

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

**CITY COUNCIL MINUTES  
August 17, 2020**

**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 a virtual setting via Zoom.

**2. ROLL CALL**

Members present: Councilmembers Robert Bauer, Kevin Robinson, Sarah Udvig, Joe Muehlbauer, and Mayor Steve Feldman.

Also present: Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), City Engineer Craig Jochum (Hakanson Associates, Inc.), City Administrator Joe Kohlmann, Community Development Director Kate Thunstrom, Police Chief Todd Schwieger, Fire Chief Dave Schmidt, Public Works Director Jason Windingstad, Liquor Store Manager John Schmidt, Finance Director Darcy Mulvihill, and City Clerk Barb Held.

**3. APPROVAL OF AGENDA**

MOTION BY BAUER SECOND MUEHLBAUER APPROVING THE REGULAR CITY COUNCIL AGENDA.

Ayes: Bauer, Muehlbauer, Udvig, Feldman, and Robinson,

Nays: None

Motion carried 5-0.

**4. CONSENT AGENDA**

A. City Council Minutes – August 3, 2020

B. 2020 Street Reconstruction and Watermain Improvement Project – Pay Estimate No. 2 to Kuechle Underground for \$325,584.87

C. 2020 Street Rehabilitation Project – Pay Estimate No. 2 to North Valley Inc. for \$158,985.53

D. Rivers Edge 3rd Addition – Letter of Credit Reduction

E. Rivers Edge 4th Addition – Letter of Credit Reduction

F. Payment of Claims \$862,550.40 (ACH 293E-294E \$201,985.38 and Check #'s 77893-77968 \$660,565.02)

MOTION BY ROBINSON SECOND UDVIG APPROVING THE CONSENT AGENDA ITEMS A - F.

Ayes: Robinson, Udvig, Bauer, Feldman, and Muehlbauer.

Nays: None

Motion carried 5-0.

**5. MEETING OPEN TO THE PUBLIC**

None

**6. SPECIAL BUSINESS**

None

7. **PUBLIC HEARING**

None

8. **OLD BUSINESS**

None

9. **NEW BUSINESS**

A. **2020 Street Reconstruction and Watermain Improvement Project –Change Order No. 2**

City Engineer Craig Jochum reported this item was discussed at the last city council meeting. This change order is for an additional street light just north of the St. Francis Hardware store along Butterfield Drive. The street light would be installed by Connexus Energy on an existing wood pole for a cost of \$910. If this cost were assessed to the property owners, their assessment would increase about \$50 per property. We did reach out to the property owners and invited them to the meeting but have not received any comment. The city can also dictate the wattage of the light. Feldman said I am in favor of the light. I think at the neighborhood meeting we had before the start of the project we heard positive feedback on the additional lighting. Bauer was for the light too. Asked the engineer if lights are usually assessed. Jochum stated this is an amenity and do not see a problem assessing it. Bauer stated in regards to the wattage maybe it should be the same as the rest. Feldman asked what about the monthly cost of the light, who pays for that? Public Works Director Jason Windingstad stated the City pays for the monthly usage cost and it is about \$6 per month per light for all our streetlights, it is a budgeted item. We do like the additional lighting for public safety and is beneficial when plowing. Jochum stated Connexus Energy will start with a higher wattage and lower it if needed. Udvig said she was for the light and the cost is not too much. Robinson liked the idea they can come back and adjust the brightness too. Cost is reasonable and we pay the monthly cost.

Muehlbauer agree with what everyone has said.

MOTION BY UDVIG SECOND BAUER APPROVING CHANGE ORDER NO. 2 FOR THE 2020 STREET RECONSTRUCTION AND WATERMAIN IMPROVEMENT PROJECT.

Ayes: Bauer, Muehlbauer, Robinson, Udvig, and Feldman,

Nays: None

Motion carried 5-0.

B. **2020/2021 School Resource Officer Contract**

The contract that was in the packet has been in the St. Francis Area Schools possession since early summer/late spring. We do not have another meeting until September 8 and the school board meets August 24<sup>th</sup>. Council recommended to Chief Schwieger to hold off with the hiring process until after the school board meeting on the 24<sup>th</sup>. The annual amount of the contract was \$74,818 but the City gave them a credit of \$23,841 for the 2019-2020 school year due to the COVID-19 pandemic and the school building closures. They would owe a maximum of \$50,977 if the school is

open all year. After some discussion, it was suggested to add to the contract they pay not less than 50% of the total 2020-2021 contract amount which would be \$37,409. Discussion continued on whether or not this 50% minimum should be added to the contract but in the end the council agreed to add the language.

MOTION BY ROBINSON SECOND MUEHLBAUER THE AMOUNT CREDITED TO THE SCHOOL DISTRICT NOT TO EXCEED LESS THAN THE FIFTY PERCENT (50%) MARK OF THE TOTAL 2020-2021 AMOUNT ( $\$74,818 \times .5 = \$37,409$ ) AFTER REDUCTION OR CREDIT IN THE SCHOOL CONTRACT AMOUNT.

Ayes: Feldman, Bauer, Muehlbauer, Udvig, and Robinson,

Nays: None

Motion carried 5-0.

C. Permits for Food Vendors in Community Park

The City was contacted by Gopher State Expositions about bringing in food trucks to the City. They did say they would be working within the CDC guidelines. The Chamber of Commerce with their City Wide Garage Sales this Saturday were also looking at bringing in some food trucks as part of their event. After contacting the Chamber of Commerce it was agreed to partner. The dates of the food truck event would be Thursday, August 20 – Sunday, August 23.

Feldman ask for both the police and fire chief's comments or concerns. Chief Schwieger said his concern would be parking and keeping an area open for emergency vehicles to get in and out if need be. The police will have presence in the park with Officers and our Reserve Officers. Chief Schmidt thought it was a good idea for the residents. On the emergency management side, we will watch that certain areas are left open for access.

Feldman thinks it also will be good for the residents and is considering of waiving the fee for the food vendors. Thunstrom said she believes the fee is \$50.

Udvig also agreed with waiving the fee and help support the Chamber.

Muehlbauer said he is all for it and the fee is minimal.

Bauer agreed too with waiving the fee and try to advertise it as much as possible. He did ask about the electronic sign in Community Park to see if we could start putting it on there to promote the event. Robinson was in agreement with waiving the fee and asked if local vendors were invited too. Udvig said she reached out to some and they were already booked. Feldman said maybe this is something we can do more often even at ribbon cuttings and the liquor store parking lot now that we have a contact.

MOTION BY UDVIG SECOND MUEHLBAUER APPROVING THE FOOD VENDOR'S PERMITS AND WAIVING THE FEE.

Ayes: Bauer, Feldman, Udvig, Robinson, and Muehlbauer.

Nays: None

Motion carried 5-0.

10. MEETING OPEN TO THE PUBLIC

None.

11. REPORTS

A. Department Reports – Public Works Department – July Monthly Reports

Public Works Director Jason Windingstad gave the monthly report. The council all agreed good report again this month and keep up the good work. Udvig said she was appreciative that staff came to the door with flyers when they were going to have to shut off water in her area so they could have water back up. Feldman said keep up the good work.

B. Councilmember Reports -

Udvig – spoke with some school board members regarding the SRO. Going to be supporting the Chamber of Commerce this weekend and attending garage sales and the food vendors in the park.

Bauer – like to see the electronic billboard to have a message on their regarding the food vendors. Be safe and social distance. Windingstad stated in regards to the sign, it is not currently working and we have been trying for some time to get it repaired. They are waiting for parts, I will call them again.

Robinson – attended the three-hour work session. Thanked council and staff, doing good work.

Muehlbauer – had the pleasure attending the Oak Grove City Council meeting with City Administrator Joe Kohlmann. Kohlmann did a very good job of explaining the work to be completed along Poppy Street. They will be having their engineer review the information.

Feldman – thanked everyone that spoke with Oak Grove on this matter. Feldman asked Jochum, any updates on the Riverbank project. We did reach out to the contractor because the seed came up horribly in the ditches. We will be setting up a meeting with the contractor. Resident is still concerned about Arrowhead Street and the no parking on his side of the street. Also in regards to projects such as the one along 225<sup>th</sup> Lane and 226<sup>th</sup> Avenue, people are asking can't they work in the rain; the contractor is delaying to get more money. No they cannot work in the rain and the contractor is not delaying the project to get more money. The fire station has leaks again. Getting estimates to get it repaired. Good job liquor store staff working through everything. Feldman also asked Thunstrom if she has been in contact with the realtor on the four parcels and she said yes she has. Feldman hopes next year, we see a lot of process and like to get everyone's input.

C. Upcoming Events -

Aug 19 Planning Comm. Meeting @ 7:00 pm

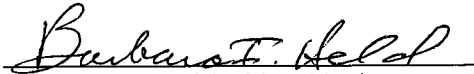
Aug 22 SFACOC City Wide Garage Sales – All Day

Sept 7 Labor Day –City Offices Closed

Sept 8(Tues) City Council Meeting 6:00 pm, Zoom meeting

12. ADJOURNMENT

There being no further business, Mayor Feldman adjourned the regular city council at 7:18 pm.

  
Barbara I. Held, City Clerk