

1 CITY OF ST. ANTHONY
2 CITY COUNCIL REGULAR MEETING MINUTES
3 APRIL 12, 2022
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, City Planner Steve Grittman, Ehlers Representative
18 Stacie Kvilvang, and Fire Chief Mark Sitarz.

19 Guests: Kristin Moroz and Lona Doolan, Citizens for Sustainability.
20

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

23
24 **I. APPROVAL OF APRIL 12, 2022 CITY COUNCIL MEETING AGENDA.**

25
26 Motion by Councilmember Randle, seconded by Councilmember Jenson, to approve the City
27 Council Meeting Agenda of April 12, 2022 as presented.
28

29 **Motion carried 5-0.**
30

31 **II. PROCLAMATIONS AND RECOGNITION.**

32
33 A. Arbor Day Proclamation.
34

35 The Mayor and Councilmembers read the proclamation in full designating Friday, April 29, 2022
36 as St. Anthony Arbor Day and the month of May 2022, as Arbor Month in St. Anthony Village.
37 The Arbor Day Foundation has recognized St. Anthony Village as a Tree City USA.
38

39 Motion by Councilmember Walker seconded by Councilmember Randle, to approve the Arbor
40 Day Proclamation.
41

42 **Motion carried 5-0.**
43

44 B. Earth Day Proclamation.
45

46 Kristin Moroz, representing Citizens for Sustainability, reviewed the Earth Day activities
47 planned within the City. More information can be found on the Citizensforsustainability website.
48 Mayor Stille commended those in the community that are picking up trash prior to Earth Day.

1 The Mayor and Councilmembers read the proclamation in full proclaiming April 22, 2022 as
2 Earth Day throughout St. Anthony Village.

3
4 Motion by Councilmember Walker seconded by Councilmember Webster, to approve the Earth
5 Day Proclamation.

6
7 **Motion carried 5-0.**
8

9 **III. CONSENT AGENDA.**

- 10
11 A. Approval of March 22, 2022 City Council Meeting Minutes.
12 B. Licenses and Permits.
13 C. Claims.
14 D. Resolution 22-031 – Accepting 1st Quarter Donations and Grants.
15 E. Resolution 22-032 – Renewal of Municipal Insurance Coverage and the Non Waiter of
16 Tort Liability Limits for the League of Minnesota Cities Insurance Program.

17
18 Motion by Councilmember Jenson, seconded by Councilmember Webster, to approve the
19 Consent Agenda items.

20
21 **Motion carried 5-0.**
22

23 **IV. PUBLIC HEARING – NONE.**

24
25 **V. REPORTS FROM COMMISSION AND STAFF.**

- 26
27 A. Resolution 22-036 – Approving a Request for a Conditional Use Permit for a Fence
28 Exceeding the Required 6 Foot Height Maximum in the Front Yard Setback Area at 2812
29 27th Avenue NE in the “C” Commercial Zoning District.

30
31 City Planner Steve Gritman reviewed Mr. Tom Archambault, on behalf of BLVD Autoworks, is
32 proposing to replace an existing six-foot-high fence located along a portion of the west property
33 line of his business (located at 2812 27th Avenue NE) that screens his business property from the
34 adjoining single family residential parcel. The proposed fence would measure 8 feet in height
35 which requires the processing of a conditional use permit. The proposed 8-foot fence would be
36 erected in the same location on the property and is intended to improve screening between the
37 automotive use and the abutting single family residential property to the west. According to the
38 applicant, the owner of the abutting home to the west is supportive of the proposed fence height
39 change.

40
41 Based on the information as submitted, and a review of the applicable ordinance, staff
42 recommends approval of the Conditional Use Permit, with conditions as follows:

- 43 1. The new fence shall satisfy all applicable fence construction requirements as outlined in
44 Section 150.073 of the Code.
45 2. Comments of other City Staff.
46

1 The Planning Commission conducted a public hearing on the proposed fence at its regular
2 meeting of March 15, 2022. No members of the public spoke at the hearing. Two members of the
3 public provided written comments, both of which encouraged approval of the fence proposal
4 based on the need to replace the aging existing fence and the better ability of the newer fence to
5 screen the adjoining residential properties from the commercial use. The original request was for
6 a variance for the fence from 6 to 8 feet high. Staff found a conditional use permit was
7 appropriate for this request. Both the Planning Commission and City Staff recommend approval
8 of the conditional use permit.

9
10 Councilmember Jenson asked if the next door neighbor was contacted. Mr. Grittmann noted the
11 neighbors were in support of the request.

12
13 Motion by Councilmember Randle, seconded by Councilmember Webster, to approve
14 Resolution 22-036 – Approving a Request for a Conditional Use Permit for a Fence Exceeding
15 the Required 6 Foot Height Maximum in the Front Yard Setback Area at 2812 27th Avenue NE
16 in the “C” Commercial Zoning District.

17
18 **Motion carried 5-0.**

19
20 **VI. GENERAL BUSINESS OF COUNCIL.**

21
22 A. Resolution 22-033 – Providing for the Sale of \$2,390,000 General Obligation Bonds
23 Series, 2022A.

24
25 Ms. Stacie Kvilvang, Senior Municipal Advisor at Ehlers Public Finance Advisors, reviewed the
26 proposed issue is for \$2,390,000 General Obligation Bonds Series 2022A. The proposed, tax-
27 exempt issue will finance the 2022 street reconstruction and mill and overlay projects within the
28 City. Including the estimated financing costs, the anticipated Bonds are allocated between the
29 following purposes:

- 30
- 31 • \$410,000 Mill and Overlay Portion. This portion of the Bonds is being issued for a 10-
32 year period. The City intends to levy a total of \$253,412 in special assessments to
33 benefitting property owners, of which approximately \$84,438 (33%) is anticipated to be
34 collected in pre-paid assessment.
 - 35 • \$1,980,000 Road Reconstruction Portion. This portion of the Bonds is being issued for a
36 15-year period. The City intends to levy a total of \$239,200 in special assessments to
37 benefitting property owners, of which \$104,512 (44%) is anticipated to be collected in
38 pre-paid assessment.

39 The City’s most recent bond issues were rated by S&P Global Ratings. The current ratings on
40 those bonds are “AA”. The City will request a new rating for the Bonds. Ms. Kvilvang reviewed
41 the proposed debt issuance schedule.

42
43 Mayor Stille asked Ms. Kvilvang to discuss rates which have gone up significantly. Ms.
44 Kvilvang stated they could go up from 5 to 20 basis points per week. There is a true interest cost
45 of 2.9%. Mayor Stille stated we have had a bond issue for street projects every year. 2.9% is
46 pretty good. Even if rates are a little higher it will have a 9 year call date.

1
2 Motion by Councilmember Webster, seconded by Councilmember Jenson, to approve Resolution
3 22-033 – Providing for the Sale of \$2,390,000 General Obligation Bonds Series, 2022A.

4
5 **Motion carried 5-0.**

6
7 B. Resolution 22-034 – Approving the Use of Central Park Parking Lots, Community Center
8 Gymnasium and City Hall Atrium for a Special Event Bike and Transportation Expo on
9 May 14, 2022.

10
11 City Manager Yunker reviewed this is a resolution to approve a special event permit request
12 from Community Services in the Central Park parking lot, Community Services Gymnasium and
13 City Hall Atrium on May 14, 2022 from 10:00 a.m. – 1:00 p.m.

14
15 Staff has created a special event permit to facilitate gathering event information, department dead
16 reviews of event, and staff recommendations to the City Council. The special event permit is
17 used if the event fits one or more of the following criteria:

- 18
- 19 • Expected attendance of more than 100 people and open to the general public.
 - 20 • Event is requesting the use of city property and/or street closures.
 - 21 • There will be amplified live or pre-recorded music.
 - 22 • There will be the sale of alcoholic beverages.

23 The applicant is seeking permission to host a Bike and Transportation Expo in the Central Park
24 parking lot, Community Services gym, and City Hall atrium which is City property. The event
25 will include an electric car display with an option to drive as well as a bicycle riding course
26 organized by the SAV police department. Staff has reviewed the special event permit and
27 recommends approval.

28
29 Ms. Lona Doolan read the press release that was prepared for the event. More information is
30 available through Community Services.

31
32 Councilmember Walker asked about reserving times for trying the bikes. Ms. Doolan stated they
33 could add a sign-up/reservation for the bikes.

34
35 Motion by Councilmember Jenson, seconded by Councilmember Walker, to approve Resolution
36 22-034 – Approving the Use of Central Park Parking Lots, Community Center Gymnasium and
37 City Hall Atrium for a Special Event Bike and Transportation Expo on May 14, 2022.

38
39 **Motion carried 5-0.**

40
41 C. Resolution 22-035 – Approving the Use of the Community Center Parking Lot for a
42 Special Event Car Wash on May 7, 2022.

43
44 City Manager Yunker reviewed this request is a resolution to approve a special event permit
45 request from St. Anthony Girls Golf in the Community Center parking lot on May 7, 2022 from
46 11:00 a.m. – 2:00 p.m. The applicant is seeking permission to host a car wash in the Community

1 Center parking lot which is City property. Staff has reviewed the special event permit and
2 recommends approval. Mayor Stille reminded Mike Scholl to use the least amount of water as
3 possible.
4

5 Motion by Councilmember Walker, seconded by Councilmember Randle, to approve Resolution
6 22-035 – Approving the Use of the Community Center Parking Lot for a Special Event Car
7 Wash on May 7, 2022.
8

9 **Motion carried 5-0.**

10
11 D. Fire Department Annual Report.
12

13 Fire Chief Mark Sitarz reviewed the St. Anthony Village 2021 Annual Fire Department Report.
14 Chief Sitarz provided a chart showing the Fire Department Divisions and also an organizational
15 chart of the Fire Department. There were 25 active firefighters, 4 current rookies, and 2 part-
16 time code and rental inspectors. The Operations Division include personnel, call response,
17 vehicles, equipment and communications. In 2001 there were 901 calls and in 2021 there were
18 1661 calls which was an 84.35% increase. Last year was a record year for the department. The
19 breakdown of the 2021 calls were 71.16% Medical Calls and 28.84% Fire/Other Calls. The 2021
20 Dollar Loss from Fire was \$226,150.
21

22 Fire Investigations include building fire, vehicle fire, dumpster fires and cooking fires. The
23 Operations Summary includes 1661 calls, 17 fires, Average response time 2 minutes 46 seconds
24 for Code 3 calls (lights and sirens), and 3 cardiac arrests in 8 weeks where all 3 walked out of the
25 hospital with no deficits.
26

27 OSHA mandates 24 hours of training annually with the SAFD average for 2021 being 87 hours.
28 Department wide 2455 hours of training were provided. Improvement on logging training hours
29 will be done. Chief Sitarz showed photographs and explained them in full of the types of training
30 that was provided.
31

32 Fire Inspections – All career staff are state certified fire inspectors. All apartment buildings and
33 high hazard occupancies are inspected annually. Every other occupancy is inspected every 2
34 years for safety/compliance, pre-planning and educational opportunities.
35

36 The Assistant Chief/Fire Marshal (Chris Fuller) is responsible for correspondence, training,
37 research and plan review.
38

39 Fire Prevention/Public Education efforts included Open House, School Presentations, Fire Poster
40 Contest, CPR at the High School, Summer Survival, Safe Escape House, Night to Unite and
41 Santa.
42

43 Housing Code Enforcement resulted in 681 contacts with residents and businesses of which 637
44 of those are now closed items. This is a 94% closure rate. Initiatives for Code Enforcement
45 included new code committee created to review current ordinances, creation of 8 educational
46 handouts, organized 2 community forums tied to pollinator species and friendly vegetation,

1 attended 4 virtual training sessions by the Standards and Code Academy and Metric One
2 Training and Consulting and identified, documented and created draft language for over 40 areas
3 within current code.

4
5 In 2021 there were 204 total rental inspections for a total of 1631 rental units. Emergency
6 Management include preparedness, mitigation, response, recovery (Hennepin County, Ramsey
7 County, HSEM). Chief Sitarz stated he is very proud of the department.

8
9 Councilmember Walker thanked Chief Sitarz for the detailed report and how the department
10 coped with COVID.

11
12 Councilmember Webster stated she appreciates Chief Sitarz's leadership of the department. She
13 witnessed staff's dealing with the public at the pinewood derby.

14
15 Councilmember Jenson is impressed with the amount of training the department does and the
16 development of the procedures. He appreciates the amount of training is well over the minimum.

17
18 Mayor Stille stated the field has changed more from fire to medical. There was an 84% increase
19 in calls with 0% in additional personnel. Chief Sitarz has prepared a grant application to increase
20 the full time staff. The Council is 100% behind the Fire Department.

21
22 E. Quarterly Goals Update.

23
24 City Manager Yunker provided the 2022 1st Quarter Goals Update. Mayor Stille thanked Mr.
25 Yunker for the update.

26
27 **VII. REPORTS FROM CITY MANAGER AND COUNCIL MEMBERS.**

28
29 City Manager Yunker had no report.

30
31 Councilmember Webster noted she attended the Pinewood Derby on April 2, 2022 as a celebrity
32 racer.

33
34 Councilmember Randle had no report.

35
36 Councilmember Jenson noted last week he attended two meetings with the Ramsey County
37 Local League of Governments.

38
39 Councilmember Walker stated he met with the religious leaders of the community.

40
41 Mayor Stille stated on March 29, Council had a joint meeting with the School Board. On April
42 11, 2022 he attended the Regional Council of Mayors Meeting.

43
44 **VIII. COMMUNITY FORUM.**

45

1 Mr. Gene Bird, 2529 Silver Lane, stated he is happy to see the maintenance being done to the water
2 tower but after seeing the designs, he feels the design didn't express anything about the City. He
3 requested the City consider other designs for the water tower. He has some sketches he would like to
4 share. Mayor Stille suggested Mr. Bird bring the sketches to City Hall.

5
6 **IX. INFORMATION AND ANNOUNCEMENTS.**

7
8 St. Anthony is 240th in the Wyland Water Challenge. He encouraged residents to go online and vote.

9
10 **X. ADJOURNMENT.**

11
12 Mayor Stille adjourned the meeting at 8:15 p.m.

13
14 Respectfully submitted,
15 Debbie Wolfe
16 *TimeSaver Off Site Secretarial, Inc.*

17 _____
18 Mayor

19 ATTEST: _____
20 City Clerk

21