

CITY OF ST. FRANCIS
ST. FRANCIS MN
ANOKA COUNTY

CITY COUNCIL MINUTES
JANUARY 2, 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. Mayor Steve Feldman excused.

Also present; Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), City Engineer Craig Jochum (Hakanson Anderson), City Planner Ben Gozola (Sambatek), City Administrator Joe Kohlmann, Community Development Director Kate Thunstrom, Police Chief Todd Schwieger, Fire Chief David Schmidt, Public Works Director Paul Teicher, Finance Director Darcy Mulvihill and City Clerk Barb Held.

3. **APPROVAL OF AGENDA**

MOTION BY BAUER SECOND SKORDAHL APPROVING THE AGENDA AS FOLLOWS. Motion carried 4-0.

4. **CONSENT AGENDA**

MOTION BY BAUER SECOND TVEIT TO APPROVE THE CONSENT AGENDA ITEMS A-D AS FOLLOWS;

- A. City Council Minutes – December 4, 2017
 - B. Hire Michael Creelman as an Assistant Comm. Development Director at Grade 12, Step 2 on the St. Francis Non-Union Salary Scale.
 - C. MnDOT Agency Delegated Contracting Process Agreement #1030094 - Resolution 2018-07
 - D. Payment of Claims \$264,579.04 (Check #'s 73508-73636)
- Motion carried 4-0.

5. **MEETING OPEN TO THE PUBLIC**

None

6. **SPECIAL BUSINESS**

None

7. **PUBLIC HEARING**

None

8. **OLD BUSINESS**

None

9. **NEW BUSINESS**

A. Appointments for 2018 – Resolution 2018-01

MOTION BY TVEIT SECOND BAUER TO ADOPT RESOLUTION 201-01 A RESOLUTION APPROVING THE APPOINTMENTS FOR 2018.

Motion carried 4-0

B. St. Francis Transitional Care Facility – Planned Unit Development /Resolution 2018-02

City Planner Ben Gozola reported a request from Chau M. Le, d.b.a. GD1 LLC, the applicant to revise a previously approved PUD for the St. Francis Transitional Care Facility; an 89 unit assisted living facility with transitional and memory care units; proposed to be located on Lot 1, Block 1, Ponds Golf Course; PID; 33-34-24-34-0076. This request is similar to the facility that was previously approved in October 2015, but was never constructed. The revised application address changes to storm water management, improvements per city code and includes changes to the building layout including underground parking. Primary difference to the layout is proposing to have 24 underground parking stalls. This would limit the hard cover and addressing the new storm water requirements. Staff and the Planning Commission believe the PUD plan can be approved based on the fact that the provided plans subject to the recommended conditions, are in conformity to City standards required for planned unit development and senior living facilities. This is a PUD amendment and would need a 4/5 vote for approval.

Tveit asked does this share a driveway with the Ponds Golf Course. Gozola stated yes. Tveit said I like that idea.

Muehlbauer asked if Chau Le would come to the podium to answer some questions. Able Companies originally was the applicant and now Chau Le, d.b.a. GD1 LLC is the applicant. Why is it different? Le stated the property was purchased from Able Companies and has since been taken over by Chau Le, GD1, LLC.

Muehlbauer also stated Walker Methodist was listed as the operator in the previous application. Who will be the operator of this facility? Le said we are working with Ebenezer right now, so they will be number one and have been in the business over a hundred years. Walker Methodist still is on the table but do not have the capacity to handle the project at this time. They have a couple projects lined up at the same time.

Muehlbauer asked are you still asking for TIF? Yes, said Le. Has the TIF agreement been formally approved? Thunstrom stated the district has been established but have not entered into a TIF development agreement with them.

Muehlbauer said my concern is we initially approved this with Walker Methodist. I would like to do more research on the new operator, I have not heard of them.

MOTION BY MUEHLBAUER SECOND BAUER TO CONTINUE UNTIL NEXT COUNCIL MEETING. Motion carried 3-1. Skordahl voting nay.

C. Meridian Behavior Health –

Gozola stated Meridian is asking this to be table so they could have their architect have more information for the February 5, 2018 City Council meeting.

However, I would like you to take action on the resolution setting a public hearing to vacate existing easements. This is similar to the easement vacation we did with Kwik Trip. Also to modify the public hearing date from January 16 to February 5, 2018.

1. Conditional Use Permit/ Resolution 2018-03

Table until February 5, 2018 City Council meeting.

2. Setting a Public Hearing on an Easement Vacation/Res 2018-04

MOTION TVEIT SECOND BAUER APPROVE RESOLUTION 2018-04
SETTING A PUBLIC HEARING ON AN EASEMENT VACATION ON
FEBRUARY 5, 2018.

Motion carried 4-0.

D. River's Edge Development – Planned Unit Development/Concept Plan Review

Gozola reported Laketown Homes LLC is seeking feedback on a two-hundred twenty (220) lot urban development on 93.6 acres to the west of County Road 72 and to the north of Rum River Bluffs. The development of this area is similar to the one that was approved by the City in 2006, but a combination of the economy and health of the previous landowner delayed that development, and the final plat has since become void. Gozola gave an overview of his memorandum; PUD Standard Review, Infrastructure, Environmental and other neighborhood impacts along with charges, fees and responsibilities. They would like the council to exam the proposed concept plan and provide feedback for consideration by the applicant.

Planning Commission's feedback:

- Encourage the senior townhome units to participate in local groups and meet ADA requirements;
- Sidewalks are needed throughout the whole development along with trails in the wooded land adjacent to the river,
- The need for a 2nd access point to County Road 72,
- To provide at least three levels of life-cycle housing (patio homes to the east, mid-level in the middle of the development, and high price point lots near the river),
- Like to have two access points but have a concern about the safety of the only location for a second entry, temporary access point could also be considered as a construction access to keep construction vehicles out of Rum River Bluffs.

Skordahl like the plan from the standpoint of mix of housing. We do a poor job of marketing the Rum River.

Developer said the lots next to the river are stunning. We may not get to that part of the development for a couple years. Really excited for this project and a need for a mix of lots. Other builders are running out of lots. Patio homes are a real need. We see many buyers of the patio homes come from within the city. Thanked the city staff for all their help. Would like to know if the city is in favor of the development and like to hear any feedback. Proud of this project.

Skordahl said I am torn about the second access, not in favor of the location or one access and really do not like the second access coming out to County Road 72. Skordahl asked Police Chief Schwieger do you see any concerns of getting back towards the river to keep people out of the wooded area? Schwieger stated the biggest help is to get the word out urging residents that they need to report any suspicious activity.

Bauer stated the only problem I see are with the two lots to the west and maybe put an easement through there so you can have access to them. I would like to see the park extended through whole development. The developer's engineer said we do plan to have a trail system up into the cul-de-sac. Not opposed to the additional access point, probably the best location.

Tveit I am a big trail connectivity person. I was in favor of the trail connection when Bridge Street was improved. I would be in favor of additional outlet if it meets the standards. Construction traffic was a problem in the Ponds development when the additional additions where put in. I would like the large construction vehicles to stay off the city streets, if possible. I believe our comp plan states there needs to be different price points in a development. I like it and in favor of it.

Muehlbauer's biggest concern is the second access point and agree with the construction traffic and preserve the wooded area.

E. Ordinance 236, Second Series – Amending Regulation of Peddlers, Solicitors and Transient Merchants (2nd Reading)

MOTION BY TVEIT SECOND BAUER TO APPROVE THE SECOND READING OF ORDINANCE 236, SECOND SERIES WITH AMENDMENTS TO CHAPTER 8 AND CHAPTER 6 RELATING TO THE REGULATION OF PEDDLERS, SOLICITORS, AND TRANSIENT MERCHANTS.

Roll Call: Ayes: Bauer, Skordahl, Tveit and Muehlbauer.
Nays: None

Motion carried 4-0.

- F. Summary Publication for Ordinance 236, Second Series – Resolution 2018-05
MOTION BY SKORDAHL SECOND TVEIT TO ADOPT RESOLUTION 2018-05
A RESOLUTION AUTHORIZING THE SUMMARY PUBLICATION OF
ORDINANCE 236, SECOND SERIES.
Motion carried 4-0.

- G. Fire Department – Joint Duty Crew Study
Fire Chief Dave Schmidt reported the fire chiefs from St. Francis, Oak Grove, Bethel, East Bethel and Linwood have been meeting and discussing the possibility of creating a joint Duty Crew Staffing program. Duty Crew staffing utilizes part-time/paid-on-call firefighters to staff the fire stations to cover calls and requests for services. Other communities already utilize some model of a Duty Crew system. Schmidt stated there is grant money available from the State Fire Marshall's office for fire departments to hire an outside consultant to review and evaluate new and creative ways for paid-on-call fire departments to cover requests for service quickly and efficiently. We would like to participate in a study. Should the group be successful in receiving the grant, there is no obligation on the part of the City of St. Francis to move forward with any agreement for budget dollars or staffing as a result. Regardless of the outcome we all recognize a joint effort is needed.

Tveit said I am in favor to create some efficiencies. If we do not get the grant, maybe look back in our notes of the Joint Study that was completed several years ago. The up side is huge in working together.

Muehlbauer said he is in favor of moving forward and apply for the grant.

MOTION BY BAUER SECOND TVEIT TO PARTICIPATE IN THE GRANT WRITING PROCESS FOR A JOINT DUTY CREW STUDY WITH OAK GROVE, EAST BETHEL, BETHEL AND LINWOOD FIRE DEPARTMENTS.
Motion carried 4-0.

- H. Declaring Surplus Property (Drager SCBA's) – Resolution 2018-06
Schmidt reported in November 2017, the Fire Department placed the new MSA SCBA's in to service on all Fire Department Apparatus. Our inventory of Drager SCBA's no longer have functional service to the Fire Department and request the inventory be deemed surplus equipment. Any proceeds from the sale, Schmidt asked they be placed back in to the Fire Department Capital Fund.

Tveit said maybe you could donate the old ones to the Fire Academy.

Bauer asked if we receive funds from the sale of the SCBA's, I would like it to be put back in the fire department budget.

Skordahl said didn't the general fund pay for them.

Kohlmann stated we will have staff review what fund the SCBA's were purchase from.

MOTION BY TVEIT SECOND BAUER TO ADOPT RESOLUTION 2018-06 A RESOLUTION DECLARING SURPLUS PROPERTY (DRAGER SCBA'S). AND HAVE STAFF DETERMINE WHERE FUND ALLOCATION CAME FROM.

Motion carried 4-0.

10. **MEETING OPEN TO THE PUBLIC**

None

11. **REPORTS**

A. Councilmember Reports-

Tveit welcomed everyone back to the New Year. Thank the residents who have reached out to us this past year. Their concerns are being heard. Not much going on with the URRWMO. New grandpa again.

Bauer excited to see this past year come to an end, we have done a lot of good things. Look forward of another good year in 2018.

Skordahl thanked staff for dealing with the elements this time of the year.

Muehlbauer went to planning commission meeting, good learning experience. Thanked everyone as well, staff doing well. Happy New and hope more people get involved.

Skordahl stated I have one more comment; I really like the power point presentations really help bring the points forward.

B. Upcoming Events -

Jan 16 (Tues) City Council Meeting @ ISD #15 Central Services Center 6:00 pm

Jan 17 Planning Comm. Meeting @ ISD #15 Central Services Center 7:00 pm

Jan 26 SFACOC Annual Dinner @ Refuge Golf Course 6:00 pm

12. **ADJOURNMENT**

MOTION BY TVEIT SECOND BAUER TO ADJOURN THE REGULAR CITY COUNCIL MEETING AT 6:57 pm.

Motion carried 4-0.