

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
October 15, 2018
ST FRANCIS AREA SCHOOLS DISTRICT OFFICE
4115 Ambassador Blvd NW
6:00 pm

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF AGENDA
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 – October 1, 2018
 - B. Proclamation proclaiming October as “Domestic Violence Awareness Month” – Res. 2018-36
 - C. Embedded Systems, Inc. Contract Renewal for 2019
 - D. Authorization to Join MESERB (MN Environmental Science & Economic Board)
Resolution 2018-37 and Joint Powers Agreement
 - E. Payment of Claims
5. MEETING OPEN TO THE PUBLIC
6. SPECIAL BUSINESS
7. PUBLIC HEARINGS
8. OLD BUSINESS
9. NEW BUSINESS
 - A. Ordinance 243, Second Series – Approving the Sale of City owned Real Estate (First Reading)
10. MEETING OPEN TO THE PUBLIC
11. REPORTS
 - A. Department Reports – Police Department – Quarterly Report
Public Works – Monthly Reports
 - B. Councilmember Reports -
 - C. Upcoming Events –
 - Oct 17 Planning Commission Meeting @ St. Francis Area Schools District Office 7 pm
 - Oct 20 Recycling Event @ LePage and Sons 9 am to noon
 - Oct 27 Free paper Shredding & Leaf Drop-Off @ Public Works Facility 8 am – noon
 - Nov 5 City Council Meeting @ St. Francis Area Schools District Office 6 pm
 - Nov 6 Election Day – Polls open from 7 am to 8 pm
12. ADJOURNMENT

MEMO

TO: Mayor & City Council

FROM: Joe Kohlmann, City Administrator

RE: Agenda Memorandum – October 15th, 2018 Council Meeting

Agenda Items:

4. CONSENT AGENDA:

- a. City Council Minutes – October 1st, 2018
- b. Proclamation – Declaring October as “Domestic Violence Awareness Month”
Resolution 2018-36
- c. Embedded Systems – Contract renewal for siren maintenance (unrelated to worksession discussion). Annual maintenance contract in the amount of **\$1,106.88** for maintenance on both sirens.
- d. MESERB Membership- Joint Minnesota Environmental Science and Economic Review Board (MESERB). The membership provides resources such as wastewater permit review, pooled resources, information/member alerts, news and updates, and effectively is a lobbying group for state environmental agencies. Annual cost is **1,408.52**.
 - 1) **Resolution 2018-37**
 - 2) Enter into the MESERB Joint Powers Agreement
- e. Payment of Claims -

6. Special Business:

A. None -

7. PUBLIC HEARINGS

A. None -

8. OLD BUSINESS

A. None -

9. NEW BUSINESS

A. Ordinance 243, Second Series – Approve Sale of City Owned Land. The land is a remnant of the Bridge Street project. It is unbuildable and there is no clear use for the City. The adjoining property owner has expressed interest in the land.

11. Reports:

- A. Police Department – Quarterly Report
- B. Public Works – Monthly Report
- C. Council Member Reports
- D. Attorney Report –

12. Adjournment

CITY OF ST. FRANCIS
ST. FRANCIS MN
ANOKA COUNTY

CITY COUNCIL MINUTES
OCTOBER 1, 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 Rich Skordahl, Robert Bauer, Joe Muehlbauer, Jerry Tveit

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, Fire Chief Dave Schmidt, 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 MUEHLBAUER, SECONDED BY BAUER; ALL IN FAVOR, MOTION CARRIED.

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 – September 17, 2018

B. City Council Work Session Notes – September 10, 2018

C. Approving Additional Election Judges – Resolution 2018-33

D. Approving Park Rules, Regulations and Facility Use Policy- Resolution 2018-34

E. Approving Surplus Property Resolution 2018-35

F. Rivers Edge – Letter of Credit Reduction

G. Payment of Claims

H. Accept the resignation of Police Officer John Heeren effective September 30, 2018

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

5. MEETING OPEN TO THE PUBLIC

Kevin Robinson, 23978 Redwood St NW, asked with the Kwik Trip building coming in 2019, is there any traffic signal planning or traffic monitoring in the works between 233rd coming onto Highway 47? And would the development of Kwik Trip enhance or speed up that?

Feldman explained that he has been in touch with a representative from MNDOT. First they are trying to get a stop light on Pederson and 47, but she realizes that development is in play. So they are working on a joint study between the city and MNDOT. He's not sure if the development would speed that up or not. He would hope so.

Robinson also mentioned the crosswalk near McDonalds on 47 and that people in McDonalds see the kids press the crosswalk button and cars are still barreling through.

Feldman that that in the summertime of last year there were about 141 pedestrians, children and residents that went through that crossing, so they are aware of it, and with the development, there is a study in place. He wouldn't mind seeing a sign at 233rd and 47, and Ambassador and 47. He knows that's a lot of stop signs, but if you are crossing those roads at busy hours, you would know what he means.

Sara Udvig 3709 229th Lane NW, said she understands that we have to work with Anoka County for crosswalks. Especially after football games, there are no good crossings. Roundabouts are not good crossings, and if you get up past the bridge, there's no lights on the bridge. She has walked home by herself and couldn't imagine letting her teenager walk over that bridge at night. It's just not safe.

Udvig also wanted to mention in regards to our social media policy, let's make sure we are being completely fair. If we are going to hold people that are volunteers or on a commission to a certain standard, then certainly those that are paid in our city should be held to those same standards.

6. SPECIAL BUSINESS

7. PUBLIC HEARINGS

8. OLD BUSINESS

9. NEW BUSINESS

- A. Ordinance 242, Second Series – An Interim Ordinance Temporarily Establishing a Planning Moratorium on Mini-Storage Facilities (Second Reading)
- B. Turtle Ponds 3rd Addition – Denali Investments (Outlot B, Turtle Ponds Subdivision) Detached Townhome Concept Plan Review
- C. Setting Work Session - Animal Control & Sirens

Ordinance 242, Second Series-An Interim Ordinance Temporarily Establishing a Planning Moratorium on Mini-Storage Facilities (Second Reading)

Thunstrom explained that this is the second reading for the mini storage facility. This is in regards to looking at our code and making sure we have it in the right place within our zoning ordinances in regards to our commercial and industrial properties.

MOTION TO ADOPT ORDINANCE 242, SECOND SERIES-AN INTERIM ORDINANCE TEMPORARILY ESTABLISHING A PLANNING MORATORIUM ON MINI-STORAGE FACILITIES (SECOND READING) BY TVEIT, SECONDED BY BAUER; ALL IN FAVOR, MOTION CARRIED.

ROLL CALL AYES: TVEIT, SKORDAHL, MUEHLBAUER, FELDMAN, BAUER
 NAYES: NONE

Turtle Ponds 3rd Addition-Denali Investments (Outlot B, Turtle Ponds Subdivision) Detached Townhome Concept Plan Review

City Planner Beth Richmond (HKGI) explained in detail the Turtle Ponds 3rd Addition. The applicant is requesting a concept plan review and feedback for an 8 unit detached townhome development located north of 229th Ave NW and East of Arrowhead Street NW, (East of the Ponds Golf Course).

Feldman asked if these would be a 15 foot setback off of the property line between each unit.

Richmond answered that it would be a 15 foot setback between the buildings, which would be 7 ½ feet.

Feldman said that he didn't like that and is concerned. He understands that they did it at one place behind the hardware store and it's tight. He asked Fire Chief Schmidt and Police Chief Schwieger if they see a problem with this when it comes to their emergency response vehicles being able to turn around.

Fire Chief Schmidt said that it's less than ideal, however we need to remember that our fire trucks do go in reverse and they may have to make some different tactical decisions getting in there. What's best would be to have a cul-de-sac or circular turnaround at the termination of that road. Being that there's only 4-6 houses on either side, they certainly have the tactical abilities to make it work. But in a perfect world, we would like to have a turnaround in that street.

Skordahl welcomed Richmond to the team and said that he really likes these summary presentations. The setbacks are tight but they are already dictated by the PUD that was passed a long time ago that stated in that particular area that 15 feet is acceptable. As far as emergency vehicles, you would probably lose half of the houses if you were going to put a cul-de-sac in there. He mentioned that he knows in the past there have been some complaints voiced regarding private roads and who would be maintaining them if the associations were to go under. This development looks ok to him. It's a small neighborhood, and our zoning policy will dictate what they can or cannot do for the exteriors. It will fit with the neighborhood. We should let them go through the preliminary plat process.

Bauer would like to see the access come off the cul-de-sac that's already there which pulls those houses towards that cul-de-sac. That's what he's seeing from the plan. To him it just looks gaudy to separate access off of that cul-de-sac already. He's not sure if there's any more plans to go to the left. Get rid of the "T" at the end, pull those houses towards the West, and put the cul-de-sac on the outside, he thinks there would be enough room to put a round-about at the end for emergency services, and may even be able to space those houses out a little bit more. That would be the only concern that he has.

Muehlbauer said that what Bauer said makes a lot of sense. It looks like there's some parking spaces available at end of the cul-de-sac. His concern would also be that it would look gaudy having those two come off. He asked how wide the road is. For service providers like himself, they need to go house to house, and he's been in neighborhoods where you can only get one car down the road.

Richmond answered that the road will be 24 feet wide.

Tveit said he can live with this plan. Being on the watershed commission, he wants to make sure they have enough buffer between any building and runoff into the wetlands. Ultimately that stuff is going to go right into the river. That's where our setbacks and buffers come into play. But he's fine with this. If this builder wants to build this and make it work, he's not living there, so it wouldn't matter to him.

Feldman said this is good discussion. Some of the things that council talks about may be discarded, and some may be put in. He asked Richmond about what Bauer had talked about and if you ran that T down and moved the homes in, would we have a chance to correct some space. If it's plausible, cost effective for the developer and works for the city.

Beth said that would be a better question for the developer.

Setting Work Session - Animal Control & Sirens

Feldman said that the Animal Control Committee interviewed and inspected all three entities. He called 9 out of the 10 references, and they now have enough information from the Committee to present to the Council at a work session. They will also be discussing the third siren.

The Work Session date was set for Tuesday, October 9th at 5:30 pm at the Community Center.

Mayor Feldman wanted to emphasize to everyone that whether you come to the work session from Princeton, East Bethel, or Ham Lake, he has rules for this meeting and all future meetings, and that is to leave your anger at the door, otherwise you will be asked to leave. The decision that is being made will be made based on what's best for our residents and not anybody in Princeton, East Bethel or Ham Lake. Our research has been done by the committee and the committee will turn that research over to the Council. The Council of St. Francis will make that decision on what's best for our residents of St. Francis.

10. MEETING OPEN TO THE PUBLIC

11. REPORTS

A. Department Reports – Community Development Director – Quarterly Report

B. Councilmember Reports -

C. Upcoming Events –

- Oct 8 Columbus Day Holiday – City Offices Closed
- Oct 13 French Toast Breakfast & Open House @ Fire Stn 8 am to noon
- Oct 15 City Council Meeting @ 6 pm
- Oct 17 Planning Commission Meeting @ 7 pm

Department Reports-Community Development Director-Quarterly Report

Thunstrom explained the Community Development Quarterly Report in detail as shown in the packet.

Feldman said that it's a good idea that we've extended our comprehensive plan period. To clarify to the council, you will see that the permits are down from 2017 to 2018, but if you look at 2016 you will notice they are pretty equivalent to 2018. That's because these are development stages. First you have to develop the property before you can sell the property.

Feldman also wanted to mention that he talked to Thunstrom about the site that was purchased by the city on a Contract for Deed for Isanti Bicycle and the site that Semler was going to put their offices in but decided to go to Cambridge. Government is a work in progress and we learn from our mistakes. Next time we sign a contract for deed we should put in a timeframe on it. That may be something to look into for the future to give them 12 months to 18 months to begin construction or the Contract for Deed comes back to the city and they forfeit any Contract for Deed payments if they don't meet that timeframe. It needs to be beneficial to both sides. These are just some suggestions he had for Council. He would like to see revenue coming into the city. Woodhaven is moving really well with the streets and curbs and he was happy to hear that the electronic files are moving forward.

Councilmember Reports

Bauer wanted the public to know that on Saturday, October 13th the St. Francis Fire Department will be hosting a french toast breakfast, 8:00 am – 12:00 pm. It is a free breakfast with free will donations. Donations are greatly appreciated and please come out and support the city and emergency services.

Skordahl said that about a week and a half ago he met an Eagle Scout that wants to bring a splash pad to town as one of his projects. We might have to wait a while for the young man to get funding, but hang on, there's a guy with visions out there.

Muehlbauer said that tonight they are testing out some new microphones. They are trying to get used to holding them for the temporary time being. He's been doing some research and pricing things out. The current ones we are using are the property of the St. Francis area schools. They set these up right before the meeting and didn't have a lot of time to set things up, so he's interested to see how they end up sounding. If it is something they go with permanently they will need to find a way to set the microphones up on booms. He will also be getting another quote from EMI. He was told that there is a 2 day sale in January or February for the equipment. That may be a good time to purchase something.

Tveit said that he will not be at the October 15th City Council meeting. He also wanted to mention that it was just talked about tonight that people are driving through the flashing lights. He knows that he preaches about it a lot, but please watch out for our kids and people walking their dogs. It's getting dark earlier and staying dark later, which makes it hard to see them when they wear dark clothes. It's bad enough blowing through the lights when its not blinking and somebody is in the cross walk, but when it's blinking and someone is in the cross walk, you can see those flashing beacons for miles away and there's absolutely no excuse. He would be in favor of using police force. It would only take a few people getting pulled over and seeing a police officer there and next thing you know it's a habit of people slowing down. He encourages everyone to drive safe and slow down.

Feldman said that the Cub Scouts will be attending the next City Council Meeting and will be asking questions of the Council. It's wonderful that young children are getting involved in government. He also agrees with Tveit that it's getting darker early and we need to notice the kids out there. We have been working with MNDOT for close to two years now. We are aware a light is needed on 47 and Pederson. In the meantime, you must drive carefully. Safety comes first.

Feldman asked Assistant City Attorney Jochum about the code enforcement issue at 22708 Rum River Blvd.

Jochum answered that the inspection is scheduled for Tuesday the 9th.

Feldman said that for the residents living on Rum River Blvd, down from Bridge Street towards 7, he reached out to LePage trash haulers to ask the drivers to slow down. To all residents, as he's mentioned in the past, if you have an issue or concern, bring it to staff or council. They cannot address an issue if they don't know about it.

12. ADJOURNMENT

Motion to adjourn by 6:46 pm.

Respectfully submitted by:

Lori Streich, Acct Tech/Deputy Clerk



Phone: 763-780-2332
24-Hour Crisis Line/TTY: 763-780-2330
Fax: 763-780-9696
www.AlexandraHouse.org

P.O. Box 490039
Blaine, MN 55449-0039

July 16, 2018

Steve Feldman, Mayor
City of St. Francis
23340 Cree St NW
St. Francis, MN 55070

Dear Mayor Steve Feldman,

Every year throughout the nation, October is officially recognized as Domestic Violence Awareness Month. Counties and cities all over the US take the opportunity to honor this month through an official proclamation. In choosing to locally proclaim October as DVAM, Anoka County shows its recognition of both the gravity of the problem and the importance of the ongoing work to create a violence-free community in the region. The county's proclamation will add to the chorus of voices insisting that women, men, and children all have a right to seek peace and safety in their lives.

Alexandra House is proud of its partnerships with all the communities throughout Anoka County. In this spirit, we will post all proclamations on our social media sites in the days leading up to our HopeFest event on Saturday, September 29th at Bunker Hills Regional Park in Andover. HopeFest (formerly known as Walk for Hope), attended by over 500 participants every year, challenges our community to confront the impact of domestic and sexual violence. Additionally, it provides a space for survivors, family members, friends, and allies to honor those who have lost their lives as a result of domestic violence.

We also hope you'll join Alexandra House in observing Purple Thursday (October 25th) by wearing purple to show support and awareness of domestic violence. Please consider taking a photograph of those wearing purple and post it to your social media platforms with the hashtags #purplethursday and #DVAM and tag us @AlexHouseMN.

Please contact our Communications Marketing Director, Tina Bronson at 763-656-1363 or tbronson@alexandrahouse.org if you have any questions regarding this request. Also enclosed for your reference is a sample you may wish to use to compose your proclamation. Thank you for your consideration and support of this important cause.

Sincerely,

Connie Moore
Executive Director

Enclosure
Cc: Joe Kohlmann, Barb Held

CITY OF ST. FRANCIS
ST. FRANCIS, MN
ANOKA COUNTY

RESOLUTION 2018-36

A RESOLUTION PROCLAIMING OCTOBER AS
DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS, the community problem of domestic violence has become a critical public health and welfare concern in Anoka County; and

WHEREAS, domestic violence is a crime, the commission of which will not be tolerated in Anoka County and perpetrators of said crime are subject to prosecution and conviction in accordance with the law; and

WHEREAS, over thousands of women and children have and will continue to access assistance from Alexandra House, Inc., a domestic violence service provider; and

WHEREAS, domestic violence will be eliminated through community partnerships of concerned individuals and organizations working together to prevent abuse while at the same time effecting social and legal change; and

WHEREAS, October is *National Domestic Violence Awareness Month*; and

WHEREAS, during *National Domestic Violence Awareness Month*, Anoka County organizations will inform area residents about domestic violence, its prevalence, consequences and what we, as a concerned community can do to eliminate its existence.

NOW, THEREFORE, BE IT RESOLVED AND KNOWN TO ALL that the City of St. Francis proclaims October to be Domestic Violence Awareness Month on this 15th day of October, 2018.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 15th DAY OF OCTOBER, 2018.

ATTEST:

APPROVED:

Steven D. Feldman, Mayor of St. Francis

Barbara I. Held, City Clerk

**CITY COUNCIL
AGENDA REPORT**

Agenda Item #:

4 C

TO: Joe Kohlmann, City Administrator
FROM: Police Chief Todd Schwieger
SUBJECT: **Embedded Systems contract renewal**
DATE: 10/15/2018

OVERVIEW:

Embedded Systems, Inc. provides warning siren maintenance for two warning sirens within the City of St Francis located at Ambassador/Roanoke St and at 23248 Woodbine St. The maintenance contract consists of repairing and maintaining the electronic/communication side of the sirens. The contract also includes battery replacement every 3 years. Monthly communication testing is performed to assure the sirens are operating correctly.

ACTION TO BE CONSIDERED:

The renewal of the contract with Embedded Systems, Inc. to continue to provide warning siren maintenance for the City of St Francis in 2019.

BUDGET IMPLICATION:

The Embedded Systems, Inc. monthly maintenance fee of \$46.12 per siren per month (\$1,106.88 annually) is accounted for in the "contract" line item of the police department budget.

Attachments:

- Contract

Embedded Systems, Inc.

Tel. (763) 757-3696
www.embedsys.com

11931 Hwy 65 NE, Minneapolis, MN 55434

Fax: (763) 767-2817
btorkelson@embedsys.com

Contract Renewal

October 1, 2018

City of St. Francis
Accounts Payable
23340 Cree Street NW
St. Francis, MN 55070

We are at the end of another tornado season. Embedded Systems, Inc. has provided our best service toward maintaining the tornado sirens for your city for the past several years. We would be very pleased to continue to provide Tornado Siren Maintenance for your city.

The Monthly Siren Maintenance Fee for 2019 will be **\$46.12** per siren, per month.

The decoder batteries for your city are scheduled to be replaced in 2021 for preventive maintenance. Battery replacement will occur once every 2 years for Hennepin County and once every three years for Anoka County for all units maintained by Embedded Systems under the original maintenance agreement, including those batteries which may have been replaced since the last scheduled replacement because of failure.

We are asking that you please sign and return this contract renewal to us before **November 16, 2018** to enable us to continue to provide our best service through the end of 2018. Feel free to fax the signed contract renewal to (763) 767-2817 or email it to btorkelson@embedsys.com.

Thank you for your business and we look forward to servicing your needs through the next year. If you have any questions, feel free to contact me directly.

Thank you,

Brenda Torkelson
Embedded Systems, Inc.

Contract terms accepted:

Signature

Date

Phone

Email

For continuation of services through the end of the year 2019

TO: Joe Kohlmann, City Administrator
FROM: Paul Teicher, Public Works Director
SUBJECT: **MESERB (MN Environmental Science and Economic Review Board)**
Membership
DATE: 10-15-2018

OVERVIEW: Established in 1997 under Minnesota Statutes section 471.59, the Minnesota Environmental Science and Economic Review Board (MESERB) is a municipal joint powers organization dedicated to the research, study and analysis of water quality issues that are important to Greater Minnesota communities. Our members share a common goal of keeping Minnesota's waters clean, while working to ensure that environmental regulations are based on science that is transparent (in which results and methods are openly shared) and independently reviewed, and that the implementation of those standards results in meaningful benefits to water quality.

MESERB enlists the talent and resources of municipal wastewater technicians and officials, scientists, engineers and regulatory & legal analysts in a cooperative effort to improve Minnesota's water quality. We accomplish this by supporting scientific research, providing technical expertise, working with the regulators who develop the rules that affect us, and reviewing wastewater permit applications for individual members. MESERB provides input to the Minnesota Pollution Control Agency, other state agencies, and local governments to ensure that the water quality standards they develop are necessary, appropriate, and cost-effective.

Minnesota Environmental Science and Economic Review Board. *Welcome to MESERB.*
Retrieved from <http://meserb.org/about>

Wastewater Permit Review

MESERB members enjoy the option of having an experienced engineering and legal consultant review individual wastewater discharge permit applications, to identify and correct potential problems before a permit becomes effective.

Pooled Resources

MESERB members combine their experience, technical expertise and financial resources to share and obtain expert scientific information at a reasonable cost.

Information and Member Alerts

MESERB members and staff serve as extra eyes and ears to provide accurate and timely information to members about developments that affect them on the federal, state, and local levels.



News and Updates

Members receive periodic newsletters as well as email updates regarding regulatory and legislative and other activities of interest to MESERB.

Strength in Numbers

Many wastewater treatment plant operators are understandably hesitant to provoke the people who issue the permits that allow them to operate. But by combining our resources and working together, MESERB works to build positive relationships with regulatory agencies and diffuse the emotion that sometimes creeps into water quality discussions.

Minnesota Environmental Science and Economic Review Board. *Our Services.*

Retrieved from <http://meserb.org/services>

As you can see by the above information taken from the MESERB website there are many benefits to joining this organization. Approximately 49 other MN Cities have already become members in hopes of gaining guidance and support as they move toward the future and face more and more regulation which is usually equated to more dollars needing to be spent on treatment processes.

ACTION TO BE CONSIDERED: Council may consider passing resolution number 2018-37 approving the City of St Francis' membership in MESERB and authorize Mayor to sign the attached Joint Powers Agreement with MESERB.

BUDGET IMPLICATION: Annual dues for local government units are \$0.87 per wastewater billing account. St Francis wastewater billing accounts = 1619.

1619 X 0.87 = \$1408.53 annual dues. First year dues will be prorated to the month joined.

Attachments:

- Resolution, MESERB Joint Powers Agreement, Joint Powers Information Form.

**CITY OF ST FRANCIS
ST. FRANCIS, MN**

RESOLUTION NUMBER 2018-37

**A RESOLUTION APPROVING MEMBERSHIP IN THE
MINNESOTA ENVIRONMENTAL SCIENCE AND ECONOMIC REVIEW BOARD
(MESERB)**

WHEREAS, the Minnesota Environmental Science and Economic Review Board (MESERB) is a joint powers organization made up of cities, public utilities commissions, sanitary sewer districts, and business associates committed to using established principles of science, law and engineering to advocate for sound and cost-effective environmental regulations; and

WHEREAS, MESERB is dedicated to using these principles in the research, study, and analysis of environmental issues impacting the provision of wastewater treatment services in the State of Minnesota; and

WHEREAS, MESERB actively monitors environmental activities at a federal, state and local level and provides up to date information and analysis to MESERB members regarding the provision of wastewater services and the impacts of proposed environmental regulations thereon; and

WHEREAS, MESERB uses these principles of science, law, and engineering to analyze water quality standards, rules, and mandates imposed by the Environmental Protection Agency and the Minnesota Pollution Control Agency, to ensure accountability for agency activities and to ensure that imposed regulations are justified and will result in measurable improvements to water quality and public health; and

WHEREAS, MESERB implements these principles of science, law, and engineering to evaluate new or reissued NPDES Permits of MESERB members to ensure that environmental requirements contained in such permits are appropriate and consistent with applicable rules and regulations; and

WHEREAS, MESERB takes collective action and works with environmental interests and federal and state regulators to communicate the comments, concerns, and recommendations of wastewater treatment facility operators and aid in the development of scientifically justified and effective environmental rules and standards.

NOW THEREFORE, BE IT RESOLVED, that the St. Francis City Council hereby agrees to join the Minnesota Environmental Science and Economic Review Board (MESERB), hereby directs and authorizes the Public Works Director and Mayor to sign the MESERB Joint Powers Agreement and any other associated documentation needed to effect membership in MESERB, and hereby directs and authorizes payment of the membership assessment required to participate in MESERB.

Adopted this 15th day of October 2018, by St. Francis City Council.

YEAS: _____ NAYS: _____ ABSTENTIONS: _____



MESERB

Minnesota Environmental Science
and Economic Review Board

Using science and economics to improve environmental regulations

JOINT POWERS AGREEMENT

The parties to this Agreement are all governmental units existing pursuant to the laws of the State of Minnesota. This Agreement is made and entered into pursuant to Minnesota Statutes, Section 471.59.

WITNESSETH:

WHEREAS, pursuant to Minnesota Statutes, Section 471.59 (Joint Exercise of Powers), governmental units may enter into an agreement through the action of their respective governing bodies to jointly or cooperatively exercise any power common to the contracting parties or any similar powers, including those which are the same except for the territorial limits within which they may be exercised; and

WHEREAS, the operation of publicly owned treatment works and associated water quality standards present significant environmental and economic issues for governmental units; and

WHEREAS, governmental units have a responsibility to their citizenry to monitor and study the science associated with operating publicly owned treatment works and associated environmental standards to ensure that appropriate standards are being applied which protect the public health and are based on sound scientific and economic analysis.

NOW, THEREFORE BE IT RESOLVED, that in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

1. Purpose. The purpose of this Agreement is to establish a board that will review and analyze the scientific and economic foundations of state and federal environmental standards, develop methods and programs to improve environmental protection, and communicate information and findings to governmental bodies and agencies, the public, and other interested parties. The initial focus of the board established by this agreement will be the review and evaluation of water quality standards and their applications.
2. Minnesota Environmental Science and Economic Review Board. The parties hereto agree to identify this Agreement and the resulting governing joint powers board, as established in paragraph 3 of this Agreement, as the Minnesota Environmental Science and Economic Review Board (MESERB).

3. Joint Powers Board.

- a. **Establishment; Representation.** The development, management, and control of the Minnesota Environmental Science and Economic Review Board shall be vested in a joint powers board. The joint powers board shall be composed of representatives appointed by each of the member governmental units. Each member governmental unit shall designate one (1) director representative to serve on the joint powers board. Each member governmental unit shall also designate one (1) alternate representative who shall be entitled to attend meetings of the joint powers board and who may vote in the absence of the member's director representative.
- b. **Term.** Each designated director representative and alternate representative of a member governmental unit on the joint powers board shall serve a term of one (1) year or until successors are duly appointed by the governing body of the member governmental unit.
- c. **Vacancy.** A vacancy on the joint powers board shall be filled by appointment by the respective governing body of the member governmental unit left unrepresented by the vacancy.
- d. **Voting; Quorum.** Except as otherwise provided, the transaction of business by the joint powers board shall be by majority vote of those board members present at a meeting at which a quorum is present. At all meetings of the joint powers board, one-half ($\frac{1}{2}$) of the board members currently serving on the board shall constitute a quorum for the transaction of business.
- e. **Meetings.** Regular meetings of the joint powers board shall be held at least one (1) time per fiscal year, as called by the president. Except as otherwise provided by law, a meeting of the joint powers board may be conducted either in person, or if authorized by law or by action of the Board of Government Innovation and Cooperation, in writing without a meeting or by telephone conference call or other interactive telecommunication. For action taken in writing without a meeting, concurrence of all director representatives serving on the joint powers board on the date of the written action shall be required.
- f. **Executive Committee.** The joint powers board may establish an executive committee to conduct business on behalf of the joint powers board as delegated to the executive committee by the joint powers board.
- g. **Advisory Committee.** The joint powers board may establish an advisory committee made up of city officials and others interested in environmental issues to study, review and make recommendations to the joint powers board.

- h. **Other Committees.** The joint powers board may establish other committees made up of city officials and others to develop and implement methods and programs in furtherance of this Agreement, and to communicate information and findings to governmental bodies and agencies, the public, and other interested parties.
 - i. **Bylaws.** The joint powers board may adopt appropriate bylaws governing the conduct of the board.
4. Powers and Duties of the Board. The joint powers board, in order to carry out the purposes of this Agreement, has the following powers and duties:
- a. To develop and promote methods to improve environmental protection and safeguard environmental resources for future generations;
 - b. To facilitate the further review, study, research and analysis of environmental and economic issues impacting members, including the evaluation of state and federal regulations and permits;
 - c. To monitor environmental and regulatory issues impacting members;
 - d. To coordinate activities, in its discretion, with interest groups and other governmental entities;
 - e. To communicate research and scientific findings to governmental bodies and agencies, the public, and other interested parties;
 - f. To retain consultants to develop and provide members with technical advice and research and analysis on environmental science and economic issues of interest to members;
 - g. To solicit contributions, accept gifts or apply for and use grants or loans of money or other property from the state, any other governmental units, or any organizations or private parties or foundations consistent with the purposes of this Agreement, and may enter into any agreements required in connection therewith and hold, use and dispose of such moneys or property in accordance with the terms of the gift, grant, loan or other agreement relating thereto;
 - h. To establish and collect membership dues as provided for in paragraph 8 of this Agreement and establish any other charges for services provided to its members and others; and
 - i. To take such other actions as it deems necessary and appropriate, including but

not limited to, the making of contracts or the initiation or participation in any proceedings at law in which the organization may have an interest, to make effective the general purposes, powers and duties established in this Agreement.

5. Election of Officers. The following persons are hereby designated as the first officers of the Minnesota Environmental Science and Economic Review Board to serve in the capacities set opposite their names until July 1, 1999 or until their successors are duly elected and qualified as provided for in this paragraph:

President	Mr. George Rosati, Public Works Director, City of Mankato
Vice President	Mr. Lyle Zimmerman, Wastewater Plant Manager, City of Rochester
Treasurer	Mr. Eric Sorensen, City Manager, City of Winona
Secretary	Mr. Eric Sorensen, City Manager, City of Winona

The joint powers board shall hold an annual meeting prior to July 1 of each year to elect a president, vice-president, secretary, and treasurer. Any officer serving at the time of an election may be re-elected for an additional term(s). The president and vice-president shall be elected by the joint powers board from those representative directors serving on the joint powers board. The president and vice-president shall not be the same person, and shall not be the secretary or treasurer. The secretary and treasurer may be the same person but need not be a representative of a member governmental unit serving on the joint powers board.

6. Membership. Any governmental unit located within the state of Minnesota that operates a publicly owned wastewater treatment facility within its jurisdiction or is part of a multi-jurisdictional treatment system may become a member of the Minnesota Environmental Science and Economic Review Board. The initial members of the Minnesota Environmental Science and Economic Review Board shall be those governmental units who have executed a copy of this Agreement on or before December 31, 1997 and submitted the same along with payment of its assessment, as provided in paragraph 8 of this Agreement, to the treasurer of the organization as provided in paragraph 5 of this Agreement. Governmental units seeking to join the Minnesota Environmental Science and Economic Review Board after December 31, 1997, shall be admitted only upon executing and submitting an identical copy of this Agreement to the treasurer of the Minnesota Environmental Science and Economic Review Board and upon approval of membership by the joint powers board.

7. Associate Members. The joint powers board may establish a non-voting associate membership category along with corresponding application procedures and charges for governmental entities, businesses, and others interested in participating in the organization's programs.
8. Assessments. Funding for the Minnesota Environmental Science and Economic Review Board shall be provided by assessments paid by participating member governmental units. The assessment for the first year of existence of the Minnesota Environmental Science and Economic Review Board is \$.50 per water billing account existing in the most recently completed fiscal year up to a maximum of 15,000 accounts, the sum of which must be remitted to the joint powers board within sixty (60) days of joining the Minnesota Environmental Science and Economic Review Board. After the initial year of existence ending December 31, 1997, the joint powers board shall establish at its annual meeting as provided in paragraph 5 of this Agreement, an assessment for member governmental units. The treasurer shall notify each governmental unit of its assessment by August 1 of each fiscal year and each member shall remit payment of its respective assessment within sixty (60) days of receipt of notification from the treasurer.
9. Termination. This Agreement shall remain in effect until terminated by action of the joint powers board of the Minnesota Environmental Science and Economic Review Board at a duly qualified meeting. If the joint powers board is terminated, all assets acquired as a result of the joint exercise of powers pursuant to this Agreement remaining after the date of termination and after payment of any outstanding debts or expenses, shall be returned to those member governmental units in good standing on the date of termination in proportion to the respective contributions made by the member governmental unit.

Any individual governmental unit participating in this Agreement may elect to withdraw from participation in the Minnesota Environmental Science and Economic Review Board at any time upon adoption of a resolution of its governing body to that effect submitted to the joint powers board of the Minnesota Environmental Science and Economic Review Board. A withdrawing individual governmental unit shall not be entitled to the return of any assessments previously paid.

10. Governing Law. This Agreement is made pursuant to and shall be construed in accordance with the laws of the state of Minnesota.
11. Severability. In the event that any provision of this Agreement is determined to be invalid, illegal, or unenforceable by any court of competent jurisdiction, or by reason of any existing or subsequently enacted legislation, the other provisions of this Agreement shall remain in full force and effect, and the parties hereto shall negotiate in good faith and agree to such amendments or modifications of or to this Agreement or other appropriate actions as shall, to the maximum extent practicable, in light of such determination, implement and give effect to the intentions of the parties hereto.

12. Amendment. This Agreement may be amended only according to the following procedure:
 - a. Proposed amendments must be submitted to the joint powers board of the Minnesota Environmental Science and Economic Review Board for review and approval. Proposed amendments must receive a majority vote of those board members present at a duly qualified meeting at which the vote is taken to be deemed approved. Prior to a meeting of the joint powers board at which amendment of this Agreement is proposed, each member governmental unit shall be given ten (10) days prior written notice of the meeting and the proposed amendment.
 - b. Should an amendment receive the requisite approval from the joint powers board as provided in paragraph 12 (a), the amendment shall be submitted to each member governmental unit represented on the joint powers board. The amendment shall not be enacted unless adopted by resolution of the governing body of each member governmental unit represented on the joint powers board. For purposes of adopting an amendment, member governmental units are those governmental units represented on joint powers board on the date a proposed amendment was approved by the joint powers board.
13. Accounting. The treasurer's city, as designated in this Agreement or another city as designated by the joint powers board, shall be responsible for the accounting for the joint powers board, except that any audit, if deemed necessary by action of the joint powers board, shall be performed by an independent consultant as selected by the joint powers board. The treasurer shall report to the joint powers board regarding the organization's finances, including revenues and expenditures for the fiscal year, at the organization's annual meeting.
14. Mutual Indemnification. Each member governmental unit of MESERB shall be liable for its own acts or omissions to the extent provided by law and hereby agrees to indemnify, save, defend, and hold harmless the other constituent member governmental units, their officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which member governmental units, their officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of member governmental units, their agents or employees in connection with membership in MESERB or in the execution, performance or failure to adequately perform its obligations pursuant to this Agreement.
15. Statutory Liability Limits. Unless otherwise provided by law, joining MESERB shall not constitute a waiver of a member governmental unit's statutory liability limits or result in the stacking of such limits.

16. Employees of Member Governmental Units and Consultants. Employees or officials of a member governmental unit or consultant performing a function, task or any other activity on behalf of MESERB shall not be considered employees of MESERB for any purpose and shall at all times remain employees of the member governmental unit or consultant. MESERB or its member governmental units shall not be responsible or liable for the payment of wages or any other remuneration to another member governmental unit's employee(s) notwithstanding the fact that such employee(s) may from time to time provide services which benefit MESERB.
17. Insurance Coverage Required. The joint powers board shall obtain and maintain liability coverage from a qualified insurance carrier. In the event that procured liability coverage does not cover a particular act or omission, each individual member governmental unit shall not be individually liable unless required by law, in which case any such liability shall be apportioned equally amongst the member governmental units.
18. Non-discrimination. The joint powers board shall not discriminate because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation, or age.
19. Data Practices. Unless otherwise provided by law, MESERB shall be subject to the Minnesota Data Practices Act.
20. Captions and Headings. Captions and headings in this Agreement are for ease of reference only and are not intended to alter the terms of this Agreement.

IN WITNESS WHEREOF, the undersigned governmental unit, pursuant to an authorizing resolution of its respective governing body, has caused this Agreement to be signed and delivered on its behalf this ___ day of _____, 20__.

 (Name of Governmental Unit)

BY _____

Its _____

BY _____

Its _____



MESERB

Minnesota Environmental Science
and Economic Review Board

Using science and economics to improve environmental regulations

MESERB Joint Powers Board Member Information Form

Name of Local Government _____
 Unit: _____
 Name of Director _____
 Representative: _____
 Title/Position: _____
 Office/Mailing Address: _____
 City: _____ ZIP: _____
 Telephone 1: _____
 Telephone 2: _____ Fax: _____
 E-Mail: _____
 Website: _____

Name of Alternate
 Representative: _____

Note: Please only fill in information where it differs from the section above.

Title/Position: _____
 Office/Mailing Address: _____
 City: _____ ZIP: _____
 Telephone 1: _____
 Telephone 2: _____ Fax: _____
 E-Mail: _____
 Website: _____

Assessment: \$ _____ = (\$.87) x (_____ # of accounts) x (_____ # of months until next June 30 ÷ 12)

Please submit this Joint Powers Board Member Information Form, along with adopted Resolution, the signed Joint Powers Agreement, and the membership assessment to:

**Minnesota Environmental Science and Economic Review Board
525 Park Street, Suite 470
St. Paul, MN 55103**

For more information, contact Daniel Marx at 651-225-8840 or dmmarx@flaherty-hood.com



**CITY COUNCIL
AGENDA REPORT**

Agenda Item #:

4 E

TO: Joe Kohlmann, City Administrator
FROM: Darcy Mulvihill, Finance Director
SUBJECT: **Bill List to be considered by Council**
DATE: 10/11/2018

OVERVIEW:

Attached are the bills received since the last council meeting. Total checks to be written are \$194,304.44 plus any additional bills that are handed out on Monday night. Also to be approved are two manual checks of \$16,088.62 and the September Transfers of \$145,810.79.

ACTION TO BE CONSIDERED:

Approved under consent agenda to allow Finance Director to draft checks or ACH withdrawals for the attached bill list. Please note additional bills may be handed out at the council meeting.

BUDGET IMPLICATION:

City bills

Attachments:

- 10-15-2018 Packet List
- 10-15-2018 Other Checks



PAYMENT BATCH AP 10-15-18

AA BEST PEST SERVICES, INC

09/24/2018	8129	E 101-41940-401	Repairs/Maint Buildings	PEST CONTROL	114.74
09/24/2018	8129	E 101-42110-401	Repairs/Maint Buildings	PEST CONTROL	114.74
09/24/2018	8129	E 101-42210-401	Repairs/Maint Buildings	PEST CONTROL	114.74
09/24/2018	8129	E 101-45200-401	Repairs/Maint Buildings	PEST CONTROL	114.74
09/24/2018	8129	E 602-49490-401	Repairs/Maint Buildings	PEST CONTROL	101.30
09/24/2018	8129	E 609-49750-401	Repairs/Maint Buildings	PEST CONTROL	114.74
					\$675.00

ACE SOLID WASTE, INC.

10/01/2018	4234018	E 101-42110-384	Refuse/Garbage Disposal	GARBAGE	87.05
10/01/2018	4234018	E 101-42210-384	Refuse/Garbage Disposal	GARBAGE	43.59
10/01/2018	4234018	E 101-43100-384	Refuse/Garbage Disposal	GARBAGE	21.76
10/01/2018	4234018	E 101-43100-384	Refuse/Garbage Disposal	GARBAGE	55.43
10/01/2018	4234018	E 101-43210-384	Refuse/Garbage Disposal	GARBAGE	0.00
10/01/2018	4234018	E 101-43210-384	Refuse/Garbage Disposal	GARBAGE	53.19
10/01/2018	4234018	E 101-45200-384	Refuse/Garbage Disposal	GARBAGE	21.76
10/01/2018	4234018	E 101-45200-384	Refuse/Garbage Disposal	GARBAGE	55.43
10/01/2018	4234018	E 601-49440-384	Refuse/Garbage Disposal	GARBAGE	67.03
10/01/2018	4234018	E 601-49440-384	Refuse/Garbage Disposal	GARBAGE	21.76
10/01/2018	4234018	E 602-49490-384	Refuse/Garbage Disposal	GARBAGE	67.02
10/01/2018	4234018	E 602-49490-384	Refuse/Garbage Disposal	GARBAGE	21.76
10/01/2018	4234018	E 609-49750-384	Refuse/Garbage Disposal	GARBAGE	171.71
					\$687.49

AIRGAS NORTH CENTRAL

10/30/2018	9956315613	E 101-43100-217	Other Operating Supplies	CYLINDAR RENTAL	12.65
10/30/2018	9956315613	E 101-43210-217	Other Operating Supplies	CYLINDAR RENTAL	12.65
10/30/2018	9956315613	E 101-45200-217	Other Operating Supplies	CYLINDAR RENTAL	12.65
10/30/2018	9956315613	E 601-49440-217	Other Operating Supplies	CYLINDAR RENTAL	12.65
10/30/2018	9956315613	E 602-49490-217	Other Operating Supplies	CYLINDAR RENTAL	12.65
					\$63.25

ALWAYS BRIGHT LIGHTS LTD

10/02/2018	757	E 101-45200-311	Contract	BANNER REMOVAL	350.00
10/02/2018	758	E 101-42210-311	Contract	INSTALL FLAG POLE	250.00
					\$600.00

ARK TOWING AND RECOVERY

09/28/2018	89671	E 101-42110-441	Miscellaneous	2003 TOYOTA 4RUNNER	218.00
					\$218.00

ARNESON, JAMES

09/20/2018	2652	G 601-22200	Deferred Revenues	REF ACCT #2652	242.17
					\$242.17

ARTHUR J GALLAGHER

09/26/2018	2740062	E 101-41110-360	Insurance	SERVICE FEE	11.92
09/26/2018	2740062	E 101-41400-360	Insurance	SERVICE FEE	198.35
09/26/2018	2740062	E 101-41410-360	Insurance	SERVICE FEE	2.16
09/26/2018	2740062	E 101-41500-360	Insurance	SERVICE FEE	47.69
09/26/2018	2740062	E 101-41540-360	Insurance	SERVICE FEE	1.08
09/26/2018	2740062	E 101-41550-360	Insurance	SERVICE FEE	2.16
09/26/2018	2740062	E 101-41600-360	Insurance	SERVICE FEE	5.41
09/26/2018	2740062	E 101-41910-360	Insurance	SERVICE FEE	9.75
09/26/2018	2740062	E 101-41940-360	Insurance	SERVICE FEE	185.34
09/26/2018	2740062	E 101-42110-360	Insurance	SERVICE FEE	785.82

09/26/2018	2740062	E 101-42210-360	Insurance	SERVICE FEE	792.33
09/26/2018	2740062	E 101-42400-360	Insurance	SERVICE FEE	4.33
09/26/2018	2740062	E 101-42700-360	Insurance	SERVICE FEE	3.25
09/26/2018	2740062	E 101-43100-360	Insurance	SERVICE FEE	589.64
09/26/2018	2740062	E 101-43210-360	Insurance	SERVICE FEE	18.42
09/26/2018	2740062	E 101-45200-360	Insurance	SERVICE FEE	1,245.40
09/26/2018	2740062	E 101-49200-360	Insurance	SERVICE FEE	6.50
09/26/2018	2740062	E 208-42110-360	Insurance	SERVICE FEE	8.67
09/26/2018	2740062	E 225-45100-360	Insurance	SERVICE FEE	2.16
09/26/2018	2740062	E 601-49440-360	Insurance	SERVICE FEE	885.54
09/26/2018	2740062	E 602-49490-360	Insurance	SERVICE FEE	345.76
09/26/2018	2740062	E 609-49750-360	Insurance	SERVICE FEE	248.32
					<hr/>
					\$5,400.00

ARTISAN BEER COMPANY

09/26/2018	3294224	E 609-49751-252	Beer For Resale	BEER	73.50
					<hr/>
					\$73.50

ASPEN MILLS

09/27/2018	224061	E 101-42110-437	Uniform Allowance	UNIFORMS-HEARN	39.85
09/27/2018	224064	E 101-42110-437	Uniform Allowance	UNIFORMS-ALLEN	265.65
					<hr/>
					\$305.50

B & B COMMERCIAL COATING, LLC

09/25/2018	926	E 404-42210-401	Repairs/Maint Buildings	BUILDING CIP	7,140.00
					<hr/>
					\$7,140.00

BARGEN INC.

09/28/2018	218263	E 101-43100-407	Gravel Repair & Maint	CRACK REPAIR PROJECT	4,940.00
09/28/2018	218519	E 101-43100-407	Gravel Repair & Maint	CRACK REPAIR PROJECT	1,785.00
10/03/2018	218520	E 101-41940-401	Repairs/Maint Buildings	PAVEMENT STRIPING	840.00
10/03/2018	218520	E 101-42210-401	Repairs/Maint Buildings	PAVEMENT STRIPING	828.00
10/03/2018	218520	E 609-49750-401	Repairs/Maint Buildings	PAVEMENT STRIPING	608.00
					<hr/>
					\$9,001.00

BELLBOY CORPORATION

09/25/2018	0098321800	E 609-49750-210	Operating Supplies	OPERATING	113.17
09/25/2018	0098321800	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.68
09/25/2018	0098321800	E 609-49751-254	Miscellaneous Merchandise	MISC	32.60
09/25/2018	66190500	E 609-49751-206	Freight and Fuel Charges	FREIGHT	17.05
09/25/2018	66190500	E 609-49751-251	Liquor For Resale	LIQUOR	1,656.10
					<hr/>
					\$1,823.60

BERNICK COMPANIES, THE

09/28/2018	455083	E 609-49751-254	Miscellaneous Merchandise	MISC	20.00
09/28/2018	455084	E 609-49751-252	Beer For Resale	BEER	177.60
					<hr/>
					\$197.60

BGS (BARNA GUZY)

09/30/2018	193305	E 101-41600-312	Criminal Legal Fees	PROSECUTION/RETAINER FILE	5,000.00
09/30/2018	193536	E 101-41600-304	Civil Legal Fees	MISCELLANEOUS FORFEITURE	806.00
09/30/2018	193537	E 101-41600-304	Civil Legal Fees	FORFEITURE	217.00
09/30/2018	193589	E 101-41600-304	Civil Legal Fees	PURCHASE OF 3721 BRIDGE ST	872.50
09/30/2018	193609	E 101-41600-304	Civil Legal Fees	MUNICIPAL	1,900.00
09/30/2018	193610	E 101-41600-304	Civil Legal Fees	GENERAL LABOR	448.00
09/30/2018	193611	E 101-41600-304	Civil Legal Fees	ADMIN HEARING-GARY SMITH	1,232.00
09/30/2018	193612	E 101-41600-304	Civil Legal Fees	COMMUNITY DEVELOPMENT	1,480.00
09/30/2018	193613	E 101-41600-304	Civil Legal Fees	MEADOWS OF ST FRANCIS PUF	602.00
09/30/2018	193614	E 101-41600-304	Civil Legal Fees	MISC/NON-RETAINER	476.00
09/30/2018	193652	E 101-41600-304	Civil Legal Fees	WORKERS COMP	126.00
09/30/2018	193653	E 101-41600-304	Civil Legal Fees	23255 AMBASSADOR BLVD	990.00
09/30/2018	193655	E 101-41600-304	Civil Legal Fees	NUISANCES	663.00
09/30/2018	193713	E 101-41600-304	Civil Legal Fees	PETITION FOR CERTIFICATE OF	536.00
09/30/2018	193714	G 803-22043	Esc-Laketown Homes	LAKETOWN HOMES	308.00
09/30/2018	193721	G 803-22102	Esc-Meridian Beh Health	MERIDIAN BEHAVIORAL HEALTH	280.00
					<hr/>
					\$15,936.50

BIELAWSKI, PETER

09/20/2018	2248	G 601-22200	Deferred Revenues	REF ACCT 2248	8.89
------------	------	-------------	-------------------	---------------	------

						\$8.89
BODE, JOSHUA						
09/20/2018	4895	G 601-22200	Deferred Revenues	REF ACCT #4895		108.64
						\$108.64
BREAKTHRU BEVERAGE						
09/21/2018	2080213762	E 609-49751-251	Liquor For Resale	LIQUOR		(1.33)
09/27/2018	1080864699	E 609-49751-206	Freight and Fuel Charges	FREIGHT		13.20
09/27/2018	1080864699	E 609-49751-251	Liquor For Resale	LIQUOR		463.36
09/27/2018	1080864699	E 609-49751-253	Wine For Resale	WINE		229.32
10/04/2018	1080867832	E 609-49751-206	Freight and Fuel Charges	FREIGHT		16.24
10/04/2018	1080867832	E 609-49751-251	Liquor For Resale	LIQUOR		612.09
10/04/2018	1080867832	E 609-49751-253	Wine For Resale	WINE		140.00
10/04/2018	1080867832	E 609-49751-254	Miscellaneous Merchandise	MISC		63.00
						\$1,535.88
BUREAU OF CRIM APPREHENSION						
10/30/2018	503796	E 101-42110-311	Contract	CJDN ACCESS FEE		270.00
						\$270.00
CAPITOL BEVERAGE SALES, L.P						
10/01/2018	2168256	E 609-49751-252	Beer For Resale	BEER		158.60
						\$158.60
CAPSTONE PUBLIC SECTOR SOLUTIO						
09/25/2018	1041	E 101-42210-208	Training and Instruction	FIRE INSPECTOR I TRAINING		1,500.00
						\$1,500.00
CARPENTER, JETHRO						
10/10/2018	24436	G 803-22000	Deposits	ESCROW REF-24436 VERDIN ST		10,000.00
						\$10,000.00
CINTAS						
10/02/2018	4010404124	E 602-49490-417	Uniform Clothing & PPE	UNIFORMS		9.31
10/02/2018	4010404180	E 101-41940-219	Rug Maintenance	RUG MAINTENANCE		16.16
10/02/2018	4010404181	E 609-49750-219	Rug Maintenance	RUG MAINTENANCE		11.26
10/09/2018	4010690704	E 601-49440-417	Uniform Clothing & PPE	UNIFORMS		9.31
						\$46.04
COUNTY MARKET - CITY ACCOUNT						
09/12/2018	193749-72	E 101-42210-212	Motor Fuels	FUEL		396.90
						\$396.90
COURIER, THE						
10/03/2018	105263	E 101-43210-439	Recycling Days	OCTOBER AD		118.00
						\$118.00
CRYSTAL SPRINGS ICE						
09/25/2018	002.B005229	E 609-49751-254	Miscellaneous Merchandise	MISC		164.16
10/02/2018	002.B005264	E 609-49751-254	Miscellaneous Merchandise	MISC		54.81
						\$218.97
DAHLHEIMER DIST. CO. INC.						
09/26/2018	1376426	E 609-49751-252	Beer For Resale	BEER		12,352.60
10/03/2018	189292	E 609-49751-252	Beer For Resale	BEER		1,401.55
10/03/2018	189292	E 609-49751-254	Miscellaneous Merchandise	MISC		264.00
10/03/2018	189292	E 609-49751-255	N/A Products	N/A		17.60
						\$14,035.75
EAGLE GARAGE DOOR CO.						
09/17/2018	5118	E 101-42110-401	Repairs/Maint Buildings	PARTS AND LABOR		53.50
09/17/2018	5118	E 101-43100-401	Repairs/Maint Buildings	PARTS AND LABOR		53.50
09/17/2018	5118	E 101-45200-401	Repairs/Maint Buildings	PARTS AND LABOR		53.50
09/17/2018	5118	E 601-49440-401	Repairs/Maint Buildings	PARTS AND LABOR		53.50
09/17/2018	5118	E 602-49490-401	Repairs/Maint Buildings	PARTS AND LABOR		53.50
						\$267.50

EMERGENCY REPOSE SOLUTIONS

09/24/2018	11733	E 402-42210-582	Turnout Gear	GEAR	556.47
					<u>\$556.47</u>

FLYTE HCM LLC

10/09/2018	90056	G 101-21706	Flex Account	OCTOBER FSA	415.00
					<u>\$415.00</u>

GOPHER STATE ONE-CALL

09/30/2018	8090747	E 601-49440-442	Gopher State	SEPTEMBER TICKETS	52.65
09/30/2018	8090747	E 602-49490-442	Gopher State	SEPTEMBER TICKETS	52.65
					<u>\$105.30</u>

GRANITE CITY JOBBING CO.

10/02/2018	109149	E 609-49751-254	Miscellaneous Merchandise	MISC	107.88
10/02/2018	109149	E 609-49751-256	Tobacco Products For Resale	TOBACCO	2,140.64
					<u>\$2,248.52</u>

GRATITUDE FARMS

09/01/2018	092018	E 101-42700-311	Contract	ANIMAL CONTROL SERVICES	350.00
					<u>\$350.00</u>

INNOVATIVE OFFICE SOLUTIONS, L

09/20/2018	IN2210620	E 101-43100-441	Miscellaneous	OFFICE SUPPLIES	38.62
09/24/2018	IN2213773	E 101-42110-200	Office Supplies	OFFICE SUPPLIES	22.58
10/04/2018	IN2231433	E 101-41400-200	Office Supplies	OFFICE SUPPLIES	254.01
					<u>\$315.21</u>

ISD #15

10/04/2018	3942	E 101-42110-221	Vehicle Repair & Maintenance	2013 DODGE CHARGER	399.05
10/04/2018	3943	E 101-42110-221	Vehicle Repair & Maintenance	2017 DODGE CHARGER	44.03
10/04/2018	3944	E 101-42110-221	Vehicle Repair & Maintenance	2017 DODGE CHARGER	44.03
					<u>\$487.11</u>

JJ TAYLOR DISTRIBUTING

09/26/2018	2896666	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
09/26/2018	2896666	E 609-49751-252	Beer For Resale	BEER	881.50
10/03/2018	2896725	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
10/03/2018	2896725	E 609-49751-252	Beer For Resale	BEER	532.75
					<u>\$1,420.25</u>

JOHN HENRY FOSTER

10/08/2018	10355232-00	E 601-49440-229	Project Repair & Maintenance	REPLACE VALVES	1,154.93
10/08/2018	10362973-00	E 602-49490-229	Project Repair & Maintenance	FREELIN-WADE	1,860.97
					<u>\$3,015.90</u>

JOHNSON BROS WHLSE LIQUOR

09/26/2018	1113814	E 609-49751-206	Freight and Fuel Charges	FREIGHT	39.24
09/26/2018	1113814	E 609-49751-251	Liquor For Resale	LIQUOR	2,167.78
09/26/2018	1113815	E 609-49751-206	Freight and Fuel Charges	FREIGHT	31.40
09/26/2018	1113815	E 609-49751-253	Wine For Resale	WINE	896.55
09/26/2018	1113816	E 609-49751-252	Beer For Resale	BEER	207.90
09/28/2018	503679	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(0.78)
09/28/2018	503679	E 609-49751-253	Wine For Resale	WINE	(63.96)
10/03/2018	1119894	E 609-49751-206	Freight and Fuel Charges	FREIGHT	65.94
10/03/2018	1119894	E 609-49751-251	Liquor For Resale	LIQUOR	3,720.26
10/03/2018	1119895	E 609-49751-206	Freight and Fuel Charges	FREIGHT	18.84
10/03/2018	1119895	E 609-49751-253	Wine For Resale	WINE	627.90
					<u>\$7,711.07</u>

KELLER, AMY

09/20/2018	1722	G 601-22200	Deferred Revenues	REF ACCT #1722	157.52
					<u>\$157.52</u>

KIMS KLEANING

10/08/2018	5420	E 101-45000-402	Janitorial Service	CARPET CLEANING	125.00
10/10/2018	5421	E 101-42210-401	Repairs/Maint Buildings	CARPET CLEANING	1,100.00
					<u>\$1,225.00</u>

LANGEVIN, VICKY

09/20/2018	3810	G 601-22200	Deferred Revenues	REF ACCT #3810	241.54
					\$241.54

LIND, SHANNON

09/20/2018	1603	G 601-22200	Deferred Revenues	REF ACCT #1603	281.34
					\$281.34

LMC INSURANCE TRUST

09/18/2018	10218	E 101-41400-160	Work Comp Insurance	WORK COMP	383.00
09/18/2018	10218	E 101-41410-160	Work Comp Insurance	WORK COMP	0.00
09/18/2018	10218	E 101-41500-160	Work Comp Insurance	WORK COMP	271.00
09/18/2018	10218	E 101-41910-160	Work Comp Insurance	WORK COMP	207.75
09/18/2018	10218	E 101-42110-160	Work Comp Insurance	WORK COMP	9,185.00
09/18/2018	10218	E 101-42210-160	Work Comp Insurance	WORK COMP	3,604.50
09/18/2018	10218	E 101-42400-160	Work Comp Insurance	WORK COMP	112.00
09/18/2018	10218	E 101-43100-160	Work Comp Insurance	WORK COMP	4,345.50
09/18/2018	10218	E 101-43210-160	Work Comp Insurance	WORK COMP	323.75
09/18/2018	10218	E 101-45200-160	Work Comp Insurance	WORK COMP	1,414.75
09/18/2018	10218	E 601-49440-160	Work Comp Insurance	WORK COMP	1,706.25
09/18/2018	10218	E 602-49490-160	Work Comp Insurance	WORK COMP	1,887.50
09/18/2018	10218	E 609-49750-160	Work Comp Insurance	WORK COMP	2,036.00
					\$25,477.00

LUPULIN BREWING

10/01/2018	15816	E 609-49751-252	Beer For Resale	BEER	108.00
					\$108.00

MAIN, MEGAN

09/20/2018	3631	G 601-22200	Deferred Revenues	REF ACCT #3631	364.99
					\$364.99

MCCARGAR, GRANT

09/20/2018	4376	G 601-22200	Deferred Revenues	REF ACCT #4376	200.48
					\$200.48

MCDONALD DIST CO.

09/25/2018	112-0419	E 609-49751-252	Beer For Resale	BEER	(36.90)
09/25/2018	462637	E 609-49751-252	Beer For Resale	BEER	(62.00)
09/25/2018	462638	E 609-49751-252	Beer For Resale	BEER	9,390.92
10/02/2018	463499	E 609-49751-252	Beer For Resale	BEER	1,956.60
					\$11,248.62

MIDCONTINENT COMMUNICATIONS

10/21/2018	133350901	E 101-41940-321	Telephone	CITY HALL	37.18
10/21/2018	133350901	E 101-42110-321	Telephone	Police	16.94
10/21/2018	133350901	E 101-43100-321	Telephone	Public Works	16.94
10/21/2018	133350901	E 601-49440-321	Telephone	WATER PLANT	150.00
10/21/2018	133350901	E 601-49440-321	Telephone	WELL HOUSE	150.00
10/21/2018	133350901	E 609-49750-321	Telephone	LIQUOR STORE	150.00
					\$521.06

MN MUNICIPAL BEVERAGE ASSN.

10/10/2018	101018	E 609-49750-433	Dues and Subscriptions	DUES	1,700.00
					\$1,700.00

MN MUNICIPAL UTILITIES ASSOC.

10/05/2018	52011	E 101-41400-311	Contract	SAFETY MGMNT PROGRAM	510.00
10/05/2018	52011	E 101-42110-311	Contract	SAFETY MGMNT PROGRAM	510.00
10/05/2018	52011	E 101-42210-311	Contract	SAFETY MGMNT PROGRAM	510.00
10/05/2018	52011	E 101-43100-311	Contract	SAFETY MGMNT PROGRAM	765.00
10/05/2018	52011	E 101-45200-311	Contract	SAFETY MGMNT PROGRAM	765.00
10/05/2018	52011	E 601-49440-311	Contract	SAFETY MGMNT PROGRAM	765.00
10/05/2018	52011	E 602-49490-311	Contract	SAFETY MGMNT PROGRAM	765.00
10/05/2018	52011	E 609-49750-311	Contract	SAFETY MGMNT PROGRAM	510.00
					\$5,100.00

NETWORK BUSINESS SUPPLIES, INC

10/04/2018	00111536	E 609-49750-210	Operating Supplies	THERMAL ROLLS	79.49
					\$79.49

NORTHERN AIR CORPORATION

10/01/2018	152974	E 101-41940-401	Repairs/Maint Buildings	OCT BI-ANNUAL PM	332.00
10/01/2018	152974	E 101-42110-401	Repairs/Maint Buildings	OCT BI-ANNUAL PM	332.00
10/01/2018	152974	E 101-42210-401	Repairs/Maint Buildings	OCT BI-ANNUAL PM	332.00
10/01/2018	152974	E 101-43100-401	Repairs/Maint Buildings	OCT BI-ANNUAL PM	332.00
10/01/2018	152974	E 101-45200-401	Repairs/Maint Buildings	OCT BI-ANNUAL PM	332.00
10/01/2018	152974	E 601-49440-401	Repairs/Maint Buildings	OCT BI-ANNUAL PM	332.00
10/01/2018	152974	E 602-49490-401	Repairs/Maint Buildings	OCT BI-ANNUAL PM	332.00
10/01/2018	152974	E 609-49750-401	Repairs/Maint Buildings	OCT BI-ANNUAL PM	332.00
					\$2,656.00

PAUL EMMERICH CONSTRUCTION

10/04/2018	789	G 803-22000	Deposits	ESCROW REF-3691 235TH LN	3,600.00
10/04/2018	897	G 803-22000	Deposits	ESCROW REF-23519 Underclift C	2,000.00
					\$5,600.00

PEARL ARCHITECTURE LLC

10/02/2018	201806-01	E 404-41400-300	Professional Services	SPACE NEEDS STUDY	24,229.76
					\$24,229.76

PEPSI COLA

09/21/2018	18984556	E 609-49751-254	Miscellaneous Merchandise	MISC	355.30
09/21/2018	18984557	E 609-49751-254	Miscellaneous Merchandise	MISC	(31.24)
10/05/2018	18467658	E 609-49751-254	Miscellaneous Merchandise	MISC	140.58
					\$464.64

PHILLIPS WINE & SPIRITS CO.

09/26/2018	2429923	E 609-49751-206	Freight and Fuel Charges	FREIGHT	25.12
09/26/2018	2429923	E 609-49751-251	Liquor For Resale	LIQUOR	1,489.55
09/26/2018	2429924	E 609-49751-206	Freight and Fuel Charges	FREIGHT	26.69
09/26/2018	2429924	E 609-49751-253	Wine For Resale	WINE	1,032.00
09/28/2018	308075	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(3.14)
09/28/2018	308075	E 609-49751-251	Liquor For Resale	LIQUOR	(163.00)
10/03/2018	243391	E 609-49751-206	Freight and Fuel Charges	FREIGHT	47.10
10/03/2018	243391	E 609-49751-253	Wine For Resale	WINE	1,268.75
10/03/2018	2433910	E 609-49751-206	Freight and Fuel Charges	FREIGHT	93.79
10/03/2018	2433910	E 609-49751-251	Liquor For Resale	LIQUOR	4,652.52
10/03/2018	2433912	E 609-49751-206	Freight and Fuel Charges	FREIGHT	32.97
10/03/2018	2433912	E 609-49751-254	Miscellaneous Merchandise	MISC	777.60
					\$9,279.95

PRO HYDRO TESTING LLC

09/20/2018	103064	E 101-42210-218	Equipment Repair & Maintenance	HYDRO-TESTING DOT STORAGE	150.00
					\$150.00

QUILL CORPORATION

09/19/2018	1389871	E 101-41400-200	Office Supplies	NAME PLATES	36.57
					\$36.57

SEMLER CONSTRUCTION

09/20/2018	5411	G 601-22200	Deferred Revenues	REF ACCT #5411	98.72
					\$98.72

SOUTHERN GLAZERS OF MN

09/27/2018	1734548	E 609-49751-206	Freight and Fuel Charges	FREIGHT	37.23
09/27/2018	1734548	E 609-49751-251	Liquor For Resale	LIQUOR	4,541.34
10/04/2018	1737199	E 609-49751-206	Freight and Fuel Charges	FREIGHT	57.60
10/04/2018	1737199	E 609-49751-251	Liquor For Resale	LIQUOR	4,401.98
					\$9,038.15

SUSA

10/02/2018	100218	E 601-49440-208	Training and Instruction	UTILITY MAINT & OPERATIONS	75.00
					\$75.00

TELL, JARROD

09/20/2018	1814	G 601-22200	Deferred Revenues	REF ACCT #1814	110.94
------------	------	-------------	-------------------	----------------	--------

\$110.94

THE AMERICAN BOTTLING COMPANY

10/04/2018	3562806125	E 609-49751-254	Miscellaneous Merchandise	MISC	145.28
					<u>\$145.28</u>

TJ ASSOCIATES

09/25/2018	228395	E 101-43210-439	Recycling Days	POST CARDS	610.50
					<u>\$610.50</u>

TOM LYNCH ELECTRIC

09/19/2018	101118	E 101-42210-401	Repairs/Maint Buildings	OUTSIDE LIGHTING	2,840.00
					<u>\$2,840.00</u>

TRI-COUNTY LAW ENFORCEMENT

09/20/2018	090118	E 101-42110-433	Dues and Subscriptions	2019 ANNUAL DUES	75.00
					<u>\$75.00</u>

U S BANK EQUIPMENT FINANCE

E 101-41400-240	Office Equip	COPIER LEASE	201.24
E 101-43100-240	Office Equip	COPIER LEASE	201.24
E 101-43210-240	Office Equip	COPIER LEASE	201.24
E 101-45200-240	Office Equip	COPIER LEASE	201.24
E 601-49440-240	Office Equip	COPIER LEASE	201.24
E 602-49490-240	Office Equip	COPIER LEASE	201.25
			<u>\$1,207.45</u>

VERIZON WIRELESS

10/18/2018	9815420976	E 101-42110-321	Telephone	TELEPHONE	368.20
10/18/2018	9815420976	E 601-49440-321	Telephone	TELEPHONE	35.01
10/18/2018	9815420976	E 602-49490-321	Telephone	TELEPHONE	57.13
					<u>\$460.34</u>

VINOCOPIA, INC.

09/21/2018	0215800-IN	E 609-49751-206	Freight and Fuel Charges	FREIGHT	2.50
09/21/2018	0215800-IN	E 609-49751-253	Wine For Resale	WINE	112.00
10/05/2018	0216957-IN	E 609-49751-206	Freight and Fuel Charges	FREIGHT	14.00
10/05/2018	0216957-IN	E 609-49751-253	Wine For Resale	WINE	480.00
10/05/2018	0217004-IN	E 609-49751-206	Freight and Fuel Charges	FREIGHT	20.00
10/05/2018	0217004-IN	E 609-49751-251	Liquor For Resale	LIQUOR	945.00
					<u>\$1,573.50</u>

WATSON, DEANNA

09/20/2018	1535	G 601-22200	Deferred Revenues	REF ACCT #1535	74.66
					<u>\$74.66</u>

WINE MERCHANTS

09/26/2018	7202141	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.85
09/26/2018	7202141	E 609-49751-253	Wine For Resale	WINE	360.00
					<u>\$367.85</u>

WSB & ASSOCIATES

09/25/2018	R-012343-000-1	E 101-43100-407	Gravel Repair & Maint	CHIP SEAL INSPECTION	851.48
					<u>\$851.48</u>

FUND SUMMARY

\$194,304.44

101 GENERAL FUND	\$65,238.57
208 POLICE FORFEITURE	\$8.67
225 PARK FUND	\$2.16
402 CAPITAL EQUIPMENT	\$556.47
404 Building Improvement Fund	\$31,369.76
601 WATER FUND	\$7,561.76

602 SEWER FUND	\$5,767.80
609 MUNICIPAL LIQUOR FUND	\$67,611.25
803 ESCROW	\$16,188.00
Total	<u>194,304.44</u>

CITY OF ST. FRANCIS
10/15/2018

Checks cut since last Council Meeting

Check Number	Check Date	Payee	Description	Amount
74877	10/2/2018	Emergency Response Solutions	SCBA Flow Test	1,440.00
01/02/05	10/2/2018	McDonald Distributing	Liquor	14,648.62
TOTAL				<u>16,088.62</u>

Disbursements via Debits to 4M Account

Payee	Description	Amount
-------	-------------	--------

TOTAL 0.00

Disbursements via Debits to Checking Account

	Payee	Description	Amount
09/04/18	Cayan	Liquor CC	3,222.54
09/06/18	Federal Tax	Payroll	19,747.28
	PERA	Payroll	17,032.30
	VOYA	Payroll	1,590.00
	ICMA	Payroll	475.00
	State Tax	Payroll	4,194.41
	MSRS	Payroll	635.05
09/07/18	Healthcare Savings	Payroll	669.50
09/10/18	Visa	Credit Card Bill	10,344.83
09/17/18	Cayan	Liquor CC	39.90
09/18/18	Federal Tax	Payroll	1,535.28
	PERA	Payroll	873.72
	State Tax	Payroll	72.02
	Child support	Payroll	304.30
09/20/18	Federal Tax	Payroll	20,031.65
	PERA	Payroll	17,516.41
	VOYA	Payroll	1,590.00
	ICMA	Payroll	460.00
	State Tax	Payroll	4,306.84
	MSRS	Payroll	702.60
	Healthcare Savings	Payroll	669.50
	MN Dept of Revenue	Sales Tax	20,947.00
09/26/18	TASC	Quarterly Fee	45.00
09/27/18	Liquor Gift Card	Liquor CC	5.30
09/28/18	Village Bank	Monthly fee	95.80
09/28/18	Health Partners	Health Insurance	18,384.36
	PSN	CC Fee	320.20
TOTAL			<u>145,810.79</u>

TO: Mayor & City Council

FROM: Joe Kohlmann, City Administrator

SUBJECT: Ordinance 243, Second Series – Approve Sale of City Owned Land

DATE: October 15th, 2018

OVERVIEW:

The City received the attached land as a byproduct of the Bridge Street corridor project. The land is a remnant of a single family home that was purchased by the County and torn down for the road improvements.

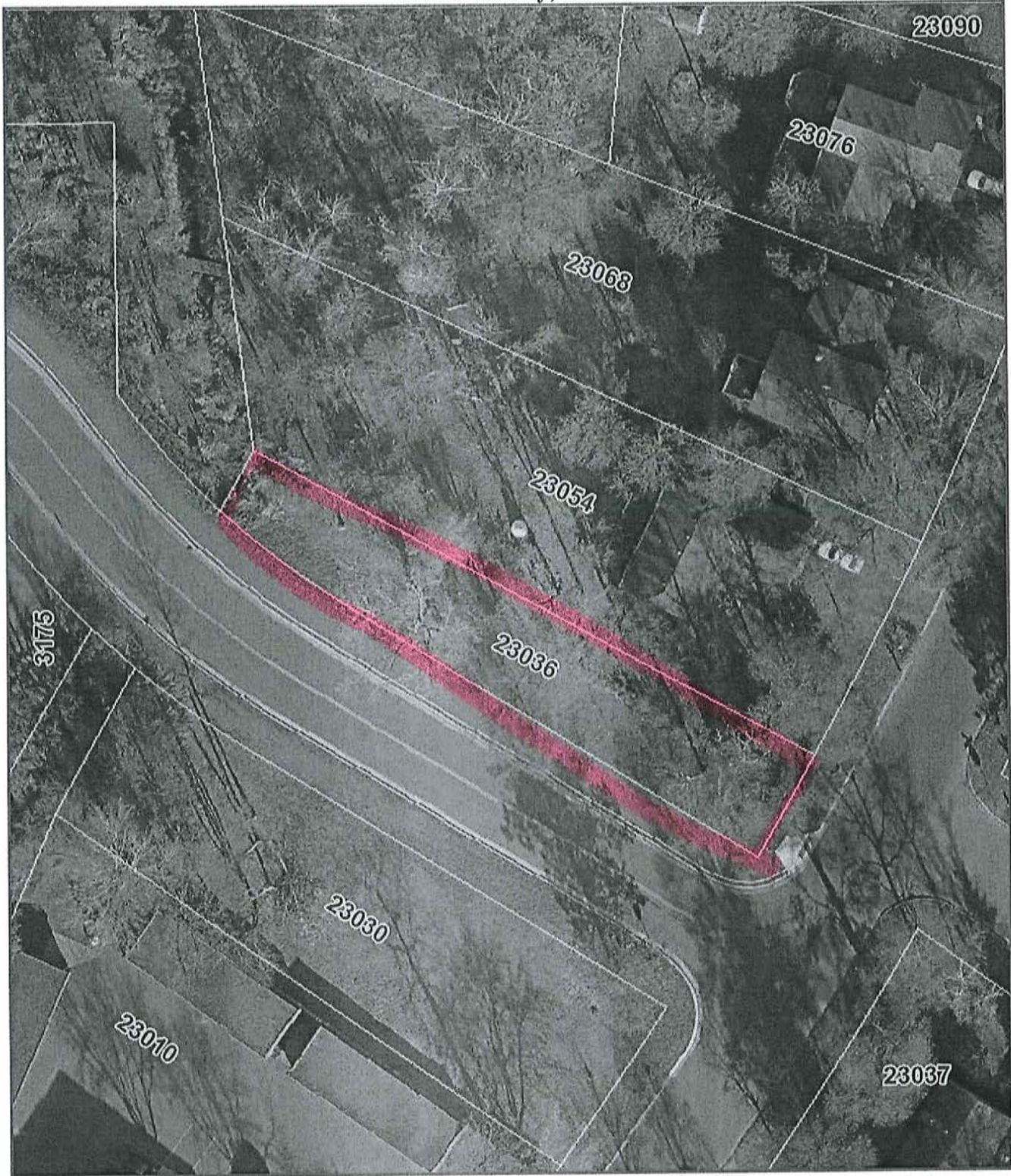
Both Public Works Staff and Community Development Staff are unable to determine any possible need for the land and it is unbuildable. However, the adjoining property owner has expressed interest in purchasing the property.

Staff is looking for approval of the sale of this land by the City Council to begin negotiating with the adjoining property owner.

ACTION TO BE CONSIDERED:

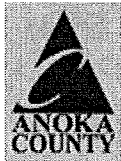
First Reading of the Ordinance.

Anoka County, MN



Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search, appraisal, survey, or for zoning verification.

Map Scale
1 inch = 50 feet
10/10/2018



Welcome to the Web site of
Anoka County
 Minnesota

[Home](#) [About Us](#) [Departments](#) [Services](#) [Elected Officials](#) [News](#) [Jobs](#)

[Home](#) -> [Departments](#) -> [Property Records & Taxation](#) -> [Property Search](#) -> [Search Results](#) -> [Property Summary](#)

[Printable Version](#)

Property Account Summary

Current General Information

Property ID	33-34-24-33-0039
Situs Address	23036 KERRY ST NW , ST. FRANCIS, MN 55070-0000
Property Description	LOT 3 BLK 4 ROYAL OAKS SUBJ TO EASE OF REC
Last Sale Price	170,000.00
Last Sale Date	08/18/2010
Last Sale Document Type	WDEE WARRANTY DEED
Linked Property Group Position	
Status	Active
Abstract/Torrens	Abstract

Parties

Role	Name
Owner	ANOKA COUNTY OF HWY DEPT

Document Recording Process Dates

Abstract Documents Have Been Recorded Through	10/03/2018
Abstract Documents Have Been Mailed Through	10/03/2018
Torrens Documents Have Been Recorded Through	09/26/2018
Torrens Documents Have Been Mailed Through	09/26/2018

Active Certificates Of Title

Type	Certificate Number	Certificate Date
No Certificates Found		

Documents Recorded Within 30 Days Of "Recorded Through" Dates Above

Type	Abstract/Torrens	Recorded Number	Recorded Date
No Documents Found			

Property Characteristics

Lot Size	SE82*218*68*220
----------	-----------------

* Lot Size: Approximate lot size in feet, clockwise beginning with the direction the lot faces

Tax District Information

School District Number and Name	ST FRANCIS SCHOOL DISTRICT #15
City Name	ST FRANCIS

Property Classification

Tax Year	Classification
2018	5E-Exempt Properties
2017	5E-Exempt Properties

Property Values

Tax Year	Description	Amount
2019	Est Market (MKTTL)	22,800
2019	Market Value Prior to Hstd Excl. (TMVP)	22,800
2019	Est Market Land (MKLND)	22,800
2019	Taxable Market (TMTV)	22,800
2018	Market Value Prior to Hstd Excl. (TMVP)	22,400
2018	Est Market (MKTTL)	22,400
2018	Taxable Market (TMTV)	22,400
2017	Taxable Market (TMTV)	18,800
2017	Est Market (MKTTL)	18,800
2017	Market Value Prior to Hstd Excl. (TMVP)	18,800

Tax Amounts for M1PR

Tax Year	Description	Amount
2018	Total Tax Amounts - Before Payments	0.00
2018	Special Assessments (Included in Total)	0.00

Payment History for Past Three Years				
Date Paid	Tax Year	Principal	Interests, Penalties and Costs	Amount Paid
No Payment Records Found				

No Charges are currently due.

[Search Another Property](#)
 [PRT Home](#)
 [Show Payment List](#)
[Printable Version](#)

Developed by Manatron, Inc.
 ©2010 All rights reserved.
 Version 1.0.5590.10027

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
ANOKA COUNTY**

ORDINANCE 243, SECOND SERIES

**AN ORDINANCE APPROVING THE SALE OF
CITY OWNED REAL ESTATE**

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. The City is hereby authorized and shall sell the following described real property at such time, under such terms and for amounts that the City Council deems appropriate at the time of sale: Property ID# 33-34-24-33-0039 Property Description – LOT 3 BLK 4 ROYAL OAKS SUBJ TO EASE OF REC

Section 2. The Mayor and the City Clerk are hereby authorized to execute the necessary documents to convey the interest of the City of St. Francis to said property.

Section 3. That pursuant to Section 12.03 of the City Charter and state law, any net cash proceeds of the sale of said property shall be used to retire any outstanding indebtedness incurred by the City in the acquisition or improvement of the property. Any remaining proceeds shall be used to finance other improvements in the capital improvement budget or to retire any other bonded indebtedness within the same City fund that proceeds were used to purchase the property.

Section 4. Effective Date. This Ordinance shall take effect thirty (30) days after its publication.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS _____ DAY OF _____, 2018.

APPROVED:

Steve Feldman
Mayor of St. Francis

ATTEST:

Barbara I. Held
City Clerk



St. Francis Police Department Quarterly Report 3rd Quarter 2018

To: City Council and City Administrator Joe Kohlmann
From Todd Schwieger, Chief of Police
Date: October 15, 2018
RE: Police Department Third Quarter Report

NOTES FROM THE CHIEF

The year is flying by with summer already a memory, school is back in session and Halloween is just around the corner. During the 3rd quarter of 2018, the police department experienced a 6 percent increase in calls for service in comparison to the 2nd quarter. Notable types of calls for service that increased were assaults, DWI's, domestic situations, juvenile activity calls and civil disputes. In addition to the increased call load, officers also stayed busy in areas of community outreach and training. Several officers participated in National Night Out in August, which was once again a huge success with a great turnout. Officers participated in a combined total of 284 hours of training in the 3rd quarter including EVOC (Emergency Vehicle Operators Course), active shooter training, harassment training, FTO (Field Training Officer) training, CPR/First aid training and several other online trainings.

During the 3rd quarter, several department officers participated in numerous TZD (Towards Zero Deaths) details, which resulted in multiple DWI arrests and citations for seatbelt violations, speed violations and move over violations. This extra enforcement is just another way St Francis Officers are making the roads safer and improving public safety.

The Police department has some exciting events coming up this fall including a Senior Citizen Fraud Seminar, an Anti-Bullying Event, Winning with Cops, Eddie Eagle and Santa at the PD. I'm proud of all of the work the police department staff has done over the course of the year and will continue to do as this year comes to an end. St Francis residents should be confident in knowing that they have a police department that does much more than just respond to calls for service. The police department is dedicated to customer service and goes that extra mile in creating a strong working relationship with the public. This way we can all work together for the greater good of the community.

COMMUNITY OUTREACH:
NATIONAL NIGHT OUT-2018



UPCOMING EVENTS:

SENIOR FRAUD SEMINAR!

FREE TO ALL SENIORS....

DATE: OCTOBER 23

TIME: 12:00P.M.-2:00P.M.

LOCATION:

AMERICAN LEGION BANQUET ROOM

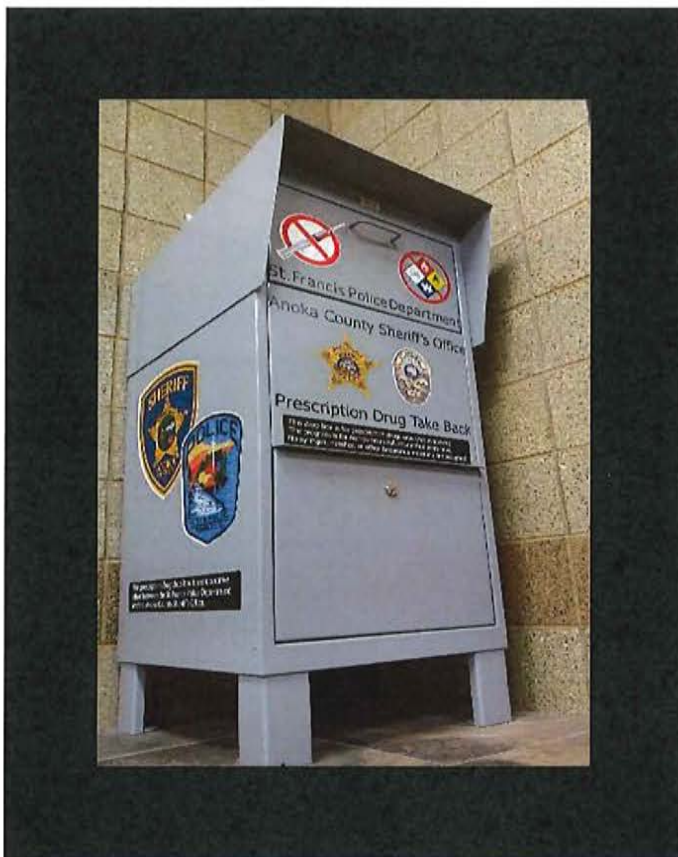
SPEAKERS WILL BE: AARP &

MN ATTORNEY GENERALS OFFICE

HOSTED BY ST. FRANCIS POLICE DEPT.

October 24th –Anti-bullying Day





MINNESOTA TOWARDS ZERO DEATHS

Minnesota TZD

Created in 2003, Minnesota TZD is the state's cornerstone traffic safety program, employing an interdisciplinary approach to reducing traffic crashes, injuries, and deaths on Minnesota roads. While individual disciplines have a long history of successful traffic safety programs, TZD aims to tie these together with a common vision and mission for even greater success. The TZD program uses data to target areas for improvement and employ proven countermeasures.

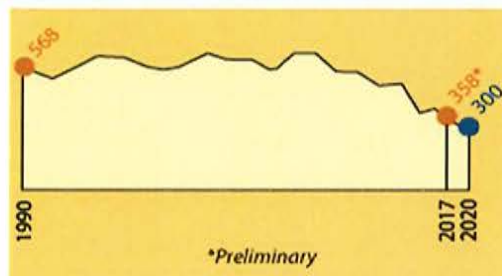
The TZD program team works in partnership with community and corridor groups to improve the traffic safety of a designated area. Toward Zero Deaths provides technical assistance, materials, and guidance to local groups that are committed to reducing crashes and the fatalities and severe injuries that result from them.

Minnesota Traffic Fatalities

TZD Goal: Less than 300 by 2020

2018 YTD: 245

2017 Total: 358



Memorial Day through Labor Day is the deadliest days on the road.

100 Deadliest Days

116 statewide traffic deaths during the deadliest 100 days. 15 in Anoka County. That brings our state total to 223 fatalities so far this year. We are slightly below last year's numbers at this time. Out of the 116 during this period: Eight were distracted driving, 32 speed related, 30 alcohol related, 17 no seatbelt, and 40 motorcycle (28 not wearing a helmet).

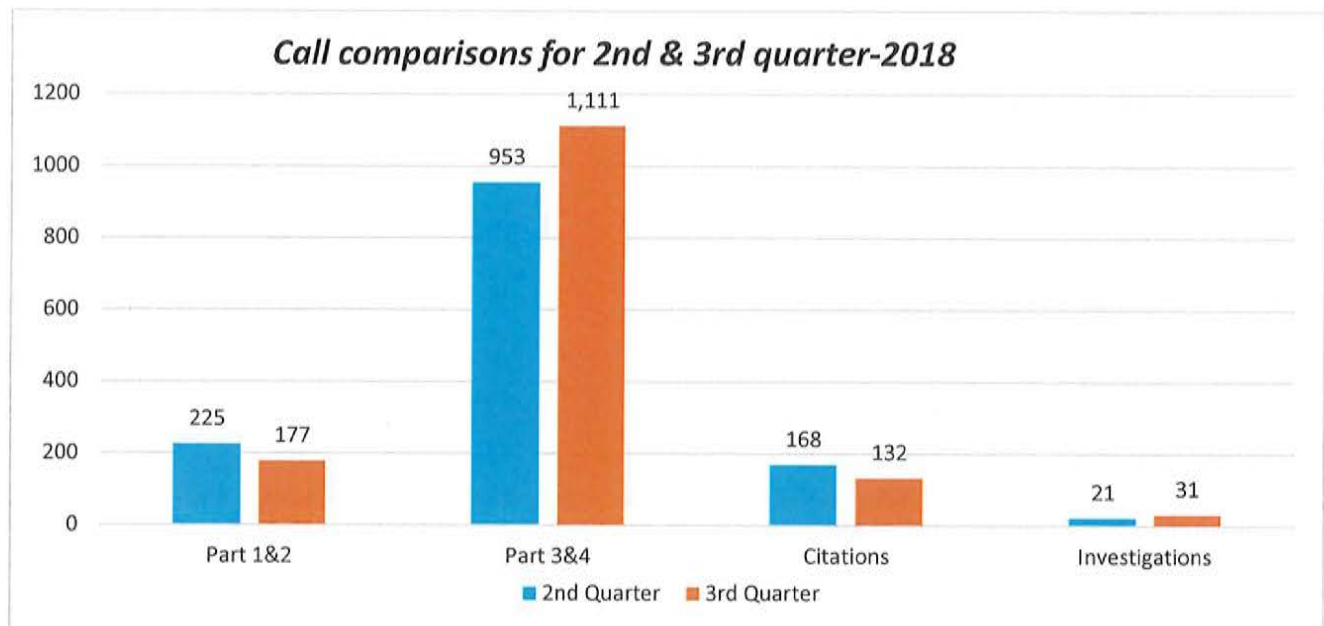
St Francis Speed and Seat Belt Citations in the 3rd quarter:

Speed Citations: 38

Seat Belt Citations: 19

3RD QUARTER STATS:

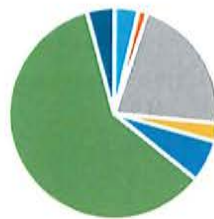
Offense Type	Description Examples	Number of Calls- 2nd Quarter 2018	Number of Calls-3 rd Quarter 2018
Part 1 and 2	Theft, Fraud, Damage to Property, Burglary, DWI, Assaults,	225	177
Part 3,4,5	Suspicious persons/activity, Vehicle lock outs, Animal complaints, Check welfare, Accidents, Alarms, Medical, Parking complaints, MV Complaints, Warrant arrests, Neighborhood Disputes, Extra Patrol requests.	953	1,111
Investigations		21	31
Citations		168	132
<u>Total Calls For Service</u>		<u>1367</u>	<u>1451</u>



Calls for Service Breakdown Part 1 and 2 Offenses-2018

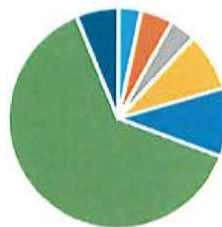
	2nd Quarter	3rd Quarter
Thefts from Vehicle	10	7
Theft of Gas	4	10
Burglaries	6	8
Assaults	8	18
DWIs	18	21
Citations	168	132
Fraud	12	13

2nd quarter 2018



■ Theft from Vehicle
 ■ Theft of Gas
 ■ Burglaries
 ■ Assaults
 ■ DWI'S
 ■ Citations
 ■ Fraud

3rd quarter 2018

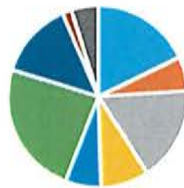


■ Theft from Vehicle
 ■ Theft of Gas
 ■ Burglaries
 ■ Assaults
 ■ DWI'S
 ■ Citations
 ■ Fraud

Calls for Services Breakdown Part 3, 4, 5 Offenses-2018

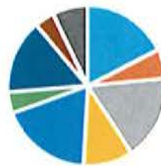
	2nd Quarter	3rd Quarter
Suspicious Activity	85	83
Vehicle lockouts	29	28
Medicals	80	81
Alarms	41	48
Vehicle Accidents	31	20
Agency Assists	113	88
Domestic situations	65	71
Juvenile Activity	8	19
Civil disputes/Landlord-tenant/Child Custody	23	34

2nd Quarter 2018



- Suspicious Activity
- Vehicle Lockouts
- Medicals
- Alarms
- Agency Assists
- Vehicle Accidents
- Domestic
- Juvenile Activity
- Civil Disputes

3rd Quarter 2018



- Suspicious Activity
- Vehicle Lockouts
- Medicals
- Alarms
- Agency Assists
- Vehicle Accidents
- Domestic
- Juvenile Activity
- Civil Disputes



Streets and Parks Monthly Report – September 2018

Public Works
4058 St. Francis Blvd. NW
St. Francis, MN 55070

TO Mayor & Council

JOB Streets and Parks Monthly Report

STREETS AND PARKS	TASK	DESCRIPTION	QUANTITY	
All Dept.	Building Maintenance	Light bulbs, toilets, sinks, etc.	22	Hours
Streets	Snowplowing	Plowing City Streets	0	Miles
Streets	Snowplowing	Plowing Cul-Da-Sacs	0	Cul-Da-Sacs
Streets	Snowplowing	Amount of Salt Applied to Roads	0	Tons
Streets/Parks	Snowplowing	Plowing Parking Lots	0	Number of Lots
Parks	Snowplowing	Trails/Sidewalks	0	Miles
Streets	Snowplowing	Amount of Granite Chips Applied to Roads	0	Tons
Streets	Grading	Grading City Roads	32.48	Miles
Parks	Park Inspections	Inspect equipment, buildings, and trees.	97	Inspections
Parks	Events	Preparation and Inspection	2	Misc.
Parks	Fertilizing		0	Acres
Parks	Mowing	City Parks and Property	185	Acres
Streets	Signs	Signs Installed or Repaired	0	Number of Signs
Streets/Parks	Callouts	Response for service requests outside normal working hours.	2 1	Sewer Park
Streets/Parks Sewer/Water	Equipment Repair	Anything Beyond Normal Maintenance, Fabrication, etc.	5	Hours
Streets/Parks Sewer/Water	Equipment Maintenance	Greasing, Washing, etc.	35	Hours
Storm Water	Cleaning Catch Basins	Remove debris and ice from catch basins.	60	Number of Catch Basins
Storm Water	Street Sweeping	Sweeping of city streets and parking lots.	0	Yards
Streets/Storm Water	Shoulder Disking	Shoulder disking gravel roads, pulling gravel back on road.	0	Tons
Parks	Ball Fields	Dragging Ball Fields	2	Times
Parks	Trail Mowing	Mowing Along Walking Trails	48.6	Miles
Parks	Fountain	Clean Fountain at Woodbury Park	4	Times
Streets	Ditch Mowing	Mowing Along Roadway	231.4	Miles
Parks	Ice Rinks	Applying Water On Rinks	0	Gallons
Parks	Vandalism	Damage to City Property	2	Hours

Recycling	Meeting	Recycling Meeting 2.5 hours	1	Meeting
Recycling	Event	47 Vehicles Came Through	1	Event



Water and Sewer Monthly Report – September 2018

Public Works
 4058 St. Francis Blvd. NW
 St. Francis, MN 55070

TO Mayor & Council

JOB Water and Sewer Monthly Report

WATER AND SEWER	TASK	DESCRIPTION	QUANTITY	UNITS
Water	Inspect Facility Daily	Facility Inspection	19	Inspections
Water	Operational Hours	Hours spent at facility	57	Hours
Water	Calculate Influent and Effluent	Calculate gallons pumped for both influent and effluent.	Daily	Calculation
Water	Calculate Chemicals	Calculate treatment chemicals used daily.	Daily	Calculations
Water	Chemical Adjustment	Adjust chemicals based on lab testing results.	As Needed	Chemical adjustments
Water	Daily Labs	Perform lab on chlorine, fluoride, orthophosphate, iron and manganese.	19	Labs
Water	Well House	Inspect daily, take readings, drawdowns, and pump runtimes.	19	Inspections
Water	Bacteria Samples	Take set of monthly bacteria samples.	5	Samples Per Set
Water	Water Treatment Report			
		Total Raw Water	16.8	Million Gallons
		Total Finished Water	16.4	Million Gallons
		Oak Grove Water Use	1.9	Million Gallons
		Average Daily Flow	.546	Million Gallons
		Average Chlorine	.4	Mg/l
		Average Raw Iron	1.15	Mg/l
		Average Raw Manganese	.093	Mg/l
		Average Fluoride	.68	Mg/l
		Iron Removal	98	%
		Manganese Removal	63	%
Wastewater	Wastewater Treatment Report			

WATER AND SEWER	TASK	DESCRIPTION	QUANTITY	UNITS
Wastewater	Monthly Sampling	Perform required monthly sampling: 8 Influent 26 Constituents); 8 Effluent (60 Constituents: Monitoring wells (25)	111	Constituents
Wastewater	Operational Hours	Hours spent at facility.	152	Hours
Wastewater	Inspect Operations Building	Daily inspection of building.	19	Inspections
Wastewater	Inspect Pre-treatment Building	Daily inspection of building.	19	Inspections
Wastewater	Inspect Tertiary Building	Daily inspection of building.	19	Inspections
Wastewater	D.O Readings	Take Required D.O Readings.	31	D.O Readings
Wastewater	pH Readings	Take Required pH Readings.	19	pH Readings
Wastewater	Inspections	Inspect 8 lift stations daily and calculate pump runtimes.	152	Lift Station Inspections
Wastewater	Daily Lab	Process Control Test	72	Tests
	Wastewater Flows/Results			
		Discharge Point	Seelye Brook	
		Total Influent	9.3	Million Gallons
		Total Effluent	9.2	Million Gallons
		Reuse effluent	.383	Million Gallons
		Influent TSS	261	Mg/l
	<i>Limit: (30 mg/l)</i>	Effluent TSS	.9	Mg/l
	<i>Limit: (85 %)</i>	TSS % Removal	99	% Removal
		Influent CBOD	237	Mg/l
	<i>Limit: (15 mg/l)</i>	Effluent CBOD	.4	Mg/l
	<i>Limit: (85 %)</i>	CBOD % Removal	99	% Removal
		Influent Phosphorus	4.85	Mg/l
	<i>Limit: (1 mg/l)</i>	Effluent Phosphorus	0	Mg/l
		Phosphorus % Removal	100	% Removal
		Influent Ammonia Nitrogen	36.5	Mg/l
	<i>Limit: (Seasonal) 1.4 mg/l</i>	Effluent Ammonia Nitrogen	.1	Mg/l
		Ammonia Nitrogen % Removal	99	% Removal
Water/ Sewer	Monthly Tasks			
Water/Sewer	Locates	Process Locate Requests	85	Utility Locate Requests
Water/Sewer	Meter Readings	Monthly Meter Readings for City Owned and Large Users	52	Monthly Readings
Water/Sewer	Water/Sewer Connections	Inspect Water and Sewer	0	Inspections

WATER AND SEWER	TASK	DESCRIPTION	QUANTITY	UNITS
Water/Sewer	Water Miscellaneous	Work orders: re-reads, high	18	Work Orders
Water/Sewer	Monthly Projects			
WWTP	Aeration Blower Maintenance	Change Oil on Blower Motors	3	Motors
WWTP	UV Lamp Inserts	Change all 120 lamp inserts for the UV system. This was a warranty item.	120	Inserts
WWTP	WWTP Facility Tour	City of Staples came and toured facility.	3	Hours
WWTP	MAU- Filter Maintenance	Change filters on all WWTP MAU Units.	6	MAU's
WWTP	Rapid Mixer Maintenance	Changed Oil & Grease Rapid Mixer	1	Mixer
WWTP	Flow Calibration of Flow Meters	Required Bi-Annual Test of Wastewater Flow Meters	4	Meters
WWTP	Biosolids Handling	Start equipment set up for processing biosolids.	2	Days
Lift Stations	Pull 2 pumps at Ambassador Lift Station	Plugged Pumps Due to Rags	2	Pumps
Lift Stations	Turtle Run Lift Station Wash Down	Wash Down Grease Mat	1	Wash Down
Lift Stations	DI-6 Lift Station	Cleaned floats that were caked in grease.	4	Floats
Sanitary Sewer	Annual Jetting	Clean 26,000 ft. of sewer main and televise 1,500 ft. of sewer main.	1	Week
Water	District 3 Inspections	Inspect all Water Main Gate Valves for Operation	168	Gate Valves
Water	Flow Calibration of Flow Meters	Required Annual Testing of Flow Meters	3	Meters
Water/Sewer	Attend MnWarn Conference	Staff attended annual conference.	8	Hours

*Each time a lift station pump is pulled due to plugging, it is equal to two man hours.