

CITY OF ST. FRANCIS  
CITY COUNCIL AGENDA

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

September 5, 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 Joe Muehlbauer.

**2. ROLL CALL**

Members Present: Mayor Joe Muehlbauer, Councilmembers Robert Bauer, 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, Finance Director Darcy Mulvihill, City Engineer Craig Jochum (Hakanson Associates, Inc.), Police Chief Todd Schwieger

**3. APPROVAL OF AGENDA**

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

Ayes: Bauer, Udvig, and Mayor Muehlbauer.

Nays: None

Motion carries: 3-0

**4. CONSENT AGENDA**

A. City Council Minutes - August 21, 2023

B. LESO 1033 Program

C. Northrop Grumman Stormwater Agreement

D. Northrop Grumman IUP Extension

*Resolution 2023-45 extending the Interim Use Permit approval for site grading on the Richard D. Schroeder Advanced Ammunition Range*

E. Rivers Edge 7th Addition Final Plat Submittal Extension

*Resolution 2023-46 extending the final plat submittal deadline for the 7th addition of Rivers Edge for one year to October 3, 2024*

F. Snow and Ice Control Policy Update

G. Rental License Approvals

H. Payment of Claims

MOTION BY: UDVIG SECOND: BAUER APPROVING THE REGULAR CITY

## COUNCIL CONSENT AGENDA.

Ayes: Bauer, Udvig, and Mayor Muehlbauer.

Nays: None

Motion carries: 3-0

**5. MEETING OPEN TO THE PUBLIC**

Mayor Muehlbauer asked City Clerk Wida if they had anyone wanting to speak. She said they did not.

**6. SPECIAL BUSINESS – NONE****7. PUBLIC HEARINGS – NONE****8. OLD BUSINESS – NONE****9. NEW BUSINESS****A. St. Francis Area Schools Referendum Election**

Superintendent of St. Francis Area Schools Karsten Andersen reviewed the referendum to fund the operations of the school district that will be a part of the November 7 Special Election. He reviewed the questions that will be on the ballot and the request to the public. He discussed the polling places for the Special Election and stated that residents can look up their polling place online.

Mayor Muehlbauer asked why St. Francis gets less funding per pupil than other cities. Mr. Anderson explained that this is largely due to the fact that St. Francis Schools do not have an operating levy currently.

Bauer stated that he would like to see this kind of referendum on the ballot during a regular election for transparency and voter turnout reasons. Mr. Anderson explained that they want to do this with the utmost transparency and encouraged residents to find the information concerning the referendum online.

**B. Serenity at Seelye Brook Preliminary Plat & Lot Width Variance**

Resolution 2023-47 approving a variance to allow reduced lot widths for lots 2 and 3 of the Serenity at Seelye Brook development with conditions and findings presented by Staff

Resolution 2023-48 approving the preliminary plat for the Serenity at Seelye Brook development with conditions and findings as presented by Staff

Rita Trapp with HKGi reviewed the Staff report in regard to the preliminary plat and lot width variance requests for the Serenity at Seelye Brook development.

Bauer shared concerns with the lots being less than five acres and that the property owners may come back and request a variance due to the smaller lot size. Community Development Director Baumgardner explained that it had become too complicated to get each lot to five acres due to the wetland and added that this has been rezoned so all lots meet the zoning requirements.

MOTION BY: UDVIG SECOND: BAUER APPROVING RESOLUTION 2023-47 APPROVING A VARIANCE TO ALLOW REDUCED LOT WIDTHS FOR LOTS 2 AND 3 OF THE SERENITY AT SEELYE BROOK DEVELOPMENT WITH CONDITIONS AND FINDINGS AS PRESENTED BY STAFF.

Ayes: Bauer, Udvig, and Mayor Muehlbauer.

Nays: None

Motion carries: 3-0

MOTION BY: BAUER SECOND: UDVIG APPROVING RESOLUTION 2023-48 APPROVING A PRELIMINARY PLAT FOR THE SERENITY AT SEELYE BROOK DEVELOPMENT WITH CONDITIONS AND FINDINGS AS PRESENTED BY STAFF.

Ayes: Bauer, Udvig, and Mayor Muehlbauer.

Nays: None

Motion carries: 3-0

#### C. City Hall / Fire Station Contract Change Order

City Administrator Thunstrom reviewed the Staff report concerning a change order for the new City Hall Fire Station to allow all materials to be tax-exempt which could save around \$300,000 on the project.

MOTION BY: BAUER SECOND: UDVIG APPROVING THE CONTRACT CHANGE ORDER AND AUTHORIZING CITY STAFF TO EXECUTE ALL RELATED DOCUMENTS REGARDING THIS APPROVAL, SUBJECT TO CITY ATTORNEY AS TO FORM.

Ayes: Bauer, Udvig, and Mayor Muehlbauer.

Nays: None

Motion carries: 3-0

#### **10. MEETING OPEN TO THE PUBLIC – NONE**

#### **11. REPORTS – NONE**

#### **12. COUNCIL MEMBER REPORTS**

The Council shared the recent meetings and events they attended.

**13. UPCOMING EVENTS**

September 7-9 - City Wide Garage Sales

September 16 - Recycle Event - Public Works 8:00 am - 12:00 pm

September 18 - City Council Meeting - 6:00 pm

September 19 - Special Meeting - Councilmember Interviews - 5:00 pm

**14. ADJOURNMENT**

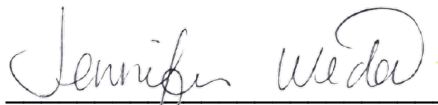
MOTION BY: UDVIG SECOND: BAUER TO ADJOURN THE MEETING.

Ayes: Bauer, Udvig, and Mayor Muehlbauer.

Nays: None

Motion carries: 3-0

There being no further business, Mayor Muehlbauer adjourned the regular City Council at 6:26 p.m.

A handwritten signature in cursive script, reading "Jennifer Wida", is written over a horizontal line.

Jennifer Wida, City Clerk