

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
St. Francis City Hall 3750 Bridge Street NW
June 2, 2025
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 Mark Vogel.

2. ROLL CALL

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

Members Absent: Councilmember Joe Muehlbauer.

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, Finance Director Darcy Mulvihill

3. APPROVAL OF AGENDA

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

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

Nays: None

Motion carries: 4-0

4. CONSENT AGENDA

A. City Council Minutes - May 19, 2025

B. Bike Rodeo Donations

C. Authorization to Hire Seasonal Staff

Resolution 2025-29 Authorizing the hiring of seasonal staff

D. Payment of Claims

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

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

Nays: None

Motion carries: 4-0

5. MEETING OPEN TO THE PUBLIC

Roxanne Schrader, 23306 Cree Street, Suite 103, came forward and shared that

she has submitted a purchase agreement to purchase the old City Hall building at 23340 Cree Street. She shared that they have utilized this building for Staff meetings in the past, and they see the purchase as an opportunity to solidify their business within the City from being a renter to a property owner. She shared that they currently house two businesses in their current rented office space, Rum River Consultants and Performance by Design. She added that a third business, Baseline Technologies, would join them in the new building when space became available. She noted that she and her staff find countless opportunities to give back to the communities that they serve. She said they also have a track record of responsible business practices. She stated they submitted their highest and best offer when they submitted their purchase agreement in March.

Michelle Anderson, 22961 Unity Street NW, Oak Grove, came forward and shared that she is here this evening on behalf of the St. Francis Chamber of Commerce. She gave a recap on Pioneer Days, which was a huge success. She said they could not have done it without the support of the St. Francis Police Department, Fire Department, Public Works, City Staff, and the Ambassadors. She noted traffic was the biggest issue after the event. She shared that Boy Scout Troop 511 and the St. Francis Football Athletic Association walked the entire parade route to pick up garbage after the event, and the St. Francis Track and Field athletes came out on Saturday morning to pick up fireworks debris and clean up the parking lots where people sat watching the fireworks. She said countless groups volunteered to help. She shared that they also help with a community church service at Community Park. She added that they already have four churches interested in coordinating this service next year. She thanked the City and Council for all of their financial and overall support of this event. She shared that they are already planning next year's Pioneer Days, which will be the 60th anniversary, and they will be announcing the dates soon.

Udvig shared that she was blown away by how successful this event was. She thanked Ms. Anderson for all of the work she put into this event.

Faanes shared that she and her family attended Pioneer Days and loved it. She said it was nice to see how full the park was due to the turnout for the event. She suggested putting together a history book for next year's Pioneer Days. She said she would love to help with this event next year.

Robinson shared his appreciation from Ms. Anderson and the Chamber of Commerce for all of the work they put into this event.

Mayor Vogel thanked Ms. Anderson for putting her heart and soul into this event.

6. SPECIAL BUSINESS - NONE

7. PUBLIC HEARINGS - NONE

8. OLD BUSINESS**A. Sale of City Owned Property - First Reading*******NOTICE OF CLOSED MEETING - CITY OF ST. FRANCIS*****

Pursuant to Minnesota Statutes §13D.05, subd. 3(c)(3) (to develop or consider offers or counteroffers for the purchase or sale of real property), the St. Francis City Council will meet in a closed meeting, which is not open to the public. The Property is identified as the Old City Hall 23340 Cree St NW St. Francis, Minnesota.

Mayor Vogel called to move the meeting into Closed Session.

MOTION BY: UDVIG SECOND: FAANES TO MOVE THE MEETING INTO CLOSED SESSION.

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

Nays: None

Motion carries: 4-0

The open session meeting recessed to closed session at 6:22 p.m.

MOTION BY: ROBINSON SECOND: FAANES TO OPEN THE MEETING.

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

Nays: None

Motion carries: 4-0

The meeting reopened at 6:48 p.m.

MOTION BY: ROBINSON SECOND: FAANES TO CONTINUE NEGOTIATIONS ON THE SALE OF 23340 CREE STREET NW.

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

Nays: None

Motion carries: 4-0

9. NEW BUSINESS**A. Design Services for Warming House/Ice Rink**

Public Works Director Carpenter reviewed the Staff report in regard to the design services agreement for the warming house at the ice rink.

Robinson asked what would happen if they did not get the grants for this project. Carpenter said this agreement is not about the grant work but the actual build of the project. He stated they would continue to work through this build, whether or not they get the grants.

Robinson asked if there was a history of getting grants accepted for this kind of work. Carpenter said yes and noted that Siwek Park was funded through this grant.

Robinson asked about the timeline of the project. Carpenter said they would not find out whether or not they were awarded the grant until March 2026, so construction would start late summer to early fall of 2026.

Robinson asked if there was an opportunity to explore sponsor signage on the boards at the ice rink. Carpenter said they will explore this opportunity but they need to start the project moving forward first before they look into sponsorships.

Robinson asked if they were still planning on using this space as a community room. Carpenter said yes and added that both the inside and outside of the building will be able to be rented for events.

MOTION BY: UDVIG SECOND: FAANES TO AUTHORIZE STAFF TO SIGN THE PROPOSED SCOPE OF SERVICES AND MOVE FORWARD WITH THE PROJECT.

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

Nays: None

Motion carries: 4-0

B. Rum River Woods Playground Recommendation

Carpenter reviewed the Staff report concerning the Rum River Woods Playground recommendation from the Parks Commission.

Robinson asked if this was one of the parks that the residents had expressed interest in wanting to be fixed. Carpenter said yes and noted that this is a park that they often receive complaints about via email, letter, and phone. He added that this is the oldest park in the City.

Robinson asked if other parks are in a similar condition, that they have not heard as many complaints about. Carpenter said there is not another park that is in as bad of shape as this one. He added that a majority of the other parks were all put in around the same time so they are working on a CIP for the parks so they can address them all before they get too bad.

Udvig shared that the Parks Commission has spent a lot of time looking over these plans and discussing this playground. She said she is very excited to see these improvements happen.

Faanes said she is excited to see these changes made as they will improve the safety of this park.

MOTION BY: ROBINSON SECOND: UDVIG TO APPROVE THE PURCHASE OF THE RECOMMENDED PLAYGROUND EQUIPMENT TO BE INSTALLED IN THE RUM RIVER WOODS PARK.

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

Nays: None

Motion carries: 4-0

C. Work Session Request

City Administrator Thunstrom shared the request for a Work Session on July 28.

The Work Session was scheduled for Monday, July 28.

10. MEETING OPEN TO THE PUBLIC

Tim Holen came forward and shared that while he does not live in the City, he spends a lot of time in St. Francis. She stated this year's Pioneer Days was the best he had ever seen.

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.

Udvig shared that she is still attending the Citizen's Academy and it has been great so far. She congratulated the new Ambassadors Chelsea, Grace, Aubrie, and Aliyah.

Mayor Vogel shared that he is continuing to have discussions with the Bethel Fire Department.

13. UPCOMING EVENTS

June 03 - Citizens Academy - 6:00 pm

June 09 - City Council Work Session - 5:30 pm

June 10 - Citizens Academy - 6:00 pm

June 16 - City Council Regular Meeting - 6:00 pm

June 18 - Planning Commission Meeting - 7:00 pm

14. ADJOURNMENT

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

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

Nays: None

Motion carries: 4-0

There being no further business, Mayor Vogel adjourned the regular City Council at 7:09 p.m.