



CITY COUNCIL REGULAR MEETING
City Hall: 3750 Bridge St NW
Monday, April 07, 2025 at 6:00 PM

AGENDA

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. CONSENT AGENDA**
 - A. City Council Minutes - March 17, 2025
 - B. City Council Work Session Minutes - March 24, 2025
 - C. Abandoned Property
Resolution 2025-17 Declaring surplus property and authorizing the disposal of said property
 - D. Authorization to Post for the Position of Fire Prevention Captain (Part-time)
 - E. Trade In/Replacement of Skid Loader
 - F. 2025 Waste Prevention and Recycling Grant
 - G. 238th Ave Culvert Repair
 - H. PT Liquor Store Clerk Kristi Neubauer Resignation
 - I. Plant Place, Inc. – Temporary and Seasonal Outdoor Sales Permit
 - J. Acknowledgement/Approval of Premise Permit
 - K. Payment of Claims
- 5. MEETING OPEN TO THE PUBLIC**
- 6. SPECIAL BUSINESS**
- 7. PUBLIC HEARING**
- 8. OLD BUSINESS**
- 9. NEW BUSINESS**
 - A. 4058 Gate Replacement
 - B. Limited Use Permits with the State of Minnesota Department of Transportation
Resolution 2025-18 Approving the Limited Use Permits with the State of Minnesota Department of Transportation (MnDOT)
 - C. Work Session Request
- 10. MEETING OPEN TO THE PUBLIC**
- 11. REPORTS**
- 12. COUNCIL MEMBER REPORTS**
- 13. UPCOMING EVENTS**
 - April 21 - City Council Meeting - 6:00 PM
 - April 26 - Spring Recycling Day - 8:00 AM - 12:00 PM
 - May 03 - Dog Clinic - 9:00 AM
 - May 05 - City Council Meeting - 6:00 PM
 - May 15 - Parks Commission Meeting - 7:00 PM
 - May 19 - City Council Meeting - 6:00 PM

Citizens Academy 6:00 PM - Starts May 6, 2025
- 14. ADJOURNMENT**

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
St. Francis City Hall 3750 Bridge Street NW
March 17, 2025
6:00 p.m.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

The regular City Council meeting was called to order at 6:00 p.m. by Mayor Mark Vogel.

2. ROLL CALL

Members Present: Mayor Mark Vogel, Councilmembers Kevin Robinson, Sarah Udvig, Amy Faanes, and Joe Muehlbauer.

Also present: City Administrator Kate Thunstrom, Deputy Administrator-City Clerk Jenni Wida, Community Development Director Jessica Rieland, Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), Deputy Administrator-Public Works Director Paul Carpenter, Police Chief Todd Schwieger, Fire Chief Dave Schmidt, Finance Director Darcy Mulvihill, and Liquor Store Manager Joe Pfeifer

3. APPROVAL OF AGENDA

MOTION BY: MUEHLBAUER SECOND: FAANES APPROVING THE REGULAR CITY COUNCIL AGENDA

Ayes: Faanes, Muehlbauer, Robinson, Udvig, and Mayor Vogel.

Nays: None

Motion carries: 5-0

4. CONSENT AGENDA

A. City Council Minutes - March 3, 2025

B. City Council Work Session Minutes - February 24, 2025

C. Hiring Part-Time Firefighter - Contingent

D. Restricting Parking on Woodbine Street and 229th Lane

Resolution 2025-15 restricting parking on Woodbine St and 229th LN

E. Payment of Claims

MOTION BY: ROBINSON SECOND: UDVIG APPROVING THE REGULAR CITY COUNCIL CONSENT AGENDA

Ayes: Faanes, Muehlbauer, Robinson, Udvig, and Mayor Vogel.

Nays: None

Motion carries: 5-0

5. MEETING OPEN TO THE PUBLIC

Nita Soren, came forward to represent her son who lives at 2345 Ambassador

Boulevard. She said it has come to her son's attention that they have torn down all of the trees behind his home making room for an apartment complex that is in progress. She asked if this is true. City Administrator Thunstrom explained that these trees are being removed for a road and one of the projects that is being discussed in this area is an apartment building; however, there is still a public process it has to go through in order to be approved.

Nita shared that her son's yard is fenced in and if an apartment complex is going in right behind his property, he is concerned that children who live in the apartment complex could climb his fence to get to the Middle School across the street from him. She noted that if the entrance for the apartment complex is going to be on Ambassador, then they need to consider the traffic this would cause. She asked if her son and the other homeowners in this area will receive letters and be informed as this process continues. Thunstrom reiterated that the only thing moving forward right now is the road. She explained that the developer wants to go through a concept phase with the Council and the Planning Commission to gain interest on the project. She noted that after this they would start working on steps that would require the letters being mailed to neighbors and other notifications to these residents. She said the Planning Commission will be reviewing this in April and the Council will review it after that.

Muehlbauer suggested contacting Staff with any other questions about this, or any other, future developments as the rumors seen on Facebook are not often correct.

6. SPECIAL BUSINESS - NONE

7. PUBLIC HEARINGS - NONE

8. OLD BUSINESS

- A. *Dangerous Dog Ordinance Amendment – Second Reading*
Ordinance 345 Amending the City Code Chapter 8 Section 3-1 Animals, Dog
Licensing and Regulation
Resolution 2025-16 Summary Publication of Ordinance 345

City Clerk Wida reviewed the Staff report in regard to the dangerous dog ordinance amendments.

MOTION BY: MUEHLBAUER SECOND: FAANES TO ADOPT ORDINANCE 345 AMENDING THE CITY CODE CHAPTER 8 SECTION 3-1 ANIMAL, DOG LICENSING, AND REGULATION.

A roll call vote was performed:

Mayor Vogel	aye
Councilmember Muehlbauer	aye
Councilmember Robinson	aye
Councilmember Faanes	aye
Councilmember Udvig	aye

Motion carried: 5-0

MOTION BY: MUEHLBAUER SECOND: FAANES TO ADOPT RESOLUTION 2025-16, SUMMARY OF PUBLICATION OF ORDINANCE 345

Ayes: Faanes, Muehlbauer, Robinson, Udvig, and Mayor Vogel.

Nays: None

Motion carries: 5-0

9. **NEW BUSINESS**

A. Fleet/Body Camera System

Police Chief Schwieger reviewed the Staff report concerning the fleet and body camera system used by the Police Department.

Robinson asked about the life expectancy for the body cameras that were purchased in 2021. Schwieger said they were hoping to get four to five years of use out of them.

Robinson asked about the life expectancy for the new body cameras. Schwieger said it should be about the same, four to five years.

Mayor Vogel asked what committee makes the decisions on these cameras. Schwieger explained it is himself and the records Staff. He shared that they received a few demonstrations from multiple vendors to make their decision.

MOTION BY: UDVIG SECOND: ROBINSON TO APPROVE THE REPLACEMENT OF THE FLEET/BODY CAMERA SYSTEM.

Ayes: Faanes, Muehlbauer, Robinson, Udvig, and Mayor Vogel.

Nays: None

Motion carries: 5-0

10. **MEETING OPEN TO THE PUBLIC - NONE**

11. **REPORTS**

A. Fire Department Monthly Report - February

Fire Chief Schmidt reviewed the Fire Department monthly report for the month of February. He shared they responded to 62 calls for service, with an average of 2.3 calls per day. He noted their busiest day of the week for calls were Mondays. He added that they gave mutual aid for four events throughout the month. He said there were 15 fire events for the month and 47 EMS calls. He shared that the average time on scene was 25 minutes. She stated there were no property losses during the month of February.

Robinson asked if the Fire Department was involved with the controlled burn on Highway 47 last week. Schmidt said no and explained that this is typically done through the DNR.

Robinson shared that he has seen a lot of people burning things throughout the City. He asked if the Fire Department is able to stop these people from burning if they see it happening. Schmidt explained that if they see something that is out of the ordinary then they can act. He noted that restrictions come into play with permitted burns. He added that most people who are burning are highly responsible.

Robinson asked if people can still burn when it snows. Schmidt said yes, as long as there is continuous snow coverage.

Mayor Vogel shared that he does not like the system for burning permits. He noted that these permits are not put into the system. He asked if there is a way that they can lobby the DNR to come up with a system that would allow dispatch to be able to know about these permits when someone calls in a concern with a burn. Schmidt said he can ask these questions when he meets with the DNR and the County.

Muehlbauer noted that it is still best practice to have the Fire Department respond if someone calls in a fire that happens to be a permitted burn, in case there is an emergency that they may need to attend to.

Mayor Vogel asked about the increase in calls for service and if there is anything they can attribute that to. Schmidt said it has been a very busy spring and over just the past few days they have received calls for grass fires and mutual aid. He noted they can anticipate a 3% to 7% run volume increase year-to-year. He added that there are opportunities for some community education. He explained that with Vista Prairie coming to town this may cut down on the EMS calls for seniors who are trying to extend their stay in their independent living situation. He noted that the seniors that they respond to frequently are typically on waiting lists to be placed in a senior living center. He added that there is also an issue with affordability for these living facilities.

Faanes asked if the DNR still has the Smokey the Bear signs that let people know the fire danger for the day. Schmidt said they do at their DNR stations. He shared that he encourages people who want to have a recreational burn to go to the DNR website as it is updated daily with the fire risks for the day and what the restrictions are for burning.

The Council thanked Schmidt and his Staff for their hard work.

12. COUNCIL MEMBER REPORTS

The Council shared the meetings and events they attended in the past few weeks, as well as highlighting upcoming events.

Udvig shared that the Charter Commission met and they discussed dismantling the Charter and moving to a statutory City and moving the Mayor's term to four

years. She said they will be meeting with the League of Minnesota Cities to discuss moving to a statutory City and they will be taking the length of the Mayor's term to a vote for the residents to have their say.

Robinson thanked Thunstrom and Public Works Director Carpenter for joining him at the Capitol for the Capital Investment Hearing. He shared that the Citizens Academy is coming up on April 9 and 16 and encouraged everyone to attend.

Muehlbauer encouraged everyone to attend the Citizens Academy as well as it is a great experience and can give a different perspective on the Police Department.

Mayor Vogel thanked Robinson for sitting in for him and going down to the Capitol for the Capital Investment Hearing. He shared that the League of Minnesota Cities newsletter has a list of House and Senate files that they meet to pay attention to in regard to the State wanting to take away City control for zoning. He shared that he has been discussing with Thunstrom the requirement for all Staff to attend every Council meeting. Muehlbauer said he is not opposed to allowing Staff to skip Council meetings if they do not have an item that they are presenting. He noted that if a resident has a question relative to that department, they can always call or email that Staff person. The rest of the Council agreed.

13. UPCOMING EVENTS

March 19 - Planning Commission Meeting - Cancelled

March 24 - City Council Work Session - 5:30 pm

April 07 - City Council Meeting - 6:00 pm

April 09 - Citizens Academy

April 16 - Citizens Academy

April 21 - City Council Meeting - 6:00 pm

April 23 - Citizens Academy

April 26 - Spring Recycling Day 8:00 am - 12:00 pm

14. ADJOURNMENT

MOTION BY: MUEHLBAUER SECOND: FAANES TO ADJOURN THE MEETING.

Ayes: Faanes, Muehlbauer, Robinson, Udvig, and Mayor Vogel.

Nays: None

Motion carries: 5-0

There being no further business, Mayor Muehlbauer adjourned the regular City Council at 6:40 p.m.

Jennifer Wida, City Clerk

CITY OF ST. FRANCIS
CITY COUNCIL WORK SESSION AGENDA
St. Francis City Hall Fire Station 3750 Bridge Street NW
March 24, 2025
5:30 p.m.

1. CALL TO ORDER

The City Council Work Session meeting was called to order at 5:30 p.m. by Mayor Mark Vogel.

2. ROLL CALL

Members Present: Mayor Mark Vogel, Councilmembers Kevin Robinson, Sarah Udvig, Amy Faanes, and Joe Muehlbauer.

Also present: City Administrator Kate Thunstrom, Deputy Administrator-City Clerk Jenni Wida, Deputy Administrator-Public Works Director Paul Carpenter, Police Chief Todd Schwieger, Fire Chief Dave Schmidt, Finance Director Darcy Mulvihill, Water & Sewer Supervisor Parish Barten

3. AGENDA ITEMS

A. Canine Program

Police Chief Schwieger reviewed the Staff report in regard to the Police Department's potential implementation of a canine program.

Robinson shared that he did some research into this and contacted the League of Minnesota Cities to ask some of his questions. He noted he was concerned with bite instances, and they said they would get back to him with these statistics. He asked if this dog would be for reasonable force or apprehension. Schwieger said they would try to train the dogs for both situations.

Robinson asked if these dogs would also be trained to detect narcotics or explosives. Schwieger said yes for narcotics and likely not for explosives.

Robinson asked if any of the situations where they requested a canine in the past from a supporting city if there were multiple available for use. Schweiger said yes and noted the last time they were in need of one, two were available.

Police Sergeant Larson shared that he had just requested a canine a few weeks ago and there was not a canine available anywhere in Anoka County.

Robinson asked if all of the instances that they needed to call in a canine were successful. Schwieger shared that there have been successes with this, including finding a shooting suspect and a missing person who had disappeared.

Robinson asked why the trainer is willing to donate another dog. Larson explained

that when he told the trainer about the sponsorships and grant funding that they have for this program, he offered to cover whatever was not covered by these sponsors and grants.

Robinson asked about the trainer's credibility. Schwieger shared that he seems to be the best trainer in the area and they have spoken to many agencies that have used his services and are very pleased.

Robinson asked about the public's general perception with these canines. Schwieger shared that the public tends to appreciate the tool of the canine and the overall perception from the public is positive.

Robinson asked how they will budget for this in the future. He noted there is a lot of pressure on the handler of this canine. Schwieger noted that they would make sure the candidates for handlers know what they are getting themselves into. He said there are already officers who have voiced interest in this. He noted that the main ongoing cost will be the maintenance of the squad vehicle, training, and the shift differential for this position. He said they are estimating this on the high end to be an additional \$11,000 per year.

Robinson asked if now is the right time to add a canine to the department after they just added the drones last year. He said he is not opposed to this.

Udvig said they never know how long a dog will last. She asked about the process for replacing the canine if it gets injured. Schwieger explained that they are looking into insuring the dog in the event that something does happen. He noted that they would likely have to tie the cost of a new canine into the capital budget a few years out. He said he is not overly concerned with this as he knows that people would come forward to help the City if something were to happen to the canine.

Faanes asked about the work lifespan of a canine. Larson shared that it varies by dog and handler; however, it is typically around six to eight years.

Faanes asked if the handler was not available, if the dog would still be able to respond well to other officers, and if all officers would have some level of canine training. Schwieger explained that when the officers go through training they are being trained with the dog, and the dog would typically not respond to anyone other than their handler that they trained with.

Faanes asked what cities in the area have canine programs. Schwieger shared that all of the County Sheriff's Offices have canine programs, as well as Blaine, Princeton, Fridley, Coon Rapids, Lino Lakes, Columbia Heights, Elk River, and Forest Lake.

Faanes shared that she has children who attend the high school, and they occasionally have locker checks. She asked if the canine would be able to help in

the schools with this. Schwieger noted that these random checks have to be initiated by the schools and if this service was requested, they would consult the City Attorney before offering assistance.

Faanes asked if the community would be able to help name these canines. Schwieger said this would be a possibility. He noted that if they have someone who is offering to cover the cost of the canine then they would first give them the opportunity to name the canine if they wished.

Muehlbauer asked if there are any continual sponsors. Schwieger shared that the St. Francis Vet Clinic has offered to cover the cost of the annual vaccinations for the canines.

Muehlbauer asked if there is any kind of guarantee on these dogs. Larson said they would get the canines from overseas, and they would have a one year guarantee.

Muehlbauer asked if the handler would be able to have a relatively normal life and a family. Schwieger shared that they are looking at a German Shepherd for this dog and many canine handlers have families. He said it comes down to how the canine is trained and how they would react in their home life.

Muehlbauer asked what would happen to the canine if the handler quit. Schwieger said the dog would stay with the City and would have to be retrained with a new handler.

Muehlbauer asked what Schwieger is looking for from the Council this evening. Schwieger said they are looking for general direction and support from the Council. He shared that they would work through this process through the summer and hope to have the program in place by the fall, with the training complete by spring of 2026.

Muehlbauer shared his support for this as the costs do not seem too high. He asked if they would be seeking sponsorship for the annuals costs. Schwieger said they cannot solicit donations for this, as they are only able to solicit donations for events with a public benefit.

Mayor Vogel shared that he thinks this is something worth pursuing. He said he would like to see more information about the insurance for the canine, for bite instances, or if the canine were to be injured. Schwieger shared that there would not be an increase in insurance premiums to add a canine.

Mayor Vogel asked about insurance if they were to go on mutual aid calls with the canine. Schwieger said they would have to monitor this and make changes to the policy if needed, if they see a constant use of mutual aid that adds a risk for the officers and the canine.

Mayor Vogel asked how many dogs the Anoka County Sheriff's Office has. Schwieger said they have two or three.

Robinson asked how they will communicate this with the residents if they move forward. Schwieger shared that he would want to make sure everything was covered before they released it to the residents. He said he would communicate this to the residents shortly before the canines were put out on the street. He noted they would communicate this through social media.

The consensus of the Council was generally in support of a canine program.

B. Fire Inspector Pending Resignation/Replacement Considerations

Fire Chief Schmidt reviewed the Staff report concerning the pending resignation of Fire Inspector/Captain Sturzl and his replacement planning.

Udvig asked how many fire inspections are done per month. Schmidt shared that they currently average 10 to 12 inspections per month. He added that they typically have around a 50% reinspection rate. He explained that they try to educate on these inspections rather than jumping straight to enforcement, so if they find a violation, they work with the property owner to get the violation into compliance, that would require a reinspection to make sure it was taken care of.

Udvig asked if the long-term goal for this role is to transition to a full-time role. Schmidt said yes and explained that this was discussed as a part of past staffing discussions and was confirmed through the consulting process.

Udvig asked if Sturzl would just stay on through October as the Fire Inspector. Schmidt said he would also still report to calls while he was here.

Udvig noted that if they found someone to fill the position, Sturzl would be able to help train this individual during this time. She said she does not see an issue with allowing Sturzl to continue to work while living more than 10 minutes from the Station as long as he is keeping his training and percentages up.

Mayor Vogel asked how many people in the Fire Department are qualified to conduct a fire inspection. Schmidt said there are seven individuals who have their Fire Inspector 1 certification through the State, and one individual who has the Fire Inspector 2 certification through the State. He noted that all of these individuals work a normal day job, which would create a challenge. He shared they have an individual who would be interested in this role but would require some additional training. He stated the issue is not a lack of qualified individuals, it is finding someone who has daytime availability during the week.

Mayor Vogel asked how many full-time employees they currently have in the Fire Department. Schmidt said they currently have two full-time employees.

Mayor Vogel asked if the joint role of Administrative Captain is still being shared with the Fire Department and Administration. City Administrator Thunstrom shared that they have not utilized this role since the election.

Mayor Vogel noted that if the role is no longer a shared role with the Fire Department and Administration then it should be reclassified so they can have a true look at the cost of the Fire Department Staff expenses. He stated he would like to see the Fire Inspector position stay internal.

Muehlbauer noted that the Administrative Captain could potentially take over the responsibilities of the Fire Inspector if they are no longer needed in Administration. He asked about the probability that the Administrative Captain would be available for inspections. Schmidt explained that they will not be able to keep up at the same pace that Sturzl had been conducting inspections. He shared that the City has a good record of having significantly less dollar loss in fire losses when compared to other cities. He said they will not be able to replicate the repetition that they are currently operating at and everyone will have to help fill in the gaps of this role where they can.

Muehlbauer asked about the cost to outsource this position. Schmidt said he does not have this information.

Muehlbauer asked if Sturzl would be able to keep up his percentages to the level of every other firefighter by only working a few days a week after his move. Schmidt said they did some modelling, and it appears that he will be just fine on his percentages.

Muehlbauer shared that he has a hard time swaying from policy, as policies were put in place for a reason. He said he would like to see more information on the outsourcing of these inspections or the Administrative Captain's availability to take on the fire inspectors before making a decision.

Faanes asked how many businesses there are in the City that need to be inspected. Schmidt said there are 86 or 87 businesses.

Faanes asked if this number includes home businesses. Schmidt said yes and explained that the County requires licensed daycares to have inspections.

Faanes asked if there are some businesses that are inspected by the State rather than the City. Schmidt said yes and noted that schools and healthcare facilities are inspected by the State Fire Marshal. He shared that these businesses are called out by State statute.

Faanes asked if they have looked at the East Bethel study that was conducted last fall, and if they have considered a finding in this study that Fire Departments should

report to fewer medical calls and just respond to the major medical calls. She noted that she often hears that the Fire Department does not have enough people to do all of the work that needs to be done. She said she wants to make sure that they have really looked at ways to limit the amount of work that is done. Schmidt explained that he is not advocating for another full-time position, but rather providing this as an option to their current situation. He added that this discussion is not related to their run volume. He shared that the Fire Department is dealing with a lot of challenges that are outside of their control, including ambulance response times and the information being given to dispatchers. He said they want to provide the highest level of medical training and compassion on every call they respond to. He noted this position in question is a technical position and they want to figure out how to make the best of the current opportunity.

Faanes shared that if they make an exception to the policy for Sturzl then they would have to make similar exceptions for other people as well and she does not think this would be right. She noted that she knew of the Sturzl family's moving plans months ago and stated that training could have already been taking place. She said she would not be supportive of Sturzl staying on past his move, as they still have time to fill his role before then. She asked how the firefighter stipend works and if this covers the additional assigned tasks. Schmidt explained that the stipend typically covers the duty officer rotation requirements. He noted that they are paid their hourly rate for everything else.

Faanes asked about the potential outsourcing of these inspections to Metro West. Thunstrom explained that MetroWest is their building inspector company and they would not be fire inspections.

Mayor Vogel asked if there is a company that does fire inspections that they could contract with. Schmidt said he is not aware of any.

Faanes suggested they explore contracting with a nearby City for these fire inspections.

Robinson asked if they could split this role into two different positions: someone who conducts the fire inspections and someone who leads the education. Schmidt said yes; however, there would be a budget implication to this.

Robinson asked about the possibility of Sturzl forming an LLC as a contractor and if he could still work for the City as a contractor. Schmidt said he cannot speak for Sturzl but he does not think a two-hour drive one way would make a lot of sense just for fire inspections.

Robinson asked if there is anyone with Bethel's fire service that would be able to conduct these fire inspections. Schmidt said there may be someone with an interest in Bethel.

Robinson said he would like to stay away from bending policy rules. He noted that there are likely solutions they can find to cover the work being done by Sturzl within the department already.

Mayor Vogel asked what surrounding cities do for fire inspections. Schmidt shared that East Bethel has a full-time fire inspector, Nowthen has no fire inspections going on, and Andover is in a similar position where they are looking to bring on a fire inspector.

The consensus of the Council was to explore an internal candidate for the fire inspector role in a part-time capacity and not to allow Sturzl to continue to work out of policy once he moves.

C. Tax Increment Financing (TIF) Discussion

Thunstrom reviewed the Staff report in regard to the Tax Increment Financing and how it works.

Muehlbauer asked if the last project that used TIF did not go to the full term of the financing. Thunstrom said yes and explained that it is typical for these projects to refinance.

Muehlbauer said he is not a huge supporter of TIF; however, he is not against allowing this.

Robinson asked if the development would still pay for WAC and SAC. Thunstrom said yes and added that they would also pay development fees to give it a base tax plus 10%.

Robinson asked how many years the TIF would be. Thunstrom said it varies, but the maximum is 26 years. She said Ehlers would determine how many years are needed.

Finance Director Mulvihill explained that the TIF is like a loan, and every time they get taxes in, they have to turn around and give it back to the development. She noted the amount given back to them could allow them to pay off the loan quicker, but it cannot go longer than the term is set.

Robinson shared that he is also not a huge supporter of this, but he could go along with this.

Robinson asked if the interested developer seems like the best candidate for this property and the TIF. Thunstrom shared that the EDA is under a purchase agreement with a developer for this property. She noted that if this developer backed out of the deal, then the best use for the property would be a multi-family development. She said they could have someone else interested, or it could end

up sitting undeveloped, waiting for a developer to come along.

Thunstrom explained the difference between tax abatement and TIF and noted that with TIF, it guides rent limits; however, the market rents in St. Francis are lower than the rent limits.

Muehlbauer asked if the rent limits are only in place while the development still has TIF. Thunstrom said yes.

Robinson asked if another developer could also come in and ask for TIF. Thunstrom said yes and explained that there are four different uses for TIF that developers can apply for but it is up to the Council to decide whether or not to approve it. She noted that developers will also look at the market and determine if another apartment building would work in the City as an empty apartment building does no good.

Robinson asked if the City could be overburdened by too much TIF. Thunstrom explained that Ehlers has a pulse on all of these. She noted there is not a cap on how many TIF projects they can allow; however, it falls back on what is reasonable for budgets and the levy. She said they work very closely with Ehlers on guidance to ensure they are not putting themselves in a bad position.

Udvig said that she thinks this is worth looking into as they do not want this land to just continue to sit vacant. She stated she is not fully in favor of TIF; however, she acknowledged that this would be the place for it to be used. She added that they will need to be realistic about what other places may be asking for TIF if they approve this.

Mayor Vogel stated he does not have an issue with this being an apartment building; however, he is completely opposed to TIF. He said if he were to build a house himself on an open lot then the City would be getting ongoing taxes from this lot, and he would not get any help for investing in the City. He noted that the City would have to wait to get a return on this project, while private investors would not. He asked how much they sold this lot for to the developer. Thunstrom said it was sold for \$5,000.

Mayor Vogel noted that selling this lot for \$5,000 was enough of a tax break already. He stated that while the development would still be under TIF there would be more wear and tear on the roads, traffic, and other issues that are being funded by the City with no tax dollars coming in. He said if a project is not economically feasible, then it should not be on the taxpayers to subsidize this.

Faanes asked why they did not have this discussion prior to the EDA selling the property to the developer. Thunstrom explained that they discussed this about two years ago with the Council, and at that time, everyone was in favor of this project moving forward.

Faanes asked if the apartment building will be Section 8 given the rent limits. Thunstrom said no.

Faanes asked if anyone else had an opportunity to buy this property from the EDA. She asked how they marketed this property. Thunstrom said it has been for sale for five years for redevelopment, and they had previously reviewed a townhome development; however, this was turned down as it did not have enough units and would not make sense for this property.

Mayor Vogel asked if the \$5,000 purchase price is contingent upon the developer getting TIF. Thunstrom shared that if the financing for the property falls apart then the property would go back to the EDA.

Faanes noted that they talk a lot about the traffic in this area already. She asked how this would further affect traffic in the area with a 120-unit development. She said she would be concerned with putting new streets so close to this intersection. Thunstrom shared that both of the access points to this development would be on County roads. She stated the County has been involved in this from the beginning, and they do not see this intersection as an issue. She noted that all of the property has to funnel through the single access point on the road.

Robinson asked about the estimated value of this property. Thunstrom said she would have to do some research on this.

Robinson asked what the City is currently paying on an annual basis for this property. Thunstrom said the only responsibility of the City is to maintain the property and keep it clear but they do not pay any taxes on it.

Robinson asked about the estimated cost to put in the new road for this property. Public Works Director Carpenter said it would cost approximately \$1,100,000.

Mayor Vogel asked how much the City spent to purchase this property. Thunstrom said they spent under \$200,000 for acquisition and demolition. She said she would need to do some research to get the exact numbers.

Faanes asked why they purchased this property. Thunstrom shared that this was owned by a family and the property and building on it became dilapidated, and the EDA acquired it for future redevelopment.

Mayor Vogel said he does not think the City should be in the business of buying and selling land. He noted that the City has already made a large investment into this property and he thinks it would be too much to also give the developer TIF.

Carpenter explained that with this development they would have another 120 users in a small space for the enterprise fund.

Faanes noted that this would also help the schools with more students. She asked how many other projects in the City are currently on TIF or have been done with TIF in the last 10 years. Thunstrom said they have not done any other TIF projects in the last 20 or so years.

Faanes shared that she went to a meeting with the School District about the connection of Highway 47 and Bridge Street and the County said this intersection would fail by 2030 due to the traffic. She said she does not feel that it is the right time for this apartment building in this area due to the existing traffic concerns.

Udvig stated this lot will be used for high-density regardless. She said they need this high-density housing as the City does not have enough places for people to live. She explained that she is not a huge fan of TIF; however, she trusts Staff's judgement and the work that they have done.

Mayor Vogel shared that he would like more information on how the EDA functions. He noted that the lots that they have for sale do not have signs on them to generate interest. He said they have been sitting on some of these lots for years as they have not been marketed to the public.

Muehlbauer said he would be supportive of TIF for this project, as they just paid a lot of money to have the lot cleared, and he does not want that to have been done just for the lot to sit vacant.

Mulvihill noted that they will be discussing the water and sewer rate later in this meeting.

The consensus of the Council was not in favor of TIF for this property, with only Udvig and Muehlbauer in favor of moving forward.

Mayor Vogel noted that they can revisit this discussion after discussing the water and sewer rates.

D. Park Project Budget Priorities

Carpenter reviewed the Staff report concerning park projects and their budgetary priorities for the warming house and Rum River property.

Mayor Vogel asked what the existing park fund can be used for. Carpenter explained that the Council started setting aside funds in the levy for park projects.

Faanes asked what options they would use the funds from selling the old City Hall property. Thunstrom said it can go towards capital improvements or to retire debt. Mulvihill added that there are four categories of capital improvements: parks, buildings, streets, and equipment.

Faanes shared that she likes the idea of remodeling the warming house and making it a year-round facility. She noted that they could also have a community room in this building. Carpenter shared that they will be moving all previously scheduled room rentals from the old City Hall to the warming house to see how well this facility would work for a community room.

Mayor Vogel asked if the project at the warming house would increase its footprint. Carpenter explained that it would not increase the footprint but would put an overhang off of it and remodel it.

Faanes stated she would likely not be supportive of remodeling the Rum River location, as she does not see how this would work. She said she would prefer to see the remodeling done to the warming house.

Muehlbauer asked about the benefits for buying the Rum River location and then demolishing the existing building. Carpenter noted that the only benefit is to add park property.

Muehlbauer said he would prefer to do the remodel at the warming house.

Robinson agreed and noted that while the Rum River property would be nice to have, the price is not worth it. He added that all of the proceeds from selling the old City Hall do not need to go towards this remodel. He asked how many other parks need attention. Carpenter shared that he is currently in the process of putting together a realistic park CIP. He noted some of the parks can be stretched out a little longer than they are currently.

Muehlbauer asked about the cost to fix the Rum River Park, that is falling apart. Carpenter said they received a bid for \$55,000 in 2022. He noted that if they did the warming house remodel, they would still have funds left to fix this park as well.

Robinson asked how big the overhang would be on the warming house. Carpenter said it would be approximately 16 feet to the north of the building and have three picnic tables underneath.

Robinson said he would be in support of moving forward with the warming house remodel.

Mayor Vogel suggested that some of the funds they get from the sale of the old City Hall building should go into some capital improvement fund for the future.

Udvig shared that she is also supportive of moving forward with the warming house remodel, as they will be able to offer a community space along with this.

She noted that it would be great to purchase the property on Rum River Boulevard, but remodeling the warming house will give them more wiggle room to fund other park improvements.

Mayor Vogel asked where the park dedication funds will go for the two developments currently in progress. Thunstrom shared that park dedication is guided by State statute and has to go to new or expanding parks. She said park dedication funds cannot be used for the warming house remodel as this is maintenance of an existing facility.

Muehlbauer asked if they could use park dedication funds to buy the Rum River property as this would be expanding a park. Mulvihill said they do not even have enough park dedication funds to purchase this property.

Mayor Vogel stated they do not need more small parks that they cannot maintain. He said he would rather see them build up the park dedication fund so it can do bigger things rather than continue to add small parks.

The consensus of the Council was to move forward with the remodel of the warming house rather than purchasing the Rum River property.

E. Water and Sewer Rates

Thunstrom reviewed the Staff report in regard to the water and sewer rates.

Muehlbauer noted that part of the reason why they ended up in the situation they are in with the wastewater facility is because the Council at the time did not listen to Mulvihill talk about raising the rates. He added that they also reduced these rates by about 20%, which ended up draining the reserves.

Mayor Vogel said they should not be using the term 'reduce' but rather 'stabilize' as they will not be able to reduce these rates.

Mulvihill explained that she looks at the cash balance and seeing if this would cover 40% of the next year's costs, debt service, and capital improvements.

Muehlbauer asked about the grants to help people replace their water softeners. Carpenter explained that they have a set limit of chloride allowed at the plant by the Met Council, and the only way they can decrease chloride is at the warm treatment plant. He noted they are getting close to this limit and have been for a while. He said one of their biggest contributors to the chloride are water softeners as it puts salt directly into the wastewater.

Water & Sewer Supervisor Barten added that older water softeners are a high contributor to chloride. He said they are currently looking at implementing a chloride plan to buy them some time. He shared that there have been positive

results with similar programs in other places in the State.

Carpenter noted that there is no guarantee of the success of this program.

Mayor Vogel asked about the process that other cities have gone through for replacing these water softeners. Carpenter explained that they would look at targeting the older areas of town and determine how many softeners they would be able to do per year. He said this would include residential and commercial properties. He shared that they would give property owners a rebate towards the purchase of a new water softening system.

Muehlbauer asked how much these softeners typically cost brand new. Barten stated it would be approximately \$500 to \$1,000 installed.

Carpenter added that they would like to have one vendor appointed to do this for everyone in the City to keep it organized.

Muehlbauer said he does not like the unknowns in this, as they would be investing in something that would require residents to possibly have to spend an additional \$500 when the water rates are already high.

Thunstrom noted that with newer water softeners, the residents will see a huge reduction in the amount of salt they are buying.

Muehlbauer shared his support for trying this program if they can get people on board with it. He said his biggest fear with this project is convincing people to buy into it.

Carpenter asked about the total number of grant dollars that can be distributed. Thunstrom said they currently do not have any grant funding, and there is no guarantee they would get any. She shared that they can look into some grant opportunities for this; however, she thinks it is best to move forward as if they do not have a grant. She noted that if they plan to do this in 2026, they need to start communicating it to the residents and educating them now.

Mayor Vogel asked if they need to have an ordinance that guides any new water softener installs. Muehlbauer said they would likely have to. Carpenter added that there are cities that have passed ordinances that do not allow water softeners at all. He noted that they will likely need to pass some kind of ordinance in conjunction with this plan.

Muehlbauer said he likes the idea of implementing a chloride program. He asked about the cost for implementing the program for one year. Thunstrom shared that they have budgeted \$100,000 for three years.

Faanes shared that she also likes the idea of a chloride reduction program. She

said she would like to see the water and sewer rates not be raised by much.

Udvig stated they never want to have to increase their rates; however, being realistic, they have to increase them a little bit every year. She noted that the residents are never going to like that their rates increase but they have to keep the water treatment plant functioning and running smoothly.

Robinson asked if any other cities in the surrounding area are having similar issues with chloride. Barten shared that he had spoken to the city of Marshall, and they implemented a similar program with grant funding through the MPCA. He noted that this grant has since dried up, and the same funding would not be available for St. Francis. He said Marshall has seen positive results from this program.

Robinson noted that public education will be a big part of this, so the residents are aware. He asked how they would get full compliance from residents. Barten shared that he will be discussing this with the city of Marshall on how they vetted things throughout the process.

Robinson asked how many homes are currently using City water. Barten said there are 1,840 units.

Barten noted that one thing they will not be able to control when it comes to chloride is winter-time car washing. He shared that they will be receiving two portable samplers that they will be setting throughout the City to determine which areas are contributing to a lot of the chloride volume. He said they will be targeting the Zion Parkway area.

Robinson asked if they were not having this chloride issue when they would need to expand the water treatment plant. Barten shared that the water treatment plant is in good shape and is currently only utilizing 14% of the total capacity. He noted the biggest driver of the wastewater plant is the chlorides.

Mayor Vogel shared that he is fully on board with the chloride program. He said he also does not like the idea of raising water and sewer rates, but thinks it needs to be done.

Mulvihill explained that if they allow the TIF project to move forward, this would lower the expected water and sewer rates as they would add 120 units coming on to the system and sharing the costs. She added that the WAC and SAC will also help fund this. She noted that it is being considered to no longer allow bonds to be tax-exempt.

Mayor Vogel thanked all of Staff who have worked on this, as it has all been very helpful to help understand what is going on.

The consensus of the Council was to move forward with a chloride reduction

program.

There was no change in consensus from the Council concerning the TIF discussion.

4. ADJOURNMENT

There being no further business, Vogel adjourned the City Council Work Session at 8:32 p.m.

Jennifer Wida, City Clerk

DRAFT



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Todd Schwieger Police Chief
SUBJECT: Abandoned Property
DATE: April 7, 2025

OVERVIEW:

In August 2022 a search warrant was conducted at a residence in St. Francis resulting in a large quantity of stolen items being recovered. In addition to items which were confirmed stolen, officers also seized property for further investigation that had a high likelihood of being stolen. Throughout the investigation owners were located for several of the suspected stolen items which were then returned. Multiple items still remain in possession of the police department where owners have not been identified, and no proof of ownership has been received from the individual in which the items were seized.

ACTION TO BE CONSIDERED:

To approve Resolution 2025-17 which declares seized property related to St. Francis Police case numbers 22-170946 and 22-176603 as abandoned property.

The Police Department will utilize the online bidding service of Municibid to sell and dispose of the items. St. Francis city code 8-7-2 (C) authorizes the City to sell abandoned property to the highest bidder at public auction or in the manner directed by Council.

BUDGET IMPLICATION:

Work performed in the preparation and selling of surplus vehicles will be conducted during normal working hours. Funds collected from the sales of the vehicles will be placed into City of St. Francis General Fund.

Attachments:

- Resolution 2025-17
- Abandoned Property List related to St. Francis Police case numbers 22-170946 and 22-176603 (EXHIBIT A)

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

RESOLUTION 2025-17

A RESOLUTION DECLARING SURPLUS
PROPERTY AND AUTHORIZING THE DISPOSAL
OF SAID PROPERTY

WHEREAS, Section 8-7-3 of the St. Francis City Code entitled “Disposal of Excess Property” outlines the procedure for disposal of City owned property; and

WHEREAS, pursuant to Section 8-7-3, the City has identified property owned by the City that is no longer needed for municipal service; and

WHEREAS, by the City Council of the City of St. Francis that the following property is hereby classified as surplus property, with the approximate value said property assigned as follows:

<u>Surplus Property: (Forfeiture Vehicles)</u>	<u>Estimated Value</u>
--	------------------------

See Exhibit A

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 7th DAY OF APRIL 2025.

APPROVED:

ATTEST:

Mark Vogel, Mayor

Jennifer Wida, City Clerk

St. Francis Case number 22-170946 and 22-176603 remaining property list:

- Heater in box
- Axe
- Ion speaker
- Bostitch air compressor
- Makita saw
- Dewalt cordless Sawzall
- Makita electric sander
- Black Sawzall
- Werner Step Ladder
- Haul Master step ladder
- Senco compressor
- Ryobi electric pressure washer
- Okeechobee tackle box
- Master Force nail gun
- Bosch hammer drill
- Surface Max telescoping wand
- Rigid miter saw
- Dewalt radio
- Senco auto screwdriver
- Outdoor Yard trimmer
- Bostitch nail gun
- DeWalt nail gun
- Dewalt circular saw
- Bosch circular saw
- Milwaukee bit set
- Hitachi nail gun
- Drill bit set
- Flambeau tackle box
- Keller step ladder (2)
- Little Giant step ladder
- Werner step ladder
- Dewalt saw blades



CITY COUNCIL AGENDA
REPORT

TO: Kate Thunstrom- City Administrator
FROM: Dave Schmidt- Fire Chief
SUBJECT: Authorization to Post for the Position of Fire Prevention Captain (Part-time)
DATE: April 7, 2025

OVERVIEW:
With the anticipated resignation of Captain Evan Sturzl, the fire department is requesting to start the process of filling the position of Fire Prevention Captain. The fire department is requesting authorization to post and accept applications to fill the pending open position.

ACTION TO BE CONSIDERED:
Authorize the fire department to post the Fire Prevention Captain position for appointment.

BUDGET IMPLICATION:
Existing Fire Department Budget



CITY COUNCIL AGENDA
REPORT

TO: Kate Thunstrom, City Administrator
FROM: Paul Carpenter, Public Works Director
SUBJECT: Trade In/Replacement of Skid Loader
DATE: April 7, 2025

OVERVIEW:

Like the ToolCat, we have found that it is best to trade these machines every five years and with approximately 1000 hours to receive premium trade prices. The Skid loader is one of the most versatile machines we have and is used on projects like stormwater pond clearing, loading salt trucks, and snow removal.

ACTION TO BE CONSIDERED:

Council to authorize the purchase of the Bobcat Skid Loader from Crawford Equipment in the amount of \$23,602.15 per state bid. This price includes the trade of the old Cat Skid Loader.

BUDGET IMPLICATION:

The trade in/replacement will be paid for out of the Capital Equipment Plan.

Attachments:

- State bid pricing from Crawford Equipment with trade in.



Product Quotation

Quotation Number: **MB1070767**

Quote Sent Date: **Mar 18, 2025**

Expiration Date: **Apr 17, 2025**

Your Bobcat Contact

Mason Brekke

Phone:

Email: mason.brekke@doosan.com

Your Customer Contact

Deliver to

CITY OF SAINT FRANCIS 3000332

Bobcat Dealer

Crawford's Equipment, Inc., Cambridge, MN

4898 HWY 95 NW

CAMBRIDGE, MN, 55008

Bill to

NEW GOVERNMENT CUSTOMER

2391333

250 E Beaton Dr

West Fargo, ND, 58078-2656

Item Name	Item Number	Quantity	Price Each	Total
T66 T4 Bobcat Compact Track Loader	M0349	1	48,412.86	48,412.86
Standard Equipment:				
74.0 HP Tier 4 V2 Bobcat Engine			Lift Arm Support	
Auxiliary Hydraulics: Variable Flow			Lift Path: Vertical	
Backup Alarm			Lights, Front and Rear LED	
Bob-Tach			Operator Cab	
Bobcat Interlock Control System (BICS)			Includes: Adjustable Suspension Seat, Top and Rear Windows,	
Controls: Hand and Foot (Manual)			Parking Brake, Seat Bar and Seat Belt	
Cylinder Cushioning - Lift, Tilt			Roll Over Protective Structure (ROPS) meets SAE-J1040 and	
Engine/Hydraulic Performance De-rate Protection			ISO 3471	
Glow Plugs (Automatically Activated)			Falling Object Protective Structure (FOPS) meets SAE-J1043	
Horn			and ISO 3449, Level I; (Level II is available through Bobcat	
			Parts)	
			Parking Brake: Spring Applied, Pressure Released (SAPR)	
			Solid Mounted Carriage with 4 Rollers	
			Tracks: Rubber, 12.6" Wide	
			Counter Weights - 100 lbs.	
			Telematics - Machine IQ - 2-year Basics	
			Warranty: 2 years, or 2000 hours whichever occurs first	
Comfort Package	M0349-P11-C07	1	7,132.82	7,132.82
<i>Included:</i> Comfort Package:, Enclosed				
HVAC Cab, Radio, Adjustable Heated				
Cloth Air Ride Seat, Power Bob-Tach, Solid				
Undercarriage, Instrumentation: Standard 5"				
Display, Engine Temperature and Fuel				
Gauges, Hour meter, RPM and Warning				
Indicators. Includes maintenance interval				
notification, fault display, job codes, quick				
start, auto idle, and security lockouts,				
Premium LED Lights, Keyless Start, Two-				
Speed Travel, 7-Pin Attachment Control,				
Dual Direction Bucket Positioning, Rear				
Camera, Sound Reduction				
Selectable Joystick Controls	M0349-R01-C04	1	562.80	562.80
15.7" C-Pattern Rubber Track	M0349-R09-C02	1	1,108.18	1,108.18

Included: 15.7" C-Pattern Rubber Track

5-Link Torsion Suspension Undercarriage	M0349-R21-C13	1	1,662.94	1,662.94
High-Flow Hydraulics	M0349-R03-C03	1	1,591.92	1,591.92
7" Touch Display	M0349-R08-C03	1	1,226.77	1,226.77
74" Heavy Duty Bucket	7272680	1	1,414.36	1,414.36
Bolt-On Cutting Edge, 74"	6718007	1	307.70	307.70
Engine Block Heater	7372533	1	85.92	85.92

Total for T66 T4 Bobcat Compact Track Loader	63,506.27
--	-----------

Quote Total - USD	63,506.27
Dealer P.D.I.	200.00
Tariff Surcharge	1,142.38
Freight Charges	1,525.00
Destination Charges	116.00
Dealer Assembly Charges	112.50
Discount	
Cat 259D3	-43,000.00
Quote Total - USD	23,602.15

Comment:

*Plus applicable taxes. IF Tax Exempt, please include Tax Exempt Certificate with the order.

*Prices per the Sourcewell Contract #020223-CEC

*Sourcewell Member Number (if applicable): _____

*All orders should include 1) Accounts Payable Contact and email address, 2) W9 with correct legal entity name, and 3) Bill to Address.

*Orders may be placed with the contract holder or authorized dealer as allowed by the terms and conditions of the contract. *A Copy of all orders must be provided to Heather.Messmer@Doosan.com.

*Contact Holder Information: Doosan Bobcat North America, Inc. Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078. TID# 38-0425350.

*Payment Terms: Net 60 Days. Credit cards accepted.

*Remittance address: Doosan Bobcat North America, Inc. P. O. Box 74007382, Chicago, IL 60674-7382



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Paul Carpenter, Public Works Director
SUBJECT: 2025 Waste Prevention and Recycling Grant
DATE: April 7, 2025

OVERVIEW:

Staff applied for the Anoka County 2025 Waste Prevention and Recycling Grant and received \$19,000. The funds are for the specific purposes of purchasing additional recycling carts for use in city parks shelters and cement barriers at Public Works to contain and increase the collection of tree and yard waste generated by city residents. The plan is to accept compost at the City Recycle Events

ACTION TO BE CONSIDERED:

Council to approve the Mayor to sign the Grant Contract via DocuSign.

BUDGET IMPLICATION:

None

Attachments:

- Anoka County 2025 Waste Prevention and Recycling Grant Contract



Anoka County

HUMAN SERVICES DIVISION

Community Social Services and Behavioral Health

Agenda Item # 4F.

March 27, 2025

City of St. Francis
Attn: Tom Koep
23340 Cree Street NW
St. Francis, MN 55070

Dear Mr. Koep:

Enclosed is your 2025 contract with Anoka County. Please review the contract and complete the signature portion using DocuSign. If applicable and ready, please attach the necessary insurance information using the attachment link in the DocuSign document. If insurance is not ready and you will be sending this information at a later date, please send to:

Angela.Rodine@co.anoka.mn.us

or

Angie Rodine
County of Anoka
2100 3rd Avenue, 5th Floor
Anoka, MN 55303

PLEASE NOTE: The following information is required as part of your contract. If the contract is signed and executed without receiving this information in a timely manner, it may be referred to the County Attorney's Office for possible Breach of Contract and/or payments may be withheld until information is received.

CERTIFICATE OF LIABILITY INSURANCE - Required

No insurance information is required for this contract.

CONTRACTOR INFORMATION SHEET - Required

Please update/complete and sign this page and return with your contract.

DocuSign will automatically forward a copy of the signed contract to you, once completed. If you have questions regarding the contract, please call your Contract Manager, Sue Doll, at 763-324-3482.

Sincerely,

Angie Rodine
Senior Budget Analyst, Planning and Operations Support Services

Anoka County Contract # C0011505

**2025 SUPPLEMENTAL GRANT
FOR
RESIDENTIAL RECYCLING PROGRAM**

THIS GRANT made and entered into on the 27th day of March, 2025, notwithstanding the date of the signatures of the parties, by the COUNTY OF ANOKA, State of Minnesota, hereinafter referred to as the "COUNTY", to the City of St. Francis, hereinafter referred to as the "MUNICIPALITY".

WITNESSETH:

WHEREAS, Anoka County will receive funding from the State of Minnesota pursuant to Minn. Stat. § 115A.557 (hereinafter "SCORE funds") and pursuant to Minn. Stat. § 473.8441 (hereinafter "LRDG funds") during 2025. The County also has additional budgeted program funding available to supplement SCORE and LRDG funds for solid waste recycling programs; and

WHEREAS, the County has budgeted \$350,000 for Supplemental Grants for solid waste recycling programs in 2025; and

WHEREAS, the County and Municipality have already executed a grant contract for the Municipality's Residential Recycling Program (Agreement #C0011025). The Municipality has identified additional expenses which are eligible for reimbursement under the County program criteria, and the County wishes to reimburse these expenses from remaining available funds.

WHEREAS, Municipality has completed a Supplemental Grant Application and the County has reviewed the Application. The County has available funds from the SCORE/LRDG budget to fund Supplemental Grants; and

NOW, THEREFORE, in consideration of the mutual covenants and promises contained in this Grant, and incorporating the information in the above recitals, the parties mutually agree to the following terms and conditions:

1. **PURPOSE.** The purpose of this Grant is to provide for cooperation between the County and the Municipality to implement solid waste recycling programs in the Municipality.
2. **INCORPORATION OF PREVIOUS AGREEMENT.** The County and the Municipality have entered into an AGREEMENT FOR RESIDENTIAL RECYCLING PROGRAM FOR 2025 Anoka County Contract #C0011025. The terms of that Agreement are incorporated into this additional Supplemental Grant by reference and are binding on the parties as if the terms were set out here in full. This Grant will control only to the extent that it applies to the Supplemental Grant exclusively for any inconsistent terms.
3. **BILLING AND PAYMENT PROCEDURE.** The Municipality shall submit itemized invoices to the County for abatement activities subject to this Supplemental Program Improvement Grant. The invoices shall be paid in accordance with standard County procedures, subject to the approval of the Anoka County Board of Commissioners.

4. **ELIGIBILITY FOR FUNDS.** The Municipality is entitled to receive reimbursement for program improvement funds in the amount of nineteen thousand dollars and zero cents (\$19,000.00). The funds are for the specific purposes of purchasing additional recycling carts for use in city parks shelter and barriers to contain and increase the collection of tree and yard waste generated by city residents. See attachment A – Supplemental Grant Application and Award Letter. All Supplemental Grant monies will be expended no later than December 31, 2025.

IN WITNESS WHEREOF, the County hereunto set its hand as of the dates first written above:

COUNTY OF ANOKA

By: _____
Jonelle Hubbard
PHES Director

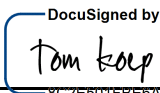
Dated: _____

Approved as to Form:

By: _____
Kurt C. Deile
Assistant County Attorney

Dated: _____

CITY OF ST. FRANCIS

DocuSigned by:
By: 
Tom Koep

Its: Recycling Coordinator

Dated: 3/28/2025

By: _____
Kate Thunstrom

Its: City Administrator

Dated: _____

By: _____
Mark Vogel

Its: Mayor

Dated: _____



Anoka County
HUMAN SERVICES DIVISION
Public Health & Environmental Services

March 25, 2025

Tom Koep
Recycling Coordinator
City of St. Francis
4020 Saint Francis Blvd NW
St. Francis, MN 55070

Tom,

We're pleased to inform you that the City of St. Francis has been awarded a 2025 Waste Prevention and Recycling Grant in the amount of \$19,000. The grant funds will be used for new recycling containers for parks, and barriers to build and increase collection of tree and yard waste. Please note the county requires that waste diversion for these projects be tracked and reported via the SCORE grant tonnage reporting process.

Work related to this project must be completed and project invoices dated no later than December 31, 2025. Grant funds will be reimbursed upon project completion and receipt of invoice payment documentation for work related to the project. For all communications related to this grant, please reference contract number: C0011505.

Congratulations to you and the City of St. Francis. Anoka County looks forward to continued support of the City of St. Francis waste and recycling programs. Any questions can be directed to Jill Curran, Supervisor Recycling Programs, jill.curran@anokacountymn.gov, or 763-324-3474.

Best Regards,

Jonelle Hubbard
Director
Public Health & Environmental Services
763.324.4224
Jonelle.Hubbard@anokacountymn.gov

**Anoka County**
MINNESOTA

Respectful, Innovative, Fiscally Responsible

Agenda Item # 4F.

2025 Municipal Waste Prevention & Recycling Grant Program Application

Date Application Submitted: 3/6/2025

Application Submitted By: Thomas Koep

Grant Amount Requested: \$12,000

Date Application Reviewed by Anoka County: 3/13/2025

Date Application Approved by Anoka County: 3/17/2025

Approved Grant Amount: \$12,000

Date Application Denied by Anoka County: _____

Grant funding of up to \$25,000 per municipality may be available for municipal waste prevention, reuse, and recycling projects in Anoka County that are **not** included in the approved 2025 SCORE grant program.

Waste prevention, reuse, and recycling grant applications will be considered on first-served, case-by-case basis with approval at the discretion Anoka County. **Note that grant requests exceeding \$25,000 may be considered. Contact Jill Curran for further information.**

Submit completed applications and/or grant program questions via email to Jill Curran at jill.curran@anokacountymn.gov. Applications will be accepted until November 15, 2025. All projects must be completed and invoiced by the end of day December 31, 2025.

Eligible Project Expenses

Waste Prevention and Reuse Project Expenses

- New waste prevention or reuse project start-up expenses
 - Project viability study
 - Equipment and supplies
 - Program promotion materials
 - Staff training
- Space remodeling
- New space construction

Organics/Food Waste Project Expenses

- Food waste drop-off start-up expenses
- Food waste enclosure
- Food waste prevention

Problem Materials Project Expenses

- New problem materials collection start-up expenses
- Pop-up event expenses

NEW or Improved Recycling Program Project Expenses

- Mid-calendar year program expansion expenses may be eligible for this grant program if they have not already been approved in the 2024 SCORE grant program application.
- Start-up collection expenses for targeted materials that are not currently being collected may qualify for this grant program.
- Expenses related to reducing contamination may be eligible for this grant program.

Project Description

1. Indicate focus area for project (check one):
 - ☒ Waste Prevention or Reuse
 - ☐ Organics/Food Waste
 - ☐ Problem Materials
 - ☐ NEW Recycling
2. Describe in detail the project purpose, scope, design, and detailed project costs. Include in this description how the project will prevent waste, increase materials reuse, improve efficiency, and increase collaboration between communities.

The purchase of new Recycle Stations in our Parks. These new stations will replace the park carts and create a more universal message within our parks. These stations will be placed near our Hockey Rink, ball field and our Dog Park. They will be clearly marked for recycling and will continue to send a consistent message. These stations are clearly marked and will be easier to prevent waste from entering the recycle stream. We are looking to purchase 4 recycle stations at a cost of \$2800 each.

3. Explain in detail how the project will be sustained over time after the grant funds are depleted.

After the funds are depleted, the stations will be included in our Park's maintenance and operations budget. They will be monitored on a weekly basis.

Project Outcomes

1. Describe in detail the expected project outcomes including materials to be collected for reuse or recycling and estimated annual diversion weight for each material.

We expect to increase our recycling participation and decrease contamination with the new stations. We expect to increase our recycling tonnage by 500lbs a year. The new stations will coordinate with the other recycle stations so people can easily recognize recycling from waste. The new stations will be easier for city staff to monitor and remove contamination.

2. For waste prevention and reuse projects, list strategies for promoting and executing these projects. Also list reuse outlets for the materials.

They recycling collected from these new stations are brought to a central recycle bin and is then included with the rest of the parks recycling. The larger container is emptied on a weekly basis. We promote recycling in our parks with our newsletters, city website and social media. The city newsletters are sent out quarterly and the recycling newsletters are sent out biannually.



Anoka County
MINNESOTA

Respectful, Innovative, Fiscally Responsible

Agenda Item # 4F.

2025 Municipal Waste Prevention & Recycling Grant Program
Application

Date Application Submitted:	3/6/2025
Application Submitted By:	Thomas Koep
Grant Amount Requested:	\$7000
Date Application Reviewed by Anoka County:	3/13/2025
Date Application Approved by Anoka County:	3/17/2025
Approved Grant Amount:	\$7,000
Date Application Denied by Anoka County:	

Grant funding of up to \$25,000 per municipality may be available for municipal waste prevention, reuse, and recycling projects in Anoka County that are not included in the approved 2025 SCORE grant program.

Waste prevention, reuse, and recycling grant applications will be considered on first-served, case-by-case basis with approval at the discretion Anoka County. **Note that grant requests exceeding \$25,000 may be considered. Contact Jill Curran for further information.**

Submit completed applications and/or grant program questions via email to Jill Curran at jill.curran@anokacountymn.gov. Applications will be accepted until November 15, 2025. All projects must be completed and invoiced by the end of day December 31, 2025.

Eligible Project Expenses

Waste Prevention and Reuse Project Expenses

- New waste prevention or reuse project start-up expenses
 - Project viability study
 - Equipment and supplies
 - Program promotion materials
 - Staff training
- Space remodeling
- New space construction

Organics/Food Waste Project Expenses

- Food waste drop-off start-up expenses
- Food waste enclosure
- Food waste prevention

Problem Materials Project Expenses

- New problem materials collection start-up expenses
- Pop-up event expenses

NEW or Improved Recycling Program Project Expenses

- Mid-calendar year program expansion expenses may be eligible for this grant program if they have not already been approved in the 2024 SCORE grant program application.
- Start-up collection expenses for targeted materials that are not currently being collected may qualify for this grant program.
- Expenses related to reducing contamination may be eligible for this grant program.

Project Description

1. Indicate focus area for project (check one):

- ☒ Waste Prevention or Reuse
☐ Organics/Food Waste
☐ Problem Materials
☒ NEW Recycling

2. Describe in detail the project purpose, scope, design, and detailed project costs. Include in this description how the project will prevent waste, increase materials reuse, improve efficiency, and increase collaboration between communities.

The city is starting to accept recycling throughout the year by appointment from residents. The city currently has recycle events that accepts multiple types of recycling material. With the increasing program costs, we are looking to accept material and store them for longer periods of time. We then call vendors and have them pick up material less often to save money. The city is looking at add material bins to store items in between events and to help keep events organized. We are looking to purchase concrete blocks to create material bins. We are looking for purchase 36 blocks at \$125ea. The total cost would be \$7000 including delivery of the blocks. The city would install and arrange the blocks to create at least 2 storage bins. By accepting material throughout the year, we project to increase our yearly tonnage by 3 tons.

3. Explain in detail how the project will be sustained over time after the grant funds are depleted.

The concrete barriers will be maintained by public works and will be added to our Facility and maintenance budget.

Project Outcomes

1. Describe in detail the expected project outcomes including materials to be collected for reuse or recycling and estimated annual diversion weight for each material.

The city will be accepting materials by appointment from residents in between events. We expect an increase in yearly tonnage from appliances, yard waste and motor oil by a total of 3 tons.

Last year I applied and received a yard waste permit through the county and mpca to store and compost yard waste. We are currently using the public works material bins for the yard waste collected at recycle events but the supervisors are telling me they need the bins for other uses.

We haven't used the compost yet but we plan on using the compost for parks and trails. If we have a large amount of compost then we would consider opening it up to residents to come and take compost.

2. For waste prevention and reuse projects, list strategies for promoting and executing these projects. Also list reuse outlets for the materials.

We will be promoting through our city and recycling newsletters. We will also be promoting through our city website and social media. With the tree waste collected, we have those chipped and then reused in our parks and trails. We can also reuse the compost created from yard waste in our parks.

We would advertise and tell residents over the phone that it's for residents only. We are in a fenced in facility so it's only available to drop off during events or when they call ahead.

IN WITNESS WHEREOF, the parties hereunto set their hands.

CITY OF St. Francis

By: Tom Koep

Name: [Signature]

Title: Recycling Coordinator

Date: 3/17/25

COUNTY OF ANOKA

By: Jill Curran

Name: Jill Curran _____

Title: Supervisor _____

Date: 3/17/2025

Contract# C0011

Agenda Item # 4F.

**ANOKA COUNTY HUMAN SERVICES
CONTRACTOR INFORMATION SHEET**

Please review the following information for accuracy and completeness, indicate any changes, sign and return to:

Angie Rodine
Anoka County Human Services
2100 3rd Ave, Suite 500
Anoka, MN 55303

LEGAL NAME FOR CONTRACTOR: St. Francis, City of

(Legal name and name on Certificate of Insurance must be exactly the same in order for County Signatures to be obtained on the Contract.)

Doing Business As: St. Francis, City of

Business/Corporate Address: 3750 Bridge Street NW

St. Francis, MN 55070

National Provider Identification (NPI) #: _____

Federal Tax Identification #: 41-0901105

NOTICE: Federal Business Tax ID/Social Security Number is needed for tax purposes as mandated by Section 1211 of the Tax Reform Act of 1976 and Minn. Stat 270.66. This information will be shared with the Minnesota Department of Revenue, the Minnesota Department of Human Services, the Internal Revenue Service, and the U.S. Department of Health, Education and Welfare for the purposes of administering the income tax, child support obligation and social security tax programs.

Individual who Contractor is designating to receive notice under the contract and to act as the responsible authority for data requests under the Minnesota government data practices act (Minn. Stat. Chap. 13):

Name:	Phone:	Fax:	Email:
<u>Tom</u>	<u>Koep</u>	<u>7632335205</u>	<u>tkoop@stfrancismn.gov</u>

Signature (Required):  **Date:** 3/28/2025

Insurance Agency: _____ **Name of Agent:** _____

Telephone Number of Insurance Agent: _____

Person Completing this Form:

Name: Tom Koep Title: Recycling Coordinator

Phone: 7632335200 Fax: 7632335205 Email: tkoop@stfrancismn.gov

Certificate Of Completion

Envelope Id: 151B8308-2C2C-43E3-8F8A-6B96264817EC
 Subject: City of St. Francis SCORE Supplemental C0011505
 Source Envelope:
 Document Pages: 15
 Certificate Pages: 4
 AutoNav: Enabled
 Envelopeld Stamping: Enabled
 Time Zone: (UTC-06:00) Central Time (US & Canada)

Status: Sent

Envelope Originator:
 Angie Rodine
 Anoka County Government Center
 2100 3rd Avenue
 Anoka, MN 55303
 angela.rodine@anokacountymn.gov
 IP Address: 156.98.106.233

Record Tracking

Status: Original 3/27/2025 2:51:57 PM	Holder: Angie Rodine angela.rodine@anokacountymn.gov	Location: DocuSign
Security Appliance Status: Connected	Pool: StateLocal	
Storage Appliance Status: Connected	Pool: HS-Public Health & Environmental Services	Location: Docusign

Signer Events

Tom Koep
 tkoep@stfrancismn.org
 Security Level: Email, Account Authentication
 (None)

Signature

DocuSigned by:

 8C2E501FBE6A456...

Signature Adoption: Pre-selected Style
 Using IP Address: 199.249.109.13

Timestamp

Sent: 3/27/2025 2:59:07 PM
 Viewed: 3/28/2025 9:10:37 AM
 Signed: 3/28/2025 9:18:23 AM

Electronic Record and Signature Disclosure:

Accepted: 3/28/2025 9:10:37 AM
 ID: a41e18f9-63f8-4052-95bf-b1db42ceb195
 Company Name: Anoka County

Kate Thunstrom

kthunstrom@stfrancismn.org

Security Level: Email, Account Authentication
 (None)

Sent: 3/28/2025 9:18:25 AM

Electronic Record and Signature Disclosure:

Accepted: 11/7/2024 8:45:53 AM
 ID: 693d9e28-5d6d-4d95-916b-d46d38f7781a
 Company Name: Anoka County

Mark Vogel

Mvogel@stfrancismn.gov

Security Level: Email, Account Authentication
 (None)

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Jonelle Hubbard

Jonelle.Hubbard@anokacountymn.gov

Security Level: Email, Account Authentication
 (None)

Electronic Record and Signature Disclosure:

Accepted: 8/15/2023 11:03:57 AM
 ID: 47d727a5-d430-4d62-9531-c12496a4ed96
 Company Name: Anoka County

Kurt Deile

Kurt.Deile@anokacountymn.gov

Security Level: Email, Account Authentication
 (None)

Signer Events	Signature	Timestamp	Agenda Item # 4F.
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Electronic Record and Signature Disclosure:
Accepted: 2/2/2023 10:41:39 AM
ID: d9e5e25e-2da7-4076-90b4-c0aef4e53110
Company Name: Anoka County

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
------------------------	--------	-----------

Angie Rodine
angela.rodine@anokacountymn.gov
Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
Accepted: 1/8/2021 1:44:58 PM
ID: 6e2d50ad-740c-4672-beb3-aa4bab51e013
Company Name: Anoka County

Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Emily Peterson
Emily.Peterson@anokacountymn.gov
Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
Not Offered via Docusign

Katie Hanson
Katie.Hanson@anokacountymn.gov
Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
Not Offered via Docusign

For Record Purposes
RS-Atty-Civ-Contracts@anokacountymn.gov
Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
Not Offered via Docusign

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent

Hashed/Encrypted

3/27/2025 2:59:07 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

The following information constitutes Anoka County's (we, us or Company) written notices or disclosures relating to your use of DocuSign in relation to Anoka County's license. Described below are the terms and conditions for providing notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (30 days) after the documents are first sent to you. At any time, if you request paper copies of any documents, you may be charged a fee. You may request paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices, disclosures and documents from us electronically, you may change your mind and tell us that going forward you want to receive documents only in paper format. Please note, processing time will be slowed down dramatically as we will be required to print and send the document through the mail and await your return of the documents. The process to change the method of receipt is described below.

All notices and disclosures will be sent to you electronically

Upon your acceptance to receive electronic notifications, all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you will be provided electronically through the DocuSign system. All of the required documents will be provided to you at the address that you have given us.

How to contact Anoka County:

You may change your preferred method of contact whether electronically, or paper copies, or change your email address. You may also request paper copies of certain information from us, or withdraw your prior consent to receive documents. Please use the contact information below for your request and in the body of your correspondence, identify your desired action. If you are

changing an email address, please include your prior email address as well as your new address. If you no longer wish to receive future documents in electronic format, please include that request in the body of your email.

Email: helpdesk@co.anoka.mn.us
 Phone: (763) 324-4110
 Address: Anoka County Government Center
 Attn: Information Technology, #300
 2100 3rd Avenue
 Anoka, MN 55303

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

ACKNOWLEDGEMENT

To confirm your access to the electronic notices and disclosures, which will be similar to other electronic notices and disclosures that we may provide to you, please acknowledge that you have read this ERSD by selecting the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Anoka County as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Anoka County during the course of your relationship with Anoka County.



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Paul Carpenter, Public Works Director
SUBJECT: 238th Ave Culvert Repair
DATE: April 7, 2025

OVERVIEW:

Staff inspect all city culverts each spring and report any failures or issues concerning the City's culvert inventory. During the inspection this spring, the double culvert on 238th Ave was found to be failing with apparent road degradation and needs to be replaced as soon as possible. Staff has reached out and received two bids for this project.

ACTION TO BE CONSIDERED:

Council to approve the low bid from DW Companies LLC of \$21,500.

BUDGET IMPLICATION:

The repair expense will be taken out of the Street Fund.

Attachments:

- Quote from DW Companies
- Quote from Fields Contracting LLC



DW COMPANIES LLC

Office: 763-691-1897

DW Emergency Line: 612-685-5498

nate@dwcompanies.com

www.dwcompanies.com

Mailing Address: PO BOX 129 | Isanti, MN 55040

Physical Address: 3024 HWY 95 | Cambridge, MN 55008

Name	City of St. Francis	Phone		Email	Jeremy Shook jshook@stfrancismn.org
Billing Address	23340 Cree St NW St. Francis, MN 55070	Project Address			
Date of Issue	4/2/2025	Expiry Date		5/2/2025	

Project	Culverts – OPTION A	Bid Amount	Accept or Decline
- Supply & place 112 CY of clay to build a dam to hold back the water. - Dig up old (2) 30" x 50' culverts with aprons & dispose. - Place (2) new 30" x 60' aluminized culverts with aprons. - Supply & place erosion blanket & seed. ***Does not include culverts or aprons, supplying (2) culverts & (4) aprons will be billed per pricing below. ***City will provide all other material.		\$13,000.00	Select...
Supply (2) 30" x 60' aluminized culverts & (4) aprons.		\$10,850.00	
* Work listed above is per discussion during onsite project meeting.		Total	\$23,850.00

Project	Culverts – OPTION B	Bid Amount	Accept or Decline
- Supply & place 112 CY of clay to build a dam to hold back the water. - Dig up old (2) 30" x 50' culverts with aprons & dispose. - Place (2) new 30" x 60' galvanized culverts with aprons. - Supply & place erosion blanket & seed. ***Does not include culverts or aprons, supplying (2) culverts & (4) aprons will be billed per pricing below. ***City will provide all other material.		\$13,000.00	Select...
Supply (2) 30" x 60' galvanized culverts & (4) aprons.		\$8,500.00	
* Work listed above is per discussion during onsite project meeting.		Total	\$21,500.00

I agree to the above - quoted services & receiving of quoted services - and terms and conditions below.

Authorized Signature _____ Name _____ Date _____

TERMS & CONDITIONS

Prior to Projects

- Any phone, fiber, gas, or electrical lines found that need to be moved/lowered for construction to take place efficiently must be moved/lowered prior to starting construction or extra charges may be incurred.
- We encourage communication prior to projects to try and make every project as efficient as possible.

Charges & Payments

- Customers and/or the organization to which they are employed accept responsibility for all charges that they incur.
- Winter Conditions (i.e. snow, frost, & ground freeze) can cause delays and additional costs.
- Emergency or after-hours work may incur additional charges.
- Customers will be billed at the completion of the project and payment is due in 15 days.
- Customers will be charged an additional 8% of all outstanding balances over 15 days.

DW COMPANIES LLC

- DW COMPANIES LLC is not responsible for unmarked private utilities nor irrigation lines unmarked.
- DW COMPANIES LLC is a fully insured contractor.
- DW COMPANIES LLC guarantees this quote is valid for a 30-day period from the Date of Issue.

ESTIMATE

Fields Contracting LLC
45134 John Ave
Harris, MN 55032-3474

josh@fieldscontracting.net
+1 (612) 801-9774

Agenda Item # 4G.



Bill to
City of St Francis, MN

Ship to
City of St Francis, MN

Estimate details

Estimate no.: 1024
Estimate date: 03/31/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		Sitework	Supply equipment and Labor to remove and replace both failing culverts on 238th Ave, St Francis	1	\$11,000.00	\$11,000.00
			Dig out and shape inlet and outlets of pipes to improve flows			
			Rough grade roadway with salvaged gravel			
2.		Parts	2- 30"x 60' galvanized steel spiral culverts with aprons	1	\$10,000.00	\$10,000.00
			*** These culverts are 10' wider than existing to improve slope on inlet side***			
3.		Erosion Control and Seeding	Seed with ditch mix and install fiber blanket and staples	1	\$750.00	\$750.00

Total **\$21,750.00**

Note to customer

City will supply rock as needed for pipe bedding and finish grade roadway after culvert replacement

Existing materials are considered suitable for reuse. If unsuitable soils are encountered, Additional work may be required resulting in a change order. Discussion with city will be had before further actions are taken

Accepted date

Accepted by



CITY COUNCIL AGENDA
REPORT

TO: Mayor Vogel and Council Members
FROM: Joe Pfeifer
SUBJECT: Kristi Neubauer Resignation
DATE: April 7, 2025

OVERVIEW:

Kristi Neubauer gave notice of her termination of employment. She is moving out of the area. Her last day of employment will be April 8th.

ACTION TO BE CONSIDERED:

Several of my part time employees have voiced that they would like more hours. At this time, I would like to keep staffing as is and not replace her position.

BUDGET IMPLICATION:

This will have minimal effect on our budget. Could possibly save us some labor dollars as the hours will be picked up by employees who have worked here for a shorter period.

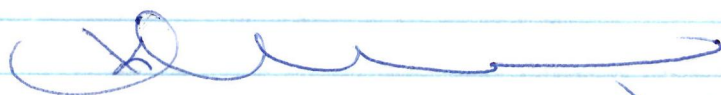
Attachments:

- Resignation letter

This is my official notice
that my last day will be
April 8th ..

Thank you for the
opportunity to work for
the Bottle Shop

KRISTI HEUBAUER



3/17/25



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Jenni Wida, Deputy Administrator-City Clerk
SUBJECT: Plant Place, Inc. – Temporary and Seasonal Outdoor Sales Permit
DATE: April 7, 2025

OVERVIEW:

Plant Place, Inc. has submitted an application for a temporary and outdoor seasonal sales permit. Sales will take place in the parking lot of County Market from mid-April – mid-July. They have received permission from the property owner.

ACTION TO BE CONSIDERED:

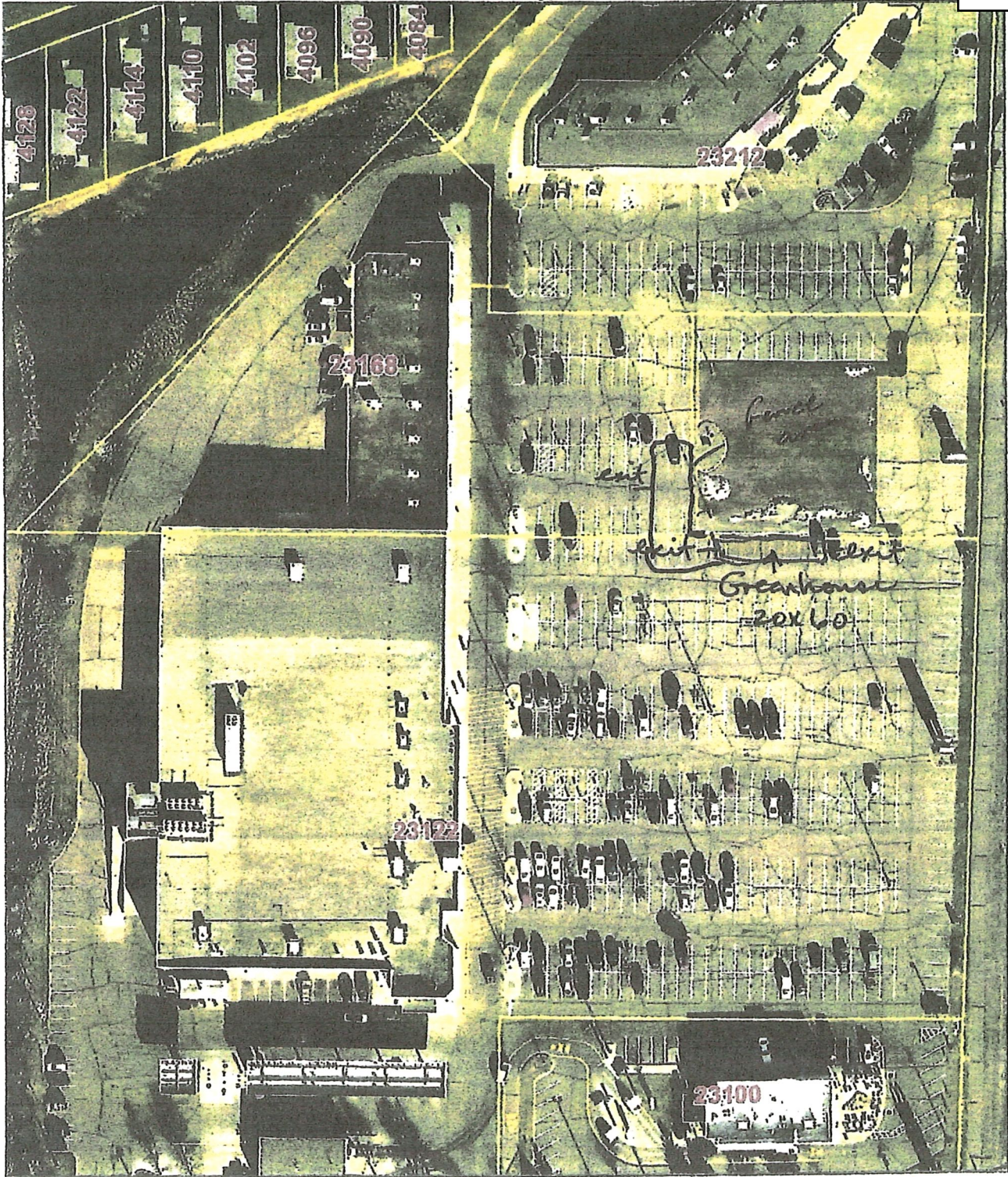
Approve the application for Plant Place, Inc.

BUDGET IMPLICATION:

None

Attachments:

- Application



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 = 100 feet
2/26/2020

Same set up as last year.



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Jenni Wida, Deputy Administrator-City Clerk
SUBJECT: Acknowledgement/Approval of Premise Permit
DATE: April 7, 2025

OVERVIEW:

St. Francis Athletics Booster Club submitted a premises permit application located at The Ponds Golf Course.

In order for a nonprofit to conduct a lawful gambling activity, they must apply through the State, receive City acknowledgment of the event and then send the signed application to the Gambling Control Board for official approval.

ACTION TO BE CONSIDERED:

A motion would be in order to acknowledge and approve the premise permit application from St. Francis Athletics Booster Club to conduct lawful gambling at The Ponds Golf Course.

Attachments:

- Premises Permit Application

MINNESOTA LAWFUL GAMBLING

LG214 Premises Permit Application**Annual Fee \$150 (NON-REFUNDABLE)****REQUIRED ATTACHMENTS TO LG214**

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
2. \$150 annual premises permit fee, for each permit (non-refundable). Make check payable to "**State of Minnesota**."

Mail the application and required attachments to:
 Minnesota Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Questions? Call 651-539-1900 and ask for Licensing.

ORGANIZATION INFORMATION

Organization Name: St. Francis Athletics Booster Club

License Number: 95038

Chief Executive Officer (CEO) Tracy Torson

Daytime Phone: 612-308-5108

Gambling Manager: Heidi Antinozzi

Daytime Phone: 763-843-3642

GAMBLING PREMISES INFORMATION

Current name of site where gambling will be conducted: The Ponds Golf Course

List any previous names for this location:

Street address where premises is located: 2881 229th Ave NW

(Do not use a P.O. box number or mailing address.)

City: **OR** Township:

County:

Zip Code:

St. Francis

Anoka

55070

Does your organization own the building where the gambling will be conducted?

☐

Yes

☒

No

If no, attach LG215 Lease for Lawful Gambling Activity.

A lease is not required if only a raffle will be conducted.

Is any other organization conducting gambling at this site?

☐

Yes

☒

No

☐

Don't know

Note: Bar bingo can only be conducted at a site where another form of lawful gambling is being conducted by the applying organization or another permitted organization. Electronic games can only be conducted at a site where paper pull-tabs are played.

Has your organization previously conducted gambling at this site?

☐

Yes

☒

No

☐

Don't know

GAMBLING BANK ACCOUNT INFORMATION; MUST BE IN MINNESOTA

Bank Name: Village Bank

Bank Account Number: [REDACTED]

Bank Street Address: 3350 Bridge Street NW

City: St. Francis

State: **MN** Zip Code: 55070

ALL TEMPORARY AND PERMANENT OFF-SITE STORAGE SPACES

Address (Do not use a P.O. box number):

City:

State: Zip Code:

20585 Kerry Street NW

Oak Grove

MN

55011

MN

MN

ACKNOWLEDGMENT BY LOCAL UNIT OF GOVERNMENT: APPROVAL BY RESOLUTION

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: <u>St. Francis</u>	County Name: _____
Date Approved by City Council: _____	Date Approved by County Board: _____
Resolution Number: _____ (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date Signed: _____	Title: _____ Date Signed: _____
Local unit of government must sign.	TOWNSHIP NAME: _____ Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.) Print Township Name: _____ Signature of Township Officer: _____ Title: _____ Date Signed: _____

ACKNOWLEDGMENT AND OATH

- | | |
|--|---|
| <ol style="list-style-type: none"> 1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises. 2. The Board and its agents, and the commissioners of revenue and public safety and their agents, are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law. 3. I have read this application and all information submitted to the Board is true, accurate, and complete. 4. All required information has been fully disclosed. 5. I am the chief executive officer of the organization. | <ol style="list-style-type: none"> 6. I assume full responsibility for the fair and lawful operation of all activities to be conducted. 7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them. 8. Any changes in application information will be submitted to the Board no later than ten days after the change has taken effect. 9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license. 10. I understand the fee is non-refundable regardless of license approval/denial. |
|--|---|

_____ Signature of Chief Executive Officer (designee may not sign)	<u>3-11-25</u> _____ Date
--	---------------------------------

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public	information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information;	Minnesota's Department of Public Safety, Attorney General, Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.
---	---	---



CITY COUNCIL AGENDA
REPORT

TO: Kate Thunstrom, City Administrator
FROM: Darcy Mulvihill, Finance Director
Danielle Robertson, Accounting Clerk
SUBJECT: Payment of Claims
DATE: April 7, 2025

OVERVIEW:
Attached are the bills received since the last council meeting. Total checks to be written are \$269,632.46 plus any additional bills that are handed out at council meeting.

Other Payments to be approved:
Direct Transfers from Previous Month-\$2,887,408.88
Manual Checks- \$2,711.74

ACTION TO BE CONSIDERED:
Approved under consent agenda to allow the 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:
- 04-07-2025 Packet List-\$269,632.46
 - 04-07-2025 Direct Payments-\$2,887,408.88
 - 04-07-2025 Manual Checks-\$2,711.74

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/08/2025 - 04/08/2025

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OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4K.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 3998 - ABDO							
504508							
00039947	ABDO	03/31/2025		26,000.00	26,000.00	Open	N
	AUDIT WORK	DMULVIHILL					04/07/2025
	101-41540-40301	AUDITING AND ACCTG SERVICES		19,925.00		1.00	19,925.00
	601-49440-40301	AUDITING AND ACCTG SERVICES		1,525.00		1.00	1,525.00
	602-49490-40301	AUDITING AND ACCTG SERVICES		1,025.00		1.00	1,025.00
	609-49750-40301	AUDITING AND ACCTG SERVICES		3,525.00		1.00	3,525.00
Total Vendor 3998 - ABDO				26,000.00	26,000.00		
Vendor 3811 - ANOKA COUNTY TREASURY							
B250327P							
00039949	ANOKA COUNTY TREASURY	03/28/2025		225.00	225.00	Open	N
	MARCH 2025 - FIBER	DROBERTSON					04/07/2025
	101-42110-40321	TELEPHONE		37.50		1.00	37.50
	101-42210-40321	TELEPHONE		37.50		1.00	37.50
	101-43100-40321	TELEPHONE		37.50		1.00	37.50
	101-45200-40321	TELEPHONE		37.50		1.00	37.50
	601-49440-40321	TELEPHONE		37.50		1.00	37.50
	602-49490-40321	TELEPHONE		37.50		1.00	37.50
Total Vendor 3811 - ANOKA COUNTY TREASURY				225.00	225.00		
Vendor 42 - BARNA, GUZY & STEFFEN							
294503							
00039713	BARNA, GUZY & STEFFEN	02/28/2025		2,040.00	2,040.00	Open	N
	MISCELLANEOUS/NON-RETAINER	DROBERTSON					04/07/2025
	101-41600-40304	CIVIL LEGAL FEES		2,040.00		1.00	2,040.00
294502							
00039714	BARNA, GUZY & STEFFEN	02/28/2025		1,528.14	1,528.14	Open	N
	COMMUNITY DEVELOPMENT	DROBERTSON					04/07/2025
	101-41600-40304	CIVIL LEGAL FEES		1,528.14		1.00	1,528.14
294501							
00039715	BARNA, GUZY & STEFFEN	02/28/2025		325.00	325.00	Open	N
	ECONOMIC DEVELOPMENT AUTHORITY	DROBERTSON					04/07/2025
	240-41910-40311	CONTRACT		325.00		1.00	325.00

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Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 42 - BARNA, GUZY & STEFFEN							
294500							
00039716	BARNA, GUZY & STEFFEN	02/28/2025		168.00	168.00	Open	N
	GENERAL LABOR	DROBERTSON					04/07/2025
	101-41600-40304	CIVIL LEGAL FEES		168.00		1.00	168.00
Vendor 294499							
00039717	BARNA, GUZY & STEFFEN	02/28/2025		5,300.00	5,300.00	Open	N
	PROSECUTION/RETAINER FILE	DROBERTSON					04/07/2025
	101-41600-40312	CRIMINAL LEGAL FEES		5,300.00		1.00	5,300.00
Vendor 294459							
00039718	BARNA, GUZY & STEFFEN	02/28/2025		575.00	575.00	Open	N
	3731 BRIDGE STREET PURCHASE	DROBERTSON					04/07/2025
	101-41600-40304	CIVIL LEGAL FEES		575.00		1.00	575.00
Vendor 294498							
00039719	BARNA, GUZY & STEFFEN	02/28/2025		2,015.00	2,015.00	Open	N
	MUNICIPAL	DROBERTSON					04/07/2025
	101-41600-40304	CIVIL LEGAL FEES		2,015.00		1.00	2,015.00
Total Vendor 42 - BARNA, GUZY & STEFFEN				11,951.14	11,951.14		
Vendor 6591 - BAYCOM, INC							
EQUIPV_054744							
00039937	BAYCOM, INC	03/31/2025		1,750.00	1,750.00	Open	N
	I-PRO 2 YEAR DEVICE LICENSE	DROBERTSON					04/07/2025
	101-42110-40441	MISCELLANEOUS		1,750.00		1.00	1,750.00
Total Vendor 6591 - BAYCOM, INC				1,750.00	1,750.00		
Vendor 7244 - BREAKTHRU BEVERAGE							
120598793							
00039847	BREAKTHRU BEVERAGE	03/24/2025		3,132.78	3,132.78	Open	N
	LIQUOR/MISC	CBUSKEY					03/24/2025
	609-49751-40206	FREIGHT		47.85		1.00	47.85
	609-49751-40254	MISCELLANEOUS MERCHANDISE		146.33		1.00	146.33
	609-49751-40251	LIQUOR		2,938.60		1.00	2,938.60

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Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 7244 - BREAKTHRU BEVERAGE							
120709800							
00039916	BREAKTHRU BEVERAGE	03/28/2025		2,251.93	2,251.93	Open	N
	LIQUOR/MISC/WINE	CBUSKEY					03/28/2025
	609-49751-40206	FREIGHT		24.76		1.00	24.76
	609-49751-40254	MISCELLANEOUS MERCHANDISE		154.07		1.00	154.07
	609-49751-40253	WINE		664.00		1.00	664.00
	609-49751-40251	LIQUOR		1,409.10		1.00	1,409.10
Total Vendor 7244 - BREAKTHRU BEVERAGE				5,384.71	5,384.71		
Vendor 7779 - CAPITOL BEVERAGE SALES, L.P							
3114426							
00039952	CAPITOL BEVERAGE SALES, L.P	04/02/2025		(48.00)	(48.00)	Open	N
	THC	CBUSKEY					04/02/2025
	609-49751-40257	THC		(48.00)		1.00	(48.00)
3114427							
00039953	CAPITOL BEVERAGE SALES, L.P	04/02/2025		402.00	402.00	Open	N
	BEER/THC/LIQUOR	CBUSKEY					04/02/2025
	609-49751-40252	BEER		29.50		1.00	29.50
	609-49751-40257	THC		284.00		1.00	284.00
	609-49751-40251	LIQUOR		88.50		1.00	88.50
Total Vendor 7779 - CAPITOL BEVERAGE SALES, L.P				354.00	354.00		
Vendor 6761 - COMPASS MINERALS, INC							
1482156							
00039930	COMPASS MINERALS, INC	03/25/2025		2,574.08	2,574.08	Open	N
	SALT	JSHOOK					04/07/2025
	101-00000-14100	INVENTORY OF MATERIAL/SUPPLY		2,574.08		1.00	2,574.08
1481503							
00039931	COMPASS MINERALS, INC	03/24/2025		2,632.16	2,632.16	Open	N
	SALT	JSHOOK					04/07/2025
	101-00000-14100	INVENTORY OF MATERIAL/SUPPLY		2,632.16		1.00	2,632.16
1482721							
00039932	COMPASS MINERALS, INC	03/26/2025		10,571.16	10,571.16	Open	N
	SALT	JSHOOK					04/07/2025
	101-00000-14100	INVENTORY OF MATERIAL/SUPPLY		10,571.16		1.00	10,571.16

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Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 6761 - COMPASS MINERALS, INC							
1483243							
00039945	COMPASS MINERALS, INC	03/27/2025		2,642.53	2,642.53	Open	N
	SALT	JSHOOK					04/07/2025
	101-00000-14100	INVENTORY OF MATERIAL/SUPPLY		2,642.53		1.00	2,642.53
Total Vendor 6761 - COMPASS MINERALS, INC				18,419.93	18,419.93		
Vendor 2218 - CRAWFORDS EQUIPMENT							
102738							
00039865	CRAWFORDS EQUIPMENT	03/18/2025		4,629.25	4,629.25	Open	N
	SNOW PLOW ATTACHMENT	DROBERTSON					04/07/2025
Total Vendor 2218 - CRAWFORDS EQUIPMENT				4,629.25	4,629.25		
Vendor 4854 - CRYSTAL SPRINGS ICE							
02-500782							
00039853	CRYSTAL SPRINGS ICE	03/24/2025		156.32	156.32	Open	N
	MISC	CBUSKEY					03/24/2025
	609-49751-40254	MISCELLANEOUS MERCHANDISE		156.32		1.00	156.32
Total Vendor 4854 - CRYSTAL SPRINGS ICE				156.32	156.32		
Vendor 91 - DAHLHEIMER DIST. CO. INC							
2424374							
00039844	DAHLHEIMER DIST. CO. INC	03/24/2025		12,623.20	12,623.20	Open	N
	BEER/THC	CBUSKEY					03/24/2025
	609-49751-40257	THC		350.00		1.00	350.00
	609-49751-40252	BEER		12,273.20		1.00	12,273.20
2424786							
00039845	DAHLHEIMER DIST. CO. INC	03/24/2025		(154.59)	(154.59)	Open	N
	BEER	CBUSKEY					03/24/2025
	609-49751-40252	BEER		(154.59)		1.00	(154.59)
2409839							
00039895	DAHLHEIMER DIST. CO. INC	02/26/2025		(14.00)	(14.00)	Open	N
	BEER	DROBERTSON					04/07/2025
	609-49751-40252	BEER		(14.00)		1.00	(14.00)

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price

Vendor 91 - DAHLHEIMER DIST. CO. INC

2430260	DAHLHEIMER DIST. CO. INC	03/26/2025		(235.90)	(235.90)	Open	N
00039897	BEER	CBUSKEY					03/26/2025
	609-49751-40252	BEER		(235.90)		1.00	(235.90)

2429853	DAHLHEIMER DIST. CO. INC	03/26/2025		26,014.35	26,014.35	Open	N
00039898	BEER/NA/LIQUOR/MISC	CBUSKEY					03/26/2025
	609-49751-40255	N/A PRODUCTS		153.00		1.00	153.00
	609-49751-40251	LIQUOR		108.00		1.00	108.00
	609-49751-40254	MISCELLANEOUS MERCHANDISE		204.00		1.00	204.00
	609-49751-40252	BEER		25,549.35		1.00	25,549.35

2436084	DAHLHEIMER DIST. CO. INC	04/02/2025		(56.40)	(56.40)	Open	N
00039950	BEER	CBUSKEY					04/02/2025
	609-49751-40252	BEER		(56.40)		1.00	(56.40)

2431741	DAHLHEIMER DIST. CO. INC	04/02/2025		(8.00)	(8.00)	Open	N
00039951	BEER	CBUSKEY					04/02/2025
	609-49751-40252	BEER		(8.00)		1.00	(8.00)

2431694	DAHLHEIMER DIST. CO. INC	04/02/2025		22,522.67	22,522.67	Open	N
00039957	BEER/LIQUOR/NA	CBUSKEY					04/02/2025
	609-49751-40251	LIQUOR		4,806.25		1.00	4,806.25
	609-49751-40255	N/A PRODUCTS		166.50		1.00	166.50
	609-49751-40252	BEER		17,549.92		1.00	17,549.92

Total Vendor 91 - DAHLHEIMER DIST. CO. INC

60,691.33	60,691.33
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Vendor 10763 - DIAMOND Z IMPRINTS

1483	DIAMOND Z IMPRINTS	03/31/2025		161.56	161.56	Open	N
00039925	LABELS AND FORMS	DROBERTSON					04/07/2025
	101-42110-40200	OFFICE SUPPLIES		161.56		1.00	161.56

Total Vendor 10763 - DIAMOND Z IMPRINTS

161.56	161.56
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Vendor 107 - ECM PUBLISHERS, INC

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 107 - ECM PUBLISHERS, INC							
1040779							
00039871	ECM PUBLISHERS, INC	03/21/2025		82.50	82.50	Open	N
	RESOLUTION 2025-16	DROBERTSON					04/07/2025
	101-41400-40352	GENERAL PUBLISHING		82.50		1.00	82.50
Total Vendor 107 - ECM PUBLISHERS, INC				82.50	82.50		
Vendor 545 - ELITE SANITATION							
31381							
00039870	ELITE SANITATION	03/14/2025		494.20	494.20	Open	N
	PORTABLE TOILET RENTAL	DROBERTSON					04/07/2025
	101-45200-40402	JANITORIAL SERVICE		494.20		1.00	494.20
Total Vendor 545 - ELITE SANITATION				494.20	494.20		
Vendor 2843 - F.I.R.E.							
7392							
00039939	F.I.R.E.	04/02/2025		1,000.00	1,000.00	Open	N
	AUTO EXTRICATION - SCHWANKL	DROBERTSON					04/07/2025
	101-42210-40208	TRAINING		1,000.00		1.00	1,000.00
Total Vendor 2843 - F.I.R.E.				1,000.00	1,000.00		
Vendor 10659 - GLOBAL RESERVE DISTRIBUTION							
ORD-15777							
00039861	GLOBAL RESERVE DISTRIBUTION	03/25/2025		3,204.80	3,204.80	Open	N
	THC	CBUSKEY					03/25/2025
	609-49751-40257	THC		3,204.80		1.00	3,204.80
Total Vendor 10659 - GLOBAL RESERVE DISTRIBUTION				3,204.80	3,204.80		
Vendor 132 - GRAINGER, INC							
9450897823							
00039892	GRAINGER, INC	03/25/2025		369.48	369.48	open	N
	WEDGE ANCHOR	DROBERTSON					04/07/2025
	602-49490-40228	EQUIPMENT MAINTENANCE		369.48		1.00	369.48
Total Vendor 132 - GRAINGER, INC				369.48	369.48		

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 4691 - GRANITE CITY JOBBING CO							
446511							
00039862	GRANITE CITY JOBBING CO	03/25/2025		4,070.93	4,070.93	Open	N
	TOBACCO/MISC	CBUSKEY					03/25/2025
	609-49751-40206	FREIGHT		10.00		1.00	10.00
	609-49751-40254	MISCELLANEOUS MERCHANDISE		262.91		1.00	262.91
	609-49751-40256	TOBACCO PRODUCTS		3,798.02		1.00	3,798.02
Total Vendor 4691 - GRANITE CITY JOBBING CO				4,070.93	4,070.93		
Vendor 1145 - HACH COMPANY							
14418102							
00039827	HACH COMPANY	03/18/2025		274.60	274.60	Open	N
	FLUORIDE VIAL TEST AND CHEMICALS	DROBERTSON					04/07/2025
	601-49440-40235	LAB SUPPLIES		274.60		1.00	274.60
Total Vendor 1145 - HACH COMPANY				274.60	274.60		
Vendor 1175 - HAWKINS, INC							
7013365							
00039828	HAWKINS, INC	03/15/2025		20.00	20.00	Open	N
	CHLORINE CYLINDER	DROBERTSON					04/07/2025
	601-49440-40216	CHEMICALS		20.00		1.00	20.00
7013809							
00039830	HAWKINS, INC	03/15/2025		10.00	10.00	Open	N
	CHLORINE CYLINDER	DROBERTSON					04/07/2025
	601-49440-40216	CHEMICALS		10.00		1.00	10.00
7017293							
00039866	HAWKINS, INC	03/17/2025		13,072.19	13,072.19	Open	N
	FERRIC CHLORIDE	DROBERTSON					04/07/2025
	602-49490-40216	CHEMICALS		13,072.19		1.00	13,072.19
Total Vendor 1175 - HAWKINS, INC				13,102.19	13,102.19		

Vendor 5996 - HERC-U-LIFT

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Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 5996 - HERC-U-LIFT							
w671790-1 00039913	HERC-U-LIFT	03/28/2025		167.00	167.00	Open	N
	ANNUAL INSPECTION	DROBERTSON					04/07/2025
	101-45200-40218	EQUIPMENT MAINTENANCE		41.75		1.00	41.75
	101-43100-40218	EQUIPMENT MAINTENANCE		41.75		1.00	41.75
	602-49490-40228	EQUIPMENT MAINTENANCE		41.75		1.00	41.75
	601-49440-40228	EQUIPMENT MAINTENANCE		41.75		1.00	41.75
Vendor 5996 - HERC-U-LIFT							
w671778-1 00039914	HERC-U-LIFT	03/28/2025		65.00	65.00	Open	N
	CARBON MONOXIDE TEST	DROBERTSON					04/07/2025
	101-43210-40415	EQUIPMENT RENTALS		65.00		1.00	65.00
Total Vendor 5996 - HERC-U-LIFT				232.00	232.00		
Vendor 10739 - IHEALTH							
IHEAINV00234 00039872	IHEALTH	09/30/2024		2,129.64	2,129.64	Open	N
	HEALTH QUOTIENT	DROBERTSON					04/07/2025
	101-41400-40441	MISCELLANEOUS		709.88		1.00	709.88
	103-42110-40300	PROFESSIONAL SERVICES		709.88		1.00	709.88
	103-42210-40441	MISCELLANEOUS		709.88		1.00	709.88
Vendor 10739 - IHEALTH							
IHEAINV00998 00039946	IHEALTH	03/31/2025		450.00	450.00	Open	N
	CALCIUM SCANS	DROBERTSON					04/07/2025
	103-42110-40300	PROFESSIONAL SERVICES		150.00		1.00	150.00
	103-42210-40441	MISCELLANEOUS		150.00		1.00	150.00
	101-41400-40441	MISCELLANEOUS		150.00		1.00	150.00
Total Vendor 10739 - IHEALTH				2,579.64	2,579.64		
Vendor 4873 - INNOVATIVE OFFICE SOLUTIONS, LLC							
IN4783581 00039943	INNOVATIVE OFFICE SOLUTIONS, LLC	03/06/2025		78.22	78.22	Open	N
	OFFICE SUPPLIES	DMULVIHILL					04/07/2025
	602-49490-40200	OFFICE SUPPLIES		19.62		1.00	19.62
	601-49440-40200	OFFICE SUPPLIES		19.62		1.00	19.62
	101-45200-40200	OFFICE SUPPLIES		19.62		1.00	19.62
	101-43100-40200	OFFICE SUPPLIES		19.36		1.00	19.36

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Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 4873 - INNOVATIVE OFFICE SOLUTIONS, LLC							
IN4788524							
00039944	INNOVATIVE OFFICE SOLUTIONS, LLC	03/12/2025		78.51	78.51	Open	N
	OFFICE SUPPLIES	DMULVIHILL					04/07/2025
	101-43100-40200	OFFICE SUPPLIES		19.62		1.00	19.62
	101-45200-40200	OFFICE SUPPLIES		19.62		1.00	19.62
	601-49440-40200	OFFICE SUPPLIES		19.62		1.00	19.62
	602-49490-40200	OFFICE SUPPLIES		19.65		1.00	19.65
Total Vendor 4873 - INNOVATIVE OFFICE SOLUTIONS, LLC				156.73	156.73		
Vendor 10761 - INSIGHT BREWING COMPANY							
22493							
00039859	INSIGHT BREWING COMPANY	03/17/2025		266.65	266.65	Open	N
	BEER	DROBERTSON					04/07/2025
	609-49751-40252	BEER		266.65		1.00	266.65
Total Vendor 10761 - INSIGHT BREWING COMPANY				266.65	266.65		
Vendor 10476 - IUOE LOCAL #49							
.03312025							
00039917	IUOE LOCAL #49	03/31/2025		210.00	210.00	Open	N
	PW UNION DUES APRIL 2025	DROBERTSON					04/07/2025
	101-00000-21707	UNION DUES		210.00		1.00	210.00
Total Vendor 10476 - IUOE LOCAL #49				210.00	210.00		
Vendor 4919 - JEFFERSON FIRE & SAFETY, INC.							
IN325187							
00039912	JEFFERSON FIRE & SAFETY, INC.	03/24/2025		150.00	150.00	Open	N
	EMERGENCY TECHNICAL DECON REPAIR HOLE	DROBERTSON					04/07/2025
	101-42210-40218	EQUIPMENT MAINTENANCE		150.00		1.00	150.00
Total Vendor 4919 - JEFFERSON FIRE & SAFETY, INC.				150.00	150.00		
Vendor 154 - JOHNSON BROTHERS							

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Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price

Vendor 154 - JOHNSON BROTHERS

2750960	JOHNSON BROTHERS	03/24/2025		172.14	172.14	Open	N
00039848	LIQUOR	CBUSKEY					03/24/2025
	609-49751-40206	FREIGHT		3.64		1.00	3.64
	609-49751-40251	LIQUOR		168.50		1.00	168.50

2750961	JOHNSON BROTHERS	03/24/2025		1,919.81	1,919.81	Open	N
00039849	WINE	CBUSKEY					03/24/2025
	609-49751-40206	FREIGHT		50.96		1.00	50.96
	609-49751-40253	WINE		1,868.85		1.00	1,868.85

2747952	JOHNSON BROTHERS	03/24/2025		2,682.50	2,682.50	Open	N
00039850	LIQUOR	CBUSKEY					03/24/2025
	609-49751-40206	FREIGHT		45.50		1.00	45.50
	609-49751-40251	LIQUOR		2,637.00		1.00	2,637.00

2755812	JOHNSON BROTHERS	03/27/2025		6,014.54	6,014.54	Open	N
00039906	LIQUOR	CBUSKEY					03/27/2025
	609-49751-40206	FREIGHT		131.00		1.00	131.00
	609-49751-40251	LIQUOR		5,883.54		1.00	5,883.54

2755813	JOHNSON BROTHERS	03/27/2025		2,239.33	2,239.33	Open	N
00039907	WINE	CBUSKEY					03/27/2025
	609-49751-40206	FREIGHT		35.33		1.00	35.33
	609-49751-40253	WINE		2,204.00		1.00	2,204.00

Total Vendor 154 - JOHNSON BROTHERS

13,028.32	13,028.32
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Vendor 3135 - LAW ENFORCEMENT LABOR SVCS.

.03312025	LAW ENFORCEMENT LABOR SVCS.	03/31/2025		657.00	657.00	Open	N
00039918	OFFICER UNION DUES APRIL 2025	DROBERTSON					04/07/2025
	101-00000-21707	UNION DUES		657.00		1.00	657.00

.03312025-1	LAW ENFORCEMENT LABOR SVCS.	03/31/2025		73.00	73.00	Open	N
00039919	SERGEANTS UNION DUES APRIL 2025	DROBERTSON					04/07/2025
	101-00000-21707	UNION DUES		73.00		1.00	73.00

Total Vendor 3135 - LAW ENFORCEMENT LABOR SVCS.

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Inventory	GL Distribution				Units	Quantity	Unit Price
Vendor 3135 - LAW ENFORCEMENT LABOR SVCS.							
				730.00	730.00		
Vendor 202 - MCDONALD DIST CO							
797641							
00039846	MCDONALD DIST CO	03/24/2025		6,346.85	6,346.85	Open	N
	BEER	CBUSKEY					03/24/2025
	609-49751-40252	BEER		6,346.85		1.00	6,346.85
798249							
00039863	MCDONALD DIST CO	03/25/2025		1,489.80	1,489.80	Open	N
	LIQUOR	CBUSKEY					03/25/2025
	609-49751-40251	LIQUOR		1,489.80		1.00	1,489.80
798250							
00039864	MCDONALD DIST CO	03/25/2025		6,113.75	6,113.75	Open	N
	BEER/NA/THC	CBUSKEY					03/25/2025
	609-49751-40255	N/A PRODUCTS		214.00		1.00	214.00
	609-49751-40257	THC		198.00		1.00	198.00
	609-49751-40252	BEER		5,701.75		1.00	5,701.75
799499							
00039954	MCDONALD DIST CO	04/02/2025		1,708.00	1,708.00	Open	N
	LIQUOR	CBUSKEY					04/02/2025
	609-49751-40251	LIQUOR		1,708.00		1.00	1,708.00
799502							
00039955	MCDONALD DIST CO	04/02/2025		(198.00)	(198.00)	Open	N
	THC	CBUSKEY					04/02/2025
	609-49751-40257	THC		(198.00)		1.00	(198.00)
799500							
00039956	MCDONALD DIST CO	04/02/2025		6,942.80	6,942.80	Open	N
	BEER/WINE/THC	CBUSKEY					04/02/2025
	609-49751-40253	WINE		670.00		1.00	670.00
	609-49751-40257	THC		685.00		1.00	685.00
	609-49751-40252	BEER		5,587.80		1.00	5,587.80
Total Vendor 202 - MCDONALD DIST CO				22,403.20	22,403.20		

Vendor 181 - METRO WEST INSPECTIONS SERVICE

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 181 - METRO WEST INSPECTIONS SERVICE							
4511							
00039896	METRO WEST INSPECTIONS SERVICE	03/25/2025		1,198.69	1,198.69	Open	N
	FINALIZED PERMITS MARCH 2025	DROBERTSON					04/07/2025
	101-42400-40311	CONTRACT		1,198.69		1.00	1,198.69
Total Vendor 181 - METRO WEST INSPECTIONS SERVICE				1,198.69	1,198.69		
Vendor 6269 - MHSRC/RANGE							
337900-11648							
00039940	MHSRC/RANGE	03/31/2025		525.00	525.00	Open	N
	EVOC/PIT REFRESHER HYBRID - DZURIS	DROBERTSON					04/07/2025
	101-42110-40208	TRAINING		525.00		1.00	525.00
Total Vendor 6269 - MHSRC/RANGE				525.00	525.00		
Vendor UB-REFUND - MICHAEL MINKLER							
.03182025							
00039710	MICHAEL MINKLER	03/18/2025		3.00	3.00	Open	N
	STORMWATER OVERPAYMENT	DROBERTSON					04/07/2025
	101-00000-36200	MISCELLANEOUS REVENUES		3.00		1.00	3.00
Total Vendor UB-REFUND - MICHAEL MINKLER				3.00	3.00		
Vendor 10744 - MINNESOTA FIRE SERVICE CERTIFI							
13691							
00039869	MINNESOTA FIRE SERVICE CERTIFI	03/18/2025		710.00	710.00	Open	N
	OFFICER II CERT EXAM - KIZER, MARSHALL,	DROBERTSON					04/07/2025
	101-42210-40208	TRAINING		710.00		1.00	710.00
13730							
00039938	MINNESOTA FIRE SERVICE CERTIFI	03/25/2025		185.75	185.75	Open	N
	HAZ MAT OPS - TISCHER	DROBERTSON					04/07/2025
	101-42210-40208	TRAINING		185.75		1.00	185.75
Total Vendor 10744 - MINNESOTA FIRE SERVICE CERTIFI				895.75	895.75		
Vendor 3505 - MN MUNICIPAL UTILITIES ASSOCIATION							

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Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 3505 - MN MUNICIPAL UTILITIES ASSOCIATION							
66061							
00039899	MN MUNICIPAL UTILITIES ASSOCIATION	04/01/2025		7,069.00	7,069.00	Open	N
	2ND QUARTER SAFETY	DMULVIHILL					04/07/2025
	101-41400-40311	CONTRACT		589.09		1.00	589.09
	101-42110-40311	CONTRACT		589.09		1.00	589.09
	101-42210-40311	CONTRACT		589.09		1.00	589.09
	101-43100-40311	CONTRACT		1,178.17		1.00	1,178.17
	101-45200-40311	CONTRACT		1,178.17		1.00	1,178.17
	601-49440-40311	CONTRACT		1,178.17		1.00	1,178.17
	602-49490-40311	CONTRACT		1,178.17		1.00	1,178.17
	609-49750-40311	CONTRACT		589.05		1.00	589.05
Total Vendor 3505 - MN MUNICIPAL UTILITIES ASSOCIATION				7,069.00	7,069.00		
Vendor 196 - MN POLLUTION CONTROL AGENCY							
.03252025							
00039868	MN POLLUTION CONTROL AGENCY	03/25/2025		400.00	400.00	Open	N
	MS4 PERMIT	DROBERTSON					04/07/2025
	603-49500-40418	STORM WATER MANAGEMENT		400.00		1.00	400.00
Total Vendor 196 - MN POLLUTION CONTROL AGENCY				400.00	400.00		
Vendor 10369 - NYSTROM PUBLISHING COMPANY, INC							
48849							
00039929	NYSTROM PUBLISHING COMPANY, INC	03/31/2025		1,987.28	1,987.28	Open	N
	2025 SPRING RECYCLING NEWSLETTER	DROBERTSON					04/07/2025
	101-43210-40439	RECYCLING DAYS		1,987.28		1.00	1,987.28
Total Vendor 10369 - NYSTROM PUBLISHING COMPANY, INC				1,987.28	1,987.28		
Vendor 3753 - PAUSTIS WINE COMPANY							
261167							
00039840	PAUSTIS WINE COMPANY	03/24/2025		(259.00)	(259.00)	Open	N
	WINE	CBUSKEY					03/24/2025
	609-49751-40206	FREIGHT		(3.00)		1.00	(3.00)
	609-49751-40253	WINE		(256.00)		1.00	(256.00)

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 3753 - PAUSTIS WINE COMPANY							
260904							
00039841	PAUSTIS WINE COMPANY	03/24/2025		1,100.00	1,100.00	Open	N
	WINE	CBUSKEY					03/24/2025
	609-49751-40206	FREIGHT		15.00		1.00	15.00
	609-49751-40253	WINE		1,085.00		1.00	1,085.00
Total Vendor 3753 - PAUSTIS WINE COMPANY				841.00	841.00		
Vendor 214 - PHILLIPS WINE & SPIRITS CO							
6946911							
00039842	PHILLIPS WINE & SPIRITS CO	03/24/2025		851.66	851.66	Open	N
	WINE	CBUSKEY					03/24/2025
	609-49751-40206	FREIGHT		23.66		1.00	23.66
	609-49751-40253	WINE		828.00		1.00	828.00
6946910							
00039843	PHILLIPS WINE & SPIRITS CO	03/24/2025		7,181.74	7,181.74	Open	N
	LIQUOR	CBUSKEY					03/24/2025
	609-49751-40206	FREIGHT		65.53		1.00	65.53
	609-49751-40251	LIQUOR		7,116.21		1.00	7,116.21
6950707							
00039904	PHILLIPS WINE & SPIRITS CO	03/27/2025		39.62	39.62	Open	N
	MISC	CBUSKEY					03/27/2025
	609-49751-40206	FREIGHT		1.82		1.00	1.82
	609-49751-40254	MISCELLANEOUS MERCHANDISE		37.80		1.00	37.80
6950706							
00039905	PHILLIPS WINE & SPIRITS CO	03/27/2025		894.34	894.34	Open	N
	LIQUOR	CBUSKEY					03/27/2025
	609-49751-40206	FREIGHT		13.04		1.00	13.04
	609-49751-40251	LIQUOR		881.30		1.00	881.30
Total Vendor 214 - PHILLIPS WINE & SPIRITS CO				8,967.36	8,967.36		
Vendor 7898 - RIVARD COMPANIES, INC							
509076							
00039921	RIVARD COMPANIES, INC	03/28/2025		9,000.00	9,000.00	Open	N
	TREE REMOVAL AND STUMP GRINDING	PARKING JSHOOK					04/07/2025
	405-43100-40803	SEALCOATING		9,000.00		1.00	9,000.00

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Vendor 7898 - RIVARD COMPANIES, INC							
509077							
00039922	RIVARD COMPANIES, INC	03/28/2025		18,500.00	18,500.00	Open	N
	STUMP GRINDING CITY PROPERTY	JSHOOK					04/07/2025
	405-43100-40803	SEALCOATING		18,500.00		1.00	18,500.00
Total Vendor 7898 - RIVARD COMPANIES, INC				27,500.00	27,500.00		
Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC							
B016534							
00039711	RMB ENVIRONMENTAL LABORATORIES, INC	03/18/2025		248.71	248.71	Open	N
	WEEKS 2-4 COOLER 1	DROBERTSON					04/07/2025
	602-49490-40313	SAMPLE TESTING		248.71		1.00	248.71
B016568							
00039829	RMB ENVIRONMENTAL LABORATORIES, INC	03/20/2025		182.88	182.88	Open	N
	ALL WEEKS COOLER 2	DROBERTSON					04/07/2025
	601-49440-40235	LAB SUPPLIES		182.88		1.00	182.88
B016595							
00039867	RMB ENVIRONMENTAL LABORATORIES, INC	03/25/2025		206.91	206.91	Open	N
	WEEKS 2-4 COOLER 1	DROBERTSON					04/07/2025
	602-49490-40313	SAMPLE TESTING		206.91		1.00	206.91
B016646							
00039900	RMB ENVIRONMENTAL LABORATORIES, INC	03/26/2025		156.75	156.75	Open	N
	ALL WEEKS COOLER 2	DROBERTSON					04/07/2025
	602-49490-40313	SAMPLE TESTING		156.75		1.00	156.75
B016650							
00039924	RMB ENVIRONMENTAL LABORATORIES, INC	03/31/2025		257.07	257.07	Open	N
	POTABLE GENERAL CHEMISTRY	DROBERTSON					04/07/2025
	602-49490-40313	SAMPLE TESTING		257.07		1.00	257.07
B016663							
00039934	RMB ENVIRONMENTAL LABORATORIES, INC	03/31/2025		264.39	264.39	Open	N
	WEEKS 2-4 COOLER 1	DROBERTSON					04/07/2025
	602-49490-40313	SAMPLE TESTING		264.39		1.00	264.39
Total Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC				1,316.71	1,316.71		

Vendor 10762 - ROOF PANELS PLUS, INC

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Vendor 10762 - ROOF PANELS PLUS, INC							
2024-10231							
00039903	ROOF PANELS PLUS, INC	03/14/2025		4,969.00	4,969.00	Open	N
	DOWN PAYMENT	DMULVIHILL					04/07/2025
	101-45200-40229	PROJECT MAINTENANCE		4,969.00		1.00	4,969.00
Total Vendor 10762 - ROOF PANELS PLUS, INC				4,969.00	4,969.00		
Vendor UB-REFUND - SARA SHENTON							
.04020225							
00039942	SARA SHENTON	04/02/2025		150.00	150.00	Open	N
	REFUND DEPOSIT BY 03-14-25	DMULVIHILL					04/07/2025
	101-00000-22000	DEPOSITS		150.00		1.00	150.00
Total Vendor UB-REFUND - SARA SHENTON				150.00	150.00		
Vendor 10707 - SAVE A LIFE CORPORATION							
6753							
00039933	SAVE A LIFE CORPORATION	04/01/2025		2,100.00	2,100.00	Open	N
	EMT COURSE - LOGAN K	DROBERTSON					04/07/2025
	101-42210-40208	TRAINING		2,100.00		1.00	2,100.00
Total Vendor 10707 - SAVE A LIFE CORPORATION				2,100.00	2,100.00		
Vendor 7455 - SOUTHERN GLAZERS OF MN							
2601996							
00039855	SOUTHERN GLAZERS OF MN	03/24/2025		439.08	439.08	Open	N
	WINE	CBUSKEY					03/24/2025
	609-49751-40206	FREIGHT		10.24		1.00	10.24
	609-49751-40253	WINE		428.84		1.00	428.84
2601995							
00039856	SOUTHERN GLAZERS OF MN	03/24/2025		0.21	0.21	Open	N
	FREIGHT	CBUSKEY					03/24/2025
	609-49751-40206	FREIGHT		0.21		1.00	0.21
2601993							
00039857	SOUTHERN GLAZERS OF MN	03/24/2025		56.51	56.51	Open	N
	LIQUOR	CBUSKEY					03/24/2025
	609-49751-40206	FREIGHT		1.07		1.00	1.07
	609-49751-40251	LIQUOR		55.44		1.00	55.44

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							Unit Price
Vendor 7455 - SOUTHERN GLAZERS OF MN							
2601994							
00039858	SOUTHERN GLAZERS OF MN	03/24/2025		8,662.39	8,662.39	Open	N
	LIQUOR	CBUSKEY					03/24/2025
	609-49751-40206	FREIGHT		88.11		1.00	88.11
	609-49751-40251	LIQUOR		8,574.28		1.00	8,574.28
Vendor 7455 - SOUTHERN GLAZERS OF MN							
5123780							
00039915	SOUTHERN GLAZERS OF MN	03/28/2025		549.33	549.33	Open	N
	LIQUOR	CBUSKEY					03/28/2025
	609-49751-40206	FREIGHT		7.68		1.00	7.68
	609-49751-40251	LIQUOR		541.65		1.00	541.65
Total Vendor 7455 - SOUTHERN GLAZERS OF MN				9,707.52	9,707.52		
Vendor 7693 - SPOT ON							
2023191							
00039935	SPOT ON	03/31/2025		589.00	589.00	Open	N
	2024 SFPW ANNUAL REPORT BOOKLETS	DROBERTSON					04/07/2025
	101-43100-40200	OFFICE SUPPLIES		147.25		1.00	147.25
	101-45200-40200	OFFICE SUPPLIES		147.25		1.00	147.25
	601-49440-40200	OFFICE SUPPLIES		147.25		1.00	147.25
	602-49490-40200	OFFICE SUPPLIES		147.25		1.00	147.25
Vendor 7693 - SPOT ON							
2023190							
00039936	SPOT ON	03/31/2025		583.75	583.75	Open	N
	2024 SFPD ANNUAL REPORT BOOKLET	DROBERTSON					04/07/2025
	101-42110-40200	OFFICE SUPPLIES		583.75		1.00	583.75
Total Vendor 7693 - SPOT ON				1,172.75	1,172.75		
Vendor 255 - STREICHER'S							
CM295410							
00039908	STREICHER'S	03/27/2025		(64.99)	(64.99)	Open	N
	TASER - LARSON	DROBERTSON					04/07/2025
	101-42110-40237	SMALL EQUIPMENT		(64.99)		1.00	(64.99)
Vendor 255 - STREICHER'S							
CM297598							
00039909	STREICHER'S	03/27/2025		(45.99)	(45.99)	Open	N
	HARD KNUCKLE - CHANTHAPANYA	DROBERTSON					04/07/2025
	101-42110-40437	UNIFORMS		(45.99)		1.00	(45.99)

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 255 - STREICHER'S							
11739001							
00039910	STREICHER'S	03/26/2025		1,240.80	1,240.80	Open	N
	AMMO - LARSON	DROBERTSON					04/07/2025
	101-42110-40237	SMALL EQUIPMENT		1,240.80		1.00	1,240.80
11746382							
00039911	STREICHER'S	02/17/2025		204.00	204.00	Open	N
	PLATE HARNESS AND PATCHES - LARSON	DROBERTSON					04/07/2025
	101-42110-40437	UNIFORMS		204.00		1.00	204.00
Total Vendor 255 - STREICHER'S				1,333.82	1,333.82		
Vendor 863 - THE BERNICK COMPANIES							
10334216							
00039851	THE BERNICK COMPANIES	03/24/2025		(24.00)	(24.00)	Open	N
	BEER	CBUSKEY					03/24/2025
	609-49751-40252	BEER		(24.00)		1.00	(24.00)
10334215							
00039852	THE BERNICK COMPANIES	03/24/2025		601.00	601.00	Open	N
	BEER	CBUSKEY					03/24/2025
	609-49751-40252	BEER		601.00		1.00	601.00
10336578							
00039901	THE BERNICK COMPANIES	03/27/2025		(53.60)	(53.60)	Open	N
	BEER/NA	CBUSKEY					03/27/2025
	609-49751-40252	BEER		(21.00)		1.00	(21.00)
	609-49751-40255	N/A PRODUCTS		(32.60)		1.00	(32.60)
10336577							
00039902	THE BERNICK COMPANIES	03/27/2025		910.90	910.90	Open	N
	BEER/NA	CBUSKEY					03/27/2025
	609-49751-40255	N/A PRODUCTS		65.90		1.00	65.90
	609-49751-40252	BEER		845.00		1.00	845.00
Total Vendor 863 - THE BERNICK COMPANIES				1,434.30	1,434.30		
Vendor 9559 - TIMESAVER OFF SITE SEC. INC							
30169							
00039926	TIMESAVER OFF SITE SEC. INC	03/31/2025		172.00	172.00	Open	N
	CITY COUNCIL MEETING 03/17/25	DROBERTSON					04/07/2025
	101-41400-40311	CONTRACT		172.00		1.00	172.00

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/08/2025 - 04/08/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4K.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 9559 - TIMESAVER OFF SITE SEC. INC							
30170							
00039927	TIMESAVER OFF SITE SEC. INC	03/31/2025		172.00	172.00	Open	N
	CHARTER COMMISSION MEETING 3/10/25	DROBERTSON					04/07/2025
	101-41400-40311	CONTRACT		172.00		1.00	172.00
30171							
00039928	TIMESAVER OFF SITE SEC. INC	03/31/2025		384.50	384.50	Open	N
	CITY COUNCIL WORK SESSION 3/24/25	DROBERTSON					04/07/2025
	101-41400-40311	CONTRACT		384.50		1.00	384.50
Total Vendor 9559 - TIMESAVER OFF SITE SEC. INC				728.50	728.50		
Vendor 4482 - TOTAL CONTROL SYSTEMS, INC							
11578							
00039709	TOTAL CONTROL SYSTEMS, INC	03/17/2025		270.00	270.00	Open	N
	WTP CRADLEPOINT MONTHLY SERVICE	DROBERTSON					04/07/2025
	601-49440-40321	TELEPHONE		270.00		1.00	270.00
Total Vendor 4482 - TOTAL CONTROL SYSTEMS, INC				270.00	270.00		
Vendor 10647 - TRUE NORTH PSYCHOLOGY & CONSULTING, LLC							
1152							
00039860	TRUE NORTH PSYCHOLOGY & CONSULTING, 03/24/2025			480.00	480.00	Open	N
	SFPD - 3 SESSIONS	DROBERTSON					04/07/2025
	103-42210-40441	MISCELLANEOUS		480.00		1.00	480.00
Total Vendor 10647 - TRUE NORTH PSYCHOLOGY & CONSULTING, LLC				480.00	480.00		
Vendor 4231 - USABBLUEBOOK							
INV00661222							
00039893	USABBLUEBOOK	03/25/2025		245.95	245.95	Open	N
	WTP CHEMICAL MAINTENANCE	DROBERTSON					04/07/2025
	601-49440-40233	WATER PLANT MAINT		245.95		1.00	245.95
Total Vendor 4231 - USABBLUEBOOK				245.95	245.95		
Vendor 9543 - UTILITYLOGIC							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/08/2025 - 04/08/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4K.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 9543 - UTILITYLOGIC							
15353							
00039831	UTILITYLOGIC	03/20/2025		1,197.50	1,197.50	Open	N
	FERROMAGNETIC LOCATOR	DROBERTSON					04/07/2025
	601-49440-40237	SMALL EQUIPMENT		598.75		1.00	598.75
	602-49490-40237	SMALL EQUIPMENT		598.75		1.00	598.75
Total Vendor 9543 - UTILITYLOGIC				1,197.50	1,197.50		
Vendor 4344 - VINOCOPIA, INC							
0370374							
00039854	VINOCOPIA, INC	03/24/2025		675.85	675.85	Open	N
	LIQUOR	CBUSKEY					03/24/2025
	609-49751-40206	FREIGHT		5.00		1.00	5.00
	609-49751-40251	LIQUOR		670.85		1.00	670.85
Total Vendor 4344 - VINOCOPIA, INC				675.85	675.85		
Vendor 621 - ZIEGLER, INC							
IN001825233							
00039712	ZIEGLER, INC	03/18/2025		2,385.00	2,385.00	Open	N
	25' OF CABLE WITH PLUG	DROBERTSON					04/07/2025
	601-49440-40237	SMALL EQUIPMENT		596.25		1.00	596.25
	601-49440-40228	EQUIPMENT MAINTENANCE		596.25		1.00	596.25
	602-49490-40228	EQUIPMENT MAINTENANCE		596.25		1.00	596.25
	602-49490-40237	SMALL EQUIPMENT		596.25		1.00	596.25
Total Vendor 621 - ZIEGLER, INC				2,385.00	2,385.00		
# of Invoices: 98 # Due: 98				Totals:	270,794.93	270,794.93	
# of Credit Memos: 12 # Due: 12				Totals:	(1,162.47)	(1,162.47)	
Net of Invoices and Credit Memos:					269,632.46	269,632.46	
--- TOTALS BY GL BANK ---							
GNCKG					269,632.46		
--- TOTALS BY GL DISTRIBUTIONS ---							
101-00000-14100					18,419.93		

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/08/2025 - 04/08/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4K.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
	101-00000-21707			940.00			
	101-00000-22000			150.00			
	101-00000-36200			3.00			
	101-41400-40311			1,317.59			
	101-41400-40352			82.50			
	101-41400-40441			859.88			
	101-41540-40301			19,925.00			
	101-41600-40304			6,326.14			
	101-41600-40312			5,300.00			
	101-42110-40200			745.31			
	101-42110-40208			525.00			
	101-42110-40237			1,175.81			
	101-42110-40311			589.09			
	101-42110-40321			37.50			
	101-42110-40437			158.01			
	101-42110-40441			1,750.00			
	101-42210-40208			3,995.75			
	101-42210-40218			150.00			
	101-42210-40311			589.09			
	101-42210-40321			37.50			
	101-42400-40311			1,198.69			
	101-43100-40200			186.23			
	101-43100-40218			41.75			
	101-43100-40311			1,178.17			
	101-43100-40321			37.50			
	101-43210-40415			65.00			
	101-43210-40439			1,987.28			
	101-45200-40200			186.49			
	101-45200-40218			41.75			
	101-45200-40229			4,969.00			
	101-45200-40311			1,178.17			
	101-45200-40321			37.50			
	101-45200-40402			494.20			
	103-42110-40300			859.88			
	103-42210-40441			1,339.88			
	240-41910-40311			325.00			
	405-43100-40803			27,500.00			
	601-49440-40200			186.49			
	601-49440-40216			30.00			
	601-49440-40228			638.00			
	601-49440-40233			245.95			
	601-49440-40235			457.48			
	601-49440-40237			1,195.00			
	601-49440-40301			1,525.00			
	601-49440-40311			1,178.17			
	601-49440-40321			307.50			
	602-49490-40200			186.52			
	602-49490-40216			13,072.19			
	602-49490-40228			1,007.48			

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/08/2025 - 04/08/2025

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4K.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
	602-49490-40237			1,195.00			
	602-49490-40301			1,025.00			
	602-49490-40311			1,178.17			
	602-49490-40313			1,133.83			
	602-49490-40321			37.50			
	603-49500-40418			400.00			
	609-49750-40301			3,525.00			
	609-49750-40311			589.05			
	609-49751-40206			577.40			
	609-49751-40251			39,077.02			
	609-49751-40252			74,237.13			
	609-49751-40253			7,492.69			
	609-49751-40254			961.43			
	609-49751-40255			566.80			
	609-49751-40256			3,798.02			
	609-49751-40257			4,475.80			
--- TOTALS BY FUND ---							
	101 GENERAL FUND			74,678.83	74,678.83		
	103 PUBLIC SAFETY FUNDS			2,199.76	2,199.76		
	240 EDA			325.00	325.00		
	405 STREET IMPROVEMENT FUND			27,500.00	27,500.00		
	601 WATER FUND			5,763.59	5,763.59		
	602 SEWER FUND			18,835.69	18,835.69		
	603 STORM WATER FUND			400.00	400.00		
	609 LIQUOR FUND			135,300.34	135,300.34		
--- TOTALS BY DEPT/ACTIVITY ---							
	00000 UNASSIGNED			19,512.93	19,512.93		
	41400 ADMINISTRATION			2,259.97	2,259.97		
	41540 AUDITING & ACCOUNTING			19,925.00	19,925.00		
	41600 LEGAL			11,626.14	11,626.14		
	41910 COMMUNITY DEVELOPMENT			325.00	325.00		
	42110 POLICE			5,840.60	5,840.60		
	42210 FIRE			6,112.22	6,112.22		
	42400 BUILDING INSPECTIONS			1,198.69	1,198.69		
	43100 STREETS			28,943.65	28,943.65		
	43210 RECYCLING			2,052.28	2,052.28		
	45200 PARKS			6,907.11	6,907.11		
	49440 WATER DEPT			5,763.59	5,763.59		
	49490 SEWER DEPT			18,835.69	18,835.69		
	49500 STORM WATER DEPT			400.00	400.00		
	49750 LIQUOR STORE			4,114.05	4,114.05		
	49751 MERCHANDISE PURCHASES			131,186.29	131,186.29		

CHECK REGISTER FOR CITY OF ST. FRANCIS

CHECK DATE 01/01/2025 - 03/31/2025

Agenda Item # 4K.

- CHECK TYPE: EFT

Check Date	Check	Vendor Name	Amount
Bank GNCKG GENERAL CHECKING ACCOUNT			
Check Type: EFT Transfer GNCKG			
01/02/2025	3712(E)	EFTPS	26,703.22
01/02/2025	3713(E)	ICMA	300.00
01/02/2025	3714(E)	PERA	27,082.49
01/02/2025	3715(E)	RHS HEALTHCARE SAVINGS	24,619.51
01/02/2025	3716(E)	STATE	5,759.89
01/02/2025	3717(E)	VOYA	1,660.00
01/16/2025	3719(E)	EFTPS	27,868.25
01/16/2025	3720(E)	ICMA	300.00
01/16/2025	3721(E)	PERA	28,186.90
01/16/2025	3722(E)	RHS HEALTHCARE SAVINGS	635.27
01/16/2025	3723(E)	STATE	6,103.29
01/16/2025	3724(E)	VOYA	1,660.00
01/22/2025	3725(E)	AZ DEPARTMENT OF ECONOMIC SEC	158.00
01/22/2025	3726(E)	EFTPS	2,342.47
01/22/2025	3727(E)	MN DEPARTMENT OF REVENUE	346.65
01/22/2025	3728(E)	STATE	105.75
01/22/2025	3729(E)	STATE OF FLORIDA CHILD SUPPOR	13.02
01/22/2025	3730(E)	ACE SOLID WASTE, INC	1,751.22
01/22/2025	3731(E)	CITY HIVE	99.00
01/22/2025	3732(E)	COLONIAL INSURANCE	457.69
01/22/2025	3733(E)	DELTA DENTAL	2,021.72
01/22/2025	3734(E)	HEALTH PARTNERS	38,824.62
01/22/2025	3735(E)	NEW BENEFITS (FRESH BENIES)	495.69
01/22/2025	3736(E)	SPOT ON-LIQUOR CC	6,026.00
01/22/2025	3737(E)	SUN LIFE FINANCIAL	3,799.47
01/10/2025	3738(E)	US BANK CREDIT CARD	36,797.36
01/22/2025	3743(E)	BOND TRUST SERVICES	1,219,116.26
01/22/2025	3744(E)	CAYAN	915.81
01/22/2025	3745(E)	CINTAS	267.70
01/22/2025	3746(E)	CONNEXUS ENERGY	20,265.73
01/22/2025	3747(E)	ENTERPRISE FLEET MGMT	14,011.77
01/22/2025	3748(E)	INVOICE CLOUD, INC	1,084.85
01/22/2025	3749(E)	STAHL CONSTRUCTION	81,753.21
01/22/2025	3750(E)	STAHL CONSTRUCTION	82,242.06
01/22/2025	3751(E)	WEX CARD	4,305.54
01/30/2025	3752(E)	EFTPS	29,289.02
01/30/2025	3753(E)	ICMA	300.00
01/30/2025	3754(E)	PERA	28,662.01
01/30/2025	3755(E)	RHS HEALTHCARE SAVINGS	676.45
01/30/2025	3756(E)	STATE	6,440.19
01/30/2025	3757(E)	VOYA	1,660.00
01/29/2025	3758(E)	ALERUS	150.00
01/29/2025	3759(E)	CENTERPOINT ENERGY	13,157.46
01/29/2025	3760(E)	MN DEPT OF REVENUE-SALES TAX	32,689.00
01/29/2025	3761(E)	U S BANK EQUIPMENT FINANCE	957.67
01/31/2025	3762(E)	VILLAGE BANK	186.25
02/13/2025	3763(E)	EFTPS	29,919.80
02/13/2025	3764(E)	ICMA	300.00
02/13/2025	3765(E)	PERA	29,611.50
02/13/2025	3766(E)	RHS HEALTHCARE SAVINGS	672.22
02/13/2025	3767(E)	STATE	6,486.78
02/13/2025	3768(E)	VOYA	1,685.00
02/12/2025	3769(E)	ACE SOLID WASTE, INC	1,727.69
02/12/2025	3770(E)	CITY HIVE	99.00
02/12/2025	3771(E)	COLONIAL INSURANCE	457.69
02/12/2025	3772(E)	DELTA DENTAL	2,147.00
02/12/2025	3773(E)	HEALTH PARTNERS	40,231.29
02/12/2025	3774(E)	SPOT ON-LIQUOR CC	4,804.91
02/12/2025	3775(E)	SUN LIFE FINANCIAL	3,714.85
02/12/2025	3776(E)	WEX CARD	4,717.40
02/10/2025	3777(E)	US BANK CREDIT CARD	35,770.37
02/19/2025	3782(E)	AZ DEPARTMENT OF ECONOMIC SEC	158.00
02/19/2025	3783(E)	EFTPS	2,775.21
02/19/2025	3784(E)	MN DEPARTMENT OF REVENUE	240.11
02/19/2025	3785(E)	PERA	40.00
02/19/2025	3786(E)	STATE	150.38
02/19/2025	3787(E)	STATE OF FLORIDA CHILD SUPPOR	68.57
02/27/2025	3788(E)	EFTPS	29,638.97
02/27/2025	3789(E)	ICMA	300.00

CHECK REGISTER FOR CITY OF ST. FRANCIS

CHECK DATE 01/01/2025 - 03/31/2025

Agenda Item # 4K.

- CHECK TYPE: EFT

Check Date	Check	Vendor Name	Amount
Bank GNCKG GENERAL CHECKING ACCOUNT			
Check Type: EFT Transfer GNCKG			
02/27/2025	3790(E)	PERA	29,749.15
02/27/2025	3791(E)	RHS HEALTHCARE SAVINGS	698.40
02/27/2025	3792(E)	STATE	6,474.70
02/27/2025	3793(E)	VOYA	1,695.00
02/28/2025	3794(E)	ALERUS	50.00
02/28/2025	3795(E)	CAYAN	762.17
02/28/2025	3796(E)	CENTERPOINT ENERGY	14,184.76
02/28/2025	3797(E)	CINTAS	559.37
02/28/2025	3798(E)	CONNEXUS ENERGY	21,790.33
02/28/2025	3799(E)	ENTERPRISE FLEET MGMT	15,921.03
02/28/2025	3800(E)	INVOICE CLOUD, INC	1,155.10
02/28/2025	3801(E)	MN DEPT OF REVENUE-SALES TAX	24,810.00
02/28/2025	3802(E)	MN PUBLIC FACILITIES AUTHORIT	90,443.41
02/28/2025	3803(E)	NEW BENEFITS (FRESH BENIES)	495.69
02/28/2025	3804(E)	STAHL CONSTRUCTION	56,230.07
02/28/2025	3805(E)	STAHL CONSTRUCTION	144,703.83
02/28/2025	3806(E)	STAHL CONSTRUCTION	163,993.24
02/28/2025	3807(E)	U S BANK EQUIPMENT FINANCE	956.08
02/28/2025	3808(E)	VILLAGE BANK	57.61
03/13/2025	3809(E)	EFTPS	28,823.09
03/13/2025	3810(E)	ICMA	300.00
03/13/2025	3811(E)	PERA	29,367.05
03/13/2025	3812(E)	RHS HEALTHCARE SAVINGS	742.96
03/13/2025	3813(E)	STATE	6,284.49
03/13/2025	3814(E)	VOYA	1,764.23
03/18/2025	3815(E)	AZ DEPARTMENT OF ECONOMIC SEC	158.00
03/18/2025	3816(E)	EFTPS	2,989.85
03/18/2025	3817(E)	MN DEPARTMENT OF REVENUE	240.11
03/18/2025	3818(E)	PERA	40.00
03/18/2025	3819(E)	STATE	194.19
03/18/2025	3820(E)	STATE OF FLORIDA CHILD SUPPOR	13.72
03/10/2025	3821(E)	US BANK CREDIT CARD	22,930.45
03/27/2025	3825(E)	EFTPS	27,935.91
03/27/2025	3826(E)	ICMA	300.00
03/27/2025	3827(E)	MN DEPARTMENT OF REVENUE	600.01
03/27/2025	3828(E)	PERA	28,225.73
03/27/2025	3829(E)	RHS HEALTHCARE SAVINGS	659.79
03/27/2025	3830(E)	STATE	6,090.40
03/27/2025	3831(E)	VOYA	1,764.23
03/26/2025	3832(E)	ACE SOLID WASTE, INC	1,677.69
03/26/2025	3833(E)	ALERUS	308.04
03/26/2025	3834(E)	CAYAN	734.69
03/26/2025	3835(E)	CINTAS	485.82
03/26/2025	3836(E)	CITY HIVE	99.00
03/26/2025	3837(E)	COLONIAL INSURANCE	457.69
03/26/2025	3838(E)	CONNEXUS ENERGY	22,495.07
03/26/2025	3839(E)	DELTA DENTAL	2,063.48
03/26/2025	3840(E)	ENTERPRISE FLEET MGMT	58,504.18
03/26/2025	3841(E)	HEALTH PARTNERS	39,293.51
03/26/2025	3842(E)	INVOICE CLOUD, INC	1,102.15
03/26/2025	3843(E)	MN DEPT OF REVENUE-SALES TAX	23,224.00
03/26/2025	3844(E)	NEW BENEFITS (FRESH BENIES)	495.69
03/26/2025	3845(E)	SPOT ON-LIQUOR CC	4,333.10
03/26/2025	3846(E)	SUN LIFE FINANCIAL	3,995.62
03/26/2025	3847(E)	U S BANK EQUIPMENT FINANCE	1,056.16
03/26/2025	3848(E)	VILLAGE BANK	129.29
03/26/2025	3849(E)	WEX CARD	5,098.36
03/31/2025	3850(E)	ALERUS	140.00
03/31/2025	3851(E)	CENTERPOINT ENERGY	9,379.89
03/31/2025	3852(E)	VILLAGE BANK	216.05

Total EFT Transfer: 2,887,408.83

GNCKG TOTALS:

Total of 129 checks:	2,887,408.83
Less 0 Void Checks:	0.00
Total of 129 Disbursements:	2,887,408.83

CHECK REGISTER FOR CITY OF ST. FRANCIS

CHECK NUMBER 84474 - 84474

Agenda Item # 4K.

- CHECK TYPE: PAPER CHECK

Check Date	Check	Vendor Name	Amount
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Bank GNCKG GENERAL CHECKING ACCOUNT

Check Type: Paper Check GNCKG

03/24/2025	84474	STONE HOUSE RIDGE OWNER ASSOC	2,711.74
Total Paper Check:			2,711.74

GNCKG TOTALS:

Total of 1 Checks:	2,711.74
Less 0 Void Checks:	0.00
Total of 1 Disbursements:	2,711.74



CITY COUNCIL AGENDA
REPORT

TO: Kate Thunstrom, City Administrator
FROM: Paul Carpenter, Public Works Director
SUBJECT: 4058 Gate Replacement
DATE: April 7, 2025

OVERVIEW:

In the last 3 years Police and Public Works have spent close to \$10,000.00 in repairs and emergency call-ins. Repairs were \$2000 in the last three weeks. The gates were installed during a period when manufactures were trying out new parts/components and were only used for about a year. Our current gate service company has stated that they only service a few of these gates with these components and unfortunately, we have 2 of them. Over the last year or so the gate has been acting up more frequently. Many components of this style gate are obsolete and it is a crucial part of the Police and Public Works facilities security.

ACTION TO BE CONSIDERED:

Council to approve the 4058 Gate Replacement quote from the Barnum Gate Company in the amount of \$47,120.00.

BUDGET IMPLICATION:

This will be paid out of the Building Fund.

Attachments:

- Barnum Gate Company Quote
- JC Enterprises Quote

BARNUM

Companies, Inc.
Phone (651) 982-1552
Fax (651) 982-1562

23950 Lake Blvd N.
Forest Lake, MN 55025
Dillon@BarnumGS.com

Date: March 19, 2025
Proposal To: City of St. Francis Public Works **Attn:** Jeremy Shook
Job Name: Replacement Gates & Operators, Vertical Pivot, **Updated** **Location:** St. Francis, MN

We would be pleased to provide and install the following:

Quantity	Item Description
2)	AutoGate, model VPL-500's Buckeye, 24vdc, heavy duty, double reduction, vertical pivot lift gates, with an Approximate opening of 16'x6' flat top rail (to match existing gates) gate and gate operator cabinet to be Black in color, (115vac power supply)
2)	Heaters for cold weather operation
2)	Heated melt away kits for under gates (inside AutoGate operator cabinet)
4)	Deep cycle marine AGM batteries
4)	EMX, IRB-MON thru-scan photo-eyes with protective hoods per UL325
1)	Misc conduit and wire for photo-eyes and fire box
1)	Fire Dept. emergency access box (Knox3501/Dama) per 2018 International Fire Code Appendix "D" D103.5

Job Total: \$47,120.00

Options (while on site):
2) Insulated operator cabinets
2) IR Heater kit (requires a dedicated 120-volt, 15amp circuit)

Add to Job Total: \$6,255.00

Price Adjustment
Barnum Co. may reasonably adjust any agreed-upon purchase price in case of governmental charges imposed on or in connection with any goods as they are sold or shipped across country borders, including but not limited to, tariffs, antidumping taxes, countervailing duties, or other punitive charges or measures, to the extent implemented on the day of order acceptance by Barnum Co. or anytime thereafter and resulting in increased costs for Barnum Co. in sourcing the products sold, its raw materials, components or spare parts.

Notes:

1. All electrical power and control conduits and wiring except loops are by others.
2. All electrical power & control conduits & wiring disconnect and reconnect by others.
3. All access controls are by others.
4. All existing equipment to be reused is assumed to be in good working order, any service work due to faulty existing equipment will not be covered under any warranty.
5. To ensure that this upgrade is successful we recommend that all of the low voltage cables to and from gate operator, be replaced! This is an extra expense not included above.
6. Priced to reuse existing operator footings.
7. Emergency responder requirements are not known and may be subject to change.
8. Typical lead time for AutoGate is 14-16 weeks.
9. 50% down to order, remainder net 30 days.
10. Quote includes electrical permit fees required for all class 2 electrical circuits such as the circuits controlling the gate operators included in this quote, all per MN state electrical code.

Due to the volatility of the current market all quotations are subject to change at any time. Freight, use, or sales tax are subject to change.

Terms: 3% discount Net 15 cash/check or Net 30 days no discount.

Accepted by: _____

Date: _____

JC ENTERPRISES

Jason Christianson
Cell: (612) 518-0321
Fax: (763) 434-4685
18322 Greenbrook Drive NE
East Bethel, MN 55092

ESTIMATE
March 26, 2025

City of St. Francis Public Works
Gate and operator replacement

- Quote:**
2- Model VPL-500 Buckeye, 24 vdc double reduction heavy duty, black vertical pivot lift gates. Gate openings are approx 16'6" x 6'.
2- Heated melt away kits for under gates
2- Heaters for cold weather operation
4- EMX, thru scan photo eyes with hoods
4- Marine batteries 2 per operator
1- Knox 3501 Fire dept emergency box
Conduit and wire included for firebox and photo eyes

Total \$51,250.00

- Add ons:**
2- Infared heater kits
2- Insulated operator cabinets

Total \$6,689.00

- Note:**
Material price subject to change if any government tariffs are imposed after bid date.
All electric power and conduits not listed are by others
All access controls by others

Bid reflects reusing existing operator footing

Bid includes electrical permit for class 2 circuits that control operators

If bid is accepted 50% down is required before gates and operators will be ordered

Thank you,

Jason Christianson
JC Enterprises



CITY COUNCIL AGENDA
REPORT

TO: Kate Thunstrom, City Administrator
FROM: Craig Jochum, City Engineer
SUBJECT: Resolution 2025-18 Approving the Limited Use Permits with the State of Minnesota Department of Transportation (MnDOT)
DATE: April 7, 2025

OVERVIEW:

The City currently operates and maintains non-motorized trails within the Trunk Highway 47 right-of-way between 227th Avenue to Ambassador Boulevard, and snowmobile trails within the Trunk Highway 47 right-of-way between the South corporate limits and North corporate limits. The City currently has two separate Limit Use Permits (LUP) with MnDOT to operate and maintain these trails in MnDOT right-of-way. The existing permits LUP No. 0206-022 and LUP No. 0206-0024 will terminate and need to be renewed.

Attached are the two termination notices from MnDOT, the two existing Limited Use Permits, and a draft of the two new Limited Use Permits.

ACTION TO BE CONSIDERED:

Review the two proposed Limited Use Permits and Adopt Resolution 2025-18 Approving the Limited Use Permits with the State of Minnesota Department of Transportation.

BUDGET IMPLICATION:

None at this time.

Attachments:

1. Resolution 2025-18 Approving the Limited Use Permits with the State of Minnesota Department of Transportation
2. Draft Limited Use Permit 0206-0111 (Non-Motorized Trail)
3. Draft Limited Use Permit 0206-0112 (Snowmobile Trail)
4. Termination Notice Permit 0206-0022 (Non-Motorized Trail)
5. Termination Notice Permit 0206-0024 (Snowmobile Trail)
6. Existing LUP Permit 0206-0022 (Non-Motorized Trail)
7. Existing LUP Permit 0206-0024 (Snowmobile Trail)

EXHIBIT B

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

RESOLUTION 2025 - 18

**APPROVING THE LIMITED USE PERMITS WITH THE STATE OF MINNESOTA,
DEPARTMENT OF TRANSPORTATION (MnDOT) FOR NON-MOTORIZED AND
SNOWMOBILE TRAILS IN THE RIGHT-OF-WAY OF TRUNK HIGHWAY 47 WITHIN
THE CITY OF ST. FRANCIS**

WHEREAS, the City currently operates and maintains non-motorized trails within the Trunk Highway 47 right-of-way between 227th Avenue to Ambassador Boulevard, and snowmobile trails within the Trunk Highway 47 right-of-way between the South corporate limits and North corporate limits; and

WHEREAS, the City has Limit Use Permits (LUP) from MnDOT to operate and maintain these trails in MnDOT right-of-way; and

WHEREAS, the existing permits LUP No. 0206-022 and LUP No. 0206-0024 will terminate.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF ST. FRANCIS AS
FOLLOWS:**

1. The City will enter into LUP No. 0206-0111 and LUP No. 0206-0112 with the State of Minnesota, Department of Transportation to provide for maintenance and use of the trails by the City of upon, along and adjacent to Trunk Highway No. 47 and the limits of which are defined in LUP No. 0206-0111 and LUP No. 0206-0112.
2. The Mayor and the City Administrator are authorized to execute these Limited Use Permits and their amendments, and that the City enter into Limited Use Permit No. 0206-0111 and LUP No. 0206-0112.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 7TH DAY
OF APRIL, 2025.

CERTIFICATION

I certify that the above Resolution is an accurate copy of the Resolution adopted by the City Council of the City of St. Francis, Minnesota at an authorized meeting held on the 7th day of April, 2025, as shown by the minutes of the meeting in my possession.

Kate Thunstrom, City Administrator

Mark Vogel, Mayor

Subscribed and sworn to before me this
_____ day of _____,
2025

Notary Public

My Commission Expires

NOTARY
STAMP

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION

LIMITED USE PERMIT

C.S. 0206 (T.H. 47)
County of Anoka
LUP # 0206-0111
Permittee: City of St. Francis
Expiration Date: 03/28/2035
Coop./Const. Agmt #84634

In accordance with Minnesota Statutes Section 161.434, the State of Minnesota, through its Commissioner of Transportation, (“MnDOT”), hereby grants a Limited Use Permit (the “LUP”) to City of St. Francis, (“Permittee”), to use the area within the right of way of Trunk Highway No. 47 as shown in red on Exhibit "A", (the “Area”) attached hereto and incorporated herein by reference. This Limited Use Permit is executed by the Permittee pursuant to resolution, a certified copy of which is attached hereto as Exhibit B.

Non-Motorized Trail

The Permittee's use of the Area is limited to only the constructing, maintaining and operating a nonmotorized trail ("Facility") and the use thereof may be further limited by the Code of Federal Regulations, including, but not limited to 23 C.F.R. 217 also published as the Federal-Aid Policy Guide.

The Permittee's use of the Area is limited to only the constructing, maintaining and operating a nonmotorized trail ("Facility") and the use thereof may be further limited by 23 C.F.R. 652 also published as the Federal-Aid Policy Guide.

The permittee agrees that this permit totally replaces and supersedes the previously issued Limited Use permit affecting the Area, specifically: The permit, #0206-022, was issued on 9/6/2006 on CS 0206 (TH 47=110). Upon issuance of this permit the earlier issued permit is cancelled.

In addition, the following special provisions shall apply:

SPECIAL PROVISIONS

1. TERM. This LUP terminates at 11:59PM on 03/28/2035 (“Expiration Date”) subject to the right of cancellation by MnDOT, with or without cause, by giving the Permittee ninety (90) days written notice of such cancellation. This LUP will not be renewed except as provided below.

Provided this LUP has not expired or terminated, MnDOT may renew this LUP for a period of up to ten (10) years, provided Permittee delivers to MnDOT, not later than ninety (90) days prior to the Expiration Date, a written request to extend the term. Any extension of the LUP term will be under the same terms and conditions in this LUP, provided:

- (a) At the time of renewal, MnDOT will review the Facility and Area to ensure the Facility and Area are compatible with the safe and efficient operation of the highway and the Facility and Area are in good condition and repair. If, in MnDOT's sole determination, modifications and repairs to the Facility and Area are needed, Permittee will perform such work as outlined in writing in an amendment of this LUP; and
- (b) Permittee will provide to MnDOT a certified copy of the resolution from the applicable governmental body authorizing the Permittee's use of the Facility and Area for the additional term.

If Permittee's written request to extend the term is not timely given, the LUP will expire on the Expiration Date.

Permittee hereby voluntarily releases and waives any and all claims and causes of action for damages, costs, expenses, losses, fees and compensation arising from or related to any cancellation or termination of this LUP by MnDOT. Permittee agrees that it will not make or assert any claims for damages, costs, expenses, losses, fees and compensation based upon the existence, cancellation or termination of the LUP. Permittee agrees not to sue or institute any legal action against MnDOT based upon any of the claims released in this paragraph.

- 2. REMOVAL. Upon the Expiration Date or earlier termination, at the Permittee's sole cost and expense Permittee will:
 - (a) Remove the Facility and restore the Area to a condition satisfactory to the MnDOT District Engineer; and
 - (b) Surrender possession of the Area to MnDOT.

If, without MnDOT's written consent, Permittee continues to occupy the Area after the Expiration Date or earlier termination, Permittee will remain subject to all conditions, provisions, and obligations of this LUP, and further, Permittee will pay all costs and expenses, including attorney's fees, in any action brought by MnDOT to remove the Facility and the Permittee from the Area.

- 3. CONSTRUCTION. The construction, maintenance, and supervision of the Facility shall be at no cost or expense to MnDOT.

Before construction of any kind, the plans for such construction shall be approved in writing by the MnDOT's District Engineer. Approval in writing from MnDOT District Engineer shall be required for any changes from the approved plan.

The Permittee will construct the Facility at the location shown in the attached Exhibit "A", and in accordance with MnDOT-approved plans and specifications. Further, Permittee will construct the Facility using construction procedures compatible with the safe and efficient operation of the highway.

Upon completion of the construction of the Facility, the Permittee shall restore all disturbed slopes and ditches in such manner that drainage, erosion control and aesthetics are perpetuated.

The Permittee shall preserve and protect all utilities located on the lands covered by this LUP at no expense to MnDOT and it shall be the responsibility of the Permittee to call the Gopher State One Call System at 1-800-252-1166 at least 48 hours prior to performing any excavation.

Any crossings of the Facility over the trunk highway shall be perpendicular to the centerline of the highway and shall provide and ensure reasonable and adequate stopping sight distance.

4. **MAINTENANCE.** Any and all maintenance of the Facility shall be provided by the Permittee at its sole cost and expense, including, but not limited to, plowing and removal of snow and installation and removal of regulatory signs. No signs shall be placed on any MnDOT or other governmental agency sign post within the Area. MnDOT will not mark obstacles for users on trunk highway right of way.
5. **USE.** Other than as identified and approved by MnDOT, no permanent structures or no advertising devices in any manner, form or size shall be allowed on the Area. No commercial activities shall be allowed to operate upon the Area.

Any use permitted by this LUP shall remain subordinate to the right of MnDOT to use the property for highway and transportation purposes. This LUP does not grant any interest whatsoever in land, nor does it establish a permanent park, recreation area or wildlife or waterfowl refuge. No rights to relocation benefits are established by this LUP.

This LUP is non-exclusive and is granted subject to the rights of others, including, but not limited to public utilities which may occupy the Area.

6. **APPLICABLE LAWS.** This LUP does not release the Permittee from any liability or obligation imposed by federal law, Minnesota Statutes, local ordinances, or other agency regulations relating thereto and any necessary permits relating thereto shall be applied for and obtained by the Permittee.

Permittee at its sole cost and expense, agrees to comply with, and provide and maintain the Area, Facilities in compliance with all applicable laws, rules, ordinances and regulations issued by any federal, state or local political subdivision having jurisdiction and authority in connection with said Area including the Americans with Disabilities Act (“ADA”). If the Area and Facilities are not in compliance with the ADA or other applicable laws MnDOT may enter the Area and perform such obligation without liability to Permittee for any loss or damage to Permittee thereby incurred, and Permittee shall reimburse MnDOT for the cost thereof, plus 10% of such cost for overhead and supervision within 30 days of receipt of MnDOT’s invoice.

7. **CIVIL RIGHTS.** The Permittee for itself, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree that in the event improvements are constructed, maintained, or otherwise operated on the Property described in this Limited Use Permit for a purpose for which a MnDOT activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the Permittee will maintain and operate such improvements and services in compliance with all requirements imposed by the Acts and Regulations relative to nondiscrimination in federally-assisted programs of the United States Department of Transportation, Federal Highway Administration, (as may be amended) such that no person on the grounds of race, color, national origin, sex, age, disability, income-level, or limited English proficiency will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said improvements.
8. **SAFETY.** MnDOT shall retain the right to limit and/or restrict any activity, including the parking of vehicles and assemblage of Facility users, on the highway right of way over which this LUP is granted, so as to maintain the safety of both the motoring public and Facility users.
9. **ASSIGNMENT.** No assignment of this LUP is allowed.
10. **IN WRITING.** Except for those which are set forth in this LUP, no representations, warranties, or agreements have been made by MnDOT or Permittee to one another with respect to this LUP.
11. **ENVIRONMENTAL.** The Permittee shall not dispose of any materials regulated by any governmental or regulatory agency onto the ground, or into any body of water, or into any container on the State’s right of way. In the event of spillage of regulated materials, the Permittee shall notify in writing MnDOT’s District Engineer and shall provide for cleanup of the spilled material and of materials contaminated by the spillage in accordance with all applicable federal, state and local laws and regulations, at the sole expense of the Permittee.
12. **MECHANIC’S LIENS.** The Permittee (for itself, its contractors, subcontractors, its materialmen, and all other persons acting for, through or under it or any of them), covenants that no laborers’, mechanics’, or materialmens’ liens or other liens or claims of any kind whatsoever shall be filed or maintained by it or by any subcontractor, materialmen or other person or persons acting for, through or under it or any of them against the work and/or against said lands, for or on account

of any work done or materials furnished by it or any of them under any agreement or any amendment or supplement thereto.

13. **NOTICES.** All notices which may be given, by either party to the other, will be deemed to have been fully given when served personally on MnDOT or Permittee or when made in writing addressed as follows:

to Permittee at:	and to MnDOT at:
Director of Public Works	State of Minnesota
City of Saint Francis	Department of Transportation
4058 St. Francis Blvd NW	Metro District Right of Way
St. Francis, MN 55070	1500 W. County Road B2
	Roseville, MN 55113

The address to which notices are mailed may be changed by written notice given by either party to the other.

14. **INDEMNIFICATION AND RELEASE.** Permittee shall indemnify, defend to the extent authorized by the Minnesota Attorney General’s Office, hold harmless and release the State of Minnesota, its Commissioner of Transportation, employees, the FHWA, and any successors and assigns of the foregoing, from and against all claims, demands, and causes of action for injury to or death of persons or loss of or damage to property (including Permittee’s property) occurring on the Area and Facility or arising out of or associated with Permittee’s use and occupancy of the Area and Facility, regardless of whether such injury, death, loss, or damage (i) is caused in part by the negligence (but not the gross negligence or willful misconduct) of MnDOT or (ii) is deemed to be the responsibility of MnDOT because of its failure to supervise, inspect, or control the operations of Permittee or otherwise discover or prevent actions or operations of Permittee giving rise to liability to any person. Nothing in this LUP shall obligate Permittee to indemnify or save MnDOT harmless from (a) any gross negligence or willful misconduct of MnDOT or its employees, contractors, agents, or anyone for whom MnDOT is legally responsible, or (b) any claims, demands or causes of action not arising out of or associated with Permittee’s occupancy or use of the Area and Facility.

Permittee hereby releases the State of Minnesota, its Commissioner of Transportation, employees, the FHWA, and any successors and assigns of the foregoing, from and against all claims, demands, suits, losses, costs, expenses, and causes of action for loss of or damages to the Area and Facility or to Permittee’s property on or about the Area and Facility, except when such loss or damage is caused solely by the negligence of MnDOT or its employees, contractors, agents, or anyone for whom MnDOT is legally responsible.

MnDOT’s liability is subject to the Minnesota Tort Claims Act, Minn. Stat. §3.736 and other applicable law.

MINNESOTA DEPARTMENT
OF TRANSPORTATION
RECOMMENDED FOR APPROVAL

CITY OF ST. FRANCIS

By_____

Mark Vogel, Its Mayor

By:_____
District Engineer

Date_____

And_____

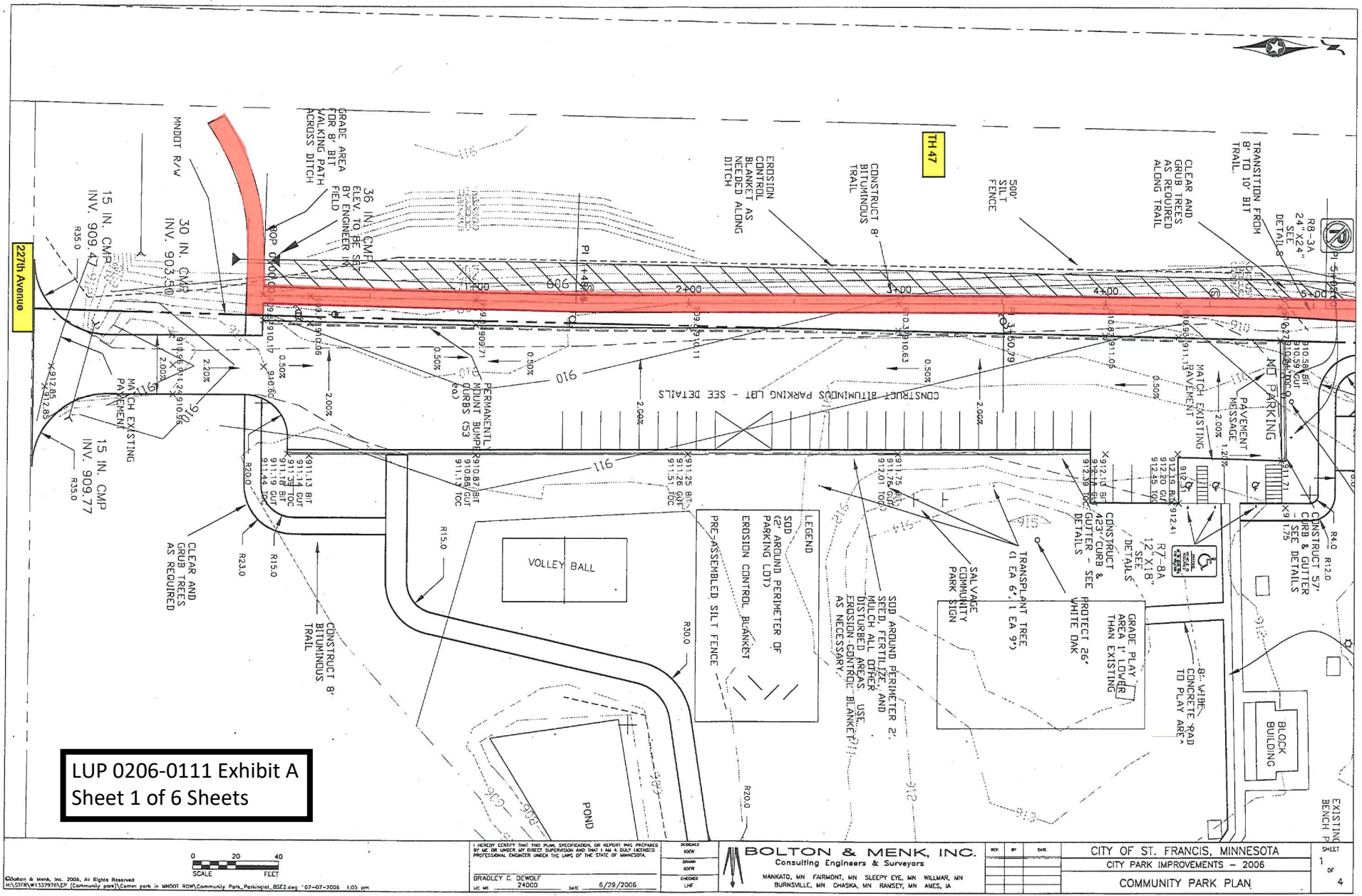
Kate Thunstrom Its City Administrator

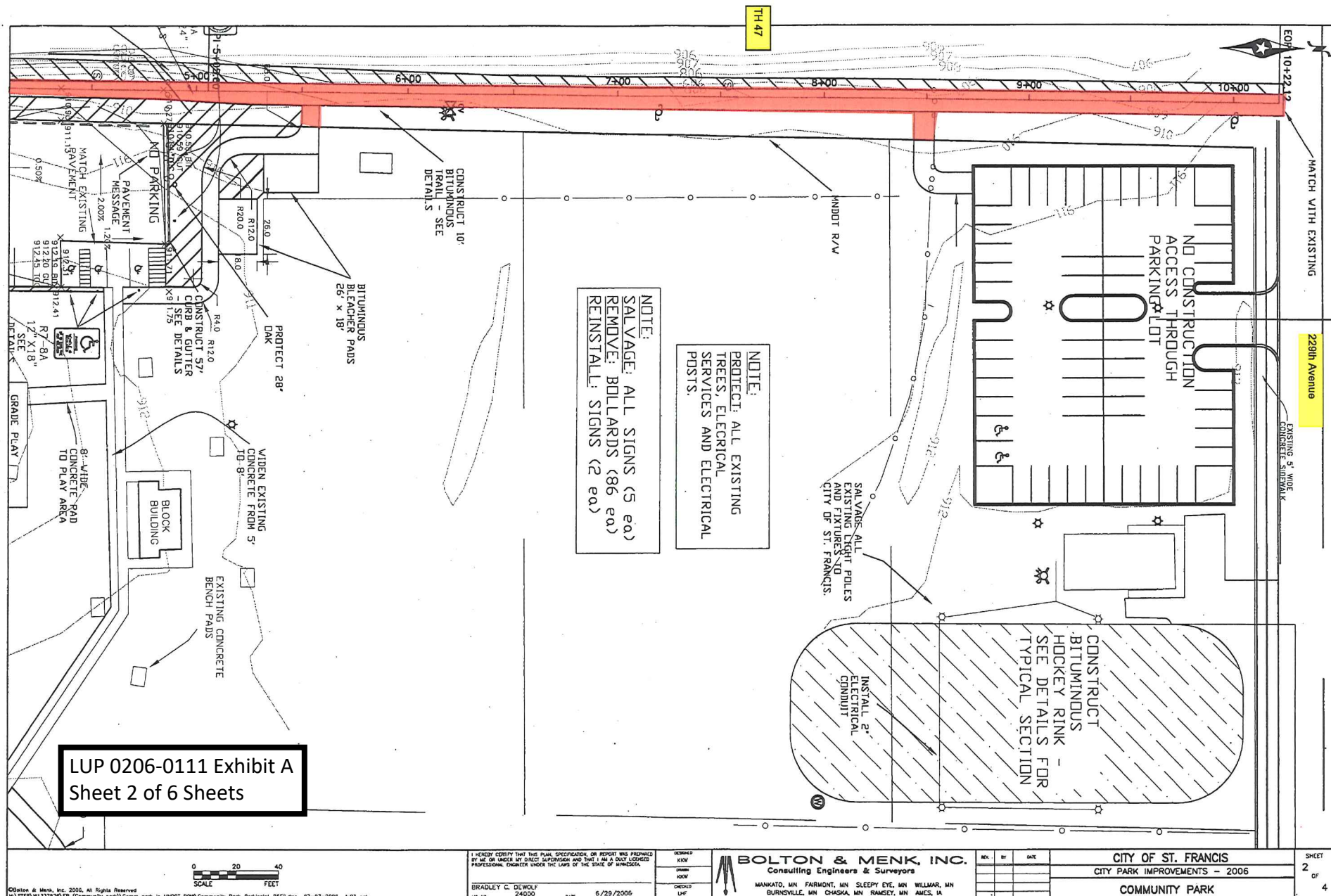
APPROVED BY:
COMMISSIONER OF TRANSPORTATION

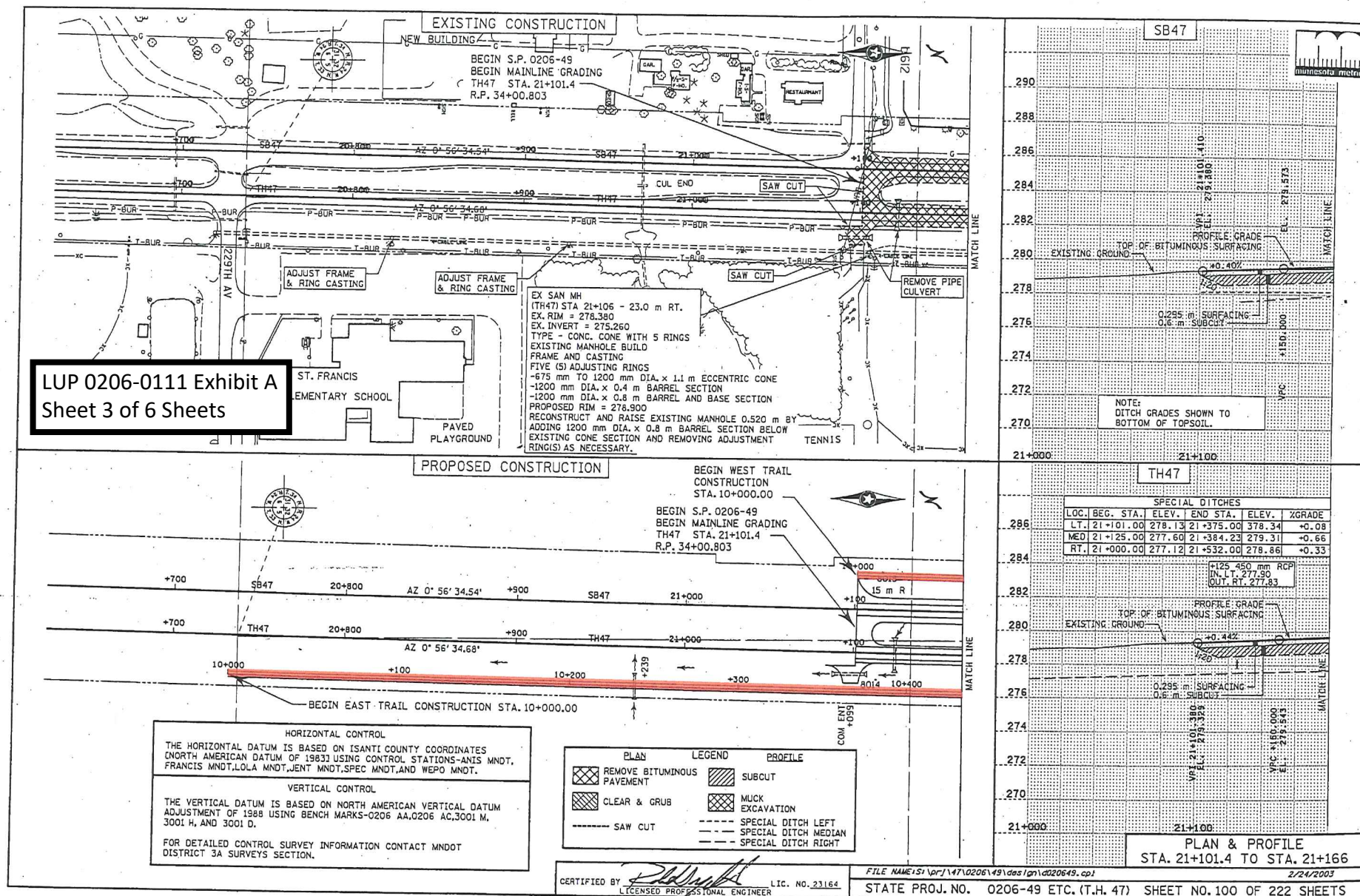
By:_____
Director, Office of Land Management

Date_____

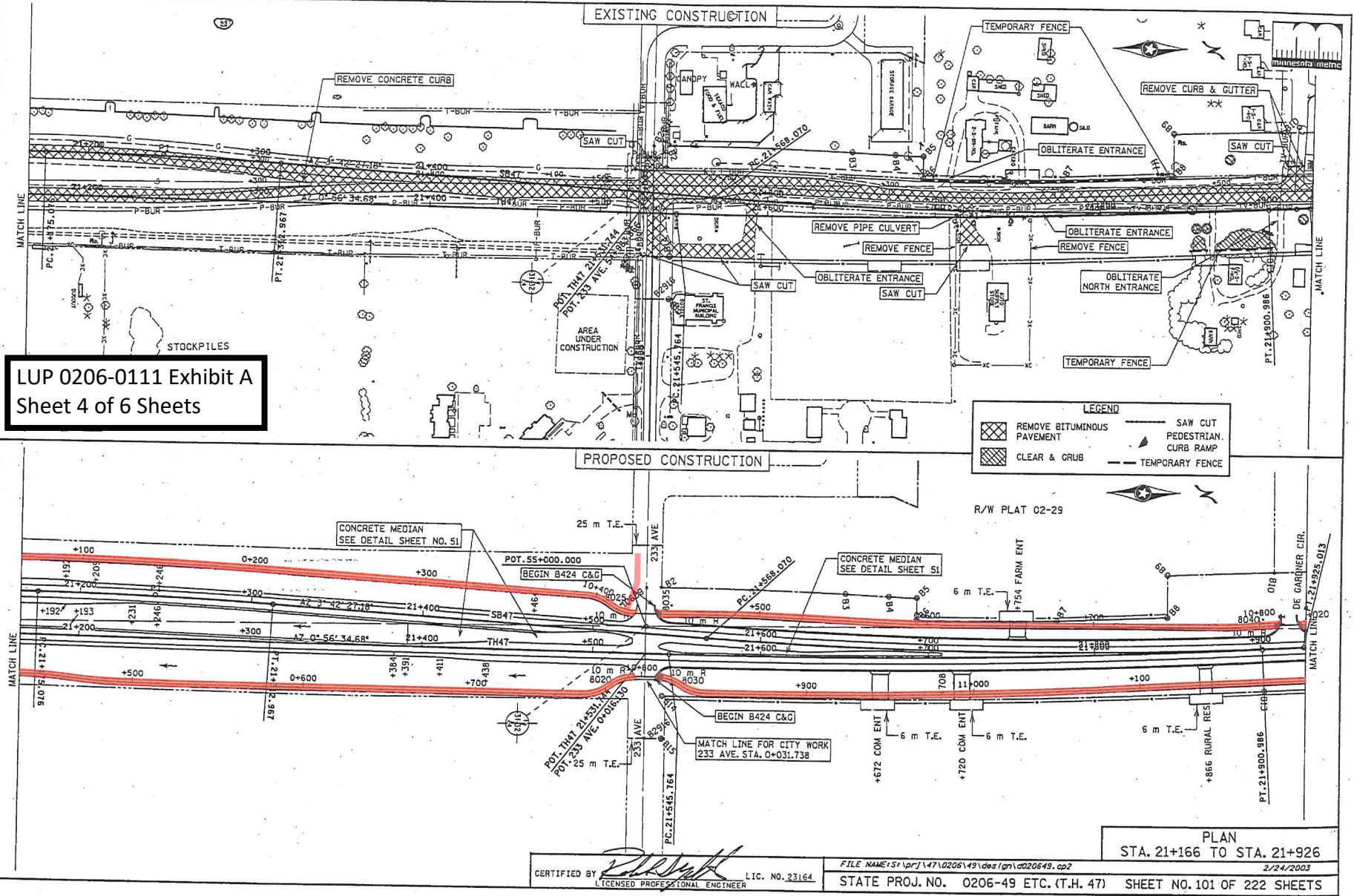
The Commissioner of Transportation
by the execution of this permit
certifies that this permit is
necessary in the public interest
and that the use intended is for
public purposes.



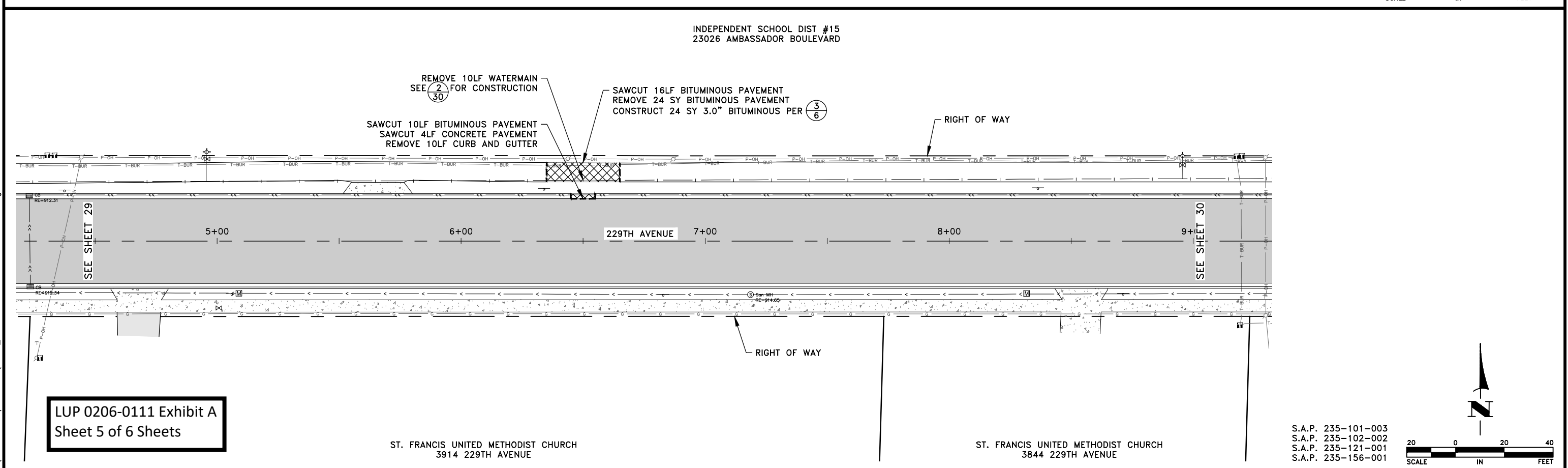
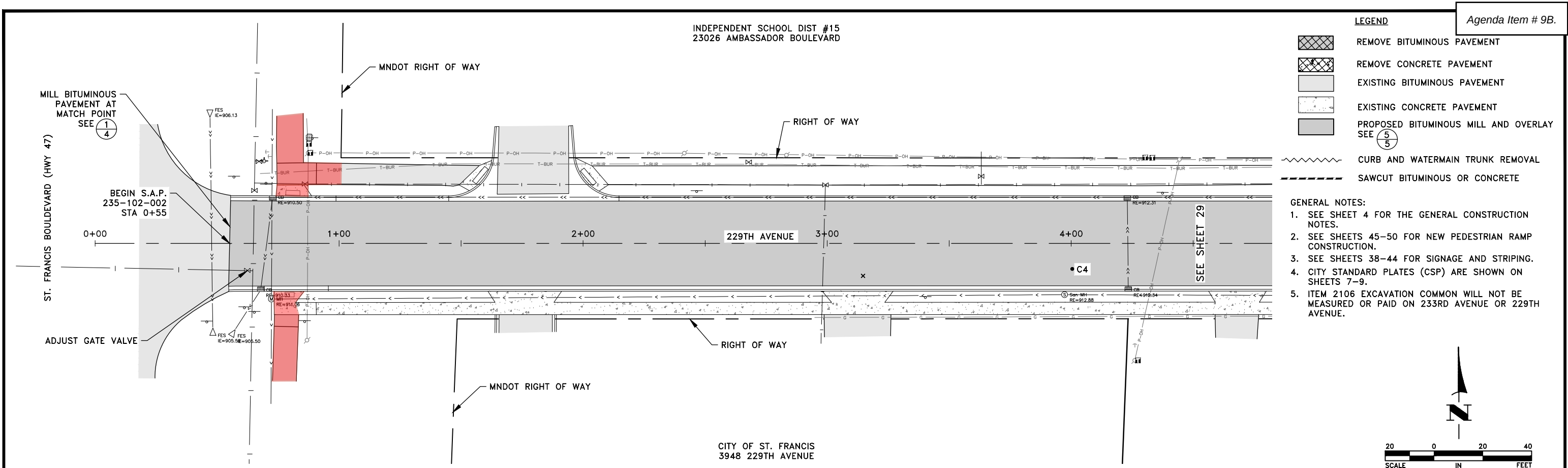




LUP 0206-0111 Exhibit A
Sheet 4 of 6 Sheets

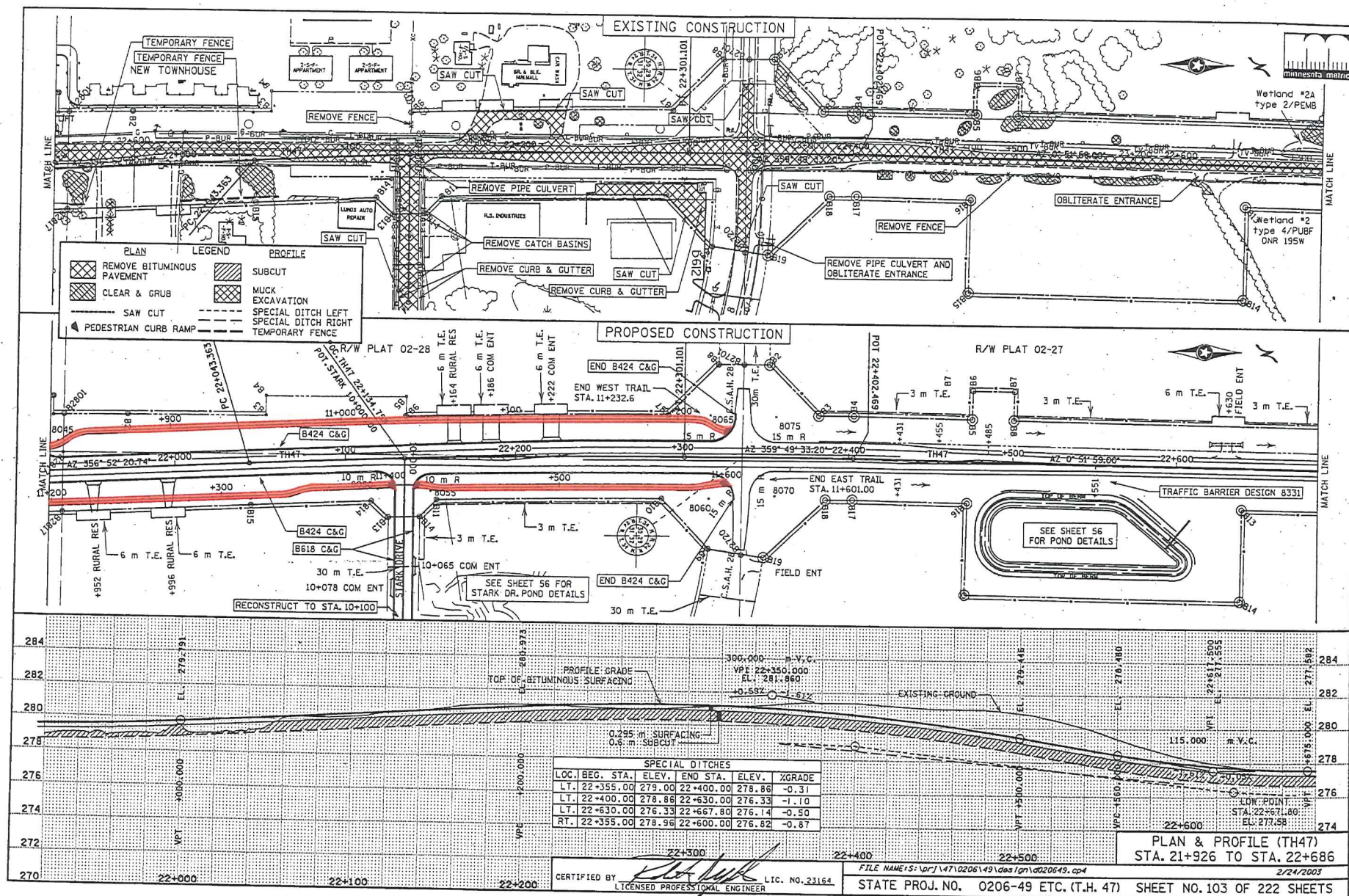


Mar 12, 2025 - 5:20pm
K:\MUNICIPAL\SF326\ENGINEERING\PLAN DWG\SF326_233RD AVE AND 229TH AVE CONST.dwg



DATE	REVISION	I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.	DESIGNED BY: CJJ		Hakanson Anderson Civil Engineers and Land Surveyors 3601 Thurston Ave., Anoka, Minnesota 55303 763-427-5860 FAX 763-427-0520 www.hakanson-anderson.com	2025 STREET RECONSTRUCTION PROJECT	CONSTRUCTION PLANS 229TH AVENUE CITY OF ST. FRANCIS, MINNESOTA	SHEET 29 OF 103
			DRAWN BY: SGJ					
			CHECKED BY: TAE					

Date 2/12/25 CRAIG J. JOCHUM, P.E. Lic. No. 23461



LUP 0206-0111 Exhibit A
Sheet 6 of 6 Sheets

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION

LIMITED USE PERMIT

C.S. 0206 (T.H. 47)
County of Anoka
LUP # 0206-0112
Permittee: City of St. Francis
Expiration Date: 04/02/2035
Coop./Const. Agmt #N/A

In accordance with Minnesota Statutes Section 161.434, the State of Minnesota, through its Commissioner of Transportation, ("MnDOT"), hereby grants a Limited Use Permit (the "LUP") to City of St. Francis, ("Permittee"), to use the area within the right of way of Trunk Highway No. 47 as shown in red on Exhibit "A", (the "Area") attached hereto and incorporated herein by reference. This Limited Use Permit is executed by the Permittee pursuant to resolution, a certified copy of which is attached hereto as Exhibit B.

Snowmobile Trail - Nighttime, Two Way Use

The Permittee's use of the Area is limited to only the constructing, maintaining and operating a snowmobile trail ("Facility"). Nighttime two-way use is authorized in the opinion of the Minnesota Department of Transportation District Traffic Engineer, DNR Enforcement Office and District State Patrol Office. It has been deemed safer to use only one side of the road for two way snowmobile traffic. This decision averts the need for trail users driving in the opposite direction to cross the road twice to avoid oncoming snowmobile trail traffic. This LUP is unique to other trail permits. The definition and operation of snowmobiles shall be in accordance with Minnesota Statutes §84.81 and §84.87. Approved signs must be in accordance with Minnesota Rules for the Department of Natural Resources §6100.5300 and §6102.0060 and also in accordance with "Minnesota Snowmobile Safety, Laws, Rules and Regulations".

The permittee agrees that this permit totally replaces and supersedes the previously issued Limited Use permit affecting the Area, specifically: Permit, #0206-0024, was issued on 6/14/2010 on CS 0206 (TH 47=110). Upon issuance of this permit the earlier issued permit is cancelled.

In addition, the following special provisions shall apply:

SPECIAL PROVISIONS

1. TERM. This LUP terminates at 11:59PM on 04/02/2035 ("Expiration Date") subject to the right of cancellation by MnDOT, with or without cause, by giving the Permittee ninety (90) days written notice of such cancellation. This LUP will not be renewed except as provided below.

Provided this LUP has not expired or terminated, MnDOT may renew this LUP for a period of up to ten (10) years, provided Permittee delivers to MnDOT, not later than ninety (90) days prior to the Expiration Date, a written request to extend the term. Any extension of the LUP term will be under the same terms and conditions in this LUP, provided:

- (a) At the time of renewal, MnDOT will review the Facility and Area to ensure the Facility and Area are compatible with the safe and efficient operation of the highway and the Facility and Area are in good condition and repair. If, in MnDOT's sole determination, modifications and repairs to the Facility and Area are needed, Permittee will perform such work as outlined in writing in an amendment of this LUP; and
- (b) Permittee will provide to MnDOT a certified copy of the resolution from the applicable governmental body authorizing the Permittee's use of the Facility and Area for the additional term.

If Permittee's written request to extend the term is not timely given, the LUP will expire on the Expiration Date.

Permittee hereby voluntarily releases and waives any and all claims and causes of action for damages, costs, expenses, losses, fees and compensation arising from or related to any cancellation or termination of this LUP by MnDOT. Permittee agrees that it will not make or assert any claims for damages, costs, expenses, losses, fees and compensation based upon the existence, cancellation or termination of the LUP. Permittee agrees not to sue or institute any legal action against MnDOT based upon any of the claims released in this paragraph.

2. **REMOVAL.** Upon the Expiration Date or earlier termination, at the Permittee's sole cost and expense Permittee will:

- (a) Remove the Facility and restore the Area to a condition satisfactory to the MnDOT District Engineer; and
- (b) Surrender possession of the Area to MnDOT.

If, without MnDOT's written consent, Permittee continues to occupy the Area after the Expiration Date or earlier termination, Permittee will remain subject to all conditions, provisions, and obligations of this LUP, and further, Permittee will pay all costs and expenses, including attorney's fees, in any action brought by MnDOT to remove the Facility and the Permittee from the Area.

3. **CONSTRUCTION.** The construction, maintenance, and supervision of the Facility shall be at no cost or expense to MnDOT.

Before construction of any kind, the plans for such construction shall be approved in writing by the MnDOT's District Engineer. Approval in writing from MnDOT District Engineer shall be required for any changes from the approved plan.

The Permittee will construct the Facility at the location shown in the attached Exhibit "A", and in accordance with MnDOT-approved plans and specifications. Further, Permittee will construct the Facility using construction procedures compatible with the safe and efficient operation of the highway.

Upon completion of the construction of the Facility, the Permittee shall restore all disturbed slopes and ditches in such manner that drainage, erosion control and aesthetics are perpetuated.

The Permittee shall preserve and protect all utilities located on the lands covered by this LUP at no expense to MnDOT and it shall be the responsibility of the Permittee to call the Gopher State One Call System at 1-800-252-1166 at least 48 hours prior to performing any excavation.

Any crossings of the Facility over the trunk highway shall be perpendicular to the centerline of the highway and shall provide and ensure reasonable and adequate stopping sight distance.

4. **MAINTENANCE.** Any and all maintenance of the Facility shall be provided by the Permittee at its sole cost and expense, including, but not limited to, plowing and removal of snow and installation and removal of regulatory signs. No signs shall be placed on any MnDOT or other governmental agency sign post within the Area. MnDOT will not mark obstacles for users on trunk highway right of way.
5. **USE.** Other than as identified and approved by MnDOT, no permanent structures or no advertising devices in any manner, form or size shall be allowed on the Area. No commercial activities shall be allowed to operate upon the Area.

Any use permitted by this LUP shall remain subordinate to the right of MnDOT to use the property for highway and transportation purposes. This LUP does not grant any interest whatsoever in land, nor does it establish a permanent park, recreation area or wildlife or waterfowl refuge. No rights to relocation benefits are established by this LUP.

This LUP is non-exclusive and is granted subject to the rights of others, including, but not limited to public utilities which may occupy the Area.

6. **APPLICABLE LAWS.** This LUP does not release the Permittee from any liability or obligation imposed by federal law, Minnesota Statutes, local ordinances, or other agency regulations relating thereto and any necessary permits relating thereto shall be applied for and obtained by the Permittee.

Permittee at its sole cost and expense, agrees to comply with, and provide and maintain the Area, Facilities in compliance with all applicable laws, rules, ordinances and regulations issued by any federal, state or local political subdivision having jurisdiction and authority in connection with said Area including the Americans with Disabilities Act ("ADA"). If the Area and Facilities are not in compliance with the ADA or other applicable laws MnDOT may enter the Area and perform such obligation without liability to Permittee for any loss or damage to Permittee thereby

incurred, and Permittee shall reimburse MnDOT for the cost thereof, plus 10% of such cost for overhead and supervision within 30 days of receipt of MnDOT's invoice.

7. **CIVIL RIGHTS.** The Permittee for itself, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree that in the event improvements are constructed, maintained, or otherwise operated on the Property described in this Limited Use Permit for a purpose for which a MnDOT activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the Permittee will maintain and operate such improvements and services in compliance with all requirements imposed by the Acts and Regulations relative to nondiscrimination in federally-assisted programs of the United States Department of Transportation, Federal Highway Administration, (as may be amended) such that no person on the grounds of race, color, national origin, sex, age, disability, income-level, or limited English proficiency will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said improvements.
8. **SAFETY.** MnDOT shall retain the right to limit and/or restrict any activity, including the parking of vehicles and assemblage of Facility users, on the highway right of way over which this LUP is granted, so as to maintain the safety of both the motoring public and Facility users.
9. **ASSIGNMENT.** No assignment of this LUP is allowed.
10. **IN WRITING.** Except for those which are set forth in this LUP, no representations, warranties, or agreements have been made by MnDOT or Permittee to one another with respect to this LUP.
11. **ENVIRONMENTAL.** The Permittee shall not dispose of any materials regulated by any governmental or regulatory agency onto the ground, or into any body of water, or into any container on the State's right of way. In the event of spillage of regulated materials, the Permittee shall notify in writing MnDOT's District Engineer and shall provide for cleanup of the spilled material and of materials contaminated by the spillage in accordance with all applicable federal, state and local laws and regulations, at the sole expense of the Permittee.
12. **MECHANIC'S LIENS.** The Permittee (for itself, its contractors, subcontractors, its materialmen, and all other persons acting for, through or under it or any of them), covenants that no laborers', mechanics', or materialmens' liens or other liens or claims of any kind whatsoever shall be filed or maintained by it or by any subcontractor, materialmen or other person or persons acting for, through or under it or any of them against the work and/or against said lands, for or on account of any work done or materials furnished by it or any of them under any agreement or any amendment or supplement thereto.

13. NOTICES. All notices which may be given, by either party to the other, will be deemed to have been fully given when served personally on MnDOT or Permittee or when made in writing addressed as follows:

to Permittee at:

Director of Public Works
City of Saint Francis
4058 St. Francis Blvd NW
St. Francis, MN 55070

and to MnDOT at:

State of Minnesota
Department of Transportation
Metro District Right of Way
1500 W. County Road B2
Roseville, MN 55113

The address to which notices are mailed may be changed by written notice given by either party to the other.

14. **INDEMNIFICATION AND RELEASE.** Permittee shall indemnify, defend to the extent authorized by the Minnesota Attorney General’s Office, hold harmless and release the State of Minnesota, its Commissioner of Transportation, employees, the FHWA, and any successors and assigns of the foregoing, from and against all claims, demands, and causes of action for injury to or death of persons or loss of or damage to property (including Permittee’s property) occurring on the Area and Facility or arising out of or associated with Permittee’s use and occupancy of the Area and Facility, regardless of whether such injury, death, loss, or damage (i) is caused in part by the negligence (but not the gross negligence or willful misconduct) of MnDOT or (ii) is deemed to be the responsibility of MnDOT because of its failure to supervise, inspect, or control the operations of Permittee or otherwise discover or prevent actions or operations of Permittee giving rise to liability to any person. Nothing in this LUP shall obligate Permittee to indemnify or save MnDOT harmless from (a) any gross negligence or willful misconduct of MnDOT or its employees, contractors, agents, or anyone for whom MnDOT is legally responsible, or (b) any claims, demands or causes of action not arising out of or associated with Permittee’s occupancy or use of the Area and Facility.

Permittee hereby releases the State of Minnesota, its Commissioner of Transportation, employees, the FHWA, and any successors and assigns of the foregoing, from and against all claims, demands, suits, losses, costs, expenses, and causes of action for loss of or damages to the Area and Facility or to Permittee’s property on or about the Area and Facility, except when such loss or damage is caused solely by the negligence of MnDOT or its employees, contractors, agents, or anyone for whom MnDOT is legally responsible.

MnDOT’s liability is subject to the Minnesota Tort Claims Act, Minn. Stat. §3.736 and other applicable law.

MINNESOTA DEPARTMENT
OF TRANSPORTATION
RECOMMENDED FOR APPROVAL

CITY OF ST. FRANCIS

By_____

Mark Vogel, Its Mayor

By:_____
District Engineer

Date_____

And_____

Kate Thunstrom Its City Administrator

APPROVED BY:
COMMISSIONER OF TRANSPORTATION

By:_____
Director, Office of Land Management

Date_____

The Commissioner of Transportation
by the execution of this permit
certifies that this permit is
necessary in the public interest
and that the use intended is for
public purposes.



Metro District Right of Way
1500 W. County Road B2
Roseville, MN 55113

Office Tel: 651-234-7500
Fax: 651-234-7708

March 28, 2025

Craig Jochum
City Engineer
City of St. Francis
4058 St. Francis Blvd NW
St. Francis, MN 55070

Subject: C.S. 0206 (T.H. 47)
LUP # 0206-022
Limited Use Permit for Non-Motorized Trail
Termination Notice

Dear Mr. Jochum:

This letter serves as MnDOT's formal notice to terminate the Limited Use Permit referred to as #0206-022 by and between the State of Minnesota, Department of Transportation (MnDOT) and the City of St. Francis.

Part of this non-motorized trail is being reconstructed with SAP 235-101-003. To bring the City into compliance with current Federal and State regulations and policies, MNDOT will issue LUP # 0206-0111, included with this letter.

Effective on the issuance of Limited Use Permit # 0206-0111, MnDOT terminates this Limited Use Permit and such permit is null and void effective on such date.

If you have any questions or concerns, please contact me at: 651-234-7586 or e-mail Lisa.Dircks@state.mn.us.

Sincerely,

Lisa Dircks

Lisa Dircks
Limited Use Permit Facilitator



Metro District Right of Way
1500 W. County Road B2
Roseville, MN 55113

Office Tel: 651-234-7500
Fax: 651-234-7708

April 2, 2025

Craig Jochum
City Engineer
City of St. Francis
4058 St. Francis Blvd NW
St. Francis, MN 55070

Subject: C.S. 0206 (T.H. 47)
LUP # 0206-0024
Limited Use Permit for Snowmobile Trail
Termination Notice

Dear Mr. Jochum:

This letter serves as MnDOT's formal notice to terminate the Limited Use Permit referred to as #0206-0024 by and between the State of Minnesota, Department of Transportation (MnDOT) and the City of St. Francis.

This motorized trail permit is being updated to bring the City into compliance with current Federal and State regulations and policies, MNDOT will issue LUP # 0206-0024, included with this letter.

Effective on the issuance of Limited Use Permit # 0206-0024, MnDOT terminates this Limited Use Permit and such permit is null and void effective on such date.

If you have any questions or concerns, please contact me at: 651-234-7586 or e-mail Lisa.Dircks@state.mn.us.

Sincerely,

Lisa Dircks

Lisa Dircks
Limited Use Permit Facilitator



*by Steve Channer - Mexico
C/PW*

**STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION**

**LIMITED USE PERMIT FOR
NONMOTORIZED RECREATIONAL TRAIL**

C.S. 0206 T.H. 47
County of Anoka
LUP # 0206022

In accordance with Minnesota Statutes Section 161.434 and 23 C.F.R. 652 also published as the Federal-Aid Policy Guide, a Limited Use Permit is hereby granted to City of St. Francis, Permittee. This permit is for the purpose of constructing, maintaining and operating a nonmotorized recreational trail, (hereinafter called trail), within the right of way of Trunk Highway No(s). 47 as shown in red on Exhibit "A", which is attached hereto and incorporated herein by reference. This permit is executed by the Permittee pursuant to the attached resolution. In addition, the following special provisions shall apply:

SPECIAL PROVISIONS

1. The construction, maintenance, and supervision of the trail shall be at no expense to the Minnesota Department of Transportation.
2. Before construction of any kind, the plans for such construction shall be approved in writing by the Minnesota Department of Transportation, through the District Engineer.
3. No permanent structure(s) or advertising device(s) in any manner, form or size shall be constructed, placed or permitted to be constructed or placed upon the State of Minnesota right of way.
4. No commercial activity or activities shall be allowed to operate upon said State of Minnesota right of way.
5. Any and all maintenance of the trail shall be provided by the Permittee; this includes, but is not limited to, the plowing and removal of snow, and the installation and removal of regulatory signs.
6. This permit is non-exclusive and is granted subject to the rights of others, including, but not limited to public utilities which may occupy said right of way.
7. The Permittee shall preserve and protect all utilities located on the lands covered by this permit at no expense to the Minnesota Department of Transportation and it shall be the responsibility of the Permittee to call the Gopher State One Call System at 1-800-252-1166 at least 48 hours prior to performing any excavation.

8. Any crossings of the trail over the trunk highway shall be perpendicular to the centerline of the highway and shall provide and ensure reasonable and adequate stopping sight distance.
9. The Permittee shall construct the trail at the location shown in the attached Exhibit "A" subject to verification by the Minnesota Department of Transportation District Engineer that the construction geometrics and procedures result in a trail that is compatible with the safe and efficient operation of the highway facility.
10. Approval from Minnesota Department of Transportation District Engineer shall be required for any changes from the approved plan.
11. Upon completion of the construction of the trail, the Permittee shall restore all disturbed slopes and ditches in such manner that drainage, erosion control and aesthetics are perpetuated.
12. This permit does not release the Permittee from any liability or obligation imposed by federal law, Minnesota Statutes, local ordinances, or other agency regulations relating thereto and any necessary permits relating thereto shall be applied for and obtained by the Permittee.
13. Any use permitted by this permit shall remain subordinate to the right of the Minnesota Department of Transportation to use the property for highway and transportation purposes. This permit does not grant any interest whatsoever in land, nor does it establish a permanent park, recreation area or wildlife or waterfowl refuge facility that would become subject to Section 4 (f) of the Federal-Aid Highway Act of 1968, nor does this permit establish a Bikeway or Pedestrian way which would require replacement pursuant to Minnesota Statutes Section 160.264.
14. This permit shall be subject to cancellation and termination by the Minnesota Department of Transportation, with or without cause, by giving the Permittee 90 days written notice of such intent. Upon said notice of cancellation the trail shall be removed within 90 days by the Permittee. Upon cancellation of said permit, or any portion thereof, the Permittee will be required to return and restore the area to a condition satisfactory to the Minnesota Department of Transportation District Engineer. The removal of the trail and the return and restoration of the area shall be at no cost to the Minnesota Department of Transportation and at the sole expense of the Permittee.
15. The Permittee, for itself, its successors, and assigns, agrees to abide by the provisions of Title VI Appendix C of the Civil Rights Act of 1964, which provides in part that no person in the United States, shall on the grounds of race, color, or national origin, be excluded from, or denied use of any trail.
16. The State of Minnesota, through its Commissioner of Transportation, shall retain the right to limit and/or restrict the parking of vehicles and assemblage of trail users on the

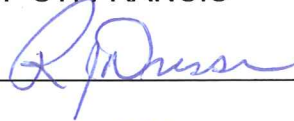
highway right of way over which this permit is granted, so as to maintain the safety of both the motoring public and trail users.

17. No assignment of this permit is allowed.
18. The Permittee shall not dispose of any materials regulated by any governmental or regulatory agency onto the ground, or into any body of water, or into any container on the State's right of way. In the event of spillage of regulated materials, the Permittee shall provide for cleanup of the spilled material and of materials contaminated by the spillage in accordance with all applicable federal, state and local laws and regulations, at the sole expense of the Permittee.
19. The Permittee shall hold harmless and indemnify the State of Minnesota, its Commissioner of Transportation and employees and its successors and assigns, from liability claims for damages because of bodily injury, death, property damage, sickness, disease, or loss and expense arising from the operations of the trail or from the use of the portion of highway right of way over which this permit is granted.
20. The Permittee shall hold harmless and indemnify the State of Minnesota, its Commissioner of Transportation and employees and its successors and assigns from claims arising or resulting from the temporary or permanent termination of trail user rights on any portion of highway right of way over which this permit is granted.
21. The Permittee will hold harmless and indemnify the State of Minnesota, its Commissioner of Transportation and employees from claims resulting from temporary or permanent changes in drainage patterns resulting in flood damages.
22. The Permittee (for itself, its contractors, subcontractors, its materialmen, and all other persons acting for, through or under it or any of them), covenants that no laborers', mechanics', or materialmens' liens or other liens or claims of any kind whatsoever shall be filed or maintained by it or by any subcontractor, materialmen or other person or persons acting for, through or under it or any of them against the work and/or against said lands, for or on account of any work done or materials furnished by it or any of them under any agreement or any amendment or supplement thereto; agrees to indemnify and hold harmless the State of Minnesota from all such liens and claims.

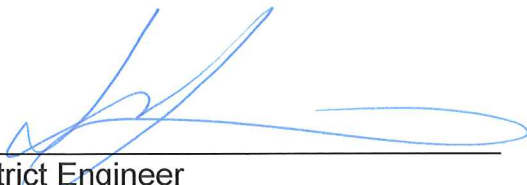
MINNESOTA DEPARTMENT
OF TRANSPORTATION

RECOMMENDED FOR APPROVAL

CITY OF ST. FRANCIS

By 
Its Mayor

And 
Its City Administrator

By: 
District Engineer

Date 8/22/06

APPROVED BY:

COMMISSIONER OF TRANSPORTATION

By: 
Director, Office of Land Management

Date 8/6/2006

The Commissioner of Transportation
by the execution of this permit
certifies that this permit is
necessary in the public interest
and that the use intended is for
public purposes.

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

RESOLUTION 2006-53

APPROVING THE LIMITED USE PERMIT WITH THE STATE OF
MINNESOTA DEPARTMENT OF TRANSPORTATION FOR A PEDESTRIAN TRAIL
IN THE RIGHT-OF-WAY OF TRUNK HIGHWAY 47 FROM 227th AVENUE TO 229th
AVENUE AND ALL PREVIOUSLY CONSTRUCTED PEDESTRIAN TRAILS
CONSTRUCTED WITHIN THE TRUNK HIGHWAY 47 RIGHT-OF-WAY WITHIN
THE CITY OF ST. FRANCIS

At a meeting of the City Council of the City of St. Francis held on Monday, August 7, 2006 at the St. Francis City Hall, 23340 Cree St. NW, St. Francis, Minnesota, with the following members present: Mayor Randy Dressen, Council members Kerry Schoer, Steve Kane, Tim Brown, and Ray Jones; and the following absent: none, the St. Francis City Council resolved:

WHEREAS, the City of St. Francis is a political subdivision, organized and existing under the laws of the State of Minnesota; and

WHEREAS, the City Council of the City of St. Francis has approved a plan to construct pedestrian trails in the right-of-way of Trunk Highway 47 to promote orderly and safe accommodations for pedestrians along the highway; and

WHEREAS, the State of Minnesota, Department of Transportation requires a Limited Use Permit for the construction and utilization of said pedestrian trails.

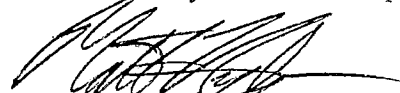
NOW, THEREFORE, BE IT RESOLVED the City Council of the City of St. Francis hereby enters into a Limited Use Permit with the State of Minnesota, Department of Transportation to construct, operate and maintain pedestrian trails within the right-of-way of Trunk Highway 47 of the State of Minnesota from 227th Avenue to 229th Avenue and all previously constructed pedestrian trails within the Trunk Highway 47 right-of-way within the City of St. Francis. The City of St. Francis shall construct, operate and maintain said trails in accordance with the Limited Use Permit granted by the Minnesota Department of Transportation.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the City Council and the Mayor are authorized to execute the Limited Use Permit and any amendments to the Permit.

Voting in Favor: Mayor Randy Dressen, Council members Schoer, Kane,
Brown, and Jones

Voting Against: None

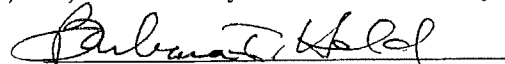
Resolution duly seconded and passed this 7th day of August 2006.


Matt Hylen, City Administrator

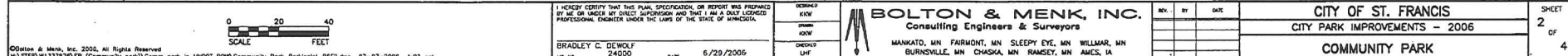

R. J. Dressen, Mayor

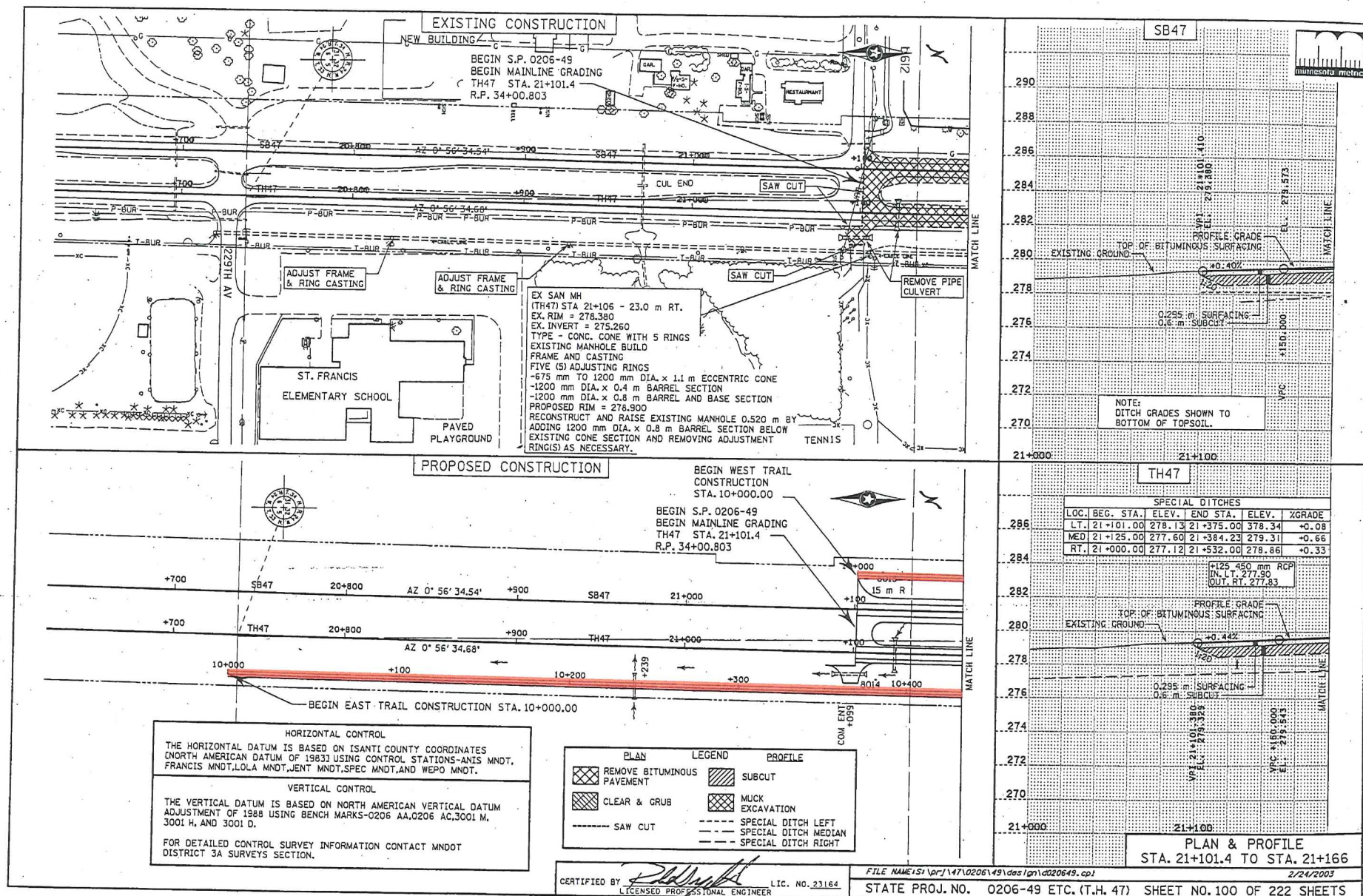


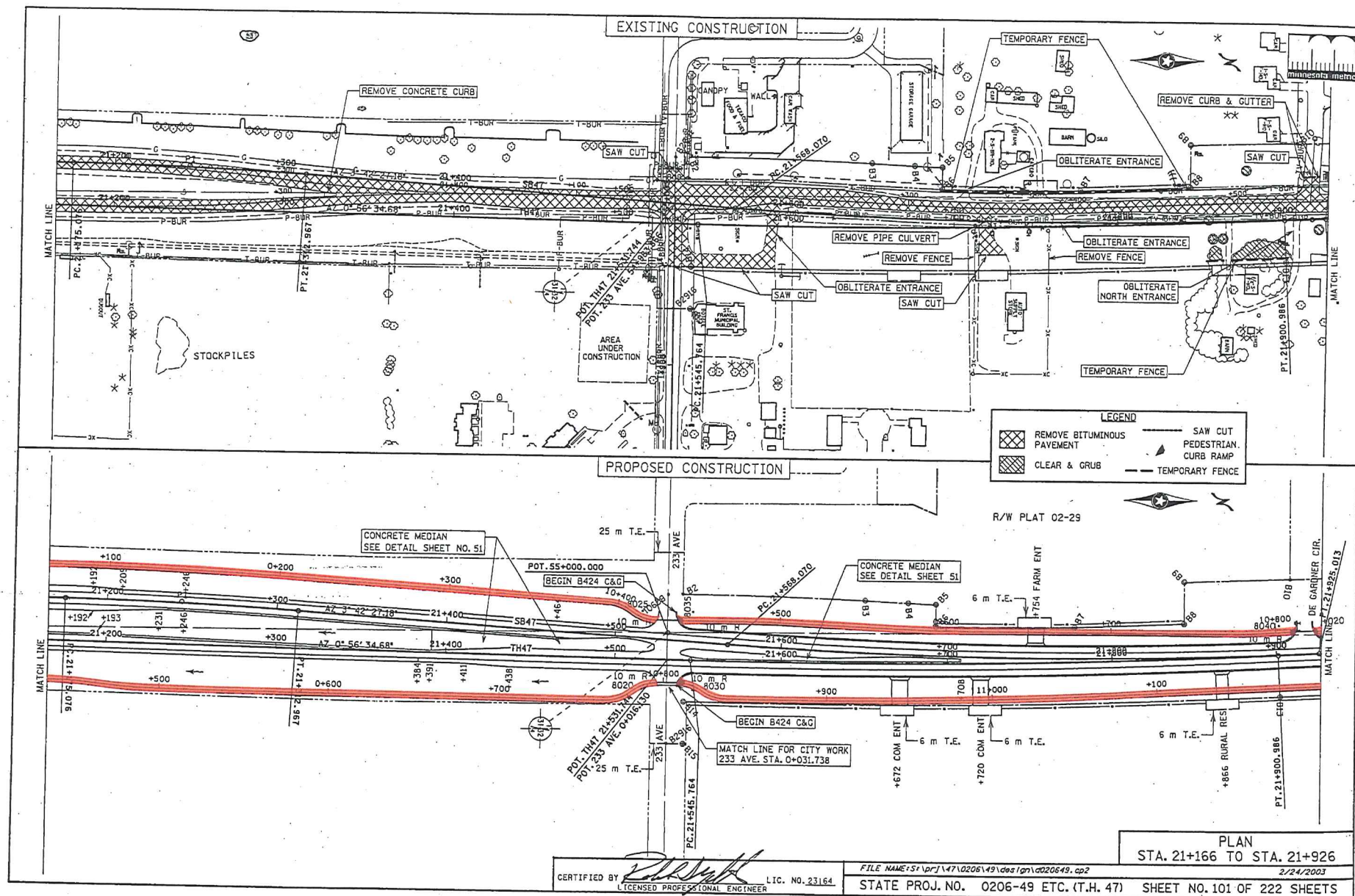
I hereby certify that the above is a true and correct copy of a resolution presented to and adopted by the City of St. Francis, County of Anoka, State of Minnesota, at a duly authorized City Council meeting held in the City of St. Francis, Minnesota, on the 7th day of August, 2006, as disclosed by the records of said city on file and of record in the office of the City Clerk.

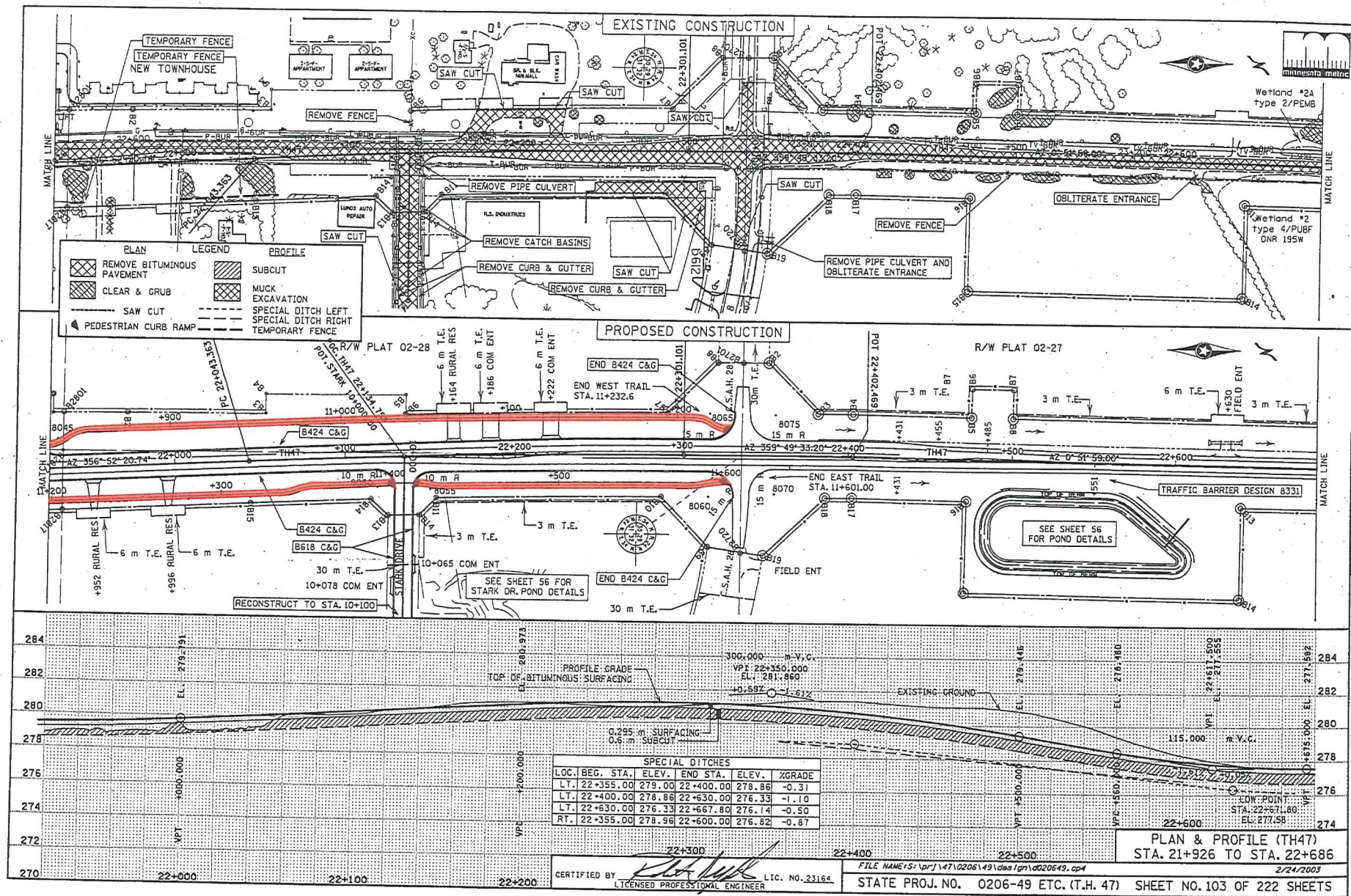

Barb Held, City Clerk, City of St. Francis











**STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION**

**LIMITED USE PERMIT FOR
SNOWMOBILE TRAIL – NIGHTTIME, TWO-WAY USE**

C.S. 0206 T.H. 47
County of Anoka
LUP # 0206-0024

In accordance with Minnesota Statutes Section 161.434, a Limited Use Permit is hereby granted to the City of St. Francis, Permittee. This permit is for the purpose of constructing, maintaining and operating a two way snowmobile trail, (hereinafter called trail), within the right of way of Trunk Highway No(s). 47 as shown in red on Exhibit "A", which is attached hereto and incorporated herein by reference. This permit is executed by the Permittee pursuant to the attached resolution. In addition, the following special provisions shall apply:

SPECIAL PROVISIONS

1. Nighttime two-way use is authorized in the opinion of the Department of Transportation District Traffic Engineer, DNR Enforcement Office and District State Patrol Office. It has been deemed safer to use only one side of the road for two way snowmobile traffic. This decision averts the need for trail users driving in the opposite direction to cross the road twice to avoid oncoming snowmobile trail traffic. This permit is unique to other trail permits.
2. The definition and operation of snowmobiles shall be in accordance with Minnesota Statutes §84.81 and §84.87
3. The construction, maintenance, and supervision of the trail shall be at no expense to the Minnesota Department of Transportation. Before construction of any kind, the plans for such construction shall be approved in writing by the Minnesota Department of Transportation, through the District Engineer.
4. No permanent structure(s) or advertising device(s) in any manner, form or size shall be constructed, placed or permitted to be constructed or placed upon the State of Minnesota right of way.
5. No commercial activity or activities shall be allowed to operate upon said State of Minnesota right of way.
6. Any and all maintenance of the trail, and all facilities a part thereof, shall be provided by the Permittee; this includes, but is not limited to, the plowing and removal of snow, and the installation and removal of signs. The State of Minnesota will not mark obstacles for snowmobiles or other recreational motorized vehicle on trunk highway right of way.

7. If any signs are placed they must be in accordance with Minnesota Rules for the Department of Natural Resources §6100.5300 and §6102.0060 and also in accordance with "Minnesota Snowmobile Safety, Laws, Rules and Regulations".
8. This permit is non-exclusive and is granted subject to the rights of others, including, but not limited to public utilities which may occupy said right of way.
9. The Permittee shall preserve and protect all utilities located on the lands covered by this permit at no expense to the Minnesota Department of Transportation and it shall be the responsibility of the Permittee to call the Gopher State One Call System at 1-800-252-1166 at least 48 hours prior to performing any excavation.
10. Any crossings of the trail over the trunk highway shall be perpendicular to the centerline of the highway and shall provide and ensure reasonable and adequate stopping sight distance.
11. The Permittee shall construct the trail at the location shown in the attached Exhibit "A" subject to verification by the Minnesota Department of Transportation District Engineer that the construction geometrics and procedures result in a trail that is compatible with the safe and efficient operation of the highway facility.
12. Approval from Minnesota Department of Transportation District Engineer shall be required for any changes from the approved plan.
13. Upon completion of the construction of the trail, the Permittee shall restore all disturbed slopes and ditches in such manner that drainage, erosion control and aesthetics are perpetuated.
14. This permit does not release the Permittee from any liability or obligation imposed by federal law, Minnesota Statutes, local ordinances, or other agency regulations relating thereto and any necessary permits relating thereto shall be applied for and obtained by the Permittee.
15. Any use permitted by this permit shall remain subordinate to the right of the Minnesota Department of Transportation to use the property for highway and transportation purposes. This permit does not grant any interest whatsoever in land, nor does it establish a permanent park, recreation area or wildlife or waterfowl refuge facility that would become subject to Section 4 (f) of the Federal-Aid Highway Act of 1968, nor does this permit establish a Bikeway or Pedestrian way which would require replacement pursuant to Minnesota Statutes Section 160.264.
16. This permit shall be subject to cancellation and termination by the Minnesota Department of Transportation, with or without cause, by giving the Permittee 90 days written notice of such intent. Upon said notice of cancellation the trail shall be removed within 90 days by the Permittee. Upon cancellation of said permit, or any portion thereof, the Permittee will be required to return and restore the area to a condition satisfactory to the Minnesota Department of Transportation District Engineer.

The removal of the trail and the return and restoration of the area shall be at no cost to the Minnesota Department of Transportation and at the sole expense of the Permittee.

17. The Permittee, for itself, its successors, and assigns, agrees to abide by the provisions of Title VI Appendix C of the Civil Rights Act of 1964, which provides in part that no person in the United States, shall on the grounds of race, color, or national origin, be excluded from, or denied use of any trail.
18. The Permittee shall hold harmless and indemnify the State of Minnesota, its Commissioner of Transportation and employees and its successors and assigns, from liability claims for damages because of bodily injury, death, property damage, sickness, disease, or loss and expense arising from the operations of the trail or from the use of the portion of highway right of way over which this permit is granted.
19. The Permittee shall hold harmless and indemnify the State of Minnesota, its Commissioner of Transportation and employees and its successors and assigns from claims arising or resulting from the temporary or permanent termination of trail user rights on any portion of highway right of way over which this permit is granted.
20. The State of Minnesota, through its Commissioner of Transportation, shall retain the right to limit and/or restrict the parking of vehicles and assemblage of trail users on the highway right of way over which this permit is granted, so as to maintain the safety of both the motoring public and trail users.
21. The Permittee will hold harmless and indemnify the State of Minnesota, its Commissioner of Transportation and employees from claims resulting from temporary or permanent changes in drainage patterns resulting in flood damage.
22. The Permittee shall not dispose of any materials regulated by any governmental or regulatory agency onto the ground, or into any body of water, or into any container on the State's right of way. In the event of spillage of regulated materials, the Permittee shall provide for cleanup of the spilled material and the materials contaminated by the spillage in accordance with all applicable federal, state and local laws and regulations, at the sole expense of the Permittee.
23. No assignment of this permit is allowed.
24. The Permittee (for itself, its contractors, subcontractors, its materialmen, and all other persons acting for, through or under it or any of them), covenants that no laborers', mechanics', or materialmen's liens or other liens or claims of any kind whatsoever shall be filed or maintained by it or by a subcontractor, materialmen or other person or persons acting for, through or under it or any of them against the work and/or against said lands, for or on account of any work done or materials furnished by it or any of them under any agreement or any amendment or supplement thereto; agrees to indemnify and hold harmless the State of Minnesota from all such liens and claims.

25. The State of Minnesota's liability shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes, Section 3.736, and other applicable law.

MINNESOTA DEPARTMENT
OF TRANSPORTATION

RECOMMENDED FOR APPROVAL

CITY OF ST. FRANCIS

By [Signature]
Its Mayor

And [Signature]
Its City Clerk

By: Scott Z Z
District Engineer

Date 5/12/10

APPROVED BY:

COMMISSIONER OF TRANSPORTATION

By: [Signature]
6 Director, Office of Land Management

Date 6/14/10

The Commissioner of Transportation
by the execution of this permit
certifies that this permit is
necessary in the public interest
and that the use intended is for
public purposes.

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

RESOLUTION 2010-08

RESOLUTION AUTHORIZING EXECUTION OF A LIMITED USE PERMIT FOR
TWO-WAY SNOWMOBILE TRAFFIC WITHIN MN/DOT TH 47 RIGHT-OF-WAY

At a meeting of the City Council of the City of St. Francis held on Monday, March 1, 2010 at the St. Francis Independent School District No. 15 Central Services Center, 4115 Ambassador Blvd. NW, St. Francis, Minnesota, with the following members present: Mayor Jerry Tveit, Council members Jeff Sandoval, Tim Brown, and LeRoy Schaffer; and the following absent: Steve Kane, the St. Francis City Council resolved:

WHEREAS, the City of St. Francis is a political subdivision, organized and existing under the laws of the State of Minnesota; and

WHEREAS, the City Council of the City of St. Francis has approved a plan to operate a two-way snowmobile trail in the right-of-way of Trunk Highway 47 to promote orderly and safe accommodations for snowmobiles along the highway; and

WHEREAS, the State of Minnesota, Department of Transportation requires a Limited Use Permit for the construction and utilization of said two-way snowmobile trail.

NOW, THEREFORE, BE IT RESOLVED the City Council of the City of St. Francis hereby enters into a Limited Use Permit with the State of Minnesota, Department of Transportation to construct, operate, and maintain a two-way snowmobile trail within the right-of-way of Trunk Highway 47 of the State of Minnesota from the southern city limits to the northern city limits within the City of St. Francis. The City of St. Francis shall construct, operate and maintain said two-way snowmobile trail in accordance with the Limited Use Permit granted by the Minnesota Department of Transportation.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the City Council and the Mayor are authorized to execute the Limited Use Permit and any amendments to the Permit.

Voting in Favor: Tveit, Sandoval, Brown and Schaffer.

Voting Against: None.

Resolution duly seconded and passed this 1st day of March 2010.

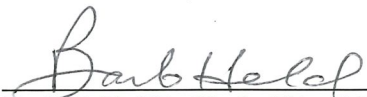


Matt Hylen, City Administrator



Jerry Tveit, Mayor

I hereby certify that the above is a true and correct copy of a resolution presented to and adopted by the City of St. Francis, County of Anoka, State of Minnesota, at a duly authorized City Council meeting held in the City of St. Francis, Minnesota, on the 1st day of March, 2010, as disclosed by the records of said city on file and of record in the office of the City Clerk.



Barb Held, City Clerk, City of St. Francis



CITY COUNCIL
AGENDA REPORT

TO: Mayor and Council
FROM: Kate Thunstrom, City Administrator
SUBJECT: Work Session Request
DATE: April 7, 2025

OVERVIEW:

Staff is requesting a work session to discuss the following:

Pending topics for **April** include:

- Stormwater annual payment process
- General Budget and Financial Plan

Pending topics for **June** include:

- Charter

Date to schedule:

- Monday April 28th
- June 9th – meeting will include LMC Charter Attorney and SF City Charter will be invited

Time 5:30 p.m.

Meeting location, City Hall