CITY OF ST. FRANCIS
ST. FRANCIS MN
ANOKA COUNTY

CITY COUNCIL MINUTES

JUNE 15, 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 Kevin Robinson, Sarah Udvig, Joe Muehlbauer, and Mayor Steve Feldman. Councilmember Robert Bauer excused. 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, Finance Director Darcy Mulvihill, and City Clerk Barb Held.

3. **APPROVAL OF AGENDA**
MOTION BY MUEHLBAUER SECOND ROBINSON APPROVING THE REGULAR CITY COUNCIL AGENDA.
Ayes: Feldman, Udvig, Robinson, and Muehlbauer.
Nays: None
Motion carried 4-0.

4. **CONSENT AGENDA**
A. City Council Minutes – June 1, 2020
B. City Council Work Session Notes - June 8, 2020
C. Accepting Bike Safety Rally Donation from Northland Screw Products in the amount of $300.00
D. Payment of Claims $472,814.33 (ACH 288E-289E $192,120.22 and Check #'s 77611-77680 $280,694.11)

MOTION BY UDVIG SECOND ROBINSON APPROVING THE CITY COUNCIL CONSENT AGENDA ITEMS A-D.
Ayes: Muehlbauer, Feldman, Udvig, and Robinson.
Nays: None
Motion carried 4-0.

5. **MEETING OPEN TO THE PUBLIC**
None

6. **SPECIAL BUSINESS**
None

7. **PUBLIC HEARING**
None

8. **OLD BUSINESS**
None

9. **NEW BUSINESS**

A. Ordinance 265, Second Series – Amending Chapter 10, Sections 62-5 and 63-4 of the Zoning Code of St. Francis to Allow Drive-Thru Establishments as Conditional Uses(2nd Reading)

Community Development Director Kate Thunstrom reported since last meeting, staff decided we would like to clarify some items in this ordinance at our next team meeting with HKGi and Hakanson Anderson that is scheduled for the end of June. So tonight, staff is requesting this topic be continued to the next meeting on July 6, 2020.

MOTION BY MUEHLBAUER SECOND UDVIG CONTINUE THE SECOND READING OF ORDINANCE 265, SECOND SERIES AN ORDINANCE AMENDING CHAPTER 10, SECTIONS 62-5 AND 63-4 OF THE ZONING CODE OF ST. FRANCIS TO ALLOW DRIVE-THRU ESTABLISHMENTS AS CONDITIONAL USES UNTIL THE JULY 6, 2020 CITY COUNCIL MEETING.

Ayes: Robinson, Udvig, Muehlbauer, and Feldman
Nays: None
Motion carried 4-0.

B. St. Francis Area Schools – 22919 St. Francis Blvd Site Plan Approval Agreement

Community Development Director Kate Thunstrom reported in the effort to accommodate the St. Francis Area Schools need to move forward with their project, Staff reviewed and obtained Council approval on Phase 1 of the Site Plan June 1, 2020 which includes bus and onsite parking needs. The purpose of the Site Plan Agreement was to allow Phase 1 to move forward while the school district, City and State work on the Hwy 47 concepts and designs, understanding the school district is responsible for the cost associated with Phase 2.

No additional comments from City Council.

MOTION BY ROBINSON SECOND UDVIG APPROVING THE SITE PLAN APPROVAL AGREEMENT.

Ayes: Muehlbauer, Udvig, Robinson, and Feldman
Nays: None
Motion carried 4-0.

C. Liquor License Renewals – Fee Adjustment

At the June 8th City Council Work Session, the City Council discussed potential ways to help support local businesses that have been impacted by COVID-19, specifically to reduce city liquor licenses for the 2021 renewal year. This is primarily due to bars and restaurants being extraordinarily impacted by State mandated closures. At the Work Session the Council directed staff to prepare a 25% reduction in the wine/beer/liquor

fees for 2021 along with an option for them to make two installments one in December 2020 and one by July 1, 2021. City Administrator Joe Kohlmann stated just last Friday the City received notification of the potential Federal CARES Act Fund for local governments. There may be an opportunity to use CARES Act money to give to the businesses in means of a grant. The funding to each city cannot be used to make up revenues. There is a possibility that maybe the Council could give more money. Kohlmann stated there are so many moving parts right now that it may be beneficial to hold off with a specific amount at this time. We do have time before the renewals are due.

Feldman stated at the work session we talked about a 25% deduction in the liquor fees for 2021. If we can give more that would be great, all for that.

Robinson said a guarantee is a guarantee.

Muehlbauer stated he is fine to wait to see if we can give more than the guaranteed 25%.

Udvig agreed too with the 25% reduction but the businesses need to know.

Kohlmann stated again we (the city) cannot pay ourselves back through the CARES Act.

Discussion on whether or not wait or make a motion for the 25% reduction tonight.

Feldman asked City Attorney Dave Schaps if we could commit to the 25% but no less. Schaps stated yes you could.

Council continued to discuss options. Muehlbauer stated we are here to spend money wisely so why would we take money out of our budget if we could use the Federal CARES Act money and give it to them as a grant.

Robinson asked if the CARES Act money would be available to other businesses too. Kohlmann stated the CARES Act is still being processed but St. Francis could potentially receive approximately $592,000. However, the City cannot pay themselves back. Robinson stated all businesses should get some support that have been affected. Our liquor store was able to stay open.

Discussion again continued on how this could be dealt with. Feldman said your word is your bond. Muehlbauer stated but if we reduce it to a certain amount are we locking them in to not benefit the best both of us can. Kohlmann said there is still too much unknown right now of the potential use of the money.

Schaps said you could wait and direct staff to send a letter to them indicating you are in support of the businesses but want to see if anything more can be done. Feldman

said I want a commitment tonight. Robinson agreed. Muehlbauer again stated why would we take the $4,500 - $5,000 out of the budget when we may get more money for them from the CARES Act. We are still supporting the small businesses and still a commitment. Feldman said we want them to know the minimum reduction would be 25% in which the rest of the council agreed.
MOTION BY UDVIG SECOND ROBINSON TO REDUCE THE 2021 WINE/BEER/LIQUOR ASSOCIATED FEES AS PRESENTED BY STAFF.

Ayes: Robinson, Feldman, Udvig, and Muehlbauer
Nays: None
Motion carried 4-0.

D. GIS - Request for Proposals (GIS) Update

The City had utilized a GIS system from Bolton & Menk, Inc. until 2017. The City received twelve (12) proposals from service providers. Staff used a uniform review process including; staffing and capacity, timeline to implementation, fees identified, references, product identification and ability to specifically meet city needs.
Staff further narrowed the selection to four (4) providers to better understand the proposed product. On May 26, 2020 staff previewed a demonstration from the top four providers. They were:

GIS Provider	5 year proposal total
MSA	$46,850
Ulteig	$133,500
Wenck	$94,100
WSB	$38,600

Thunstrom stated staff is recommending going with WSB as the GIS provider. Along with the lower price, they provided more overlays.
Council asked several questions regarding criteria and reference checks. Thunstrom stated yes she did call around to other cities.
MOTION BY MUEHLBAUER SECOND ROBINSON ACCEPTING ALL THE BIDS AND SELECT WSB TO BE THE CITY'S GIS SERVICE PROVIDER.

Ayes: Udvig, Feldman, Muehlbauer, and Robinson,
Nays: None
Motion carried 4-0.

E. Interim Emergency Management Ordinance

The city of St. Francis adopted an Emergency Ordinance due to COVID-19 on March 16, 2020. This was requested at the last meeting to be reviewed. As of May 18, the city offices opened to the public. June 1 the Bottle Shop resumed their normal business hours. City Administrator Joe Kohlmann stated staff has been following the industry guidelines from the State of Minnesota. Council discussed the different options of if and when they should rescind the ordinance. After discussion they agreed upon to bring this back to the July 20, 2020 City Council meeting.

10. **MEETING OPEN TO THE PUBLIC**

A. Mayor Steve Feldman stated he is going to bring this up now because he was not able to discuss this with the council earlier because of open meeting law regulations. Feldman stated on Saturday, June 13 Melinda Ladd contacted him stating she was upset with the police department. The previous day, June 12 her son was at Anoka County Park/Lake George and was tear gassed. Feldman said I wish she was viewing the meeting so she could comment. He said I told her how to link into the meeting.

The Council discussed the occurrence that happened at Lake George Friday late afternoon.

Police Chief Todd Schwieger stated he was not there personally but kept monitoring Anoka County Sheriff's Department in which they did ask for backup. The Anoka County Sheriff's office followed their policy. People still need to follow direction. The climate we are currently in they decided to close the park. I believe every agency in Anoka County, State Patrol and Isanti County were asked for backup. I support people to voice their opinions, but peacefully.

Muehlbauer stated this happened in Oak Grove and it is the Anoka County Sherriff's jurisdiction so everyone was under their authority. Not sure why they are concerned with our police department. Curious that no citations were issued. Why didn't the kid leave when asked and I am speaking as a former delinquent as a young adult. Needs to take it up with the Anoka County Sheriff's Department, was in Oak Grove.

Feldman stated I did give her the opportunity to speak before our council and did give her concerns to Todd (Chief Schwieger).

Udvig said what I understand is this did not start out as a protest; it was a planned party with a DJ, big difference. Chief Schwieger said it was advertised as a beach party.

Robinson said we are spending a lot of time on someone without any facts. Shame on her for not bringing her concerns to us tonight.

Chief Schwieger said I am not sure when the park will open back up but Anoka County Sheriff's Office will keep us in the loop. We do provide mutual aid and will continue to do so. Also, we don't carry tear gas and we are more of a support role in a backup situation.

Robinson said it all starts with parents. Feldman said we gave her a chance to speak to us. We are not hiding from anything, we will do our research.

11. **REPORTS**

A. Department Reports – Public Works Monthly Reports – May 2020

Public Works Director Jason Windingstad updated the Council on current projects the departments are working on along with addressing the May report. One item that does happen from time to time is after dust control was put down we received 2 ½" of rain. Unfortunately, we might have to bring forward a second treatment. Also discussed replacing the 2007 Bellows which the city uses for mowing and snow removal. The guys are trying out some different models in the parks.
Council agreed good reports.

B. Councilmember Reports -
Udvig – was not able to attend the school districts Zoom meeting.
Muehlbauer – first I want to say I am not accusing Melinda's kid but maybe hanging out with a bad group. My respect to police officers at the time I hung out with my group is different than it is now. Would be great if we just respect each other. Why not leave when asked. Again, I ask she take it up with the proper jurisdiction, it's insane on all this stuff that is going on.
Robinson – I have seen bears taking care of my bird feeders. Asked Chief Schwieger about the school resource officer. Chief Schwieger stated the school does have their contract. This year again we are just proposing one but that could change from year to year. There are a lot of calls that require multiple officers be involved. Robinson said to Udvig the school should consider all the calls. Udvig said she will make sure our concerns are heard.
Feldman – asked City Engineer Jochum if the seeding on the Riverbank Lane project has taken place. Jochum stated some was completed but will have them check it again. Also regarding the potential light on Butterfield Drive, Jochum stated he requested cost for that. Feldman said maybe we should meet with the Butterfield Drive residents regarding the potential additional cost.
I wish people would get the facts on Lake George before you go on social media. Few bad eggs out there, Lake George is a County Park.
Happy with the donation the City gave to the APT for the playground equipment, right thing to do, thank you. If you have an issue bring it to the council. There for everyone to access on our website. Give us the opportunity to look into it.

C. Upcoming Events -
June 17 Planning Comm. Meeting @ 7:00 pm -CANCELLED
July 6 City Council Meeting @ 6:00 pm
July 20 City Council Meeting @ 6:00 pm

12. **ADJOURNMENT**
There being no further business, Mayor Feldman adjourned the regular city council at 8:13 pm.

Barbara I. Held, City Clerk