

1 CITY OF ST. ANTHONY
2 CITY COUNCIL REGULAR MEETING MINUTES
3 FEBRUARY 8, 2022
4

5 **CALL TO ORDER.**

6 Mayor Stille called the meeting to order at 7:00 p.m.
7

8 **PLEDGE OF ALLEGIANCE.**

9
10 Mayor Stille invited the Council and audience to join him in the Pledge of Allegiance.
11

12 **ROLL CALL.**

13
14 Present: Mayor Stille, Councilmembers Jenson, Randle, Walker and Webster.

15 Absent: None

16 Also Present: City Manager Charlie Yunker, NYFS President/CEO Tara Jebens-Singh (via Zoom),
17 Finance Director Shelly Rueckert, and City Planner Steve Gritman.

18 Guests:
19

20 **CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION ON ALL OF THE FOLLOWING**
21 **ITEMS.**

22
23 **I. APPROVAL OF FEBRUARY 8, 2022 CITY COUNCIL MEETING AGENDA.**

24
25 Motion by Councilmember Randle, seconded by Councilmember Jenson, to approve the City
26 Council Meeting Agenda of February 8, 2022 as presented.
27

28 **Motion carried 5-0.**
29

30 **II. PROCLAMATIONS AND RECOGNITION.**

31
32 A. Northeast Youth & Family Services (NYFS) Presentation.
33

34 Ms. Tara Jebens-Singh, the President and CEO of Northeast Youth & Family Services stated
35 NYFS is a community-based, trauma-informed, nonprofit mental health and human services
36 agency that partners with 15 municipalities and 3 school districts. NYFS supports low-income,
37 under and uninsured youth, families and adults and has been serving the northern suburbs for 45
38 years. NYFS has outpatient clinics in Shoreview and White Bear Lake and provides on-site and
39 telehealth services. NYFS provides school-based mental health in three school districts –
40 Roseville, Mounds View, and White Bear Lake Area Schools. NETS Day Treatment is provided
41 for middle and high school aged youth mental health counseling. Community-Based Human
42 Services includes Youth Diversion Program, Elder Services which is expanding in 2022 and
43 acting as a Community Advocate.
44

45 They currently have contracts with Saint Anthony Village, Roseville, New Brighton, Mounds
46 View and White Bear Lake. In the first nine months of 2021 the City Contract for Services was
47 \$23,711 and the Cost of Services Provided was \$1,630. NYFS provided Mental Health Direct

1 Service for 1 participant, Diversion Direct Service for 1 youth plus caregiver and 2 hours of
2 community service, and provided Senior Chore Direct Service for 1 senior.
3 Future plans include expanded Elder Services, greater return to in-person Mental Health
4 Counseling, Telehealth to remain an option, grow Community Connections, expand NYFS's
5 online presence and provide Culturally Responsive Care.

6
7 Ms. Jebens-Singh stated NYFS is celebrating 45 years of service. A video series can be found at
8 www.nyfs.org/donate. NYFS is a community-based asset. Ms. Jebens-Singh contact information
9 is tara.jebens-singh@nyfs.org 651-379-3404 www.nyfs.org. Shoreview Clinic 651-486-3808
10 White Bear Area Clinic 651-429-8544.

11
12 Councilmember Randle asked about the City contract for services is \$23,711 with cost of
13 services provided of \$1,630. He stated this doesn't appear much bang for our buck. He asked
14 what the overall need is in St. Anthony. Ms. Jebens-Singh stated unfortunately one in five of
15 youth are living with mental health needs. The community members needs to be made aware of
16 NYFS and its services. It's a regional issue and people don't live, work, go to school, recreate or
17 get in trouble within their own zip code.

18
19 Councilmember Webster thanked Ms. Jebens-Singh for her leadership at NYFS. She is grateful
20 for the partnership with the police department and the City of St. Anthony. She thanked her for
21 caring for both ends of the age spectrum in the community.

22
23 Councilmember Walker asked about the partnership with the police department and asked if the
24 referrals are residents of St. Anthony or anyone that the police refers to NYFS. Ms. Jebens-Singh
25 stated the report shows numbers regarding St. Anthony residents. They are responsive by a
26 regional approach.

27
28 Councilmember Jenson stated it was a great presentation. He asked when St. Anthony makes
29 requests does NYFS have enough capacity to service all requests. Ms. Jebens-Singh stated they
30 do have the capacity for some greater referrals to the Community Advocate. There is great
31 communication between NYFS and public safety. The program can only get bigger.

32
33 Mayor Stille thanked Ms. Jebens-Singh for her presentation. He asked what can be done to get
34 the word out. He asked Ms. Jebens-Singh for her suggestions for advertising. Ms. Jebens-Singh
35 stated St. Anthony assisted NYFS to have a greater online presence. She would like to continue
36 to build those community connections and be able to promote the work they do via social media,
37 newsletters, etc. Mayor Stille encouraged the Councilmembers to keep this at the forefront. The
38 agreement with NYFS will be approved on the consent agenda. Mayor Stille believes this is
39 money well spent. Mayor Stille wished Ms. Jebens-Singh well in her future endeavors. Ms.
40 Jebens-Singh suggested St. Anthony be represented on NYFS board of directors or act as a link
41 between the City and NYFS.

42
43 **III. CONSENT AGENDA.**

- 44
45 A. Approval of January 25, 2022 City Council Meeting Minutes.
46 B. Licenses and Permits.

- 1 C. Claims.
- 2 D. Resolution 22-017 – Approving the 2022 Agreement with Northeast Youth and Family
- 3 Services (NYFS).
- 4 E. Resolution 22-018 – Approving State of Minnesota Joint Powers Agreements with the
- 5 City of St. Anthony on behalf of its City Attorney and Police Department.

6
7 Mayor Stille reviewed the consent agenda items adding detail to some of the items.

8
9 Motion by Councilmember Walker, seconded by Councilmember Webster, to approve the

10 Consent Agenda items.

11
12 **Motion carried 5-0.**

13
14 **IV. PUBLIC HEARING.**

- 15
16 A. 2023 Budget and 2023 Budget Calendar Process.

17
18 Mayor Stille opened the public hearing at 7:30 p.m.

19
20 Finance Director Shelly Rueckert provided a PowerPoint presentation explaining the 2023

21 Budget Calendar. The goal setting financial management and planning session was held January

22 12-14, 2022. This evening during the public hearing residents will have an opportunity to have

23 input in the 2023 Budget process.

24
25 In February – April 2022 the City Council will have work sessions with City Manager, Finance

26 Director and City Engineer and hold discussions on 2023 Debt Levy and Updated Street and

27 Utility Improvements Plan.

28
29 During April – May 2022 Staff Meetings with Department Heads will be held and have

30 discussions on 2023 Operating Budget and Capital Budgets – using City’s Budget Parameters.

31
32 June – August 2022 further Work Sessions with City Council to discuss Staff proposals for 2023

33 Operating and Capital Budgets.

34
35 On August 23, 2022 A presentation of the Proposed 2023 Operating Budget and Property Tax

36 Levy will be given to the City Council.

37
38 September 13, 2022 A resolution will be presented and passed setting the proposed 2023

39 Operating Budget and Property Tax Levy and the date and time will be announced at which the

40 Final Budget and Tax Levy will be discussed.

41
42 During October – November 2022 there will be a presentation of Long Term Capital

43 Budgets/Plans to the City Council.

44
45 December 13, 2022 a presentation of the 2023 Operating Budget and Levy with Public Input will

46 be held along with adoption of the 2023 Operating Budget and Property Tax.

1
2 Ms. Rueckert continued showing diagrams of the 2022 General Fund Revenues, the 2022
3 General Fund Expenditures, and the General Fund and Overall Levies. The budget calendar can
4 be found on the City’s website.

5
6 There was no one online or in the audience to address the City Council.

7
8 Mayor Stille closed the Public Hearing at 7:38 p.m.

9
10 Councilmember Webster thanked Ms. Rueckert for fully outlining how the 2023 budget will be
11 developed.

12
13 **V. REPORTS FROM COMMISSION AND STAFF.**

14
15 A. Resolution 22-019 – Resolution 22-019 – Approving a Request for a Preliminary and
16 Final Plan as “St. Anthony Bremer Addition” Creating One Development Parcel and
17 Right of Way Dedication, Subject to the Regulations of the Interstate – Bremer PUD at
18 2564 Kenzie Terrace.

19
20 City Planner Steve Gritman reviewed the project consists of a plat of the development parcel for
21 the Bremer Bank project from two parcels into a single lot and dedication of right of way. The
22 Plat, if approved, would create Lot 1, Block 1, of the St. Anthony Bremer Addition. The plat is a
23 requirement of the Final PUD approvals granted to the Interstate/Bremer Planned Unit
24 Development project which will accommodate the construction of the new Bremer Bank on the
25 City’s former “bowling alley” property.

26
27 The Planning Commission reviewed the proposed plat at its regular November meeting and
28 conducted a public hearing. There were no outside public comments. The Commission discussed
29 the item, and staff noted that the plat was a component of the prior Planned Unit Development
30 approval for the construction of the Bremer Bank facility. The plat creates the parcel on which
31 the project will be built, while the PUD controls the design and development details.

32
33 Staff has reviewed the project for land use compliance with the intent and policies of the City’s
34 Comprehensive Plan, and for zoning consistency with the Interstate-Bremer PUD as a baseline.
35 In summary, the proposed subdivision is consistent with the terms and requirements of the
36 approved Final PUD, adopted by the City Council in October of 2021. One of the final aspects of
37 bringing the plat forward to the City Council was completion of the development agreement and
38 land swap documents. Those materials are completed, and ready for consideration by the City
39 Council concurrent with consideration of the plat.

40
41 Mr. Gritman shared drawings of the Preliminary and Final Plat. The Preliminary/Final Plat and
42 Development Agreement recommended conditions are as follows:

- 43
44 • Access and utility easements shall be in place to accommodate the requirements of the
45 approved PUD development plans. Proof of such easements shall be provided to the City as a
46 part of the original or amended documentation.

- 1 • Ongoing site development issues shall be subject to comment and recommendation by the
- 2 City Engineer and may be modified to ensure consistency with the intent and requirements of
- 3 the PUD zoning.
- 4 • Issues related to grading, drainage and utilities shall be subject to comment and
- 5 recommendation by the City Engineer.
- 6 • The applicant enter into the PUD and/or plat development agreement with the City and post
- 7 all the necessary securities required by it.
- 8 • Consideration of comments of other City Staff.
- 9

10 Mr. Grittman reviewed the Preliminary Final Plat and Development Agreement Process in detail.

11 Attached for Council review was the Final Plat Draft, Land Use Application, Redline – PUD

12 Agreement and Resolution.

13

14 Councilmember Webster stated she appreciates the presentation and his work on this clean and

15 effective to the City.

16

17 Mayor Stille thanked Mr. Grittman for his presentation.

18

19 Motion by Councilmember Webster, seconded by Councilmember Jenson, to approve Resolution

20 22-019 – Resolution 22-019 – Approving a Request for a Preliminary and Final Plan as “St.

21 Anthony Bremer Addition” Creating One Development Parcel and Right of Way Dedication,

22 Subject to the Regulations of the Interstate – Bremer PUD at 2564 Kenzie Terrace.

23

24 **Motion carried 5-0.**

25

26 **VI. GENERAL BUSINESS OF COUNCIL.**

27

28 A. Planning Commission Workplan 2022

29

30 City Planner Steve Grittman reviewed the 2022 Workplan for the Planning Commission.

31

32 Mayor Stille asked Mr. Grittman to thank the Planning Commission for the work being done on

33 the City Zoning Ordinances.

34

35 Motion by Councilmember Walker, seconded by Councilmember Jenson, to approve the

36 Planning Commission Workplan for 2022 as presented.

37

38 **Motion carried 5-0.**

39

40 B. St. Anthony City Council and Administration Department Annual Reports

41

42 City Manager Charlie Yunker reviewed the new City Council and Administration highlight

43 brochures. This information can also be found on the City website.

44

45 In 2021, there were 22 Regular City Council Meetings, 15 City Council Work Sessions, 1 Joint

46 Meeting with the Parks and Environmental Commission, 2 Joint Meetings with the Planning

47

1 Commission, 12 Housing and Redevelopment Authority Meeting. During the Regular City
2 Council Meetings 102 Resolution and 5 Ordinances were passed.

3
4 During the 2021 Strategic Plan session there were 25 attendees and the charts comprised as a
5 result were provided for City Council review. Also during 2021 Coffee with the Council sessions
6 were held, and a Tour of the City. The Administration Department members pictures and titles
7 were presented along with the organizational chart. 2021 Significant Events included the
8 promotion of Nicole Miller to Assistant to the City Manager; and Jennifer Doyle to the position
9 of Human Resources Coordinator and Deputy City Clerk. The Communication Plan was
10 developed. The redesign of the City Website, Salo Park Maintenance Agreement, Mental Health
11 Awareness & Staff Resources, and Spirit of St. Anthony Award were also notable events.

12
13 Mr. Yunker reviewed ways to Connect and Engage, Students in Government Program, Elections,
14 Clean Up Day, Community Affiliations, Grants & Cooperative Ventures, Census Results
15 (9,257), Development, 2021 Building Permit Valuation, and the Planning & Parks and
16 Environmental Commissions.

17
18 Councilmember Jenson asked the difference between the two handouts and Mr. Yunker stated
19 one is for City Council and one is for Administration.

20
21 Mayor Stille stated the brochures are a great idea.

22
23 **VII. REPORTS FROM CITY MANAGER AND COUNCIL MEMBERS.**

24
25 City Manager Yunker had no report.

26
27 Councilmember Randle had no report.

28
29 Councilmember Jenson stated last Friday and Saturday he attended the 2022 Elected Leaders
30 Institute Advanced Program sponsored by the LMC. It was an excellent program.

31
32 Councilmember Webster stated she also attended the LMC program. She got in touch with Dale
33 Irving regarding her serving on the North Suburban Cable Commission.

34
35 Councilmember Walker stated he attended the LMC Program.

36
37 Mayor Stille also attended the LMC Program. He would like to see follow-up on the topic of
38 Crisis Management from the meeting. The Mississippi Watershed Management Organization is
39 in need of an Executive Director and the hiring process is underway.

40
41 **VIII. COMMUNITY FORUM.**

42
43 No one appeared to address the City Council.

44
45 **IX. INFORMATION AND ANNOUNCEMENTS.**

1 **X. ADJOURNMENT.**

2

3 Mayor Stille adjourned the meeting at 8:10 p.m.

4

5

6 Respectfully submitted,

7 Debbie Wolfe

8 *TimeSaver Off Site Secretarial, Inc.*

9

Mayor

10

11 ATTEST: _____

12 City Clerk

13

14

Approved