

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
St. Francis City Hall 3750 Bridge Street NW
January 6, 2025
6:00 p.m.

1. **SPECIAL MEETING OF OUTGOING COUNCIL**

2. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**

The special City Council meeting was called to order at 6:00 p.m. by former Mayor Joe Muehlbauer.

3. **ROLL CALL**

Members Present: Mayor Joe Muehlbauer, Councilmembers Kevin Robinson, Sarah Udvig, and Mark Vogel.

4. **APPROVAL OF MINUTES**

A. City Council Minutes - December 16, 2024

MOTION BY: ROBINSON SECONDED: VOGEL TO APPROVE THE CITY COUNCIL MEETING MINUTES FOR DECEMBER 16, 2024.

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

Nays: None

Motion carries: 4-0

5. **ADJOURNMENT**

There being no further business, Mayor Muehlbauer adjourned the Special City Council at 6:01 p.m.

6. **OATHS OF OFFICE**

Assistant City Attorney Schaps gave the oath of office to new Councilmembers Faanes and Muehlbauer and new Mayor Vogel.

7. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**

The regular City Council meeting was called to order at 6:04 p.m. by Mayor Mark Vogel.

Faanes and Muehlbauer thanked those who voted for them on the Council and they look forward to serving their community.

Mayor Vogel thanked God, his family, the citizens of St. Francis, and the Council for their support.

8. **ROLL CALL**

Members Present: Mayor Mark Vogel, Councilmembers Kevin Robinson, Sarah Udvig, Amy Faanes, and Joe Muehlbauer.

Also present: City Administrator Kate Thunstrom, Deputy Administrator-City Clerk Jenni Wida, Community Development Director Jessica Rieland, 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 Interim City Planner Jason Zimmerman (HKGi).

9. APPROVAL OF AGENDA

MOTION BY: MAYOR VOGEL SECOND: MUEHLBAUER APPROVING THE REGULAR CITY COUNCIL AGENDA

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

Nays: None

Motion carries: 5-0

10. CONSENT AGENDA

A. Acknowledgment for Exempt Permit - Raffle

B. Council Appointments

Resolution 2025-01 Approving the appointments for 2025

C. Declare Breathing Air Compressor as Surplus Equipment

Resolution 2025-02 Declaring surplus property and authorizing the disposal of said claims

D. Payment of Claims

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

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

Nays: None

Motion carries: 5-0

11. MEETING OPEN TO THE PUBLIC

Jackie Goedel, 23485 Hopi Street NW, came forward and shared that she is the Vice President and Program Coordinator of the Miss St. Francis Ambassador Program. She shared that Little Misses Piper and Emma are in attendance with her this evening. She congratulated the new Councilmembers and Mayor and let them know that the Ambassadors are here for anything the City needs. She invited Mayor Vogel to the coronation at Pioneer Days on May 31 to present the outgoing Ambassadors with some certificates and to speak to the citizens.

12. SPECIAL BUSINESS - NONE

13. PUBLIC HEARINGS - NONE

14. OLD BUSINESS - NONE**15. NEW BUSINESS****A. 2024 Code Revisions – First Reading**

Ordinance 339 - approving amendments to Chapter 4 Building Regulations and Permits in the City Code

Ordinance 340 - approving amendments to Chapter 7 Right-of-Way/Traffic/Parking/Streets in the City Code

Ordinance 341 - Chapter 8 Modifying Public Protection

Ordinance 342 - approving housekeeping amendments to Division 4, 6, and 7 of the Zoning Code

Interim City Planner Jason Zimmerman reviewed the Staff report in regard to the 2024 Code revisions. He shared the Planning Commission's recommendation of approval.

Robinson asked if the suggestions made by the Planning Commission were taken into consideration for the parking amendments. Community Development Director Rieland shared that the goal when they proposed the parking amendments was to limit the parking of recreational vehicles behind the front plain of the building and now it is allowed in the front yard, just not within the setback.

Robinson asked if they had determined what the approved parking surfaces were. Rieland said it is in code that an approved parking surface must be an impervious surface.

Mayor Vogel shared that he listened to the Planning Commission meeting where this was discussed, and he appreciated the discussion from the Commission about allowing parking in front of homes.

MOTION BY: MUEHLBAUER SECONDED: ROBINSON TO ADOPT THE FIRST READING OF ORDINANCE 339 APPROVING AMENDMENTS TO CHAPTER 4 BUILDING REGULATIONS AND PERMITS IN THE CITY CODE.

A roll call vote was performed:

Mayor Vogel	aye
Councilmember Muehlbauer	aye
Councilmember Robinson	aye
Councilmember Faanes	aye
Councilmember Udvig	aye

Motion carried: 5-0

MOTION BY: MUEHLBAUER SECONDED: FAANES TO ADOPT THE FIRST READING OF ORDINANCE 340 APPROVING AMENDMENTS TO CHAPTER 7 RIGHT-OF-WAY/TRAFFIC/PARKING/STREETS IN THE CITY CODE.

A roll call vote was performed:

Mayor Vogel	aye
Councilmember Muehlbauer	aye
Councilmember Robinson	aye
Councilmember Faanes	aye
Councilmember Udvig	aye

Motion carried: 5-0

MOTION BY: UDVIG SECONDED: ROBINSON TO ADOPT THE FIRST READING OF ORDINANCE 341 - CHAPTER 8 PUBLIC PROTECTION.

A roll call vote was performed:

Mayor Vogel	aye
Councilmember Muehlbauer	aye
Councilmember Robinson	aye
Councilmember Faanes	aye
Councilmember Udvig	aye

Motion carried: 5-0

MOTION BY: ROBINSON SECONDED: MUEHLBAUER TO ADOPT THE FIRST READING OF ORDINANCE 342 APPROVING HOUSEKEEPING AMENDMENTS IN DIVISION 4, 6, AND 7 OF THE ZONING CODE.

A roll call vote was performed:

Mayor Vogel	aye
Councilmember Muehlbauer	aye
Councilmember Robinson	aye
Councilmember Faanes	aye
Councilmember Udvig	aye

Motion carried: 5-0

B. Cannabis Zoning Code Amendment – First Reading

Ordinance 343 Amending the Zoning Code to allow cannabis uses

Zimmerman reviewed the Staff report concerning cannabis zoning code amendments. He shared the Planning Commission's recommendation for approval.

Muehlbauer asked if they foresee more changes from the State that will result in a lot of amendments to this ordinance. Zimmerman shared that they anticipate some changes coming and as they start to roll out some of the registration and licensing later in the year there may be some amendments that need to be made.

Robinson asked about the hours of operation. Zimmerman explained that there is a limited amount that the City can restrict the hours of operation within the State statute and they are currently as close to this as they can be. He noted that these hours are similar to all other locations across the State.

MOTION BY: UDVIG SECONDED: MUEHLBAUER TO ADOPT THE FIRST READING OF ORDINANCE 343 AMENDING THE ZONING CODE TO ALLOW CANNABIS USE.

A roll call vote was performed:

Mayor Vogel	aye
Councilmember Muehlbauer	aye
Councilmember Robinson	aye
Councilmember Faanes	aye
Councilmember Udvig	aye

Motion carried: 5-0

C. Code of Conduct

Mayor Vogel requested that this item be moved to a Work Session.

MOTION BY: MUEHLBAUER SECONDED: FAANES TO CONTINUE THIS ITEM TO THE WORK SESSION.

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

Nays: None

Motion carries: 5-0

16. MEETING OPEN TO THE PUBLIC - NONE

17. REPORTS - NONE

18. COUNCIL MEMBER REPORTS

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

Muehlbauer, Robinson, and Udvig welcomed and congratulated Faanes and new Mayor Vogel.

Mayor Vogel asked when they will schedule the Work Session to review the Code of Conduct. City Administrator Thunstrom said they can look to schedule a Work Session in February.

The Council scheduled a Work Session meeting for February 24 at 5:30 p.m.

19. UPCOMING EVENTS

January 15 - Planning Commission Meeting - 7:00 p.m.
January 20 - City Offices Closed in Observance of Martin Luther King Day
January 21 - City Council Meeting - 6:00 p.m.
January 27 - City Charter Meeting - 6:00 p.m.
February 01 - City Hall Fire Station Open House 9:00 a.m. - 12:00 p.m.

20. ADJOURNMENT

MOTION BY: MUEHLBAUER SECOND: FAANES TO ADJOURN THE MEETING.

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

Nays: None

Motion carries: 5-0

There being no further business, Mayor Muehlbauer adjourned the regular City Council at 6:36 p.m.

Jennifer Wida, City Clerk

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