

CITY OF ST. FRANCIS  
CITY COUNCIL AGENDA

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

October 7, 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 Kevin Robinson, Crystal Kreklow, Sarah Udvig, and Mark Vogel.

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

**3. APPROVAL OF AGENDA**

MOTION BY: ROBINSON SECOND: VOGEL APPROVING THE REGULAR CITY COUNCIL AGENDA

Ayes: Kreklow, Udvig, Vogel, Robinson, and Mayor Muehlbauer.

Nays: None

Motion carries: 5-0

**4. CONSENT AGENDA**

A. City Council Minutes - September 16, 2024

B. Hiring Part-Time Firefighter- Contingent

C. Police Department Policy Manual

D. Change Orders – City Hall / Fire Station Project

E. Rivers Edge 5<sup>th</sup> Drainage and Utility Vacation

F. Bluffs of Rum River Final Plat Submittal Extension

G. Rivers Edge 7<sup>th</sup> Addition Financial Security Reduction

H. Appointment of Election Judges

*Resolution 2024-37 Appointing election judges for the General Election on November 5, 2024*

I. Towing Services RFP

J. Acknowledgement to Conduct Excluded Bingo

K. Payment of Claims

Vogel asked about item I and if there was a reason that they only do one year

RFPs. City Administrator Thunstrom explained that the length of RFPs are based on the types of services.

Police Chief Schwieger noted that this RFP is for a multi-year contract.

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

Ayes: Kreklow, Udvig, Vogel, Robinson, and Mayor Muehlbauer.

Nays: None

Motion carries: 5-0

## **5. MEETING OPEN TO THE PUBLIC**

Steve Kane, with the St. Francis Ambassadors, came forward and shared that this group is dedicated to the City and has done over 80 events this year representing the City. He shared that the young ladies in this group give a lot of time to this group to represent the City. He added that they also do a lot of community service. He stated that the St. Francis Ambassadors are here to help with Staff needs any assistance as they are here for the City. He shared their request for a donation of \$1,400, which would go towards storage for the parade float and gas.

Vogel asked how the Ambassadors are funded. Mr. Kane said they are funded through fundraisers.

Vogel asked who owns the parade float. Mr. Kane said the Ambassadors do.

Vogel asked if the City insures the float. Thunstrom said yes.

Robinson asked what the City is paying to insure the float and how much they donated to the Ambassadors last year. Thunstrom said she believes they donated \$1,400 last year. She added that Finance Director Mulvihill would be able to answer the question on what they pay to insure the float.

Mayor Muehlbauer asked this be moved to the upcoming Work Session to discuss giving this donation.

Joe Lawrence, 2208 135th Lane Northwest, came forward and reminded the Council that in regard to the THC and cannabis use moratorium and concerns, there is a City-sponsored liquor store that is about 300 feet from the middle school football field. He said he wants to make sure they are fair to all businesses. He noted that he listened to the last Council meeting and found Vogel's comments abrasive when it comes to Staff and other Councilmembers. He wanted to remind the Council that everything they do and say is not only going to impact outside developers' interest in the City, but also, employees. He shared his excitement for the new dog park.

Robinson asked if Mr. Lawrence had any examples of when the City had been

unfair to any businesses. Mr. Lawrence said he does not; however, he noted the Council seems very concerned with the THC and cannabis sales and did not want to see them be unfair to these business owners.

Mayor Muehlbauer shared that he was under the impression that State law was going to address a lot of the concerns that they had for these cannabis businesses, such as the distance requirements from schools so he did not see a need for the moratorium originally. He added that there was a concerned mother who was bringing attention to a cannabis business in the City on Facebook. He thanked Staff for their hard work on this after this mother reached out with concerns.

Vogel stated that his phone number is available on the City website and he would love to chat more with Mr. Lawrence.

6. **SPECIAL BUSINESS - NONE**

7. **PUBLIC HEARINGS - NONE**

8. **OLD BUSINESS - NONE**

9. **NEW BUSINESS**

A. **First Baptist Church Expansion – Site Plan**

**Resolution 2024-35 Approving a site plan for First Baptist Church Expansion**

City Planner Richmond reviewed the Staff report in regard to the First Baptist Church expansion site review.

Vogel asked how this will work with the future roundabouts on Highway 47. Richmond explained that the applicant and Staff had discussions about this and decided to leave the northern access drive as it is today as there are still questions on what the intersection of Pederson and Highway 47 will look like. She noted that they did not want to require something of the applicant that would then have to change.

Vogel asked if there is also a roundabout proposed at the southern entrance. Thunstrom said they are looking at a three-quarter intersection at 229th Avenue.

MOTION BY: UDVIG SECONDED: KREKLOW TO ADOPT RESOLUTION 2024-35 APPROVING A SITE PLAN FOR FIRST BAPTIST CHURCH EXPANSION.

Ayes: Kreklow, Udvig, Vogel, Robinson, and Mayor Muehlbauer.

Nays: None

Motion carries: 5-0

B. **Grading Interim Use Permit Amendment**

**Resolution 2024-36 Approving an interim use permit amendment to allow site grading on the Richard D. Schroeder Advanced Ammunition Range**

Richmond reviewed the Staff report concerning the interim use permit amendment

for Richard D. Schroeder Advanced Ammunition Range.

MOTION BY: ROBINSON SECONDED: VOGEL TO ADOPT RESOLUTION 2024-36 APPROVING AN INTERIM USE PERMIT AMENDMENT TO ALLOW SITE GRADING ON THE RICHARD D. SCHROEDER ADVANCED AMMUNITION RANGE.

Ayes: Kreklow, Udvig, Vogel, Robinson, and Mayor Muehlbauer.

Nays: None

Motion carries: 5-0

C. Work Session Request

Thunstrom shared the request for a Work Session meeting in the month of November.

The Council was in agreement to schedule the Work Session for November 12 at 5:30pm at the Community Center.

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

**11. REPORTS**

A. Fire Department Monthly Report- August

Fire Chief Schmidt reviewed the Fire Department report for August. He shared there was a decrease in response times for the month for an average of seven minutes and one second. He noted the calls for service for the month increased to 80 calls; however, this was due in part to the two large storm events that they had during the month. He shared his appreciation for his Staff that helped with these storm events. He said the average number of firefighters per call continues to increase to an average of seven per call. He noted there were 34 fire calls and 46 EMS calls for the month. He added that there was only one ambulance response time over 20 minutes for August. He shared there were a total of four inspections for the month, with two initial inspections and two reinspections.

Robinson thanked Schmidt for all of the work he has been doing behind the scenes with Nowthen.

The Council thanked Schmidt and his Staff for all of their hard work on a daily basis, as well as during the storm.

**12. COUNCIL MEMBER REPORTS**

The Council shared the meetings and events they attended in the past few weeks, as well as highlighting upcoming events.

Mayor Muehlbauer shared that he attended a meeting with the Anoka County Election Integrity Team along with Vogel and Robinson. He noted they will not be moving forward with anything with this group for now; however, they will continue to discuss this in the future. He added that he also has responded to some

complaints to people on Facebook and encouraged residents to contact Staff with any issues they may have. He said if people want things done, they should contact the City directly.

### **13. UPCOMING EVENTS**

October 14 - City Offices Closed in Observance of Columbus/Indigenous Peoples' Day

October 16 - Planning Commission Meeting - 7:00 pm

October 19 - Household Hazardous Waste Drop-off Event (Free) - 9:00 am - 1:00 pm

October 21 - City Council Meeting - 6:00 pm

October 28 - City Council Work Session - 5:30 pm

October 29 - Public Works 2nd Annual Open House & Truck or Treat Event - 5:00 pm

October 30 - Parks Commission Meeting - 7:00 pm

### **14. ADJOURNMENT**

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

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

Nays: None

Motion carries: 5-0

There being no further business, Mayor Muehlbauer adjourned the regular City Council at 6:34 p.m.

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Jennifer Wida, City Clerk