

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

CITY COUNCIL MINUTES

JUNE 1, 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: Mayor Steve Feldman, Councilmembers Robert Bauer, Joe Muehlbauer, Sarah Udvig, and Kevin Robinson. Also present: Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), City Engineer Craig Jochum (Hakanson Associates, Inc.), Planner Beth Richmond (Hoisington Koegler Group Inc.-HKgi), 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: Udvig, Bauer, Robinson, Muehlbauer, and Feldman.

Nays: None

Motion carried 5-0.

4. CONSENT AGENDA

A. City Council Minutes – May 18, 2020

B. Declaring Surplus Property – Forfeiture Vehicles Resolution 2020-24

C. Payment of Claims \$134,750.86 (Checks #'s 77561-77610)

MOTION BY BAUER SECOND ROBINSON APPROVING THE CITY COUNCIL CONSENT AGENDA ITEMS A-C.

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

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. St. Francis Area Elementary School/St. Francis--Site Plan - Resolution 2020-25
City Planner Beth Richmond reported the St. Francis School District requested a site plan review to allow for changes to its internal circulation at its elementary and middle school property at 22919 St. Francis Blvd. The work will be completed in two phases and their request is to move forward with Phase 1 at this time. The Planning Commission discussed the timing of Phase 1 but after their discussion, they did unanimously recommend approval of the Phase 1 site plan. Richmond stated Phase 1 includes modifications to the site's internal circulation: bus lanes, bus driver parking, and trail extension. Phase 2 will include modifications to the site's access points and will require review and approval by the City and MnDOT. The proposed conditions of the site plan approval are listed in the draft Resolution 2020-25 provided for Council review and approval.

Feldman stated my concerns are with Phase 2 and the potential cost of the proposed MnDOT project associated with the intersection. Richmond stated yes, they have agreed to that too. The applicants are viewing the meeting if you have questions. Feldman stated I am okay with Phase 1.

Muehlbauer said his concern too is more with Phase 2. Not a fan of all the traffic to Ambassador Blvd, but nothing they can do.

Udvig said she was okay with Phase 1.

Robinson asked the City Engineer if they have any concerns. Jochum said if MnDOT changes Hwy 47 it would be the schools cost, and right now that is unknown.

Bauer said he still would like to see Bridge Street extend all the way to Hwy 47. It has been a 20-year plan. The cost associated with Phase 2 is a concern.

Superintendent Beth Giese stated we would like to figure a way to work together regarding the Bridge Street extension. I don't know the whole history of the project but not off the table by any means.

Feldman asked would this plan hinder the chance of the road going through? Does the first Phase also hinder the chance of the bus garage moving?

Architect stated we are trying to correct the bus parking and make it safer.

The council briefly discuss the Bridge Street extension again. The School District stated they do not have a timeline for Phase 2. Feldman said the Council still needs to speak with MnDOT too.

MOTION BY UDVIG SECOND BAUER TO ADOPT RESOLUTION 2020-25 A RESOLUTION APPROVING A SITE PLAN TO ALLOW MODIFICATIONS TO THE INTERNAL CIRCULATION OF THE PROPERTY LOCATED AT 22919 ST. FRANCIS BLVD. NW SUBJECT TO THE CONDITIONS AND FINDING OF FACT.

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

Nays: None

Motion carried 5-0.

B. 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(1st Reading)

City Planner Beth Richmond reported staff relies on the City Code, St. Francis Forward Plan and the Comprehensive Plan to help inform potential developers about the types of uses that the City has planned for each area of the City. Staff reviewed the City Code on drive-thrus and found that while drive-thrus are defined in the Code, they are not clearly permitted in any zoning district within the City. So staff looked at different cities and most cities listed them as Conditional Use Permits (CUP's) within commercial districts. The Planning Commission held a public hearing on the zoning amendment and no public comment was received. The Planning Commission discussed lane length and emphasized the importance of establishing standards which adequately protect adjacent residential uses for the impacts of a drive-thru use. The Planning Commission did unanimously recommended approval of the proposed ordinance amendment.

Feldman stated Bridge Street and Ambassador Blvd. are county roads, does it work with them? Richmond stated in the CUP process both the City and Anoka County would review and comment on the application.

Bauer asked if this locks out current businesses for providing curbside service. Richmond stated no.

Udvig said it looks good and the county will have their say if it is on a county road.

Robinson stated good job. Did you (Richmond) concur with our engineer on this? Richmond said I am not sure if the city engineer has seen this. Jochum stated Beth (Richmond) did a good job.

Muehlbauer said good to be ready for future businesses.

Feldman said it is a good idea to work together with Anoka County.

MOTION BY ROBINSON SECOND MUEHLBAUER APPROVING THE FIRST 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.

Ayes: Bauer, Muehlbauer, Udvig, Robinson and Feldman

Nays: None

Motion carried 5-0.

C. 4953 Ambassador Blvd.- Temporary Housing

Community Development Director Kate Thunstrom reported staff received a Temporary Habitat Housing application for 4953 Ambassador Blvd. last minute, May 27 and was not fully reviewed prior to the creation of the agenda report. Just today, staff received more information. The approval process includes a review by Zoning to determine use, location and access approvals. The approval process by the Building Official includes any applicable State building codes, health and safety. The permit fee of \$200 has been received but have not received the \$5,000 escrow fee. The applicant is building a new single family home and is requesting two temporary structures, not just one. These must be moved after construction is completed.

Feldman stated Jason, the property owner is viewing the meeting. Jason stated power was put in last week, septic and well tomorrow or hopefully within a week. Feldman had Thunstrom explain why the City requires an escrow for the 90 day permit. There is also an extension allowed by the building Official if requested. Thunstrom stated an escrow is to protect the City. The funds would be use if the City would need to abate. If compliant, the escrow funds are refunded.

Udvig said it looks okay and covered with a 90-day permit.

Robinson said first I would like to say thank you Jason for making St. Francis your home. Before we would grant an additional 90 days, would we notify the neighbors, do we need to have another set of eyes to look at the progress? Thunstrom stated we could have contracted service Metro West review it and there is no requirement to notify the neighbors. Robinson asked if there have been request in the past. Thunstrom stated the City has voted for and against this type of habitation, so that is why the ordinance is in existence.

Feldman said I am sure the request is for cost factors. Jason stated it is my wife, myself and two daughters. Feldman said I think these people want to be a good neighbor too. Supply chains are being effected by the epidemic.

Muehlbauer asked if Jason had a time frame for completion. Jason said hoping by October.

Bauer said we need to look at everything including neighbors but commend the City Council on being flexible on land ownership

Feldman said rules are put in place based on big picture. You can't put trailers in to rent them out, rules are also for protection of the City.

MOTION BY BAUER SECOND MUEHLBAUER APPROVING THE TEMPORARY HOUSING APPLICATION FOR 4953 AMBASSADOR BLVD WITH CONDITIONS LISTED IN THE REPORT.

Ayes: Bauer, Robinson, Udvig, Muehlbauer and Feldman

Nays: None.

Motion carried 5-0.

D. Schedule a Work Session

Feldman reported he has been in contact with the St. Francis American Legion regarding the license fees. They say 70% of their profits go back into the community. I know there could possibly be some flexibility with liquor license fees, so I would like to call a Work Session and receive the Council's input on options. Feldman stated businesses have enough on their plate and we can see how we could possibly help them. Discussion was on whether or not it should be a meeting via Zoom or in person. The Work Session will be on June 8th at 6:00 pm. Watch website calendar if it will be via Zoom or in person at the Community Center.

10. MEETING OPEN TO THE PUBLIC

St. Francis Area Schools Superintendent Beth Giese gave a shout out to the St. Francis Police and Fire Departments with their help during this crazy first school year with all that has gone on. Giese stated she has also met with other city staff and proud to be here.

11. REPORTS

City Administrator Joe Kohlmann wanted to give a quick update regarding the curfew that been in place for the last several days. It is up to the cities now if they want to extend the curfews. Just wanted to inform you that it is an available tool for cities to use if needed. Police Chief Schwieger stated most cities are choosing not to go with extending the curfew at this time. We will keep monitoring it the next day or two. Feldman stated safety and well-being is the top priority for our residents.

A. Councilmember Reports -

Bauer – asked Chief Schwieger aren't we always under a curfew? Chief Schwieger stated the youth have a curfew per our City Code and that we will continue to enforce. Bauer said stay safe and social distance.

Udvig – thanked city staff for all their time and effort during this time.

Muehlbauer – hearts and prayers to the George Floyd family. Safe protest and 2nd Amendment rights, prayers to all residents of Minneapolis. Special thanks to Chief Schwieger.

Robinson – hearts and prayers to everyone that have lost family members. Thank our public safety departments. Is there anything the City has to do with the emergency plan that we put in place? Administrator Kohlmann stated it would need to be rescinded by the City Council. We can place it on the June 15 agenda.

Feldman – questioned City Engineer Craig Jochum about a light on the south end of Butterfield Drive along Bridge Street. Jochum said it would be a cost to the City. Feldman stated maybe we can ask the residents in that area if they want one. This past weekend I had two gentlemen stop off at our house selling things. Officer Bulera had stopped and spoke to them, asking if they had a peddler's license. He handled the situation very professionally. I too want to thank staff – sad day in America. Not all police officers are bad, it is a shame. There are a lot of good police officers. Want to thank all staff again and glad our fire chief is full time. Dave, Todd, Jason, Joe and all staff, thank you. Also, want to thank the council members for working together and working as a team for the betterment to our residents.

Trying to set up a meeting through Zoom with our two residents (Gary and Dallas) who have concerns with what the other is doing on their property. Some of this is out of our control.

Bringing trust back in and working as a team. I believe the residents are starting to trust what we are doing as we continue to move forward.

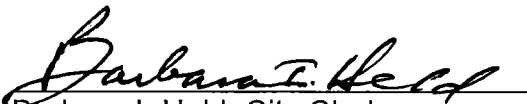
Poppy Street Improvements – Bauer asked about annexation. Also discussed different options of a joint powers agreement between the cities. Feldman said this street is falling apart and it needs to be done, but done properly. It is a collector street.

B. Upcoming Events -

June 2 Local Race Filings Close @ 5:00 pm
June 15 City Council Meeting @ 6:00 pm
June 17 Planning Comm. Meeting @ 7:00 pm -CANCELLED
July 6 City Council Meeting @ 6:00 pm

12. ADJOURNMENT

There being no further business, Mayor Feldman adjourned the regular city council at 7:39 pm.


Barbara I. Held, City Clerk