

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
St. Francis Area Schools District Office 4115 Ambassador Blvd. NW
APRIL 19, 2022
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 Steve Feldman.

2. ROLL CALL

Members Present: Mayor Steve Feldman, Councilmembers Joe Muehlbauer, Robert Bauer, and Sarah Udvig

Members Absent: Councilmember Kevin Robinson

Also present: Deputy City Administrator-City Clerk Jenni Wida, Deputy City Clerk/Accounting Tech Natalie Santillo, Interim City Administrator Kate Thunstrom, City Planner Beth Richmond (HKGi), Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), City Engineer Craig Jochum (Hakanson Associates, Inc.), Streets & Parks Supervisor Jeremy Shook, Water and Sewer Supervisor Parish Barten, Police Chief Todd Schwieger, Fire Chief Dave Schmidt, Liquor Store Manager John Schmidt, and Finance Director Darcy Muvihill

3. APPROVAL OF AGENDA

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

Ayes: Udvig, Muehlbauer, Feldman, Bauer

Nays: None

Motion carried 4-0

4. CONSENT AGENDA

A. City Council Minutes – April 4, 2022

B. Official Signatures

Resolution 2022-19 Approving Official Signatures for 2022

C. Fitness Center Policy

D. Consideration of Contract and Appointment of City Administrator Kate Thunstrom

E. Job Posting for Community Development Director

F. Police Officer Opening

G. Liquor Store New Hire- Erik Hughes

H. Liquor Store New Hire- Kyler Loud

- I. Routine Dust Control
- J. Weber Inc- Pay Application #7
- K. Payment of Claims

MOTION BY: BAUER SECOND: MUEHLBAUER APPROVING THE CONSENT AGENDA ITEMS A-K.

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

5. MEETING OPEN TO THE PUBLIC

Mayor Feldman asked if anyone wanted to speak. No one came forward.

6. SPECIAL BUSINESS – NONE

7. PUBLIC HEARINGS – NONE

8. OLD BUSINESS

9. NEW BUSINESS

A. URRWMO- One Watershed One Plan

Interim City Administrator Kate Thunstrom stated there is a request to provide direction to Andrew Wood to vote either to support or oppose the participation of the City in this plan as he represents the City on the Watershed board.

Mayor Feldman commented Council looked it over and he looked it over. He stated there is no cost to it. He stated it is basically to work together for improvements to the watershed area and the City can back out at any time. He asked if it was correct that by doing this it opens the City up to State money and grant money. Thunstrom replied that was her understanding.

Mayor Feldman commented the watershed is important to the City and Rum River is important to the City so he is in favor of this. He asked for Council comment.

Muehlbauer commented it being no cost and opening up the City to grant money that it is a good idea to participate.

Bauer commented he agreed.

Udvig commented she agreed as well.

Thunstrom summarized the direction of the Council is for Mr. Wood was to have him vote in support of participation in the One Watershed One Plan.

B. Vista Prairie St Francis Senior Living Development

1. Ordinance 296- Approving Rezoning 23465 St Francis Blvd NW from R-2 and PUD to R-3- First Reading
2. Resolution 2022-20- Approving the Preliminary Plat, Final Plat, and PUD Plans for the Vista Prairie St. Francis Senior Living Development

City Planner Beth Richmond gave a presentation on several land use and subdivision requests related to the Vista Prairie Senior Living Development. She stated the Planning Commission and Staff recommend rezoning to a PUD. She noted Staff has added a condition to be included in the resolution for the Preliminary final Plat and PUD plans to increase the trail width between the fitness path and the 47 trail to be eight feet. She stated the applicant was present to answer questions.

Mayor Feldman commented he liked what he sees. Because there are future buildings in the plans, he asked about the impervious part of the parking lot and the storm water. He asked if it was being taken into consideration the storm water being put in now. Richmond replied the imperious part is about 28% and they are allowed a significant amount more than that under the regular R-3 zoning so adding addition buildings is not of concern for Staff.

Mayor Feldman asked what the allowed amount was. Richmond replied she believed it was 50% but that it might be 80%. She would have to double check.

Mayor Feldman asked if either way with the additional buildings they would still be fine. Richmond replied yes, that is not a concern.

Mayor Feldman replied that was his only concern. He stated there are 139 units planned and asked about possible future expansion.

Steven Kunz from Vista Prairie replied it would depend on what the market would bare at that time. He stated a second phase project with their financing would have to wait five years. He stated they would anticipate that being an independent living senior apartment with 40-60 units or maybe some additional assisted living attached to the building.

Mayor Feldman commented he liked it very much. He thought the area was good and the way the site was laid out was impressive. He knew they made adjustments but it still looked good. He stated if they could get MNDot to work with them on 47 that would be great. He asked for Council comment.

Muehlbauer commented he thought it was a beautiful plan. He thought a lot of the residents he has spoken to over the last few years are excited. Whether they want to keep their family here or possibly bring their family closer to home.

Bauer commented he looked it over and felt it was a beautiful plan. He thought it should be at least six stories high but St. Francis isn't that big yet.

Udvig commented she is very excited. She stated it was big thing when she ran for City Council was to bring in some senior housing. She stated it is important for the community for people who have lived here their whole lives to have to leave to go to Minneapolis or something is very traumatic for them. She stated she is excited about the plan and thought it was beautiful.

Mayor Feldman stated he thought it was a good mix between assisted living and senior housing and memory care. He stated he sees that more in the marketplace for that type of facility which he thought was good. He asked when they were hoping to start this project. Steve replied the goal right now is late fall. He stated they are working on furthering their drawing and the process of going out to get construction bids and the financing process is about a four-month process. He stated the target is October or November.

Mayor Feldman asked if they have the operator, the company that will run it. Steven replied Vista Prairie Care is the owner/ operator and they are a nonprofit. He stated the great thing about a nonprofit owner/operator is that they are building it for the long term, not just to build it, fill it and then sell it. He stated it will be a quality building.

Mayor Feldman commented he thought it would be welcomed.

Jim Vett stated they are excited about this growth opportunity. He stated they own and operate nine locations in Minnesota along with one in Iowa, one in Wisconsin and one in Ohio. He stated they have headquarters in Brooklyn Park. He stated they serve about 450 people right now and would like more staff. He stated they are active members in the communities and want to be a part of this community. They encourage staff to volunteer in the community and the community help with the development. They are driven by their mission to provide compassionate care and joy filled environments. They are excited to design this and bring it to the community.

Mayor Feldman asked what attracted them to St. Francis for this facility project. Mr. Vett replied they have been looking to target a little closer to the twin cities and this community doesn't have anything senior related. He stated between the location, competition level and the people that can afford to live in this kind of property is what they are looking for. He stated there isn't any competition in the community, not even a nursing home. He added reasonable land prices were also a factor.

MOTION BY: MUEHLBAUER SECOND: UDVIG TO ADOPT ORDINANCE 296 APPROVING A REZONING REQUEST FOR 23465 ST FRANCIS BLVD NW FROM R-2 AND BPK TO PUD R-3 FIRST READING WITH FINDINGS AS

PRESENTED BY STAFF.

A roll call vote was performed:

Councilmember Udvig	aye
Councilmember Bauer	aye
Councilmember Muehlbauer	aye
Mayor Feldman	aye

Motion carried 4-0

MOTION BY: BAUER SECOND: MUEHLBAUER TO APPROVE RESOLUTION 2022-22 APPROVING THE PRELIMINARY PLAT, FINAL PLAT, AND PUD PLANS INCLUDING THE SITE PLAN FOR THE VISTA PRAIRIE ST. FRANCIS SENIOR LIVING DEVELOPMENT WITH CONDITIONS OF FACT AS PRESENTED BY STAFF.

Ayes: Bauer, Udvig, Muehlbauer, and Feldman

Nays: None

Motion carried 4-0

C. 2022 Street Rehabilitation Project Approval of Plans and Specifications
Resolution 2022-21- Approving Plans and Specifications and Ordering
Advertisement for Bids for the 2022 Street Rehabilitation Project

City Engineer Craig Jochum presented the project which will include improvements to Roanoke Street from Ambassador Boulevard to 241st Avenue and 23th Avenue from Rum River Boulevard to the east cul-de-sac. He stated Staff request consideration to Adopt Resolution 2022-21 Approving plans and specification and ordering advertisement for bids for the 2022 Street Rehabilitation Project.

Mayor Feldman commented that was a good plan they did years ago. He commended Joe Kohlmann for bringing it to their attention and for Council putting it into effect. He stated it is important and helps a lot. He asked for Council comment. There were none.

MOTION BY: UDGIG SECOND: MUEHLBAUER TO ADOPT RESOLUTION 2022-21 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE 2022 STREET REHABILITIATION PROJECT.

Ayes: Bauer, Udvig, Muehlbauer, and Feldman

Nays: None

Motion carried 4-0

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

11. REPORTS

A. Public Works Monthly Report- March

1. Streets & Parks March Report

Streets & Parks Supervisor Jeremy Shook presented the Street & Parks Monthly report for the month of March 2022. He highlighted an average collection of street sweeping. He stated 90 miles of plowing was done in the month of March which differs from the last two years.

Mayor Feldman commented this winter there was been snow on the ground all year. He stated he is very glad they have the equipment that they do and the upgrades to make it safer for the guys that use it. He stated they do a good job. He asked for Council comments.

Muehlbauer thanked Shook for his work.

Bauer commented it was a great report.

Udvig commented it was a great report and encouraged Shook to keep up the good work.

2. Water & Sewer March Report

Water & Sewer Supervisor Parish Barten presented the Water & Sewer report for March 2022. He highlighted that even though the weather wasn't great there was an uptick in the raw water use and effluent water at the water treatment plan. There was also an uptick in the locates which is indicative that people were active in March getting ready for projects. He stated there was maintenance done at the water treatment plant. He stated the newest operator passed his dewaste water license.

Mayor Feldman commented he noticed no plugged pumps were reported, which hasn't happened in six years.

Barten replied that is a good thing.

Mayor Feldman commented it was a very good report. He stated they are doing great job of keeping the facility running at the level it is and that they hoped it would be. He stated it is state of the art and they are maintaining it.

Udvig commented it was a great report and hoped the pumps remain clear. She thanked them for their work.

Bauer commented it was a great report and thanked them for their work on behalf of the Council.

Muehlbauer commented that he would like Barten and Shook to pass on the appreciation.

Mayor Feldman agreed adding the staff don't hear appreciation enough from the Council and asked that they pass it on.

B. Police Department First Quarter Report

Police Chief Todd Schwieger presented the 2022 first quarter report for the Police Department. He stated the first few months of the year are always busy updating things. He stated officers completed predatory offender compliance checks this spring. He stated officers and staff participated and assisted in bringing on a couple of new officers. He stated both officers are doing well. He expressed appreciation to the staff for the extra work involved in onboarding the new officers. He stated a planning session was held for community events that are going to be held during the year. He gave an update on the body camera program that was implemented late last year. He stated officers are getting used to operating them every year and it is going well so far. He reviewed statistics for quarter one. He stated vehicle pursuits increased locally but also nationally. He stated officers are receiving additional training to be able to end pursuits safely.

Mayor Feldman asked what Schwieger thought was the reason for the increase.

Schwieger replied that a lot are getting away because a lot of departments have strict no pursuit policies now. He stated the reason they are keeping their policy and allowing officer discretion is because so far officers have made wise decisions regarding when to terminate pursuit. Factors include time of day, circumstance, the reason for the chase. He stated more have been terminated versus completed. He stated there is accountability to end them at slower speed. He stated it is a rising statistic. He highlighted awards given in to officers and residents during the quarter. He expressed pride in his staff for their accomplishments and bringing new officers on.

Mayor Feldman commented it was a good report. He stated he was glad to see the Toward Zero Deaths traffic statistic is going down. He asked Schwieger to explain welfare checks.

Schwieger replied periodically a request comes in to check on someone who hasn't been heard from in some time or the person can't be contacted. He stated discretion is used for these checks.

Mayor Feldman asked that it is not about a monetary check, it is checking on someone. He stated the Toward Zero Deaths statics is down but he was still surprised about the DUI's and DWI's. He stated he is amazed how many people at this stage in life still drink and drive.

Schwieger agreed and added distracted driving is still prevalent.

Mayor Feldman commented that when he was learning to drive he was told to drive defensively and felt that was more in play today. He stated he reads every one of the off week memos and is shocked. He encouraged the residents if they want to drink to stay home or let someone else drive for them. He asked for Council comment.

Udvig commented it was a great report. She stated it is great to see officers recognized and seek further training. She appreciated the officers involvement and friendliness in the community. She asked Schwieger to let officers know that Council appreciates them.

Bauer asked Schwieger to let the officers know they are appreciated and also to the FTO's for wanting to train and stay on in St. Francis. He stated it shows the police officers are community oriented and thanked them.

Muehlbauer also expressed appreciation. He asked if Councilmember Robinson was able to attend the class. Schwieger confirmed he was there and stated it went well. He stated there were new faces and people wanting to be involved.

Mayor Feldman stated he liked a portion of the report and read "events have become a vital component of establishing and maintaining a positive work relationship with the public which only contributes to St. Francis being a great place to live." He pointed out that it is important for people to not be afraid of the police but be able to call when needed and not worry about something else happening with that call. He stated Schwieger has done a great job in the six years the Council has known him to bring a community orientation to bring the community and police together. He commented Schwieger on this. He thought that was a big deal, especially in a small community. He stated people shouldn't be in fear of calling police or fire at any time. He stated it is not just about a fire or the police coming for whatever the issue is but they need to feel comfortable with the response and that is what Schwieger has done and it has been noticed by the Council.

C. Fire Department Monthly Report- March

Fire Chief Dave Schmidt presented the monthly report for the Fire Department for the month of March 2022. He highlighted they were busier during overnight hours which slowed their overall response time statistics. He stated calls were down comparatively from 2021 with 48 runs. He stated three members are on long term leave. He reported that there were zero calls that met criteria for COVID. There were five runs with an ambulance response time of over 20 minutes. He stated they have been busy with fire inspections for the month. He stated during the thunderstorm last week there was leak in the fire station roof which has been patched.

Mayor Feldman complimented Council and Staff for putting a maintenance plan in place because these buildings are old. He stated that just like taking care of yourself or a car, buildings need to be taken care of. He stated these buildings are coming to the end of their life expectancy that is why it is important why talks are continuing with the City Hall/ Fire Station. He continued as time goes on these buildings will decay more and even though they are maintained there will be big costs with roof systems that will entail big dollar amounts that they don't want to deal with. He stated one of the best things Public Works did was to make a maintenance contract with the roofing company. He asked if they solved the problem. Schmidt replied they will see with the rain in the forecast.

Mayor Feldman commented he was glad about the COVID statistic. He commented that with the EMS capabilities that the Fire Department shouldn't be called Fire Departments because they are Fire and EMS departments today. That trend is changing more and more. He stated he would like to live long enough to see individual ambulances in each city but didn't want to be naïve to think that would happen, although he thought it was very important. He stated he thought what Schmidt has done with his staff along with the police is excellent. He commended both departments on the grass fire recently that they had with multiple cities responding. He stated a great job was done by St. Francis with the city of Nowthen who have now become a helpful partner. He stated he hoped someday to see JPA's with cities around them. He stated with the City Hall/ Fire Station that is in the planning phase to keep in mind the uses today but more importantly the needs of tomorrow as they grow and cities around grow. He stated it was a good report. He stated that the Staff doesn't hear thanks enough for the work they do on a daily basis. He asked for Council comment.

Muehlbauer expressed appreciation for the Fire Department staff along with the other departments because they contribute and help the City run. He commented when he was in Phoenix a customer of his got a huge bill for a short ambulance ride from the City of Phoenix, which he didn't think reflected well on the city.

Mayor Feldman replied knowing they have to pay for it may influence if people want to use the service.

Udvig commented it was a great report. She liked to see the number of inspections and reinspections to get issues fixed.

Schmidt replied they have had great compliance with every fire inspection so far.

Udvig reiterated that staff does a great job and asked him to pass on their appreciation.

Bauer commented it was a great report and asked Schmidt to pass on appreciation. He asked how ambulances were tagged over 20 minutes.

Schmidt replied they are not tagging routine responses but work to ensure they are only capturing emergent responses.

Mayor Feldman commented that the audience that may be watching the meetings that Council just compliments just to say a nice thing. He stated he gives credit to anyone who deserves credit and he won't give someone who doesn't deserve credit. He stated they are complimenting Staff because they are appreciative of what they all do, not to make it seem everything is fine. He stated there are good days and bad days but they have a team that works through the bad days to make those days better for the residents they serve. They are a customer service business. He wanted to clarify that the thanks is given because of the work they do and he does sincerely mean it.

12. COUNCIL MEMBER REPORTS

Udvig reported she attended the Work Session last week. She stated for community involvement the Bridge Church hosted an egg hunt and over 200 families attended.

Bauer reported he also attended the Work Session.

Muehlbauer reported he also attended the Work Session. He has been out of town a lot so he didn't have much to report. He thanked the Staff and congratulated Kate Thunstrom in person on her position.

Mayor Feldman reported he was at the Work Session. He stated Staff and Council do a lot of Work Sessions. He has stated all City business takes as long as City business takes whether that be a half hour or three hours. They have some long Work Sessions. He stated the Work Sessions are fruitful and a lot gets done which is good and important. He wanted the audience to understand the Council tries to have a good time and the Mayor isn't perfect. He reported on the Liquor Muni and stated there is a situation that in the contract they are supposed to retain 10% quantity of all tile used on the site but when they left they left two pieces of tile for the floor instead of ten boxes. They left three pieces for the wall by the wine tasting area and two pieces of break room tile. He repeated the contract says 10% of any quantity used. He stated when the contractor returned all the tile he was concerned that they wouldn't be able to get the tile and would have to crack up the floor to replace it which they don't want to do. He stated he contacted the where it was returned and set aside the ten boxes that would have been the 10% so he has them on hold. He stated it is a cost of \$74.15, he didn't believe they should pay for it but wanted to get the tile here. He let the Council know he will get it delivered and take it off the retainage of the contracted company.

Muehlbauer asked if they already paid for it because it was a part of the contract.

Mayor Feldman replied that is what he is disputing because he thought credit should have been given. He stated there have been issues with them with things like this. He stated

Assistant City Attorney Dave Schaps, Water & Sewer Supervisor Parish Barten, and Streets & Parks Supervisor Jeremey Shook are in the loop with everything they are doing. He wanted to bring the need for the tile on site to the Council's attention. He didn't want to take a chance that the manufacturer goes out of manufacturing and the floor has to be taken out and the whole store shut down for that. He stated that is why there is a clause in the contract that 10% of the floor is to be left for future use.

Muehlbauer asked the City already paid for it and now will be paying for it again.

Mayor Feldman replied they will take it out of the retainer so the company will not get it and covers the cost. He stated what they did was returned all of the tile instead of keeping out the 10% portion of unused tile that they should have. He stated there have been issues with Weber and he would never work with them again.

Mayor Feldman stated the front door closers on the outside doors were actually interior closers so when the wind comes the doors would stay open. He stated Liquor Store Manager John Schmidt mentioned that awhile ago. He stated recently he had two bids done and ordered the new heavy closers for those doors because he didn't want to go through anything that would close the store down. He stated he had two bids that were around \$18 apart and went with the company that did the closers for the City Hall. So far things have been working well so far. He stated that is one of those things you find when doing remodeling as time goes on. He wanted Council to know that has been done. He stated the only thing for staff to do is to put steel cores on the corner posts on the corner wall. Barten ordered those, the threshold has to be changed, and should the legal papers be done, it would close out this project. He stated the frustration is that it will be one year since the start of this project which started May 17, 2021 and it will be now be May 17, 2022 and he is still dealing with Weber. He stated he is not in favor low ball bids anymore, but low qualifying bids. He stated he will never do this amount of work for nothing again in his life. He stated that Minnesota DOLI code states that when an attachment is made to an existing building, the existing building has to be brought up to code. He stated if they hadn't gotten involved, this amount of money or more would have been spent and they would have gotten less quality of a building. He stated they have a high quality building that is up to code now that should last quite a number of years. At that point down the road when that building has to be changed that city administration will have to go a different direction, take that building down and put up a new one. He stated this building now is being used for what it was designed for, a liquor store, which is what it was meant to be but never meant to be, there were other things in that building before. It was a bar before, then on sale liquor, it was the City Hall, and now it is being designed and built for what it is being used for. He stated there is only one other building in the City that has ever had that and that is Police and Public Works, every other thing in the City has been pieced together and they have had to deal with maintaining it, which they have, but now they are having to deal with it in bigger ways. He stated the full staff at the Liquor Muni, Jeremey, Parish and Paul, and City Attorney Dave Schaps, have done a great job of supporting him in getting this done. He stated he didn't know he was going to do that amount of work. He thought he was just going to go to some construction meetings and oversee it but that is not how it turned out. He stated he hoped the Council has all seen

the finished result as it is a very nice looking building that gets a lot of compliments and will generate a lot of revenue over time. He stated John is going to ask for a Work Session soon to work on promotion of the store.

Mayor Feldman congratulated Kate Thunstrom on behalf of the Council. He thanked City Planner Beth Richmond for all her work and congratulated Finance Director Darcy Mulvihill on her sixth grandchild. He stated it is amazing how she went from zero to six, her family has been very busy. He thanked the Staff and asked them to keep up the good work and be safe.

13. UPCOMING EVENTS

April 20, 2022 – Planning Commission Meeting – 7:00 p.m.

April 30, 2022 – Spring Recycling Event

May 2, 2022 – City Council Meeting – 6:00 p.m.

May 9, 2022 – City Council Work Session – 5:30 p.m.

14. ADJOURNMENT

There being no further business, Mayor Feldman adjourned the regular City Council at 6:58 p.m.



Jennifer Wida, City Clerk