

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA

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

June 17, 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 Robert Bauer, Kevin Robinson, Crystal Kreklow, and Sarah Udvig.

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

3. APPROVAL OF AGENDA

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

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

Nays: None

Motion carries: 5-0

4. CONSENT AGENDA

A. City Council Minutes - June 3, 2024

B. Work Session Minutes - May 13, 2024

C. Stahl Construction – Pay Applications No. 9 – Labor & Material

D. Quicksilver Street Surface Improvement Project

Resolution 2023-24 Accepting quotes and awarding contract for the Quicksilver Street Surface Improvement

E. Authorization to Purchase Gear Extractors

F. DNR ReLeaf Grant RFP Acceptance and Award

G. Appoint Jessica Rieland as Community Development Director

H. Payment of Claims

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

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

Nays: None

Motion carries: 5-0

5. **MEETING OPEN TO THE PUBLIC**

Donley Skroch, 23211 Pederson Drive NW, came forward and shared that he has lived in his home since 2019 and their well has started drying up resulting in them having to hook up to City water. He explained that their waterline runs underneath their walking path across the street to them and in order to get water to their house it will be \$21,000 to run the water, \$500 for the meter, \$2,000 to gap the well, and whatever the cost will be for the plumber to hook up the water. He asked if there is anything that the City can do to help them with this expense.

Mayor Muehlbauer shared that he has spoken with Public Works Director Carpenter about some of the issues that are occurring in this area. He noted that they have to consider that there could be multiple people who are affected by this. He asked Staff if this is something that the Council could discuss at the upcoming Work Session. Thunstrom said they can add this to the upcoming Work Session; however, Carpenter is not available that night so she would recommend discussing it at another meeting.

Mayor Muehlbauer asked if this is an urgent item that they need to discuss. Mr. Skroch said their well is running very low.

Mayor Muehlbauer shared that he would be happy to talk with Staff about possible solutions for this issue. He reiterated that there are likely other homes in this area that are also affected by this.

Thunstrom said if this can wait a few weeks they can schedule a short Work Session before the July 1 Council Meeting.

The Council was in agreement to meet at 5:00 p.m. on July 1 for a Work Session prior to the Council Meeting.

6. **SPECIAL BUSINESS - NONE**

7. **PUBLIC HEARINGS**

A. Vista Prairie at Eagle Point Conduit Bond

Resolution 2024-25 Giving host approval to the issuance of City of Welcome, Minnesota Senior Housing Revenue note (Vista Prairie Project), series 2024, and approving a joint powers agreement

Thunstrom reviewed the Staff report in regard to the conduit bond for Vista Prairie at Eagle Point.

Robinson asked if approving this is not making the City liable, it is just giving Vista Prairie accreditation. Thunstrom says yes and explained that because St. Francis is the host City for this project, they have to hold the Public Hearing. She reiterated that the cities have no risk involved.

Bauer asked if this is beneficial to other cities. Thunstrom explained that this will not draw on any money. She stated that it is all paper. She said the project is taking out money with the City's interest rate, but it does not take out any money from the City itself. She stated that the same goes for all other cities involved.

Mayor Muehlbauer opened the Public Hearing at 6:14 p.m.

No one came forward to address the Council.

Mayor Muehlbauer closed the Public Hearing at 6:15 p.m.

MOTION BY: BAUER SECOND: KREKLOW APPROVING RESOLUTION 2024-25, A RESOLUTION GIVING HOST APPROVAL TO THE ISSUANCE OF CITY OF WELCOME, MINNESOTA SENIOR HOUSING REVENUE NOTE.

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

Nays: None

Motion carries: 5-0

8. **OLD BUSINESS**

A. I-1 Clinic Zoning Ordinance Amendment – 2nd Reading

*Ordinance 331 amending the zoning code to allow clinics and offices, including medical, dental, and therapeutic, in the I-1 district

*Resolution 2024-24 Authorizing the Summary Publication of Ordinance 331 allowing clinics and offices, including medical, dental, or therapeutic, in the I-1 District in the zoning code

Thunstrom reviewed the Staff report concerning the Zoning Ordinance Amendment for the I-1 District.

MOTION BY: ROBINSON SECOND: UDVIG TO APPROVE ORDINANCE 331 AMENDING ZONING CODE TO ALLOW CLINICS AND OFFICES, INCLUDING MEDICAL, DENTAL, AND THERAPEUTIC, AS A PERMITTED USE WITHIN THE I-1 DISTRICT.

A roll call vote was performed:

Mayor Muehlbauer	aye
Councilmember Udvig	aye
Councilmember Robinson	aye
Councilmember Kreklow	aye
Councilmember Bauer	aye

Motion carried: 5-0

MOTION BY: KREKLOW SECOND: BAUER TO ADOPT RESOLUTION 2024-24 AUTHORIZING THE SUMMARY OF PUBLICATION OF ORDINANCE 331

ALLOWING CLINICS AND OFFICES, INCLUDING MEDICAL, DENTAL, OR THERAPEUTIC, IN THE I-1 DISTRICT IN THE ZONING CODE.

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

Nays: None

Motion carries: 5-0

9. NEW BUSINESS

A. Council Vacancy

Resolution 2024-26 Declaring vacancy on the St. Francis City Council due to resignation of Councilmember Robert Bauer

Assistant City Attorney Schaps reviewed the Staff report in regard to the Council vacancy due to Councilmember Bauer's resignation.

MOTION BY: ROBINSON SECOND: UDVIG TO ADOPT RESOLUTION 2024-26 DECLARING VACANCY ON THE ST. FRANCIS CITY COUNCIL DUE TO RESIGNATION OF COUNCILMEMBER ROBERT BAUER.

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

Nays: None

Motion carries: 5-0

B. Set Special Meeting for Council Vacancy

City Clerk Wida reviewed the Staff report.

The Council was in agreement to set the Special City Council Meeting to complete interviews and make an appointment for the vacant Council seat for Monday, July 29 at 5:30 p.m.

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.

Bauer thanked Staff for always listening and working with him over the course of his time on the Council. He thanked residents for allowing him to serve them for two terms.

Mayor Muehlbauer shared that more candidates than ever have applied to be on the Council. He encouraged candidates to attend meetings and Work Sessions to get up to date on City business.

The Council thanked Bauer for all the work he has done while serving on the Council.

13. UPCOMING EVENTS

- June 18 - Planning Commission Meeting *Cancelled*
- July 01- City Council Meeting - 6:00 pm
- July 04 - City offices closed in Observance of Independence Day
- July 17 - Planning Commission Meeting - 7:00 pm
- July 20 - Recycling Event - 8:00 am to 12:00 pm

14. ADJOURNMENT

MOTION BY: BAUER SECOND: KREKLOW 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 6:26 p.m.

Jennifer Wida, City Clerk