

Pursuant to due call and notice thereof, the City Council for the City of St. Joseph met in regular session on Monday, April 18, 2022, at 6:00PM in the St. Joseph Government Center.

Members Present: Mayor Rick Schultz, Councilmembers Kelly Beniek, Kevin Kluesner, Jon Hazen, Bob Loso

City Representatives Present: Administrator Therese Haffner, Finance Director Lori Bartlett, City Engineer Randy Sabart, Community Development Director Nate Keller, Public Works Director Ryan Wensmann, City Clerk Kayla Klein, Fire Chief Jeff Taufen, Police Chief Dwight Pfannenstien

Public Comments: None.

Approve Agenda: **Beniek motioned to approve the agenda; seconded by Loso and passed unanimously.**

Consent Agenda: **Hazen made a motion to approve consent agenda items; seconded by Beniek.**

Council discussed item g. of the agenda; specifically, the impact of the mechanic to the budget and how the purchase of tools and equipment would be handled.

Approval of the consent agenda items passed unanimously.

- a. Minutes – **Requested Action:** Approve the minutes of April 4, 2022.
- b. Bills Payable – **Requested Action:** Approve Check Numbers 058911-058990, Account Payable EFT #002038-002041; Payroll EFT 112219-112224, Regular Pay Period 7,7.01, Council Pay Period 4.
- c. Donations – **Requested Action:** Accept the donations as presented.
- d. Park Board Appointment – **Requested Action:** Appoint Al Newman to the St. Joseph Park Board effectively immediately.
- e. Repayment Agreement Satisfaction – **Requested Action:** Approve the Repayment Agreement Satisfaction for 139 5th Ave SE, St. Joseph, MN 56374.
- f. Joint Planning District Board Termination – **Requested Action:** Approve Resolution 2022-020 Amending and Terminating the St. Cloud Area Joint Planning District Joint Powers Agreement.
- g. Mechanic Job Description Approval – **Requested Action:** Approve Mechanic Job Description and authorize staff to conduct the hiring process for a full-time mechanic.

Special Event Street Closure Request – Millstream Arts Festival: City Clerk Kayla Klein informed the Council that a special event permit application was received from Millstream Arts Festival, Inc.

The Festival is scheduled for Sunday, August 28 from 11AM – 5PM. Because the event includes a street closure, it requires Council approval. Proposed closure is College Avenue from MN Street to Ash St as well and includes the entrances to the east/west alleys from College Avenue. The street will be closed from 6AM – 7PM to allow for setup and teardown. Notices were sent to property owners along the proposed street closure route. No comments have been received to date. The applicant is also requesting the \$150 special event fee be waived. Various City departments have reviewed the request and shared their input for the Council to review.

Representatives of the Millstream Arts Festival approached the Council and addressed the following concerns:

No longer closing Minnesota Street:

Degiovanni replied that closing Minnesota Street seemed to create a conflict with the Church traffic in the past.

Waiving of the fee:

Degiovanni informed the Council they have never paid the fee in the past and pointed out that this event is not a fundraiser or profit generator. The event is volunteer driven and the focus is to bringing people to St. Joseph. They get funding from grants and private donations, including local businesses. Vendor fees go toward the event as well.

Moving the event to August from September:

The event was moved from end of September to the end of August for a few reasons. weather is one factor and they discovered last year, during the summer Night Market, how successful summer months can be. Additionally, they don't want to conflict with other fall events.

Plans for music:

They are still in the planning stages for the music. They are mindful of the noise requirements and are considering having the music confined to the alleyway between Krewe and the LaPlayette. They have discussed this with the LaPlayette and it seems to be moving forward.

The Council reminded the applicants that they violated their permit last time this event was held, by moving to the parking lot by Bad Habit. The applicants replied that they were not aware that they could not move to that location last time. They are now aware.

Council/Staff also reminded them that if they needed to close the alleyway that closure is required to come back before the Council.

Council inquired on their plan for traffic and pedestrian safety now that they are not closing Minnesota Street, considering most people will park in the Church lot across from Bello Cucina. Although it is a controlled intersection with a cross walk, it was advised that they have a plan in place, such as crossing guards, etc. to keep this area safe.

Hazen moved to Approve the special event application for the Millstream Arts Festival on August 28, 2022, and consider waiving the Special Event Fee of \$150.00; seconded by Beniek.

**Aye: Beniek, Hazen, Schultz
Nay: Loso, Kluesner**

Motion Carried: 3:2

CSBSJU Memorandum of Understanding – OVW Campus Grant: Administrator Therese Haffner informed the Council that CSB|SJU is requesting approval of a Memorandum of Understanding (MOU) to jointly carry out a program funded by the US Department of Justice Office on Violence Against Women Campus Grant. The grant encourages a comprehensive coordinated community approach that enhances victim safety, provides services and support for victims, and supports efforts to hold offenders accountable.

Dani Lindner, Project Director and Grant Coordinator from CSB|SJU: Provided an overview of the grant to the Council, including information on when the current grant ends and how the renewal grant application process works.

The MOU identifies the roles and responsibilities of all participating agencies. The MOU also includes language whereby the City will be reimbursed staff time for participating in meetings and trainings. Schultz requested that information on what has been accomplished and what general information could also be shared with Staff, Council to share with the general public.

Loso motioned to Authorize the Mayor and City Administrator to execute the MOU as presented; seconded by Kluesner and passed unanimously.

Fire Hall Technology Updates: City Clerk Klein informed the Council that TouchPoint Logic has provided a quote and scope of work for technology upgrades to the Fire Hall. Upgrades include the installation of a projector with multiple speakers in the ceiling so content can be viewed and heard throughout the space. User operation of the system through the Crestron control platform (similar to what will be installed in the multi-purpose room) via a wall mounted touch panel. The system will be configured and programmed by TouchPoint Logic. Staff is proposing the technology upgrades be funded by using American Rescue Plan

Act (ARPA) funds which is consistent with the other technology updates to the Government Center and Public Works facility.

Hazen Approve Touch Point Logic LLC quote as presented for updating technology at the Fire Hall using ARPA funds; seconded by Kluesner and passed unanimously.

Engineer Reports, 2022 Street Improvements: None.

Department Reports: The department heads presented their monthly reports.

Mayor Reports: Schultz asked Beniek to share feedback from the recent CVB meeting. Schultz shared feedback on the LGA formula changes he learned about at a recent Coalition of Greater Minnesota Cities event.

Council discussed onboarding process for new Council members.

Adjourn: **Loso made a motion to adjourn at 7:01PM; seconded by Hazen and passed unanimously.**



Kayla Klein
City Clerk