC DEVELOPMENT-MEMORANDUM OF UNDERSTANDING BY TVEIT, SECONDED BY MUEHLBAUER; ALL IN FAVOR, MOTION PASSES.**

Ordinance 244, Second Series-Amending Fee Schedule-Continued to Dec. 3<sup>rd</sup> Mtg.

Tveit wanted to point out that the reason for continuing this to the December 3<sup>rd</sup> meeting is because there are only three council members present this evening.

**MOTION TO CONTINUE ORDINANCE 244, SECOND SERIES-AMENDING FEE SCHEDULE TO DEC. 3<sup>RD</sup> MEETING BY MUEHLBAUER, SECONDED BY TVEIT; ALL IN FAVOR, MOTION PASSES.**

10. MEETING OPEN TO THE PUBLIC  
NOTHING

11. REPORTS

- A. Department Reports –Public Works Monthly Reports
- B. Councilmember Reports -
- C. Upcoming Events –

Nov 21 Planning Comm Mtg @ St. Francis Area Schools District Office-CANCELLED

Nov 22-23 City Offices Closed – Thanksgiving Day Holiday

Nov 28 Tree Lighting in Woodbury Park 6:30 pm-8:00 pm

Dec 3 City Council Mtg @ St. Francis Area Schools District Office 6:00 pm

### Public Works Monthly Report

Teicher said there was some vandalism in October in some of the parks, which consumed about 10 hours of Public Works time. They were able to get the certified wood chips installed in the playground. That always helps provide that cushion in case a child falls. Also, a lot of recycling events took place in October and had good turnouts even though the weather didn't cooperate.

Teicher said that the water and sewer reports show that both treatment plants continue to operate very well. They did process our bio solids at our wastewater treatment plant last month and that went very well for the first time. They know what they are up against next year and can be more efficient next year. They also started their 4<sup>th</sup> grade tours of the water and wastewater treatment plants. They have a lot of fun questions.

Feldman likes that he saw that the meter reads went down to 20. That's low since the average is between 35-40. He also saw that the lift station was a little bit less maintenance this time.

Tveit said typically in the winter time we are going to see our lower water usage rate. When your water use goes down, typically your wastewater use goes down. The winter months are when we would be doing our maintenance. He asked Teicher what they have planned for the maintenance this winter.

Teicher said that some of the maintenance has already started at the wastewater treatment plant. One of the clarifiers has been pulled out of service. The other was put into full service. The UV disinfection has been taken out of service. They will be focusing on cleaning all of that. Those are the two major things. The bio solids have been pumped and cleaned out. They are in the process of refilling those now. At the water treatment plant they will take down each filter and make sure the right amount of media filter is in each and that they are not having any issues with the underdrain system. They will also take down the contact basins and make sure they are cleaned. And servicing all of the high service pumps and blowers, oil changes, etc.

Feldman added that about a week ago Met Council came out and toured our facility. They were so impressed at some of the technology that we used that they took pictures. They also asked if they could bring other engineers out to our plant to take a look at it. Sometime down the road there may be some regionalization. He can't promise anything but one of the reasons that Andover and Blaine pay in 3 months what we have to pay in one is because they are hooked to the Met Region where there's hundreds of thousands of users hooked up. So if there's ever a possibility that we could hook to that region under some negotiations that are mutually beneficial he would definitely look into it. We have lowered the rate 20% which is a good start and that's something they would like to maintain or drive down lower. This is a good start. They were told 3 years ago that the Met Council wouldn't even return a phone call, but we have been talking to them ever since.

### Councilmember reports.

Tveit said that this will be a short week for everyone with the Thanksgiving holiday. Enjoy your family, drive safely. Be safe on Black Friday. Also, since it's getting darker earlier, watch for kids when driving.

Muehbauer said that they all attended a couple work sessions. He won't be here for the next meeting. Other than that, he's just been working a lot.

Feldman asked residents to please read the newsletters when they come out. All of the departments include information. Don't throw them away. It is an informative piece of media.

Feldman stated that there are currently 731 people signed up for Nixle. Last year there were only 20 signed up and Nixle might have been a mistake in the beginning because of the lack of promotion. Now it is good.

Feldman also said that they are looking into a lot of different ways to reduce rates. They will continue with that momentum but it won't happen overnight.

He also stated that as far as problems that anyone has, please call City Hall first with questions. Before you build that deck or shed, please call to see what permits you need. It's a lot easier to do it upfront and not have to pay a penalty later. The city is here to help you.

Feldman reiterated what Councilmember Tveit said that the holiday season is coming up, so please be safe and think wisely. If you are out having a couple cocktails, think ahead and have a designated driver. Enjoy the holidays, enjoy your families.

12. ADJOURNMENT  
MEETING ADJOURNED AT 6:27 PM BY MAYOR FELDMAN

Respectfully Submitted by:

  
\_\_\_\_\_  
Lori Streich, Acct Tech/Deputy Clerk