

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA

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

December 2, 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, Sarah Udvig, and Mark Vogel.

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, and City Engineer Craig Jochum (Hakanson Associates, Inc.).

3. APPROVAL OF AGENDA

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

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

Nays: None

Motion carries: 4-0

4. CONSENT AGENDA

A. City Council Minutes - November 18, 2024

B. City Council Special Meeting Minutes - November 12, 2024

C. City Council Work Session Minutes - November 12, 2024

D. Towing Agreement

E. DNR Releaf Grant Project – Final Payment

F. Quicksilver Street Surface Improvement Project – Final Payment

G. 2025 Business License Renewals

Resolution 2024-45 Adopting the license renewals for 2025

H. Payment of Claims

Mayor Muehlbauer shared that they moved the MS-4 Annual Opportunity for Public Input from Item E on the Consent Agenda to the New Business as Item 9C.

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

Ayes: Kreklow, Udvig, Vogel, 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

A. 2025 Proposed Budget Presentation

Resolution 2024-42 Certifying taxes payable in 2025

Resolution 2024-43 Adopting a budget for 2025

Finance Director Mulvihill reviewed the Staff report in regard to the 2025 proposed budget and tax levy.

Vogel asked about what the breakdown in the Community Development budget looks like. Mulvihill stated the biggest portion of this budget is for salaries for the four Staff members in this department.

Mayor Muehlbauer opened the Public Hearing at 6:18 p.m.

Julie Heifort, 23943 Quicksilver Street, came forward and shared that she has a few issues with her tax statement. She stated that the County and City meetings are scheduled at the same time so she cannot attend both. She explained that she owns two parcels of land, one which is 13 acres which her house is on and one which is 34 acres and a pole building. She stated the taxes on her pole building property went up 398% and the taxes on both of her properties combined went up over \$2,900. She noted that her classification went from rural to non-homestead rural. She asked about this change in classification. Mulvihill stated this would have been done by the County as the City does not determine these things. She added that the County statements would have come out in the spring.

Mayor Muehlbauer asked if it was too late for Ms. Heifort to address this concern with the County. Ms. Heifort said she does not recall receiving anything from the County prior to her tax statement. Mulvihill said the notice would have come out prior to their Public Hearing process in March. She noted that it may be too late to address this with the County as the hearing period has passed.

City Administrator Thunstrom explained that the change in classification is likely due to the use of the property.

Mulvihill suggested contacting the Anoka County Assessor's Office with any questions.

Vogel shared that he has come to the County Assessor with a mistake in his

valuation in the past and they were able to correct it.

Mayor Muehlbauer closed the Public Hearing at 6:23 p.m.

Vogel shared that he does not see the City making sacrifices with this budget. He shared his respect for the work Staff has done to the budget; however, he thinks it is the Council's idea to share in the sacrifice.

MOTION BY: KREKLOW SECOND: MAYOR MUEHLBAUER TO ADOPT RESOLUTION 2024-42 CERTIFYING TAXES PAYABLE IN 2025.

Ayes: Kreklow, Udvig, and Mayor Muehlbauer.

Nays: Vogel

Motion carries: 3-1

MOTION BY: UDVIG SECOND: KREKLOW TO ADOPT RESOLUTION 2024-43 ADOPTING A BUDGET FOR 2025.

Ayes: Kreklow, Udvig, and Mayor Muehlbauer.

Nays: Vogel

Motion carries: 3-1

8. **OLD BUSINESS - NONE**

- A. Ordinance Amendment – Chapter 2-9-1 Fee Schedule, Second Reading
Ordinance 337 Amending section 2-9-1 of the city code regarding the fee schedule
Resolution 2024-44 Summary Publication of Ordinance 337

Thunstrom reviewed the Staff report in regard to updating the fee schedule.

Vogel shared concerns with the fees for use of community center rentals; however, since they do not currently have a community center, he is okay with keeping the fees as presented for now. He said he would like to make sure they look into this next year. Udvig and Kreklow agreed.

MOTION BY: VOGEL SECONDED: UDVIG TO ADOPT ORDINANCE 337 AMENDING SECTION 2-9-1 OF THE CITY CODE REGARDING THE FEE SCHEDULE.

A roll call vote was performed:

Mayor Muehlbauer aye

Councilmember Vogel aye

Councilmember Kreklow aye

Councilmember Udvig aye

Motion carried: 4-0

MOTION BY: VOGEL SECONDED: KREKLOW TO ADOPT RESOLUTION 2024-44 APPROVING THE SUMMARY PUBLICATION OF ORDINANCE 337.

Ayes: Kreklow, Udvig, Vogel, and Mayor Muehlbauer.
Nays: None
Motion carries: 4-0

B. LELS 319 Union Labor Agreement (Police Officers)

Police Chief Schwieger reviewed the Staff report concerning the three-year contract for the LELS Police Officers.

Mayor Muehlbauer stated the Council worked this out with Staff during closed session meetings.

MOTION BY: KREKLOW SECONDED: UDVIK TO ACCEPT THE LELS 319 UNION LABOR AGREEMENT FOR POLICE OFFICERS.

Ayes: Kreklow, Udvig, Vogel, and Mayor Muehlbauer.
Nays: None
Motion carries: 4-0

C. LELS Local 411 Labor Agreement (Sergeants)

Schwieger reviewed the Staff report regarding the three-year contract for the LELS Police Sergeants.

MOTION BY: VOGEL SECONDED: MAYOR MUEHLBAUER TO ACCEPT THE LELS LOCAL 411 LABOR AGREEMENT FOR SERGEANTS.

Ayes: Kreklow, Udvig, Vogel, and Mayor Muehlbauer.
Nays: None
Motion carries: 4-0

9. NEW BUSINESS

A. Hwy 47 Reconstruction - City Infrastructure

Thunstrom reviewed the Staff report concerning the Highway 47 reconstruction.

Kreklow shared her frustration that they are not getting the assistance that they need through grants and State funding.

Vogel asked where they are in the process of this and when they look to break ground on this project. Thunstrom shared that the City is involved in the steps of going into the JPA for the design and environmental factors. She noted that once they have these documents completed, the State will take over the full project and work towards the final design and putting it out for bid. She stated the current construction schedule is to start in 2028.

Vogel asked if they would be getting help from a lobbyist or grant writer. Thunstrom said it would be a lobbyist.

Vogel asked if the proposed firm is well known and has been vetted. Thunstrom

said yes and explained that the history of those at the firm have been involved in the legislator or are heavily involved in the work at the capitol.

Vogel said that while he is not excited about it, he thinks this is something they need to do.

Udvig agreed with Kreklow and Vogel and added that they have been working on this for a very long time. She asked residents to be patient while they worked through this.

Mayor Muehlbauer agreed with Vogel that while he is not happy about this, it is something they need to do.

MOTION BY: UDVIG SECONDED: KREKLOW TO APPROVE THE LEGISLATIVE SERVICES AGREEMENT WITH LOCKRIDGE GRINDLE NAUEN.

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

Nays: None

Motion carries: 5-0

B. Ordinance of the City of St. Francis to Regulate Cannabis Business

Registration - First Reading

Ordinance 338 Adding Chapter 6, Section 13 of the St. Francis City Code to Regulate Cannabis Businesses

Thunstrom reviewed the Staff report concerning an ordinance regulating cannabis businesses.

Vogel asked about the distance requirements of 1000 feet from schools and 500 feet from daycares as being under the temporary license. He asked if this will also be under the new zoning guidelines. Thunstrom said yes and explained that the discretionary pieces that Council discussed are under the zoning ordinance and the Council will see these things when the zoning updates come forward in January.

MOTION BY: UDVIG SECONDED: MAYOR MUEHLBAUER TO ADOPT ORDINANCE 338 ADDING CHAPTER 6, SECTION 13 OF THE ST. FRANCIS CITY CODE TO REGULATE CANNABIS BUSINESSES.

A roll call vote was performed:

Mayor Muehlbauer aye

Councilmember Vogel aye

Councilmember Kreklow aye

Councilmember Udvig aye

Motion carried: 4-0

C. MS4 – Annual Opportunity for Public Input

City Engineer Jochum reviewed the Staff report concerning the opportunity for the public to comment on the MS4 permit.

Barb Anderson, 1903 229th Avenue NW, came forward and thanked Staff for all of their work on this. She noted that there is a section of this that she is hoping can be looked at and taken care of in the future. She shared that where she lives on quite a bit of land, she is helping prevent so much pollution going into the City water system, yet they have to pay cash for this. She said she would like the Council to look at the land use rather than blanketing everyone with the same fee.

10. MEETING OPEN TO THE PUBLIC - NONE

11. REPORTS - NONE

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 City offices will be closed on December 3 and 4 to move into the new City Hall Fire Station.

13. UPCOMING EVENTS

December 12 - Santa at St. Francis Police Department 5:00 pm - 7:00 pm

December 16 - City Council Meeting - 6:00 pm

December 18 - Planning Commission Meeting - 7:00 pm

December 24 - City Offices closed - Christmas Eve

December 25 - City Offices closed - Christmas Day

Starting December 16th City Council Meetings and Planning Commission Meeting will be held at City Hall located at 3750 Bridge St NW

14. ADJOURNMENT

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

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

Nays: None

Motion carries: 4-0

There being no further business, Mayor Muehlbauer adjourned the regular City Council at 6:46 p.m.