

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA

St. Francis Area Schools District Office 4115 Ambassador Blvd. NW

July 17, 2023

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 Pro Tem Joe Meuhlbauer.

2. ROLL CALL

Members Present: Mayor Pro Tem Muehlbauer, Councilmembers Robert Bauer, Kevin Robinson, and Sarah Udvig.

Also present: City Administrator Kate Thunstrom, Deputy City Administrator/City Clerk Jenni Wida, Community Development Director Colette Baumgardner, Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), Public Works Director Paul Carpenter, Fire Chief Dave Schmidt, Liquor Store Manager John Schmidt, Finance Director Darcy Muvihill, City Engineer Craig Jochum (Hakanson Associates, Inc.), Police Chief Todd Schwieger, and City Planner Beth Richmond (HKGi).

3. APPROVAL OF AGENDA

MOTION BY: BAUER SECOND: UDVIG APPROVING THE REGULAR CITY COUNCIL AGENDA

Ayes: Bauer, Udvig, Robinson, and Mayor Pro Tem Muehlbauer. Nays: None
Motion carried 4-0

4. CONSENT AGENDA

Mayor Pro Tem Meuhlbauer shared that item E will be pulled from the Consent Agenda.

- A. City Council Minutes - June 20, 2023
- B. Everbridge Nixle Notification System
- C. Firefighter Resignation of Logan Robinson and Taylor McMorrow
- D. Police Department Policy Implementation
- E. NLC Service Line Warranty Program
- F. Stanford Township Shared Road Agreement
- G. Aeration diffuser membranes
- H. Employee Wellness Program
- I. Hiring Firefighters
- J. Rivers Edge 6th Addition Financial Security Reduction
- K. Payment of Claims

MOTION BY: ROBINSON SECOND: BAUER APPROVING THE REGULAR CITY COUNCIL CONSENT AGENDA, ITEMS A-D AND F-K

Ayes: Bauer, Udvig, Robinson, and Mayor Pro Tem Muehlbauer. Nays: None
Motion carried 4-0

Robinson shared his concern with item E and the City's logo and involvement. He stated that he is all for education for the residents; however, he is not in favor of the City's logo being used as part of the NLC Service Line Warranty Program with Utility Service Partners. He added that he thinks this should stand alone.

Bauer agreed with Robinson. He explained that if the City's name is used with this program then residents will assume that the City has 100% vetted this NLC. He added that the monthly fee is also very high. He agreed that this should be stand alone.

Udvig agreed with Robinson and Bauer.

Mayor Pro Tem Muehlbauer stated that this is something that residents can sign up for if they want to. He shared that he understands the concern with having the City's name on it. He noted that this would likely generate more calls to the City. He said that he is not opposed to this.

Robinson added that he is not against the citizens having the opportunity to do business with this company. He stated that he would just like it separated from the City. He noted that the City can recommend the company in their newsletter. He explained that he would not like the City's name on the letterhead. He shared that Public Works Director Carpenter's main concern was education.

Mayor Pro Tem Muehlbauer explained that part of this agreement was that the City would send out mailings and if residents want to sign up, it could benefit the City.

Robinson reiterated that he does not want the City's name affiliated with the company.

Bauer agreed and asked if the City would be able to provide NLC with a mailing list.

Udvig stated that she doesn't know if the little bit of kick back that they could get is worth the hassle of what they might encounter. She stated that if the City is associated with this the residents will expect the City to have answers.

MOTION BY: ROBINSON SECOND: BAUER TO DENY THE NLC SERVICE LINE WARRANTY PROGRAM.

Ayes: Bauer, Udvig, Robinson, and Mayor Pro Tem Muehlbauer. Nays: None

Motion carried 4-0

5. MEETING OPEN TO THE PUBLIC

Josie Johnson, 23936 Palm Street, came forward to share a concern in her neighborhood. She stated that she lives in the Smith Lake Neighborhood and the speed limit in the neighborhood is 35 MPH. She stated that the 35 MPH speed limit is not conducive to small children and the outdoor activity that takes place in the neighborhood. She added that the speed limit is very dangerous. She requested that a process be started to lower the speed limit as you enter this neighborhood. She mentioned that she has had to make reports to the St. Francis Police about people being unsafe in the neighborhood. She noted that the neighborhood does not have through streets and the only people coming in and out of the neighborhood are people trying to get to their house.

Stephanie Maertens, 901 240th Lane, came forward and shared the same concerns of Ms. Johnson. She stated that Palm Street is about half a mile and people speed up as they come through the curve at the front of the neighborhood. She said that she walks her dogs twice a day and sees lots of drivers driving very fast, which is very dangerous. She suggested implementing a program called 20 Is Plenty Slower is Safer which is something St. Paul and Minneapolis have in place. She asked if there is anything that can be done to slow these drivers down.

City Administrator Thunstrom stated that Council can look into this and report back to Council.

6. SPECIAL BUSINESS - NONE

7. PUBLIC HEARINGS

A. CIP 2024-2028 Hearing and Approval

Finance Director Mulvihill reviewed the Staff report concerning the 2024-2028 Capital Improvement Plan.

Mayor Pro Tem Muehlbauer opened the Public Hearing at 6:17 p.m.

Mayor Pro Tem Muehlbauer closed the Public Hearing at 6:18 p.m.

MOTION BY: UDVIG SECOND: ROBINSON TO APPROVE THE CIP 2024-2028.

Ayes: Bauer, Udvig, Robinson, and Mayor Pro Tem Muehlbauer. Nays: None
Motion carried 4-0

8. OLD BUSINESS - NONE

9. NEW BUSINESS

A. Turtle Ponds 6th Addition – Comprehensive Plan Amendment, Rezoning (PUD Amendment), Preliminary Plat

Resolution 2023-36 approving a comprehensive plan amendment at 2761 229th Ave NW and authorizing submission of the amendment to the Metropolitan Council for review

Ordinance 321 amending the Turtle Run PUD - First Reading

Resolution 2023-37 approving the preliminary plat and preliminary PUD plans for the 6th Addition of the Turtle Ponds Development

City Planner Richmond reviewed the Staff report in regard to Turtle Ponds 6th Addition. She shared the Planning Commission recommended approval of this item.

Robinson shared the concerns discussed at the Planning Commission meeting with emergency vehicles and snow removal. He stated that these items will be addressed properly.

MOTION BY: BAUER SECOND: UDVIG ADOPTING RESOLUTION 2023-36 TO REGUIDE THE PROPERTY AT 2761 229TH AVENUE NW FROM COMMERCIAL TO MEDIUM DENSITY RESIDENTIAL WITH CONDITIONS AND FINDINGS OF FACT AS PRESENTED BY STAFF AND TO AUTHORIZE SUBMITTAL OF THIS AMENDMENT TO THE METROPOLITAN COUNCIL FOR FINAL REVIEW.

Ayes: Bauer, Udvig, Robinson, and Mayor Pro Tem Muehlbauer. Nays: None
Motion carried 4-0

MOTION BY: ROBINSON SECOND: BAUER TO APPROVE THE 1ST READING OF ORDINANCE 321 AMENDING THE TURTLE RUN PUD TO INCLUDE THE PROPERTY AT 2761 229TH AVENUE NW AND ESTABLISHING A 20' ROADWAY SETBACK AS PRESENTED BY STAFF.

A roll call vote was performed:

Mayor Pro Tem Muehlbauer	aye
Councilmember Robinson	aye
Councilmember Udvig	aye
Councilmember Bauer	aye

Motion carried 4-0

MOTION BY: UDVIG SECOND: ROBINSON ADOPTING RESOLUTION 2023-37 APPROVING THE PRELIMINARY PLAT AND PRELIMINARY PUD PLANS FOR THE TURTLE PONDS 6TH ADDITION WITH CONDITIONS AND FINDINGS AS PRESENTED BY STAFF.

Ayes: Bauer, Udvig, Robinson, and Mayor Pro Tem Muehlbauer. Nays: None
Motion carried 4-0

B. 2023 Rehabilitation Project

Resolution 2023-38 accepting bids and awarding contract for the 2023 street

rehabilitation project

City Engineer Jochum reviewed the Staff report in regard to the 2023 street rehabilitation project and the bids that were received.

MOTION BY: UDVIG SECOND: BAUER ADOPTING RESOLUTION 2023-38, A RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT FOR THE 2023 STREET REHABILITATION PROJECT.

Ayes: Bauer, Udvig, Robinson, and Mayor Pro Tem Muehlbauer. Nays: None
Motion carried 4-0

10. MEETING OPEN TO THE PUBLIC – NONE**11. REPORTS****A. Fire Department Monthly Report - June**

Fire Chief Schmidt reviewed the June Fire Department report, highlighting a decrease in response times from previous years, lower calls for service from past years, and the number of firefighters per call was stable at 5.4 per call. He noted that the run distribution remains relatively the same. He added that the variances were used at a high level in June. He noted that three calls were flagged for an ambulance response time of over 20 minutes. He shared that there were 10 initial fire inspections and seven reinspections for the month.

Bauer said it was a good report and shared that it is good to see the numbers going down to give the firefighters a little bit of a break.

Udvig thanked Schmidt for his continued hard work.

Robinson stated that it was a good report and shared his appreciation for the men and women in the Fire Department. He noted that it has been a dry year and he is glad that grass fires have not been a concern. Schmidt stated that he is thankful that they have not had many significant grass fires this year.

Mayor Pro Tem Muehlbauer agreed that it was a good report.

B. Police Department - 2023 - 2nd Quarter Report

Police Chief Schwieger reviewed the Police Department 2nd quarter report. He highlighted that there was a noticeable increase in calls for service, traffic stops, investigations, and citations. He noted that the officers participated in multiple TZD events focusing on seatbelt and impaired driving enforcement. He stated that this quarter was busy with efforts to connect with the community at events including the Citizens Academy, Bike Rodeo, and Free Dog License Day. He shared that there are more events scheduled throughout the rest of the year including the National Night Out, Cone with a Cop, and Drug Take Back Day. He noted that officers and Staff were busy with training during the quarter and completed 218 hours of training. He discussed the implementation of the

unmanned aerial vehicle program and that four officers have their UAV pilot's license. He stated that the department is close to being at operating strength for the first time in a long time. He shared staffing updates and promotions.

Robinson shared his appreciation for the work of the Police Department. He shared his concerns with the number of DWIs. He added that the public outreach of the department is great.

Bauer stated that it was a great report. He requested having an officer swing out to the Smith Lake neighborhood that the residents discussed earlier this evening to see what the speeding situation is like. He asked if there is a possibility of putting a 'No Outlet' sign in this neighborhood. Schwieger shared that they received a complaint about this area earlier in the week and they are already taking steps to address these concerns.

Bauer asked Schwieger to thank his officers for the great work that they do.

Udvig said it was a great report and thanked Schwieger for his leadership. He stated that she loves seeing the officers out in the neighborhoods interacting with residents.

Mayor Pro Tem Muehlbauer stated that it was a great report and shared his appreciation for the great work that is done.

12. COUNCIL MEMBER REPORTS

Udvig stated that she attended the work session meeting at the end of June.

Bauer shared that he also attended the work session. He added that he participated in the recycling day. He stated that he would like to see all aspects of recycling included in these events.

Robinson stated that he also attended the work session. He noted that he went with Assistant Fire Chief Lawrence and Water and Sewer Supervisor Barten to the bid opens at Stahl Construction where they go to see the bid process. He added that the Farmer's Market seems to be gaining momentum and thanked Community Development Director Baumgardner for her good work on this. He noted a circus is coming to town on July 27 and there is a coloring contest on Facebook to get free tickets for kids. He reminded everyone of the Night to Unite on August 1.

Mayor Pro Tem Muehlbauer took a moment to honor Mayor Steve Feldman who passed away on June 26th. He said that Mayor Feldman will be missed and he had great love and passion for the City and citizens of St. Francis. He also mentioned National Night Out and shared that he looks forward to attending the event. He shared the request for a work session on August 14.

13. UPCOMING EVENTS

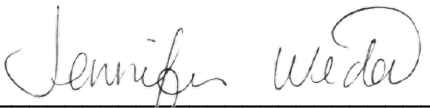
July 19th - Planning Commission Meeting - Cancelled
August 1st - National Night Out - Community Park 5:00 pm -7:00 pm
August 7th - City Council Meeting - 6:00 pm
August 16th - Planning Commission Meeting - 7:00 pm
August 21st - City Council Meeting - 6:00 pm
Farmers Market - Every Wednesday at Community Park 3:00 pm - 7:00 pm

14. ADJOURNMENT

MOTION BY: BAUER SECOND: UDVIG TO ADJOURN THE MEETING.

Ayes: Bauer, Udvig, Robinson, and Mayor Pro Tem Muehlbauer. Nays: None
Motion carried 4-0

There being no further business, Mayor Pro Tem Muehlbauer adjourned the regular City Council at 6:42 p.m.



Jennifer Wida, City Clerk