

CITY OF ST. FRANCIS  
CITY COUNCIL AGENDA

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

March 18, 2024

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 Crystal Kreklow, Robert Bauer and Sarah Udvig.

Also present: City Administrator Kate Thunstrom, Deputy City Administrator/City Clerk Jenni Wida, Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), Fire Chief Dave Schmidt, Liquor Store Manager Joe Pfeifer, Finance Director Darcy Mulvihill, City Engineer Craig Jochum (Hakanson Associates, Inc.), and Police Chief Todd Schwieger, (HKGi).

Absent: Councilmember Kevin Robinson

**3. APPROVAL OF AGENDA**

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

Ayes: Udvig, Bauer, Kreklow and Mayor Muehlbauer.

Nays: None

Motion carries: 4-0

**4. CONSENT AGENDA**

A. City Council Minutes – March 4, 2024

B. Change Orders – City Hall / Fire Station Project

C. Stahl Construction – Pay Applications NO.6 – Labor & Material

D. Police Department Personnel

E. Public Works Streets and Parks Position

F. Establishing Municipal State Aid Street

*Resolution 2024-12 Establishing Municipal State Aid Streets*

G. Payment of Claims

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

Ayes: Udvig, Bauer, Kreklow and Mayor Muehlbauer.

Nays: None

Motion carries: 4-0

**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. Portable Audio/Video Recorder Audit**

Chief Schwieger gave an overview of the audit report. The audit had no discrepancies and the department is in compliance with state statute. The next audit will take place in 2025.

MOTION BY: KREKLOW SECOND: UDVIG TO ACCEPT THE AUDIT RESULTS.

Ayes: Udvig, Kreklow, Bauer, and Mayor Muehlbauer.

Nays: None

Motion carries: 4-0

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

**11. REPORTS - NONE**

**12. COUNCIL MEMBER REPORTS**

The Council did not have anything to report.

Mayor Muehlbauer shared that he had spoken to staff about code compliance issues. He reminded everyone that the Citizen's Academy will be coming up soon.

**13. UPCOMING EVENTS**

March 19 - Special 27B General Election - Polls open at 7:00 AM

March 20 - Cancelled - Planning Commission Meeting

April 1 - City Council Meeting - 6:00 pm

April 15 - City Council Meeting - 6:00 pm

April 17 - Planning Commission Meeting - 7:00 pm

**14. ADJOURNMENT**

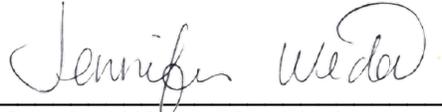
MOTION BY: BAUER SECOND: KREKLOW TO ADJOURN THE MEETING.

Ayes: Udvig, Bauer, Kreklow and Mayor Muehlbauer.

Nays: None

Motion carries: 3-0

There being no further business, Mayor Muehlbauer adjourned the regular City Council at 6:04 p.m.

A handwritten signature in cursive script that reads "Jennifer Wida". The signature is written in black ink and is positioned above a horizontal line.

Jennifer Wida, City Clerk