

Pursuant to due call and notice thereof, the City Council for the City of St. Joseph met in regular session on Monday, June 21, 2021, at 6:00 PM in the St. Joseph Government Center.

Members Present: Mayor Rick Schultz. Councilors Bob Loso, Brian Theisen, Kevin Kluesner, Kelly Beniek

City Representatives Present: Administrator Therese Haffner, City Clerk Kayla Klein, Finance Director Lori Bartlett, Public Works Superintendent Ryan Wensmann, Police Chief Dwight Pfannenstein, City Engineer Randy Sabart

Women of Today Proclamation: Women of Today was founded 72 years ago on July 1<sup>st</sup> and the local chapter has requested that July 1<sup>st</sup> be proclaimed Women of Today Founder's Day in St. Joseph. Mayor Schultz proclaimed July 1<sup>st</sup> as such in recognition of the organization. The Women of Today have over 1,300 members in sixty-six communities and encourage women eighteen and older to become involved in leadership, community service and fellowship.

Public Comments:

*Tim Borresch, 11 3<sup>rd</sup> Ave NW* was unable to make the meeting two weeks ago regarding the road improvements. He stated that he has spoken to a number of city staff and he has concerns regarding closing the alley down. He believes safety is a key issue. His primary concerns revolve around college aged students and parties being more challenging to police as well as the safety of the many young children who frequent the park nearby.

*Matt Loehlein, 32 2<sup>nd</sup> Ave SE,* spoke of his traffic concerns in front of the school on Minnesota Street where his children attend. He has seen vehicles pass on the shoulder when children are crossing the street and parents are taking their children to school. He mentioned he has almost been hit before. He encouraged the city to consider special signage or a special designation in this area to create further awareness of the safety concerns.

Approve Agenda: **Theisen made a motion to approve the agenda; seconded by Loso and passed unanimously.**

Consent Agenda: **Theisen made a motion to approve consent agenda items a through j; seconded by Beniek and passed unanimously.**

- a. Bills Payable – **Requested Action:** Approve check numbers 057816-057859, Payroll EFT # 112091-112097, Accounts Payables EFT # 1990-1991, and Pay Periods 12, 12.01.
- b. Treasurer's Report – **Requested Action:** Approve the May 2021 Financial Reports as presented.
- c. Grant Application – **Requested Action:** Adopt Resolution 2021-033 Accepting the Coronavirus Local Fiscal Recovery Fund established under the American Rescue Plan Act.
- d. Transfer – **Requested Action:** Authorize the 2021 transfer as presented.
- e. Donations – **Requested Action:** Approve Resolution 2021-032 accepting donations.
- f. Seal Coating – **Requested Action:** Approve the quote provided by Midwest Asphalt for 2021 seal coating.
- g. Police Officer Resignation – **Requested Action:** Accept the resignation and authorize staff to advertise and hire a replacement.
- h. Assessment Correction, Northland Business Center – **Requested Action:** Adopt Resolution 2021-034 Amending the Final Assessment Roll for the 2019 Industrial Park Improvements.
- i. Finance Technician Hire – **Requested Action:** Hire Kimberly Wenner-Roth as Finance Technician beginning at Grade 8, Step 5 on the wage scale.
- j. Police Officer Hire – **Requested Action:** Hire Alexander Lyon as a full-time Police Officer beginning at step 1 on the wage scale.
- ~~k. Surveillance System – **Requested Action:** Approve Northland to install the required audio and video equipment as presented.~~
- l. Community Center Fundraising RFP Extension – **Requested Action:** Extend the RFP deadline until July 15, 2021.

Schultz asked for more background on item k. (Surveillance System and installation of audio and video equipment). Schultz asked if this was intended for all city buildings and what the bigger picture for the future was.

Chief Dwight Pfannenstien explained that the city has identified certain buildings, parks and sites in the city that the Police Department has had concerns about. Some of these areas currently have cameras. The cameras are either not functioning properly or are limited in what they are able to record. The package would be one that could be expanded on and budgeted for in the future. Schultz commented that this was something the city has expressed interest in recent years.

**Schultz made a motion to approve consent agenda item k. Surveillance System; seconded by Loso. Motion passed unanimously.**

Request for Proposals – Portion of PID 84.53843.0005: An RFP was approved in April to accept proposals for the renovation and sale of the former Police Station and Fire Hall. Two proposals were received; one from Obbink Distilling Labs and one from Spring Hill Companies. The Evaluation Panel recommends moving forward with a Purchase Agreement between the City of St. Joseph and Spring Hill Companies.

Loso did not feel the initial proposal addressed potential encroachment on other properties and parking issues. He was particularly concerned with any windows that would face any nearby residences. Haffner did agree that the proposal does include windows on the north side. Haffner did also remind the council that off-street parking is allowed downtown for customers and any employee parking could be accommodated if the council would be willing to consider a parking agreement; Haffner suggested that agreement include the adjacent alleyway. Loso did not feel that alleyway would be large enough. Beniek felt the staff recommendation for this potential business was the better fit. Schultz mentioned he had concerns with the process. He thought the EDA or city council should have participated in the panel. His feeling was their involvement would have addressed the concerns being discussed about parking. **Schultz motioned to move forward tentatively with the purchase agreement provided that parking and accommodation of residential areas nearby are addressed. Beniek seconded. Motion passed unanimously.**

Women of Today Proclamation: Representatives of Women of Today arrived at the council chambers at approximately 6:27 and were presented with the Proclamation of July 1<sup>st</sup> as Women of Today Founder's Day in St. Joseph. Mayor Schultz presented them with the Proclamation and a photo was taken.

Anita Smalley, from the local chapter of Women of Today, thanked the Mayor and the Council for the Proclamation, shared some of their accomplishments and invited the council to celebrate on July 1<sup>st</sup> with them at Coborn's for root beer floats.

MN St W School Zone Discussion: Staff was approached by the principal of the St. Joseph Catholic School regarding concerns about the speed of vehicles on Minnesota Street. Sabart gave an overview and highlighted sections from State Statute that allow the city to establish a speed zone. This would involve traffic and engineering investigations as prescribed by the Commissioner of Transportation.

The area has been one of concern for a number of years. Chief Pfannenstien acknowledged the challenges that the area faces and shared that police resources are limited. Council suggested a discussion between the city and the school to come up with solutions. It was also suggested that the school could implement the use of parents as crossing guards again. Mayor Schultz reminded the council that when District 742 asked to address these concerns a few years back, they contributed financially.


Sabart agreed that the purpose was to raise awareness of this issue and present some options to the council.

Engineer Reports: None

Department Head Reports: The department heads presented their monthly reports.

Mayor Reports: None

Adjourn: **Theisen made a motion to adjourn at 7:14 PM; seconded by Beniek and passed unanimously.**



Kayla Klein  
City Clerk