

1 CITY OF ST. ANTHONY
2 CITY COUNCIL REGULAR MEETING MINUTES
3 MAY 23, 2023
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 in the Pledge of Allegiance.
12

13 **ROLL CALL.**

14
15 Present: Mayor Stille, Councilmembers Jenson, Randle, Walker and Webster.
16

17 Absent: None.
18

19 Also Present: City Manager Charlie Yunker, Finance Director Shelly Rueckert, City Engineer
20 Justin Messner and WSB Representatives Katie Koscielak and Cody Kutil.
21
22

23 **CONSIDERATION, DISCUSSION, AND POSSIBLE ACTION ON ALL OF THE FOLLOWING**
24 **ITEMS.**

25
26 **I. APPROVAL OF MAY 23, 2023 CITY COUNCIL MEETING AGENDA.**

27
28 Motion by Councilmember Randle, seconded by Councilmember Jenson, to approve the City
29 Council Meeting Agenda of May 23, 2023 as presented.
30

31 **Motion carried 5-0.**

32
33 **II. PROCLAMATIONS AND RECOGNITION.**

34
35 A. **National Public Works Week Proclamation.**

36
37 City Manager Yunker stated since 1960, the American Public Works Association (APWA) has
38 sponsored National Public Works Week across North America in an effort to energize and
39 educate the public on the importance of public works to their daily lives. APWA is proud to
40 announce the theme “Connecting the World Through Public Works” for 2023 National Public
41 Works Week.
42

43 The St. Anthony Village Public Works Department is a team of 14 people dedicated to serving
44 the community with a mission to provide effective and efficient design, construction, operation
45 and maintenance of the City’s infrastructure.
46

47 Public Works contributes to connecting our community by providing robust infrastructure and
48 essential services in transportation, water, wastewater, stormwater treatment, maintenance of

1 parks, grounds, fleet and facilities, support of emergency management and first response, right-
2 of-way management, close collaboration with engineering and much more.

3
4 In recognition of the commitment of our Public Works Staff and their efforts, the City Council is
5 asked to join in the designation of May 21-27, 2023 as National Public Works Week.

6
7 The Councilmembers read the proclamation in full.

8
9 Mayor Stille thanked the Public Works Department for what they do.

10
11 **III. CONSENT AGENDA.**

- 12
13 A. Approval of May 9, 2023 City Council Meeting Minutes.
14 B. Licenses and Permits.
15 C. Claims.

16
17 Motion by Councilmember Webster, seconded by Councilmember Walker, to approve the
18 Consent Agenda items.

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

21
22 **IV. PUBLIC HEARING - NONE.**

23
24 **V. REPORTS FROM COMMISSION AND STAFF**

- 25
26 A. WSB Drone Street Survey Presentation.

27
28 City Engineer Justin Messner introduced Ms. Katie Koscielak, WSB, who reviewed the Drone
29 Services include Aerial Photography & Videography, High Resolution Imagery, Reality
30 Captures (3D Modeling and AI Driven Planimetric Data. Drone Services are used for Traffic
31 Analysis, Live Inspection, and GIS Web App Integration.

32
33 Mr. Cody Kutil, Drone Lead for WSB presented Ms. Data Collection include survey accurate
34 ground control points, flight plan uploaded, and drone takes hundreds to thousands of photos.
35 The average flight/battery time is 20-30 minutes. The flight plans adhere to FAA part 107
36 regulations.

37
38 Ms. Koscielak provided examples of planimetric data photos were provided for the Council and
39 explained a chart showing the pros and cons of traditional surveys, drone reality capture with AI,
40 and no survey. She noted traditional survey is still the most accurate.

41
42 Mayor Stille thanked Ms. Koscielak for her concise presentation.

43
44 Councilmember Walker asked about the accuracy of the thousands and thousands of photos. He
45 asked if it is similar to the web telescope. Mr. Cody Kutil stated it is like your eyes creating
46 depth. The photos are brought into a program which builds that depth and creates a model.

1
2 Councilmember Webster asked Cody how he got into this line of work. Mr. Cody Kutil stated he
3 went to Mankato to become a pilot. He later switched to GIS. With his interest in aviation and
4 GIS he was able to hit the ground running.

5
6 Mayor Stille stated this is just another tool the City can use to take care of the infrastructure. The
7 City uses the best technology to protect its assets.

8
9 **VI. GENERAL BUSINESS OF COUNCIL.**

10
11 A. Finance Annual Report.

12
13 Finance Director Shelly Rueckert presented a power point of the Finance Annual Report. The
14 Mission Statement is to Ensure that City resources and assets are managed effectively to provide
15 residents with the City services desired and to sustain the City's infrastructure for current and
16 future residents. Ms. Rueckert noted 9 Council Meetings Attended, 9 Council Work Sessions
17 Attended, 63 Council Information Submissions were provided, 2 MWMO Board information
18 Submissions were provided, and 2 Birchwood Utility Committee Work Sessions were attended.

19
20 A photograph of the Finance Staff was shown including Phuongmai Dang – License & Permit,
21 Utility Billing Specialist; Devin Willi – Payroll & Utility Billing Accountant; Shelly Rueckert –
22 Finance Director; Sandy Simon – Office Support, Accounts Payable Specialist; Trent Sax –
23 Accounting Technician; Angelo Salas – License & Permit Utility Billing Specialist; and Ka Vue
24 resigned in 2022 so the Asst to Finance Director position is open.

25
26 Ms. Rueckert reviewed the Core Accounting Functions for the Finance Department. The Finance
27 activity unique to 2022 was reviewed and included Parks Commission Financial Overview;
28 redesigning MWMO's Budget and Financial Reporting and Birchwood Village Activity.

29
30 The technological advances were reviewed to improve workflows and financial reporting for
31 NineNorth. Ms. Rueckert reviewed the Long-Term Financial Management activities. The
32 Finance Department provides support staff to agencies both internal and external.

33
34 Ms. Rueckert provided the Finance Brochure that has been created and noted the entire Finance
35 Department Annual Report can be found on the website at savmn.com/annualreports.

36
37 Mayor Stille thanked Ms. Rueckert for her great presentation.

38
39 Councilmember Webster thanked Ms. Rueckert for the financial overview and sharing her
40 expertise with NineNorth and others.

41
42 Councilmember Jenson thanked Ms. Rueckert for her presentation and for showing what staff's
43 responsibilities entail. He thanked Ms. Rueckert and her staff for all their work.
44

1 Mayor Stille asked about the insurance aspect of sewer backups. Ms. Rueckert stated the City
2 has not had any sewer backups recently but there is a LMC sewer backup insurance. There is a
3 \$10,000 deductible. Even with being short staffed, everyone pitched in to cover.
4

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

6
7 City Manager Yunker had no report.

8
9 Councilmember Walker stated last Thursday he attended the St. Anthony Chamber of
10 Commerce.

11
12 Councilmember Jenson stated on May 19 he attended the Ramsey County Local League of
13 Governments Executive meeting.

14
15 Councilmember Randle had no report.

16
17 Councilmember Webster stated on May 18 she attended the North Suburban Communications
18 Commission/North Suburban Access Corporation Board Meeting. On May 25 Met Council is
19 hosting a Zoom Meeting.

20
21 Mayor Stille stated on May 19 the City Manager and he met with Aaron Cole, 3 Rivers Park
22 Board Representative for a meet and greet.

23
24 **VIII. COMMUNITY FORUM.**

25
26 No one appeared to address the City Council.

27
28 **IX. INFORMATION AND ANNOUNCEMENTS - NONE.**

29
30 **X. ADJOURNMENT.**

31
32 Mayor Stille adjourned the meeting at 7:48 p.m.

33
34
35 Respectfully submitted,
36 Debbie Wolfe
37 *TimeSaver Off Site Secretarial, Inc.*

38
39 _____
40 Mayor

40 ATTEST: _____
41 City Clerk