

1 CITY OF ST. ANTHONY
2 CITY COUNCIL REGULAR MEETING MINUTES
3 FEBRUARY 23, 2021
4

5 **CALL TO ORDER.**

6
7 Mayor Stille called the meeting to order at 7:00 p.m.
8

9 **PLEDGE OF ALLEGIANCE.**

10
11 Mayor Stille invited the Council and audience to join him in the Pledge of Allegiance.
12

13 **ROLL CALL.**

14
15 Present: Mayor Stille, Councilmembers Jenson, Randle, Walker and Webster.
16 Absent: None
17 Also Present: City Manager Charlie Yunker and Liquor Operations Manager Mike Larson
18 Guests:
19

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

22
23 **I. APPROVAL OF FEBRUARY 23, 2021 CITY COUNCIL MEETING AGENDA.**

24
25 Motion by Councilmember Jenson, seconded by Councilmember Webster, to approve the City
26 Council Meeting Agenda of February 23, 2021 as presented.
27

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

30 **II. PROCLAMATIONS AND RECOGNITIONS – NONE.**

31
32 **III. CONSENT AGENDA.**

- 33
34 A. Approve February 9, 2021, Council meeting minutes.
35 B. Licenses and permits.
36 C. Claims.
37

38 Motion by Councilmember Webster, seconded by Councilmember Randle, to approve the
39 Consent Agenda items.
40

41 **Motion carried 5-0.**
42

43 **IV. PUBLIC HEARING – NONE.**

44
45 **V. REPORTS FROM COMMISSION AND STAFF – NONE.**

46
47 **VI. GENERAL BUSINESS OF COUNCIL.**

- 48
49 A. St. Anthony Liquor Operations Annual Report

1
2 Liquor Operations Manager Mike Larson provided a power point presentation for the Council for
3 the Liquor Operations Annual Report. Mr. Larson reviewed there are two convenient locations.
4 The Mission Statement and Vision Statement were provided. Mr. Larson noted a more detailed
5 report can be found on the City's Website. There are five full time employees including Mr.
6 Larson. The value of municipal liquor operations and the value of St. Anthony Village Wine and
7 Spirits. The trends during 2020 included:

- 8 • Sales increase of 13.8% - Closing or reduced hours of bars and restaurants.
- 9 • Net Profit Increase of 57.6% - Pandemic buying, large quantities and higher quality/price
10 items.
- 11 • Salaries/Wages/Benefits Increase of 2.6% - Increased sales and profits within our current
12 capacity.
- 13 • Total Operating Expense Increase of 9% - Costs associated with pandemic safety
14 measures.

15
16 Mr. Larson provided a Sales and Profit Comparison 2020 to 2019 and a 2020 Sales Comparison
17 5-Year Monthly Sales History – Combined Stores. Five-year Profit History and 10-year Profit
18 History were provided.

19
20 Mr. Larson reviewed Benchmarks and Comparisons including:

- 21 • Inventory Turn Ratio = 5.6 times.
- 22 • Inventory Value = 13.7%
- 23 • Labor Costs = 12% of total sales.
- 24 • Operating Expense = 18% of total sales
- 25 • Physical Inventory Adjustments = (\$4,959)

26
27 According to the 2019 State Auditors Report the St. Anthony Village Liquor Operations ranked
28 17th in the State in Total Sales and 12th in net profits of 18 metro operations.

29
30 Mr. Larson reviewed where the Liquor Operations were pre-Covid 19 compared to where the
31 Liquor Operations are now. Looking ahead in 2021 the plan is to add curbside customer order
32 pick-up option, customer delivery option, resume sampling events, collaboration products with
33 local distilleries and breweries, evaluate future store hours, monitor latest technology to provide
34 staff and customer safety measures, reinvestment in the infrastructure and liquor store staff Goal
35 Setting and Strategic Planning session.

36
37 The website SAVMN.COM includes event calendar, monthly specials, news and updates,
38 product requests, store hours and contact information. "Notify Me", email and text alerts are
39 available. Information is also available on Facebook and shortly will be available on Instagram.

40
41 Mr. Larson thanked the staff for their hard work throughout 2020. He also thanked the customers
42 for their support in 2020.

43
44 Councilmember Walker asked about the ten-year profit history years 2011, 2012 and 2013 are
45 relatively in the same ball park. Business picked up in 2020. Councilmember Walker asked if
46 there is a reason for the higher profit in 2011, 2012, 2013. Mr. Larson stated in 2014 a big box

1 liquor store entered the market with a store in Roseville. This had an impact on sales.
2 Councilmember Walker continued and asked about the ongoing changes in 2021, would they
3 continue down the road. Mr. Larson stated customer service initiatives changed dramatically and
4 the changes will remain for the future.

5
6 Councilmember Webster thanked Mr. Larson for the extensive report. She was at the Silver Lake
7 store and appreciates the great customer service received.

8
9 Councilmember Jenson agreed with Councilmember Webster's comments on the effectiveness of
10 how the operation is run and the benefits for St. Anthony. He asked about Covid-19 and where
11 the Liquor Operation is now (page 21). He asked about "diminishing product availability". Mr.
12 Larson stated they continue to experience out of stock product issues. Currently there is a can
13 shortage with beers due to many recycling operations being slowed down or closed. The same is
14 true about product availability due to closures during Covid-19.

15
16 Mayor Stille commented the ten-year sales is almost back to pre-big box days. The liquor
17 operations were closed for half the month of April 2020. It was a phenomenal year because of
18 Safety First. He thanked Kevin and Bill, who were in attendance, also.

19
20 B. Resolution 21-023; a Resolution Authorizing Participation in the 2021-2022 GreenCorp
21 Program

22
23 City Manager Charlie Yunker reviewed Minnesota GreenCorp is an AmeriCorp Program
24 coordinated by the Minnesota Pollution Control Agency (MPCA). The goal of MN GreenCorp is
25 to preserve and protect Minnesota's environment while training a new generation of
26 environmental professionals. With the assistance of the GreenCorp member, the City has
27 established several sustainable programs that will continue to benefit the City for many years to
28 come. The GreenCorp member would be compensated by the MPCA and St. Anthony would be
29 responsible for supervision and office. The focus for this year would be recycling organics and
30 large-scale waste reduction.

31
32 Councilmember Jenson stated it is great the City is applying this year and asked when the City
33 will find out if a member is provided to the City. Mr. Yunker stated the application deadline is
34 mid-March and it should not be too long before the City finds out either way.

35
36 Mayor Stille commented this program is mutually beneficial for the City and for the GreenCorp
37 member. Past members are working in their field.

38
39 Motion by Councilmember Webster, seconded by Councilmember Jenson, to approve Resolution
40 21-023; a Resolution Authorizing Participation in the 2021-2022 GreenCorp Program.

41
42 **Motion carried 5-0.**

43
44 C. 2021 Strategic Plan

45

1 City Manager Charlie Yunker reviewed a power point presentation summarizing the 2021
2 Strategic Plan. The session was held by Zoom. Included in the presentation were The Team, The
3 Progression, and The Accomplishments for 2020. There were topics discussed including
4 Progress on building the City's communications strategy, General Fund fund balance policy,
5 Police Department's Collaborative Reform efforts, and conducting community surveys.

6
7 With the input of City Staff Department Heads and city consultants, trends and issues were
8 presented that will or could potentially affect the City. The 2021 Pyramid was created which
9 provides Staff with direction for the year.

10
11 The Strategic Plan is available on the City's website.

12
13 Mayor Stille noted it was a Zoom Meeting this year, which was challenging, but it worked out
14 well. This is a continuous process and quarterly updates are provided to Council.

15
16 Motion by Councilmember Jenson, seconded by Councilmember Walker, to adopt the 2021
17 Strategic Plan as presented.

18
19 **Motion carried 5-0.**

20
21 **D. St. Anthony Administration Department Annual Report**

22
23 City Manager Charlie Yunker reviewed a power point presentation containing the St. Anthony
24 Village Administration Annual Report for 2020. Mr. Yunker noted the number of meetings held,
25 number of resolutions adopted and ordinances.

26
27 There are 58 full time employees and a number of part-time employees. City Manager Casey left
28 the City for another opportunity and the death of Public Works Director Jay Hartman occurred in
29 2020. The City celebrated its 75-year anniversary. The City Council adopted a 25 mile per hour
30 speed on City streets. The 2040 Comprehensive Plan was adopted. The Check-Up from the
31 Neck-Up Program covered the Police and Fire Departments. There was a complete count
32 committee for the census. The City Council continued the Coffee with the Council and Night to
33 Unite events. On June 15, 2020, a tour of the City was held via Zoom. The employee
34 recognition, although held, was scaled back. It was a busy year with elections and absentee
35 voting. 70% of registered voters voted before election day. Mr. Yunker reviewed Organics,
36 Clean-Up Day, Community Affiliations, Grants and Cooperative Ventures (\$33,873,490.13 since
37 1998), Housing, Development, 2020 Building Permit Valuation, Planning Commission, and the
38 City Website.

39
40 Councilmember Webster thanked Mr. Yunker for the comprehensive overview report. She asked
41 about the 2020 building permit valuation and wonders in 2012 – 2013 there was an increase in
42 the residential building permit valuation and asked if that was the Silver Lake Village original
43 development. Mr. Yunker stated that was the Legacy and the Legends projects.
44

1 Mayor Stille stated when the City Council went through the process of selecting a new City
2 Manager, Mr. Yunker was doing actually two jobs and Council thanks Mr. Yunker for that.
3 Mayor Stille thanked the administration staff for their work in a challenging year.
4

5 **VII. REPORTS FROM CITY MANAGER AND COUNCIL MEMBERS.**

6
7 Councilmember Randle had no report.

8
9 Councilmember Webster had no report.

10
11 Councilmember Jenson stated on February 12 he attended two meetings, Ramsey County Local
12 League of Governments and the Executive Board Meeting following the monthly meeting. On
13 February 18 he attended Metro Cities Board of Directors Meeting.

14
15 Councilmember Walker stated last Tuesday he attended his first RAB meeting. This past
16 Saturday he attended one of the Community Circles that are being held.

17
18 Mayor Stille stated on February 20, Councilmember Jenson and he attended Coffee With
19 Council.

20
21 Mr. Yunker stated due to the popularity of the Organics Recycling has been increased to two
22 pickups per week. The tree inventory for the City is being conducted in the next couple of weeks,
23 thanks to a grant from Hennepin County. Tennis court replacement is being scheduled during the
24 summer.

25
26 **VIII. COMMUNITY FORUM.**

27
28 Mayor Stille invited residents to come forward at this time and address the Council on items that
29 are not on the regular agenda.

30
31 Hearing none, Mayor Stille moved forward with the agenda.

32
33 **IX. INFORMATION AND ANNOUNCEMENTS.**

34
35 Mayor Stille stated he spoke with Kelly Doran, the developer of the WalMart site and the plan
36 for groundbreaking is April 1, 2021 depending on the weather. Mr. Doran has selected a name
37 for the project – The Ruby.

38
39 **X. ADJOURNMENT.**

40
41 Mayor Stille adjourned the meeting at 7:55 p.m.

42
43 Respectfully submitted,
44 Debbie Wolfe
45 *TimeSaver Off Site Secretarial, Inc.*
46

Mayor

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2
3
4

ATTEST: _____
City Clerk

Approved