

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

**CITY COUNCIL MINUTES
May 17, 2021**

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

The regular City Council meeting was called to order at 6:00 pm by Mayor Steve Feldman through virtual setting via Zoom.

2. **ROLL CALL**

Members Present: Mayor Steve Feldman, Council members Joe Muehlbauer, Robert Bauer, Kevin Robinson, and Sarah Udvig

Also present: Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), City Engineer Craig Jochum (Hakanson Associates, Inc.), City Administrator Joe Kohlmann, Police Chief Todd Schwieger, Fire Chief Dave Schmidt, Community Development Director Kate Thunstrom, Finance Director Darcy Mulvihill, and City Clerk, Diana Saenger.

3. **APPROVAL OF AGENDA**

MOTION BY: FELDMAN SECOND: BAUER - APPROVING THE REGULAR CITY COUCIL AGENDA

Ayes: Udvig, Muehlbauer, Feldman, Bauer, Robison

Nays: None

Motion carried 5-0

4. **CONSENT AGENDA**

- A. City Council Minutes – May 3rd, 2021
- B. Official Signatures - Resolution 2021-20
- C. Fund Transfer from General Fund to Park Fund for Park Plan –Resolution 2021-22
- D. Pickup Truck Replacement
- E. Livable Communities Resolution 2021-23
- F. Food Trucks – Peddlers License Approval
- G. Claims

Mayor Feldman pulled items D, E & F from the consent agenda for further discussion prior to approval.

MOTION BY: ROBINSON SECOND: UDVIG - APPROVING THE CONSENT AGENDA ITEMS A, B, C & G.

Ayes: Bauer, Udvig, Muehlbauer, Robinson and Feldman
Nays: None
Motion carried 5-0

Item D – Pick Up Truck Replacement

Discussion occurred to validate the savings represented in the packet. Feldman pointed out the use of this vehicle for plowing. Windingstad stated the plow is budgeted with \$6,078. After an anticipated trade the cost to set this truck up with a plow is expected to be approximately \$3,000.

Item E - Livable Communities Resolution 2021-22

Mayor Feldman opened discussion to Council Member Robinson for questions.

Robinson spent some time clarifying and gaining information from Thunstrom about the funding options and strategies as they relate to the developers, home owners and the City.

ITEM F - Food Trucks – Peddlers License Approval

Mayor Feldman provided information in regards to food trucks for the Night to Unite in August as well as four other food trucks for the summer. These will be placed at the Community Park. They will be advertised on our spot light window, web page, Facebook page, as well as our park digital sign. If the Council agrees, the city should consider having these food trucks available throughout the summer. Council Member Muehlbauer commented only that they need to stay current with their permits. Mayor Feldman confirmed the current permitted dates are May 27 through 29, 2021.

Feldman stated the conclusion of the items pulled for discussion and asked for a motion to approve items D, E and F.

MOTION BY: ROBINSON SECOND: BAUER - APPROVING THE CONSENT AGENDA ITEMS A, B, C & G.

Ayes: Robinson, Udvig, Muehlbauer, Bauer, Feldman
Nays: None
Motion carried 5-0

5. MEETING OPEN TO THE PUBLIC

Kohlmann asked if anyone wanted to speak. No one came forward.

6. SPECIAL BUSINESS

None

7. PUBLIC HEARING

None

8. **OLD BUSINESS**

None

9. **NEW BUSINESS**

A - Audited Financial Statement Report

Justin Nilson of Abdo Eick & Meyers LLP presented the City of St. Francis the 2020 Financial Statement Audit report. Justin opened his discussion giving thanks to the Staff, City Administrator Joe Kohlmann and Finance Director Darcy Mulvihill for their coordination of information during this challenging COVID-19 environment. As a result of the audit, the City of St. Francis was given a 2020 Unmodified Clean Audit Opinion. A full copy of the Audit Report is contained in the meeting packet. A brief discussion highlighting some key performance indicators took place and Feldman closed this item noting that based on this report the City has strong financial management and is in a good financial position.

Feldman asked for a motion to accept the audit report.

MOTION BY: UDVIG SECOND: MUEHLBAUER - APPROVING THE
CONSENT AGENDA ITEMS A, B, C & G.

Ayes: Robinson, Bauer, Udvig, Muehlbauer, Feldman

Nays: None

Motion carried 5-0

B – 2021 Street Reconditioning Project – Resolution 2021-23 Accepting and Awarding Bids.

City Engineer Craig Jochum stated on May 11, 2021 staff received 5 bids. North Valley, Inc. was the low bid of \$173,628.81. The engineers estimate for this project was \$226,000.

Mayor Feldman has no questions and requests comment from Council.

Based on bid prices Robinson asked if we should be considering other projects based on these prices? Jochum stated he would have to discuss additions with the Public Works Director.

Mayor Feldman asked for a motion to adopt 2021 Street Reconditioning Project - Resolution 2021-24 Accepting and Awarding Bids to North Valley Inc. in the amount of \$173,628.81

MOTION BY: ROBINSON SECOND: UDVIG - APPROVING Resolution 2021-24
Accepting and Awarding Bids to North Valley Inc.in the amount of \$173,628.81.

Ayes: Muehlbauer, Udvig, Robinson, Bauer, Feldman
Nays: None
Motion carried 5-0

C – Portable Recording Systems

Chief Schwieger provided a brief overview. It is a tool for the department. It is another way for the police department to gain accountability and transparency and it can also be used for evidentiary purposes.

All Council Members agreed that due to the current environment, protection for our officer and representation of fact and truth is the goal and need for this equipment. The body cameras will have a similar policy running parallel with the dash cams.

Mayor Feldman asked for a motion for Approval for Police Department to go forward into developing policies and looking into the portable recording systems.

MOTION BY: UDVID SECOND: BAUER – Approval for Police Department to go forward into developing policies and looking into the portable recording systems.

Ayes: Robinson, Bauer, Muehlbauer, Udvig, Bauer, Feldman
Nays: None
Motion carried 5-0

D – Dog Licensing and Regulations – Ordinance 276, Second Series (Second Reading) Resolution 2021-24 Authorizing Summary Publication

Thunstrom stated this update is due to zoning codes and an overlap in language between chapters 10, 6 and 8.

No comments from Council

MOTION BY: MUEHLBAUER SECOND: ROBINSON – TO ADOPT DOG LICENSING AND REGULATIONS ORDINANCE 276, SECOND SERIES

Ayes: Udvig, Bauer, Muehlbauer, Robinson, Feldman
Nays: None
Motion carried 5-0

Resolution 2021-24 Authorize Summary Publication

MOTION BY: BAUER SECOND: MUEHLBAUER – TO ADOPT RESOLUTION 2021-24 AUTHORIZING SUMMARY PUBLICATION

Ayes: Bauer, Robinson, Muehlbauer, Udvig, Feldman
Nays: None
Motion carried 5-0

E – Tobacco – Ordinance 277, Second Series (Second Reading) Resolution 2021-25 Authorizing Summary Publication

Thunstrom stated this update is due to the change in legal age for tobacco use.

Feldman requested an explanation regarding the removal of possession enforcement. Schweiger stated in relation to the possession part, to be consistent with State Statute it has been removed. According to our county attorney, we as a City, cannot have a possession ordinance if State Statute doesn't allow it.

Bauer stated that if we are a Charter City why can't we enhance our policy through ordinance. City Attorney Schaps responded stating that the City is a creature of the State. It does have a City Charter so we follow the City Charter but sometimes the State chooses to over-rule.

MOTION BY: BAUER SECOND: MUEHLBAUER– TO ADOPT TOBACCO ORDINANCE 277. SECOND SERIES

Ayes: Robinson, Udvig, Muehlbauer, Bauer, Feldman
Nays: None
Motion carried 5-0

Resolution 2021-25 Authorize Summary Publication

MOTION BY: UDVIG SECOND: ROBINSON – TO ADOPT RESOLUTION 2021-25 AUTHORIZING SUMMARY PUBLICATION

Ayes: Bauer, Udvig, Muehlbauer, Robinson, Feldman
Nays: None
Motion carried 5-0

F – Saunas, Massage Parlors and Similar Adult-Oriented Services – Ordinance 278, Second Series (Second Reading), Resolution 2021-26 Authorizing Summary publication

Thunstrom stated this is an update to strengthen our Saunas ordinance to work to prevent issues we have seen in other cities relating to prostitution and sex trafficking. This will make sure our licensing is up to date with code and to clean it up for both enforcement and unwanted uses.

No comments from Council

MOTION BY: ROBINSON SECOND: BAUER– TO ADOPT ORDINANCE 277, SECOND SERIES

Ayes: Muehlbauer, Bauer, Robinson, Udvig, Feldman
Nays: None
Motion carried 5-0

Resolution 2021-26 Authorize Summary Publication

MOTION BY: UDVIG SECOND: BAUER – TO ADOPT RESOLUTION 2021-26
AUTHORIZING SUMMARY PUBLICATION

Ayes: Udvig, Robinson, Bauer, Muehlbauer, Feldman

Nays: None

Motion carried 5-0

Mayor Feldman brought forward a discussion not included on the agenda which he would have stated during his reports. However, since Council Member Udvig had to leave the meeting, it occurred at this time to include her. The discussion was to consider COVID-19 mandates and how we move forward with Council meetings. It was decided that this topic would be added to the next work session to develop strategies moving forward possibly by July 1, 2021.

G – Massage Therapist License – Ordinance 279, Second Series (Second Reading) Resolution 2021-27 Authorizing Summary publication

Thunstrom stated it essentially removing the full ordinance because we had written the language to cover this topic into the last code with the Saunas, Massage Parlors and Massage like therapists. It would remove this section of our code.

Feldman stated that in other words its chapter 6 and section 9 takes care of section 10 and that is what is being deleted now. Thunstrom stated that is correct.

Meuhlbauer stated there is nothing wrong with stopping redundancy.

Robinson has no direct comment but wanted to thank Beth and Kate for good housekeeping.

Bauer asked why we would not just state that that section is deleted rather than putting in the redlined ordinance. Kate responded that the appropriate process is that we put these in through ordinance action so it has to be taken out through ordinance action to follow that required formal process.

MOTION BY: BAUER SECOND: MUEHLBAUER – TO ADOPT ORDINANCE
279, SECOND SERIES

Ayes: Robinson, Bauer, Muehlbauer, Feldman

Nays: None

Motion carried 4-0

Resolution 2021-26 Authorize Summary Publication

MOTION BY: MUEHLBAUER SECOND: ROBINSON – TO ADOPT
RESOLUTION 2021-27 AUTHORIZING SUMMARY PUBLICATION

Ayes: Bauer, Robinson, Meuhlbauer, Feldman

Nays: None

Motion carried 4-0

**H – Adult Entertainment – Ordinance 280, Second Series (Second Reading),
Resolution 2021-28 Authorizing Summary Publication**

Thunstrom stated the purpose of this update is to clean up to the zoning code in relation to chapter 10 and what was left was the licensing portion of the ordinance.

No comments from Council

MOTION BY: MUEHLBAUER SECOND: BAUER – TO ADOPT ORDINANCE
280, SECOND SERIES

Ayes: Meuhlbauer, Robinson, Bauer, Feldman

Nays: None

Motion carried 4-0

Resolution 2021-28 Authorize Summary Publication

MOTION BY: ROBINSON SECOND: MUEHLBAUER – TO ADOPT
RESOLUTION 2021-28 AUTHORIZING SUMMARY PUBLICATION

Ayes: Bauer, Robinson, Meuhlbauer, Feldman

Nays: None

Motion carried 4-0

10. **MEETING OPEN TO THE PUBLIC**

Kohlmann stated that there was currently not anyone who is not a member of our team logged into the meeting.

11. **REPORTS**

A. **Department Reports**

Fire Department Chief Dave Schmidt had to leave for a fire call so Kohlmann submitted his report formally for the record. The reports represented we are trending positively.

Feldman stated that when we have service capable of saving lives that is an accomplishment.

Bauer called out some statistics and stated they are impressive. He asked Kohlmann the status of Nowthen. Kohlmann responded stating that he knows

that they went through the hiring process to effectively re-hired all of the Nowthen Firefighters to establish and create their own entity. They are all on board in creating their separation from Ramsey. They are not fully disengaged from Ramsey yet. He is aware they have pulled a lot of their equipment out. Dave is working with them on some budget planning to show Nowthen what kind of equipment they are going to need to move forward. Ramsey is not currently their back up. Dave is working hard with their Mayor and City Clerk to get all the pieces of the puzzle lined up for the transition.

Robinson stated Dave has done a great job. He has exceeded his expectations with the department and by the looks of the attendance it is leadership from the top down and it is awesome. Our citizens want this as a public service and he has more than delivering it along with the Police department.

Muehlbauer stated Lawrence came in for the police academy event and explained some of the 1st Responder stuff with the EMS and did a really good job. He stated that all our 1st Responders, both Police and Fire are all doing a great job as well as the rest of our staff.

Department of Public Works - Public Works Director Jason Windingstad submitted his report. He stated additional items not in the report which are:

Completed the calcium chloride to all our roads. We have sprayed all the parks for dandelions. Weber Construction was to start on the bottle shop this morning and will be moved to Wednesday due to the HVAC people unable to be there today. Fire Department will be doing a controlled burn on Flows on Wednesday night. PW will assist with barricades and provide support as needed including managing the clean-up.

Feldman confirmed with Windingstad, the schedule and operational plan for the planned controlled burns for Wednesday and Saturday.

No further comments from Council on this report.

B – Council Member Reports

Council Member Muehlbauer reported he attended the Citizens Academy again and cannot thank officer Hearn and staff enough. Good participation. He would like to see more turnout and a lot more people get involved. Next week is the final class.

Council Member Robert Bauer reported he did not have much to report this week. He stated to Windingstad that he would like to find uses for the 10 million gallons that discharge in the Seelye Brook that we use that influent water down the road to wash solar panels off or something else.

Council Member Kevin Robinson reported he does not have a lot to report this week. He took this time to ask Police Chief Todd Schwieger if he can give us a

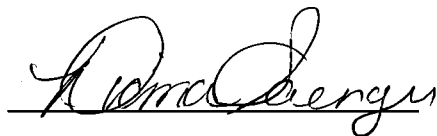
brief overview with his audience from his time with the school board. The Chief responded stating he was given time to present to the board last Monday. It went well. They were there for an hour. Where it stands right now remains to be seen. I would not say it is dead yet, I would give it a chance. Robinson asked if they had public attendance there. The Chief said not that he was aware of.

Mayor Feldman asked Kohlmann to speak in regards to his meeting he had with Beth Geist with SRO. He stated they wanted to let us know that it is not game over yet. Their fiscal year ends or begin July 1st and they have some last minute moves they are looking into. They are going to look at the potential future of the SRO. It will be an 11th hour decision.

Feldman reports about the 150 feet of sewer main in Oak Grove. He provides an update in consideration that it may be more costly to move the line. He requested staff to work on creating an agreement to get access to the sewer line that crosses back over the Oak Grove. Schaps stated that the Mayor and Council are correct and if they were to get an agreement we would want it recorded against the property and perpetually that the City would be able to access that portion of the property when we need to deal with that line

10. **ADJOURNMENT**

Mayor Feldman adjourned the meeting at 8:17 PM

A handwritten signature in cursive script, appearing to read "Diana Saenger", is written over a horizontal line.

Diana Saenger, City Clerk