

CITY OF ST. FRANCIS  
CITY COUNCIL AGENDA  
St. Francis City Hall 3750 Bridge Street NW  
May 19, 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 Sarah Udvig, Amy Faanes, and Joe Muehlbauer.

Members Absent: Councilmember Kevin Robinson.

Also present: City Administrator Kate Thunstrom, Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), Deputy Administrator-Public Works Director Paul Carpenter, Police Chief Todd Schwieger, Fire Chief Dave Schmidt, and Finance Director Darcy Mulvihill,

**3. APPROVAL OF AGENDA**

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

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

Nays: None

Motion carries: 4-0

**4. CONSENT AGENDA**

- A. City Council Minutes - May 5, 2025
- B. City Council Work Session Minutes - April 28, 2025
- C. Community Park Grant Assistance and Environmental Work
- D. Connect Anoka County Agreement
- E. Police Department Policy Manual
- F. Payment of Claims

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

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

Nays: None

Motion carries: 4-0

**5. MEETING OPEN TO THE PUBLIC**

No one came forward to address the Council.

**6. SPECIAL BUSINESS**

**A. Pioneer Days Update**

Michelle Anderson with the St. Francis Area Chamber of Commerce came forward and gave an update on Pioneer Days, which will begin on May 30. She said everything is coming along great and they have incredible support for this event.

Udvig asked if they were still in need of volunteers for the event. Ms. Anderson said they are always looking for volunteers and a sign-up sheet can be found on the St. Francis Area Chamber website or Facebook page. She said there are big and small volunteer opportunities.

Faanes said she would love to help out on the Pioneer Days Committee next year. She asked if the St. Francis High School graduation is always on the same night as Pioneer Days. Ms. Anderson explained that historically when Pioneer Days has fallen on the same weekend as graduation they have a bigger turnout. She noted that if they held Pioneer Days the weekend after graduation, then a lot of people would already be out of town, and they would have a smaller turnout. She said they will be sending out a survey after Pioneer Days this year to get feedback from the residents on the weekend of the event. She added that they are also able to get more volunteers and law enforcement coverage the weekend of the graduation.

Mayor Vogel thanked Ms. Anderson for all the time she has spent on planning this event and for her energy and enthusiasm for it.

**7. PUBLIC HEARINGS - NONE**

**8. OLD BUSINESS - NONE**

**9. NEW BUSINESS**

**A. 2024 Annual Comprehensive Financial Report**

Finance Director Mulvihill reviewed the 2024 Comprehensive Financial Report. She shared that the presentation is available on the City's website.

MOTION BY: UDVIG SECOND: FAANES TO ACCEPT THE 2024 ANNUAL COMPREHENSIVE FINANCIAL REPORT AND PRESENTATION.

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

Nays: None

Motion carries: 4-0

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

**11. REPORTS**

**A. Public Works Report - Quarter 1**

Public Works Director Carpenter reviewed the first quarter report for Public Works.

He shared that they laid 1600 tons of new gravel in the spring. He added that they hauled away 280 dump truck loads of mulch which was created by the tree clearing across the street from City Hall. He explained that the fit test was completed for the ice rink warming house and they are in the planning stage for the remodel. He said they will be working on grants for this project and do not plan on starting the work until the summer of 2026. He added that they have been working closely with the Parks Commission to remodel Rum River Woods Park this year and it will be presented to the Council soon. He shared that they completed all of the wall painting for Police and Public Works. He discussed the recycling events and shared that they are now accepting recycled items during the week by appointment. He noted that Public Works Staff assisted Anoka County with the Bridge Street trail connection on the east side of Rum River. He explained that he was able to tour the Met Council's wastewater facility, which is one of the biggest in the country. He said they had an MPCA compliance inspection this year that went well. He shared that Staff is continuing to work with the DNR on increasing their water appropriations. He added that the water operators are continuing to monitor the high usage of water with the new system and are starting to take chloride samples from lift stations. He stated they will be fully reconstructing both Woodbine and 229th this year which will be starting in a few weeks.

Udvig asked if they had been having any issues with their pumps. Carpenter stated that things have improved a bit in the Turtle Run lift station. He said they have sent out letters to the suppliers of this lift station.

Faanes asked about the lawn project. Carpenter shared that he met with Stahl this morning and they will be reseeding the lawn and leveling it out.

Faanes noted there is a small sinkhole on Ambassador. Carpenter said this is a County road and they have been in touch with them about this.

Mayor Vogel asked about the roof replacement on the gazebo. Carpenter said they were able to use a tin material that looked like copper and it only cost them \$8,600 when they received quotes for a cedar shake roof up to \$42,000.

The Council thanked Carpenter and his Staff for all of their work during the first quarter.

#### **B. Fire Department Monthly Report - April**

Fire Chief Schmidt reviewed the Fire Department report for April. He shared that there were 66 incidents for the month with an average en-route time of nine minutes and 20 seconds and an at-scene time of 14 minutes and nine seconds. He reviewed how each call was copied. He noted they are projecting a volume increase for the year of 10.55%. He reviewed the times of day and days of the week when all calls came in, which has remained consistent throughout the first quarter. He shared that Staffing data also continues to be consistent throughout the quarter based on firefighter responses. He noted there were 23 fire events and

43 EMS events, with the average time on scene of 40 minutes and 13 seconds. He said there was a property loss of \$3,000 after a pole barn fire on Ambassador. He noted this was content loss only, but was coded as a property loss. He added that they met their turnout goals 44% of the time and their arrival on-scene goals 46% of the time. He shared that they provided mutual aid nine times in April and received mutual aid two times.

Mayor Vogel shared that he likes the new reporting system as it captures so much more data.

The Council thanked Schmidt for his and his Staff's work throughout the month.

## **12. COUNCIL MEMBER REPORTS**

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

Faanes shared that there have been a few accidents on Ambassador and Highway 47 in the last few weeks. She asked if they had asked the County for a reduced speed on this road. Muehlbauer shared that they reduced the speed limit to 45 MPH after the two girls were killed a few years ago.

City Administrator Thunstrom explained that they have talked to both the State and the County about the speed of this road. She said they would reduce the speed limit to 25 MPH, and this would still not address the issues they are seeing. She noted that a lot of what they see are driver concerns. She added that they are working with MnDOT constantly to try to do something at this intersection.

Udvig shared that there will be a Culture Festival on May 21 at St. Francis High School from 5:00 p.m. to 8:00 p.m. She encouraged residents to look at the Hometown Highlights online.

Mayor Vogel shared that he spoke with their lobbyist and Representative Lawrence and things are not looking good at the legislature for the City. He said he is hopeful for what could happen during the Special Session. He added that a citizen had called him with concerns for the Police Department and he encouraged them to contact Police Chief Schwieger and have a meeting with him, which residents are allowed to do. He noted that if anyone has concerns, they can reach out to department heads as they would be happy to meet with residents. He added that they have been continuing to work with Bethel on fire services and joining the departments.

## **13. UPCOMING EVENTS**

May 20 - Citizens Academy - 6:00 pm

May 21 - Planning Commission Meeting - CANCELLED

May 26 - City Offices Closed in observance of Memorial Day

May 27 - Citizens Academy - 6:00 pm

May 30 - Pioneer Days  
May 31 - Pioneer Days  
June 1 - Pioneer Days

**14. ADJOURNMENT**

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

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

Nays: None

Motion carries: 4-0

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

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Jennifer Wida, City Clerk