



CITY COUNCIL REGULAR MEETING
City Hall: 3750 Bridge St NW
Tuesday, January 20, 2026 at 6:00 PM

AGENDA

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. CONSENT AGENDA**
 - A. City Council Minutes - January 05, 2026
 - B. Application Resolution for the 2026 Anoka County Community Development Block Grant
Resolution 2026-03 Authorizing Application to Anoka County for Community Development Block Grant (CDBG) Funds
 - C. Payment of Claims
- 5. MEETING OPEN TO THE PUBLIC**
- 6. SPECIAL BUSINESS**
- 7. PUBLIC HEARING**
- 8. OLD BUSINESS**
 - A. Minnesota State Flag
Resolution 2026-04 in opposition to any display of the Minnesota State Flag
 - B. Public Works Contract Agreement for 2026-2027
Resolution 2026-05 Approving the Tentative Agreement Between the City of St. Francis and the International Union of Operating Engineers, Local No. 49 Representing the Public Works Bargaining Unit for the Calendar Years 2026 and 2027
 - C. Anoka County Post Election Review
- 9. NEW BUSINESS**
- 10. MEETING OPEN TO THE PUBLIC**
- 11. REPORTS**
 - A. City Administrator Report
- 12. COUNCIL MEMBER REPORTS**
- 13. UPCOMING EVENTS**

January 21 - Planning Commission Meeting *CANCELLED*
February 02 - City Council Regular Meeting 6:00 pm
February 12 - Park Commission Meeting 7:00 pm
February 16 - City Offices Closed
February 17 - City Council Regular Meeting 6:00 pm
February 18 - Planning Commission Meeting 7:00 pm
- 14. ADJOURNMENT**

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
St. Francis City Hall 3750 Bridge Street NW
January 5, 2026
6:00 p.m.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

The regular City Council meeting was called to order at 6:00 p.m. by Mayor Mark Vogel.

2. ROLL CALL

Members Present: Mayor Mark Vogel, Councilmembers Kevin Robinson, Sarah Udvig, Amy Faanes, and Joe Muehlbauer.

Also present: City Administrator Kate Thunstrom, Deputy Administrator-City Clerk Jenni Wida, Community Development Director Jodie Steffes, Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), Deputy Administrator-Public Works Director Paul Carpenter, Police Chief Todd Schwieger, and Finance Director Darcy Mulvihill,

3. APPROVAL OF AGENDA

MOTION BY: MUEHLBAUER SECOND: ROBINSON APPROVING THE REGULAR CITY COUNCIL AGENDA

Ayes: Faanes, Muehlbauer, Robinson, Udvig, and Mayor Vogel.

Nays: None

Motion carries: 5-0

4. CONSENT AGENDA

- A. City Council Minutes – December 15, 2025
- B. Council Appointments
Resolution 2026-01 Approving the appointments for 2026
- C. Job Description Update – Finance Director
- D. Payment of Claims

Robinson asked about item C regarding whether the updated Finance Director job description would impact the salary analysis that was completed previously. City Administrator Kate Thunstrom explained that the review completed by Abdo was compared against other finance director positions, and she did not anticipate any changes to the salary survey.

Robinson asked if the updated job description was a custom fit for the City's needs and whether it would shift workload distribution. Thunstrom stated that the previous job description was from 2007, and the revised description was updated to reflect current needs; she noted workflows are fairly balanced and the transition will

involve the Finance Department.

MOTION BY: UDVIG SECOND: ROBINSON APPROVING THE REGULAR CITY COUNCIL CONSENT AGENDA

Ayes: Faanes, Muehlbauer, Robinson, Udvig, and Mayor Vogel.

Nays: None

Motion carries: 5-0

5. MEETING OPEN TO THE PUBLIC

No one came forward to address the Council.

6. SPECIAL BUSINESS - NONE

7. PUBLIC HEARINGS - NONE

8. OLD BUSINESS

A. 2025 Code Revisions – Second Reading Revised

Resolution 2026-02 authorizing the Summary Publication of Ordinance 352, modifying Chapter 10 zoning in the City Code

Community Development Director Jodie Steffes reviewed the revised second reading for Ordinance 352 regarding housekeeping amendments to Chapter 10. She noted that the amendments were required to be sent to the Minnesota Department of Natural Resources for review and certification due to impacts to properties in the Rum River Management Overlay District. She stated the City received conditional approval from the DNR on December 17, 2025; she noted the DNR requested a revision to clarify that accessory buildings under 200 square feet within the Rum River Management Overlay District still require a zoning permit. Steffes requested Council approval of the clarification so the ordinance can receive final certification.

Mayor Vogel stated he was concerned that residents may assume accessory buildings under 200 square feet do not require permits without recognizing the Rum River Management Overlay District exception. Steffes noted that Staff receives zoning calls regarding sheds, and residents along the Rum River tend to be more aware of requirements; she added that the clarification is intended to make the requirement more noticeable. Mayor Vogel asked if the City could make the information more prominent for residents. Steffes confirmed that Staff can include information in the spring newsletter and can adjust the wording to highlight the requirement.

Mayor Vogel asked about DNR enforcement. Thunstrom explained that Staff has a good relationship with the DNR; she noted the DNR may become involved if a complaint is received or if Staff identifies an issue beyond the City's control, but unpermitted work can go unnoticed if not reported.

Mayor Vogel asked to include a prominent notice in the ordinance language;

Council provided consensus to add language at the top, noting permits are needed within the Rum River Management Overlay District.

MOTION BY: MUEHLBAUER SECOND: FAANES TO ADOPT ORDINANCE 352 MODIFYING DIVISIONS 2, 4, 6, 7, 8, AND 9 IN THE ZONING CODE, AS AMENDED.

Ayes: Faanes, Muehlbauer, Robinson, Udvig, and Mayor Vogel.

Nays: None

Motion carries: 5-0

MOTION BY: MUEHLBAUER SECOND: FAANES TO ADOPT RESOLUTION 2026-02 AUTHORIZING THE SUMMARY PUBLICATION OF ORDINANCE 352, MODIFYING CHAPTER 10 ZONING IN THE CITY CODE.

A roll call vote was performed:

Mayor Vogel	aye
Councilmember Muehlbauer	aye
Councilmember Robinson	aye
Councilmember Faanes	aye
Councilmember Udvig	aye

Motion carries: 5-0

9. NEW BUSINESS - NONE

10. MEETING OPEN TO THE PUBLIC - NONE

11. REPORTS

A. City Administrator Report

City Administrator Thunstrom reviewed the City Administrator report. She pointed out that Staff is working through payroll changes and employment law changes; she added that Staff is resuming items that were delayed due to recent Fire Department priorities. Thunstrom noted that Staff expects to hear within the next one to two weeks regarding a \$2 million federal appropriation for a utility project.

Mayor Vogel asked for an update on the Highway 47 project and whether there will be opportunities to keep the public informed and allow questions. Thunstrom stated that Staff previously laid out the design at Night to Unite and has asked MnDOT to write an article for the spring newsletter. She added that Staff will work to share updates through MnDOT and City communications and can provide additional opportunities for questions at events.

Mayor Vogel asked for a recap of funding for the Highway 47 project. Thunstrom explained that the pavement project is fully funded through a \$7 million Regional Solicitation grant and MnDOT. She pointed out that the \$2 million appropriation is intended for utilities underground, and Staff is also requesting additional funds from

the State.

Robinson suggested sharing the funding summary in the newsletter. Udvig recommended sharing information on Facebook to reach more residents.

Mayor Vogel suggested holding additional work sessions in 2026, particularly for budget discussions. Muehlbauer noted he would like to discuss gambling proceeds in a work session or regular meeting.

12. MAYOR REPORT – DISCUSSION ITEMS

A. Returning to the 1957 MN State Flag

Mayor Vogel stated that he wanted Council feedback on returning to the 1957 Minnesota State flag. He explained that he believed changing the flag should have been voted on by the public, and he wanted to represent citizen sentiment. Mayor Vogel pointed out that there is no statutory requirement for local buildings to display the new flag; he referenced Minnesota Statute 1.141 and stated he wanted to verify compliance and confirm the City still has the old flags.

Deputy Administrator-Public Works Director Paul Carpenter stated he believes the City still has the old flags.

Faanes expressed her support for switching back and stated she has heard residents express preference for the old flag. Udvig agreed that she had no issue switching back, but the City should consider that the older flags may not be made in the future. The City should consider what happens when replacement is needed.

Robinson explained that he supported switching back and added that he did not understand why the flag was changed. He pointed out that the process did not appear serious to him.

Mayor Vogel asked if this should be handled by resolution. Staff indicated a resolution would be appropriate for a future meeting.

B. Post Election Review Discussion

Mayor Vogel stated that he wanted to discuss the City's ability to request a post-election review. He clarified he was not discussing poll pads, and he did not suspect fraud. Mayor Vogel explained that he believed the City should have the right to request a review at City expense if concerns arise.

Deputy Administrator-City Clerk Jenni Wida explained that Anoka County is required by statute to review four precincts at random based on population; she stated that the County reviewed eight precincts in the 2024 election. Wida noted that the review involves election judges hand-counting ballots from selected precincts and matching totals to the election night tape. Wida pointed out that she is not aware of any discrepancies.

Udvig noted that she did not support a political statement at the City level and preferred a simple letter rather than a resolution; she pointed out that she would rather focus on saving Staff time. Robinson stated he supported sending a letter.

City Administrator Kate Thunstrom suggested that Staff can draft a letter and bring it to the next Council meeting.

Mayor Vogel reviewed additional Mayor report items, including a Fire Board meeting on December 16, attendance at a Chamber meeting on December 17, an audit call with Abdo, and a meeting with Public Works to discuss MS4 and Smart Salting. Mayor Vogel stated that he and Robinson toured the Bethel fire station with Fire Chief Dave Schmidt on December 23; the tour was helpful as the City moves forward on fire-related planning.

13. COUNCIL MEMBER REPORTS

Udvig noted she will attend an upcoming meeting and highlighted a Pioneer Days planning meeting on Wednesday, January 21, 2026, at 6:00 p.m. at the Legion.

Robinson explained that he attended the Fire District meeting on December 16 and toured the Bethel fire station with the Mayor. He encouraged residents to support the local hardware store.

Faanes pointed out she did not have meetings to report due to the holidays and noted she looks forward to 2026.

Muehlbauer stated that he attended the Vista Prairie open house and shared that he has provided compliments and concerns to Public Works as appropriate.

14. UPCOMING EVENTS

January 06 - URRWMO Meeting 6:30 pm (Oak Grove City Hall)
January 19 - City Offices Closed
January 20 - City Council Meeting (Tuesday) 6:00 pm
January 21 - Planning Commission Meeting *CANCELLED*

15. ADJOURNMENT

MOTION BY: UDVIG SECOND: ROBINSON TO ADJOURN THE MEETING.

Ayes: Faanes, Muehlbauer, Robinson, Udvig, and Mayor Vogel.

Nays: None

Motion carries: 5-0

There being no further business, Mayor Vogel adjourned the regular City Council at 6:36 p.m.

Jennifer Wida, City Clerk

DRAFT



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Paul Carpenter, Public Works Director
SUBJECT: Application Resolution for the 2026 Anoka County Community Development Block Grant
DATE: January 20, 2026

OVERVIEW:

Community Development Block Grant (CDBG) funds are allocated by the U.S. Department of Housing and Urban Development (HUD). The CDBG program public facility and neighborhood infrastructure funds are then made available for physical improvements in Anoka County. Anoka County distributes funds annually to local communities and non-profits through a competitive application process.

The annual application process begins with the completion of the application. Applications are then reviewed by Anoka County Community Development Staff for product and applicant eligibility. The Community Development staff provides a funding recommendation to the Anoka County Housing and Redevelopment Authority Board of Trustees for final approval.

The City of St. Francis can use this grant funding for park improvements such as updating playground equipment in Community Park and replacing old asphalt trails in Dellwood Park if awarded.

ACTION TO BE CONSIDERED:

Council to authorize Mayor to sign the grant resolution.

BUDGET IMPLICATION:

None

Attachments:

- Community Development Block Grant Resolution 2026-03

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
ANOKA COUNTY**

Agenda Item # 4B.

RESOLUTION 2026-03

**A RESOLUTION AUTHORIZING APPLICATION TO ANOKA COUNTY FOR
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS**

WHEREAS the City of St. Francis (City) shall be the applicant for the project contained in the CDBG application to be submitted to Anoka County on or before January 31, 2026, known as The City of St. Francis Parks Improvement Project.

AND WHEREAS, the City has the legal authority to apply for financial assistance, and it has the financial capability to meet match requirements, if any, and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

AND WHEREAS, the City maintains an adequate Conflict of Interest Policy and, throughout the term of the contract, will monitor and report any actual or potential conflicts of interest to the County, upon discovery.

AND WHEREAS, The City has not incurred any project or development costs and has not entered into any agreements associated with the proposed projects.

AND WHEREAS, that, upon approval of its application by Anoka County, the City may enter into an agreement with Anoka County for the above-referenced project, and that the City of St. Francis certifies that it will comply with all applicable laws and regulations as stated in the grant agreement.

AND WHEREAS, the Mayor and City Administrator are hereby authorized to execute such applications and agreements as necessary to implement the project

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ST. FRANCIS,
MINNESOTA THAT:** The City Council supports the Community Development Block Grant submission to Anoka County.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 20th DAY
OF JANUARY 2026.

APPROVED:

ATTEST:

Jennifer Wida, City Clerk

Mark Vogel, Mayor



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Darcy Mulvihill, Finance Director
Danielle Robertson, Accounting Clerk
SUBJECT: Payment of Claims
DATE: January 20, 2026

OVERVIEW:

Attached are the bills received since the last council meeting. Total checks to be written are \$112,611.65 plus any additional bills that are handed out at council meeting.

Other Payments to be approved:

Direct Transfers – N/A

Manual Checks- N/A

ACTION TO BE CONSIDERED:

Approved under consent agenda to allow the Finance Director to draft checks or ACH withdrawals for the attached bill list. Please note additional bills may be handed out at the council meeting.

BUDGET IMPLICATION:

City bills

Attachments:

- 01-05-2026 Packet List-\$112,611.65

INVOICE REGISTER FOR CITY OF ST. FRANCIS
 EXP CHECK RUN DATES 01/21/2026 - 01/21/2026
 POSTED AND UNPOSTED
 OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4C.

Invoice Number	Vendor Description	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inv Ref #	Inventory GL Distribution				Units	Quantity	Unit Price
Vendor 15 - AIRGAS NORTH CENTRAL							
5521501263							
00043606	AIRGAS NORTH CENTRAL CYLINDER RENTAL		12/31/2025 DROBERTSON		147.65	147.65	Open N 12/31/2025
	101-43100-40217		OTHER OPERATING SUPPLIES		29.53	1.00	29.53
	101-43210-40217		OTHER OPERATING SUPPLIES		29.53	1.00	29.53
	101-45200-40217		OTHER OPERATING SUPPLIES		29.53	1.00	29.53
	601-49440-40217		OTHER OPERATING SUPPLIES		29.53	1.00	29.53
	602-49490-40217		OTHER OPERATING SUPPLIES		29.53	1.00	29.53
Total Vendor 15 - AIRGAS NORTH CENTRAL							
				147.65	147.65		
Vendor 7265 - ANOKA COUNTY CHIEFS OF POLICE							
.01132026							
00043603	ANOKA COUNTY CHIEFS OF POLICE 2026 MEMBERSHIP CHIEF SCHWIEGER		01/13/2026 DROBERTSON		179.00	179.00	Open N 01/20/2026
	101-42110-40441		MISCELLANEOUS		179.00	1.00	179.00
.011320261							
00043604	ANOKA COUNTY CHIEFS OF POLICE 2026 MEMBERSHIP SERGEANT STEMME		01/13/2026 DROBERTSON		179.00	179.00	Open N 01/20/2026
	101-42110-40441		MISCELLANEOUS		179.00	1.00	179.00
Total Vendor 7265 - ANOKA COUNTY CHIEFS OF POLICE							
				358.00	358.00		
Vendor 2591 - ASPEN MILLS							
368270							
00043555	ASPEN MILLS UNIFORM-CHANTHAPANYA		01/06/2026 DROBERTSON		97.95	97.95	Open N 01/20/2026
	101-42110-40437		UNIFORMS		97.95	1.00	97.95
368503							
00043591	ASPEN MILLS UNIFORM - N. SCHWIEGER		01/09/2026 DROBERTSON		242.75	242.75	Open N 01/20/2026
	101-42110-40437		UNIFORMS		242.75	1.00	242.75
Total Vendor 2591 - ASPEN MILLS							
				340.70	340.70		
Vendor 7244 - BREAKTHRU BEVERAGE							

INVOICE REGISTER FOR CITY OF ST. FRANCIS
 EXP CHECK RUN DATES 01/21/2026 - 01/21/2026
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Agenda Item # 4C.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution				Units	Quantity	Unit Price
Vendor 7244 - BREAKTHRU BEVERAGE							
125138592	BREAKTHRU BEVERAGE		01/09/2026	1,218.70	1,218.70	Open	N
00043577	LIQUOR/WINE		CBUSKEY				01/09/2026
	609-49751-40206		FREIGHT	10.15		1.00	10.15
	609-49751-40253		WINE	336.00		1.00	336.00
	609-49751-40251		LIQUOR	872.55		1.00	872.55
Total Vendor 7244 - BREAKTHRU BEVERAGE				1,218.70	1,218.70		
Vendor 10698 - CAMFIL USA, INC							
30608729	CAMFIL USA, INC		01/05/2026	895.20	895.20	Open	N
00043519	HVAC FILTERS		DROBERTSON				01/20/2026
	101-41940-40401		BUILDINGS MAINTENANCE	895.20		1.00	895.20
Total Vendor 10698 - CAMFIL USA, INC				895.20	895.20		
Vendor 10696 - CLEARGOV, INC							
2025-18804	CLEARGOV, INC		01/01/2026	5,356.00	5,356.00	Open	N
00043557	2026 DIGITAL BUDGET BOOK		DMULVIHILL				01/20/2026
	101-41400-40310		COMPUTER CONSULTING FEES	1,339.00		1.00	1,339.00
	601-49440-40310		COMPUTER CONSULTING FEES	1,339.00		1.00	1,339.00
	602-49490-40310		COMPUTER CONSULTING FEES	1,339.00		1.00	1,339.00
	609-49750-40310		COMPUTER CONSULTING FEES	1,339.00		1.00	1,339.00
Total Vendor 10696 - CLEARGOV, INC				5,356.00	5,356.00		
Vendor 91 - DAHLHEIMER DIST. CO. INC							
2666517	DAHLHEIMER DIST. CO. INC		01/08/2026	(278.80)	(278.80)	Open	N
00043564	BEER		CBUSKEY				01/08/2026
	609-49751-40252		BEER	(278.80)		1.00	(278.80)
2666237	DAHLHEIMER DIST. CO. INC		01/08/2026	3,711.53	3,711.53	Open	N
00043566	BEER/MISC		CBUSKEY				01/08/2026
	609-49751-40254		MISCELLANEOUS MERCHANDISE	204.00		1.00	204.00
	609-49751-40252		BEER	3,507.53		1.00	3,507.53
Total Vendor 91 - DAHLHEIMER DIST. CO. INC							

INVOICE REGISTER FOR CITY OF ST. FRANCIS
 EXP CHECK RUN DATES 01/21/2026 - 01/21/2026
 POSTED AND UNPOSTED
 OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4C.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution				Units	Quantity	Unit Price
Vendor 91 - DAHLHEIMER DIST. CO. INC				3,432.73		3,432.73	
Vendor 1934 - DEHN OIL 121372	DEHN OIL DYED DIESEL 101-43100-40212	01/05/2026 DROBERTSON MOTOR FUELS		2,937.60 2,937.60	2,937.60 1.00	Open N	01/20/2026 2,937.60
Total Vendor 1934 - DEHN OIL				2,937.60		2,937.60	
Vendor 10644 - ESS BROTHERS AND SONS, INC GG1007	ESS BROTHERS AND SONS, INC ADJ RINGS 602-49490-40229	01/02/2026 DROBERTSON PROJECT MAINTENANCE		507.00 507.00	507.00 1.00	Open N	01/20/2026 507.00
Total Vendor 10644 - ESS BROTHERS AND SONS, INC				507.00		507.00	
Vendor 3447 - FERGUSON WATERWORKS 0558360	FERGUSON WATERWORKS METERS AND RADIOS 601-49440-40259	01/07/2026 DROBERTSON WATER METERS		5,160.00 5,160.00	5,160.00 1.00	Open N	01/20/2026 5,160.00
Total Vendor 3447 - FERGUSON WATERWORKS				5,160.00		5,160.00	
Vendor 130 - GOPHER STATE ONE-CALL, INC 5120770	GOPHER STATE ONE-CALL, INC DECEMBER 2025 SERVICE 601-49440-40442 602-49490-40442	12/31/2025 DROBERTSON GOPHER STATE GOPHER STATE		9.45 4.73 4.72	9.45 1.00 1.00	Open N	12/31/2025 4.73 4.72
Total Vendor 130 - GOPHER STATE ONE-CALL, INC				9.45		9.45	
Vendor 132 - GRAINGER, INC							

INVOICE REGISTER FOR CITY OF ST. FRANCIS
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Invoice Number	Vendor Description	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inv Ref #	GL Distribution				Units	Quantity	Unit Price
Vendor 132 - GRAINGER, INC							
9759086953							
00043515	GRAINGER, INC HVAC BELTS 601-49440-40233 602-49490-40401		01/05/2026 DROBERTSON WATER PLANT MAINT BUILDINGS MAINTENANCE	27.14 13.57 13.57	27.14	Open	N 01/20/2026 13.57 13.57
Total Vendor 132 - GRAINGER, INC				27.14	27.14		
Vendor 1645 - HAKANSON ANDERSON ASSOC., INC							
56453							
00043531	HAKANSON ANDERSON ASSOC., INC SF239-2025 MISC SITE PLAN REVIEWS		12/31/2025 DROBERTSON	1,080.90	1,080.90	Open	N 12/31/2025
56454							
00043532	HAKANSON ANDERSON ASSOC., INC SF255 VISTA PRAIRIE 803-00000-22011		12/31/2025 DROBERTSON VISTA PRAIRIE	97.50 97.50	97.50	Open	N 12/31/2025 97.50
56455							
00043533	HAKANSON ANDERSON ASSOC., INC SF258 THE BLUFFS OF RUM RIVER 803-00000-22032		12/31/2025 DROBERTSON BLUFFS OF RUM RIVER	1,625.00 1,625.00	1,625.00	Open	N 12/31/2025 1,625.00
56456							
00043534	HAKANSON ANDERSON ASSOC., INC SF263 RIVERS EDGE 7TH ADDITION 803-00000-22105		12/31/2025 (2024) DROBERTSON RIVER'S EDGE 7TH ADDITION	715.00 715.00	715.00	Open	N 12/31/2025 715.00
56457							
00043535	HAKANSON ANDERSON ASSOC., INC SF264 RIVERS EDGE 8TH ADDITION 803-00000-22035		12/31/2025 DROBERTSON RIVERS EDGE 8TH DEV AGREEMENT JPB LAND	1,086.00 1,086.00	1,086.00	Open	N 12/31/2025 1,086.00
56458							
00043536	HAKANSON ANDERSON ASSOC., INC SF265 DALTON RIVER VILLAS 803-00000-22031		12/31/2025 DROBERTSON DALTON RIVER VILLAS	660.00 660.00	660.00	Open	N 12/31/2025 660.00
56459							
00043537	HAKANSON ANDERSON ASSOC., INC SF327 2025 STREET RECON PROJECT 405-43100-40303		12/31/2025 DROBERTSON ENGINEERING FEES	4,309.00 4,309.00	4,309.00	Open	N 12/31/2025 4,309.00

INVOICE REGISTER FOR CITY OF ST. FRANCIS
EXP CHECK RUN DATES 01/21/2026 - 01/21/2026
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Agenda Item # 4C.

Invoice Number	Vendor	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inv Ref #	Description	Entered By			Units	Quantity	Post Date
Inventory	GL Distribution						Unit Price
Vendor 1645 - HAKANSON ANDERSON ASSOC., INC							
56460	HAKANSON ANDERSON ASSOC., INC	12/31/2025		55.00	55.00	Open	N
00043538	SF403-2025 MS4 PERMIT 603-49500-40418	DROBERTSON STORM WATER MANAGEMENT		55.00		1.00	12/31/2025 55.00
56461	HAKANSON ANDERSON ASSOC., INC	12/31/2025		260.00	260.00	Open	N
00043539	SF901-2025 GENERAL ENGINEERING	DROBERTSON					12/31/2025
56462	HAKANSON ANDERSON ASSOC., INC	12/31/2025		800.00	800.00	Open	N
00043540	SF905-2025 ROUTINE RETAINER SERVICES 101-43100-40303	DROBERTSON ENGINEERING FEES		800.00		1.00	12/31/2025 800.00
56463	HAKANSON ANDERSON ASSOC., INC	12/31/2025		360.00	360.00	Open	N
00043541	SF906-2025 BUILDING PERMIT REVIEWS 101-42400-40303	DROBERTSON ENGINEERING FEES		360.00		1.00	12/31/2025 360.00
Total Vendor 1645 - HAKANSON ANDERSON ASSOC., INC				<hr/> 11,048.40	<hr/> 11,048.40		
Vendor 7513 - HOISINGTON KOEGLER GROUP, INC							
018-041 - 88	HOISINGTON KOEGLER GROUP, INC	01/06/2026		3,091.50	3,091.50	Open	N
00043527	DECEMBER 2025 SERVICES	DROBERTSON					12/31/2025
Total Vendor 7513 - HOISINGTON KOEGLER GROUP, INC				<hr/> 3,091.50	<hr/> 3,091.50		
Vendor 154 - JOHNSON BROTHERS							
2966235	JOHNSON BROTHERS	01/08/2026		777.88	777.88	Open	N
00043572	LIQUOR 609-49751-40206 609-49751-40251	CBUSKEY FREIGHT LIQUOR		12.88 765.00	1.00 1.00		01/08/2026 12.88 765.00
2966234	JOHNSON BROTHERS	01/08/2026		2,265.25	2,265.25	Open	N
00043573	LIQUOR 609-49751-40206 609-49751-40251	CBUSKEY FREIGHT LIQUOR		27.91 2,237.34	1.00 1.00		01/08/2026 27.91 2,237.34
Total Vendor 154 - JOHNSON BROTHERS				<hr/> 3,043.13	<hr/> 3,043.13		

INVOICE REGISTER FOR CITY OF ST. FRANCIS
 EXP CHECK RUN DATES 01/21/2026 - 01/21/2026
 POSTED AND UNPOSTED
 OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4C.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution				Units	Quantity	Unit Price
Vendor EMP-REIMB - KAITLYN HENNES							
.01082026							
00043563	KAITLYN HENNES		01/08/2026	109.11	109.11	Open	N
	REIMBURSEMENT FOR PIZZA - 12/16 SANTA EV DROBERTSON						12/31/2025
	101-42210-40441		MISCELLANEOUS	109.11	1.00		109.11
Total Vendor EMP-REIMB - KAITLYN HENNES				109.11	109.11		
Vendor 561 - LEAGUE OF MN CITIES							
440461							
00043578	LEAGUE OF MN CITIES		01/02/2026	960.00	960.00	Open	N
	STORMWATER COALITION		JSHOOK				01/20/2026
	603-49500-40418		STORM WATER MANAGEMENT	960.00	1.00		960.00
Total Vendor 561 - LEAGUE OF MN CITIES				960.00	960.00		
Vendor 10747 - LOCKRIDGE GRINDAL NAUEN PLLP							
122294							
00043590	LOCKRIDGE GRINDAL NAUEN PLLP		01/01/2026	3,333.33	3,333.33	Open	N
	JANUARY 2026 SERVICES		DROBERTSON				01/20/2026
	101-41400-40311		CONTRACT	3,333.33	1.00		3,333.33
Total Vendor 10747 - LOCKRIDGE GRINDAL NAUEN PLLP				3,333.33	3,333.33		
Vendor 202 - MCDONALD DIST CO							
842041							
00043520	MCDONALD DIST CO		01/06/2026	11,925.05	11,925.05	Open	N
	BEER		CBUSKEY				01/06/2026
	609-49751-40252		BEER	11,925.05	1.00		11,925.05
842260							
00043521	MCDONALD DIST CO		01/06/2026	(117.60)	(117.60)	Open	N
	BEER		CBUSKEY				01/06/2026
	609-49751-40252		BEER	(117.60)	1.00		(117.60)
842040							
00043522	MCDONALD DIST CO		01/06/2026	241.20	241.20	Open	N
	LIQUOR		CBUSKEY				01/06/2026
	609-49751-40251		LIQUOR	241.20	1.00		241.20

INVOICE REGISTER FOR CITY OF ST. FRANCIS
 EXP CHECK RUN DATES 01/21/2026 - 01/21/2026
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Agenda Item # 4C.

Invoice Number	Vendor Description	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inv Ref #	GL Distribution				Units	Quantity	Unit Price
Vendor 202 - MCDONALD DIST CO							
842177							
00043523	MCDONALD DIST CO LIQUOR 609-49751-40251		01/06/2026 CBUSKEY LIQUOR	(410.00)	(410.00)	Open	N 01/06/2026 (410.00)
843067							
00043585	MCDONALD DIST CO LIQUOR 609-49751-40251		01/13/2026 CBUSKEY LIQUOR	(1,079.87)	(1,079.87)	Open	N 01/13/2026 (1,079.87)
8650637							
00043586	MCDONALD DIST CO BEER 609-49751-40252		01/13/2026 CBUSKEY BEER	(37.20)	(37.20)	Open	N 01/13/2026 (37.20)
843285							
00043587	MCDONALD DIST CO BEER 609-49751-40252		01/13/2026 CBUSKEY BEER	(1,335.60)	(1,335.60)	Open	N 01/13/2026 (1,335.60)
843068							
00043588	MCDONALD DIST CO BEER 609-49751-40252		01/13/2026 CBUSKEY BEER	2,448.25	2,448.25	Open	N 01/13/2026 2,448.25
Total Vendor 202 - MCDONALD DIST CO				11,634.23	11,634.23		
Vendor 3408 - METRO CITIES - AMM							
2469							
00043526	METRO CITIES - AMM METRO CITIES 2026 MEMBERSHIP DUES 101-41110-40433		01/05/2026 DROBERTSON DUES AND SUBSCRIPTIONS	3,829.00	3,829.00	Open	N 01/20/2026 3,829.00
Total Vendor 3408 - METRO CITIES - AMM				3,829.00	3,829.00		
Vendor 181 - METRO WEST INSPECTIONS SERVICE							
4844							
00043525	METRO WEST INSPECTIONS SERVICE NOV 2025 COVERAGE & FINALIZED PERMITS DE DROBERTSON 101-42400-40311		12/28/2025 CONTRACT	3,610.96	3,610.96	Open	N 12/31/2025 3,610.96
Total Vendor 181 - METRO WEST INSPECTIONS SERVICE							

INVOICE REGISTER FOR CITY OF ST. FRANCIS
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Agenda Item # 4C.

Invoice Number	Vendor Description	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inv Ref #	Inventory GL Distribution				Units	Quantity	Unit Price
	Vendor 181 - METRO WEST INSPECTIONS SERVICE			3,610.96		3,610.96	
<hr/>							
	Vendor 5371 - MIDCONTINENT COMMUNICATIONS						
13332710115157							
00043607	MIDCONTINENT COMMUNICATIONS JANUARY 2026 BILLING 601-49440-40321		01/02/2026 DROBERTSON TELEPHONE	45.53	45.53	Open	N 01/20/2026 45.53
13334860115157				45.53	1.00		
00043608	MIDCONTINENT COMMUNICATIONS JANUARY 2026 BILLING 101-42110-40321		01/02/2026 DROBERTSON TELEPHONE	160.39	160.39	Open	N 01/20/2026 160.39
160.39				160.39	1.00		
Total Vendor 5371 - MIDCONTINENT COMMUNICATIONS				205.92	205.92		
<hr/>							
	Vendor 5181 - MINNESOTA CITY/COUNTY MGT ASSO						
.01062026							
00043524	MINNESOTA CITY/COUNTY MGT ASSO MCMA 2026 MEMBERSHIP 101-41400-40433		01/06/2026 DROBERTSON DUES AND SUBSCRIPTIONS	191.77	191.77	Open	N 01/20/2026 191.77
191.77				191.77	1.00		
Total Vendor 5181 - MINNESOTA CITY/COUNTY MGT ASSO				191.77	191.77		
<hr/>							
	Vendor 10727 - NELSON SANITATION & RENTAL, INC						
INV/2026/0167							
00043516	NELSON SANITATION & RENTAL, INC SIWEK PARK HANDICAP UNIT & WINTER FEE 101-45200-40311		01/06/2026 DROBERTSON CONTRACT	165.00	165.00	Open	N 01/20/2026 165.00
165.00				165.00	1.00		
INV/2026/0166				165.00	165.00	Open	N
00043517	NELSON SANITATION & RENTAL, INC SEELEY BROOK HANDICAP UNIT & WINTER FEE 101-45200-40311		01/06/2026 DROBERTSON CONTRACT	165.00	165.00	Open	N 01/20/2026 165.00
165.00				165.00	1.00		
INV/2026/0149				165.00	165.00	Open	N
00043518	NELSON SANITATION & RENTAL, INC COMM PARK HANDICAP UNIT, MONTHLY PORTABL 101-45200-40311		01/06/2026 DROBERTSON CONTRACT	265.00	265.00	Open	N 01/20/2026 265.00
265.00				265.00	1.00		

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Invoice Number

Inv Ref #	Vendor Description	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution				Units	Quantity	Unit Price
Vendor 10727 - NELSON SANITATION & RENTAL, INC							
INV/2025/20191							
00043529	NELSON SANITATION & RENTAL, INC TELEVISE - 23048 BUTTERFIELD 602-49490-40400		12/31/2025 DROBERTSON SYSTEM JETTING	1,320.00 1,320.00	1,320.00 1.00	Open	N 01/20/2026 1,320.00
INV/2025/20192							
00043530	NELSON SANITATION & RENTAL, INC JETTING - 23048 BUTTERFIELD 602-49490-40400		12/31/2025 DROBERTSON SYSTEM JETTING	1,650.00 1,650.00	1,650.00 1.00	Open	N 01/20/2026 1,650.00
Total Vendor 10727 - NELSON SANITATION & RENTAL, INC				3,565.00	3,565.00		
Vendor 214 - PHILLIPS WINE & SPIRITS CO							
5108599							
00043570	PHILLIPS WINE & SPIRITS CO LIQUOR 609-49751-40206 609-49751-40251		01/08/2026 CBUSKEY FREIGHT LIQUOR	719.48 12.88 706.60	719.48 1.00 1.00	Open	N 01/08/2026 12.88 706.60
5108600							
00043571	PHILLIPS WINE & SPIRITS CO WINE 609-49751-40253 609-49751-40253		01/08/2026 CBUSKEY WINE WINE	145.58 3.68 141.90	145.58 1.00 1.00	Open	N 01/08/2026 3.68 141.90
Total Vendor 214 - PHILLIPS WINE & SPIRITS CO				865.06	865.06		
Vendor 266 - POSTMASTER							
.01132026							
00043605	POSTMASTER USPS MARKETING MAIL PERMIT RENEWAL		01/13/2026 DROBERTSON	370.00	370.00	Open	N 01/20/2026
Total Vendor 266 - POSTMASTER				370.00	370.00		
Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC							
B021001							
00043513	RMB ENVIRONMENTAL LABORATORIES, INC WEEKS 2-4 COOLER 1 602-49490-40313		12/31/2025 DROBERTSON SAMPLE TESTING	198.00 198.00	198.00 1.00	Open	N 12/31/2025 198.00

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Inv Ref #	Vendor Description	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution				Units	Quantity	Unit Price
Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC							
B021012							
00043514	RMB ENVIRONMENTAL LABORATORIES, INC	12/31/2025		130.00	130.00	Open	N
	ALL WEEKS COOLER 2	DROBERTSON					12/31/2025
	602-49490-40313	SAMPLE TESTING		130.00		1.00	130.00
B021043							
00043559	RMB ENVIRONMENTAL LABORATORIES, INC	01/07/2026		80.00	80.00	Open	N
	PROJECT 99	DROBERTSON					01/20/2026
	602-49490-40313	SAMPLE TESTING		80.00		1.00	80.00
B021047							
00043592	RMB ENVIRONMENTAL LABORATORIES, INC	01/13/2026		499.00	499.00	Open	N
	WEEK 1 COOLER 1	DROBERTSON					01/20/2026
	602-49490-40313	SAMPLE TESTING		499.00		1.00	499.00
Total Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC				907.00	907.00		
Vendor 8827 - SEH, INC							
501787							
00043594	SEH, INC	01/13/2026		10,574.09	10,574.09	Open	N
	WARMING HOUSE	JSHOOK					01/20/2026
	226-45100-40457	WARMING HOUSE IMPROVEMENTS		10,574.09		1.00	10,574.09
Total Vendor 8827 - SEH, INC				10,574.09	10,574.09		
Vendor 7455 - SOUTHERN GLAZERS OF MN							
2712408							
00043574	SOUTHERN GLAZERS OF MN	01/08/2026		1,701.73	1,701.73	Open	N
	LIQUOR	CBUSKEY					01/08/2026
	609-49751-40206	FREIGHT		11.73		1.00	11.73
	609-49751-40251	LIQUOR		1,690.00		1.00	1,690.00
2712409							
00043575	SOUTHERN GLAZERS OF MN	01/08/2026		51.72	51.72	Open	N
	WINE	CBUSKEY					01/08/2026
	609-49751-40206	FREIGHT		1.28		1.00	1.28
	609-49751-40253	WINE		50.44		1.00	50.44
2712407							
00043576	SOUTHERN GLAZERS OF MN	01/08/2026		0.21	0.21	Open	N
	FREIGHT	CBUSKEY					01/08/2026
	609-49751-40206	FREIGHT		0.21		1.00	0.21

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Invoice Number

Inv Ref #	Vendor Description	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution				Units	Quantity	Unit Price
Vendor 7455 - SOUTHERN GLAZERS OF MN							
Total Vendor 7455 - SOUTHERN GLAZERS OF MN							
				1,753.66	1,753.66		
Vendor 4534 - SUBURBAN UTILITIES SUPT. ASSOC							
.01082026							
00043565	SUBURBAN UTILITIES SUPT. ASSOC 2026 MEMBERSHIP 601-49440-40208		01/08/2026 DROBERTSON TRAINING		150.00 150.00	150.00 1.00	Open N 01/20/2026 150.00
Total Vendor 4534 - SUBURBAN UTILITIES SUPT. ASSOC				150.00	150.00		
Vendor 4940 - THE AMERICAN BOTTLING COMPANY							
4847907887							
00043568	THE AMERICAN BOTTLING COMPANY MISC 609-49751-40254		01/08/2026 CBUSKEY MISCELLANEOUS MERCHANDISE		(10.80) (10.80)	(10.80) 1.00	Open N 01/08/2026 (10.80)
4847907886							
00043569	THE AMERICAN BOTTLING COMPANY MISC 609-49751-40254		01/08/2026 CBUSKEY MISCELLANEOUS MERCHANDISE		351.00 351.00	351.00 1.00	Open N 01/08/2026 351.00
Total Vendor 4940 - THE AMERICAN BOTTLING COMPANY				340.20	340.20		
Vendor 863 - THE BERNICK COMPANIES							
10444675							
00043567	THE BERNICK COMPANIES BEER/NA 609-49751-40255 609-49751-40252		01/08/2026 CBUSKEY N/A PRODUCTS BEER		368.55 58.00 310.55	368.55 1.00 1.00	Open N 01/08/2026 58.00 310.55
Total Vendor 863 - THE BERNICK COMPANIES				368.55	368.55		
Vendor 4491 - TOM LYNCH ELECTRIC LLC							

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Invoice Number

Inv Ref #	Vendor Description	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date	Unit Price
Inventory	GL Distribution				Units	Quantity		
Vendor 4491 - TOM LYNCH ELECTRIC LLC								
01122026								
00043595	TOM LYNCH ELECTRIC LLC		01/12/2026	2,030.00	2,030.00	Open	N	
	ELECTRICAL WORK		JSHOOK				01/20/2026	
	609-49750-40401		BUILDINGS MAINTENANCE	1,260.00		1.00	1,260.00	
	602-49490-40401		BUILDINGS MAINTENANCE	473.75		1.00	473.75	
	101-43100-40401		BUILDINGS MAINTENANCE	98.75		1.00	98.75	
	101-45200-40401		BUILDINGS MAINTENANCE	98.75		1.00	98.75	
	601-49440-40401		BUILDINGS MAINTENANCE	98.75		1.00	98.75	
Total Vendor 4491 - TOM LYNCH ELECTRIC LLC								
				2,030.00		2,030.00		
Vendor 9543 - UTILITYLOGIC								
15936								
00043593	UTILITYLOGIC		01/13/2026	113.99	113.99	Open	N	
	GREEN MARKING PAINT		DROBERTSON				01/20/2026	
	602-49490-40228		EQUIPMENT MAINTENANCE	113.99		1.00	113.99	
Total Vendor 9543 - UTILITYLOGIC								
				113.99		113.99		
Vendor 8383 - WSB & ASSOCIATES, INC								
R-028272-000 -								
00043601	WSB & ASSOCIATES, INC		01/12/2026	30,126.58	30,126.58	Open	N	
	HWY 47 PRELIMINARY DESIGN		DROBERTSON				01/20/2026	
	405-43100-40810		HWY 47	30,126.58		1.00	30,126.58	
Total Vendor 8383 - WSB & ASSOCIATES, INC								
				30,126.58		30,126.58		

of Invoices: 61 # Due: 61

Totals:

115,881.52

115,881.52

of Credit Memos: 7 # Due: 7

Totals:

(3,269.87)

(3,269.87)

Net of Invoices and Credit Memos:

112,611.65

112,611.65

--- TOTALS BY GL BANK ---

GNCKG

112,611.65

--- TOTALS BY GL DISTRIBUTIONS ---

101-41110-40433
101-41400-40310

3,829.00
1,339.00

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 01/21/2026 - 01/21/2026

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Invoice Number

Inv Ref #	Vendor Description	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution				Units	Quantity	Unit Price
	101-41400-40311			3,333.33			
	101-41400-40433			191.77			
	101-41940-40401			895.20			
	101-42110-40321			160.39			
	101-42110-40437			340.70			
	101-42110-40441			358.00			
	101-42210-40441			109.11			
	101-42400-40303			360.00			
	101-42400-40311			3,610.96			
	101-43100-40212			2,937.60			
	101-43100-40217			29.53			
	101-43100-40303			800.00			
	101-43100-40401			98.75			
	101-43210-40217			29.53			
	101-45200-40217			29.53			
	101-45200-40311			595.00			
	101-45200-40401			98.75			
	226-45100-40457			10,574.09			
	405-43100-40303			4,309.00			
	405-43100-40810			30,126.58			
	601-49440-40208			150.00			
	601-49440-40217			29.53			
	601-49440-40233			13.57			
	601-49440-40259			5,160.00			
	601-49440-40310			1,339.00			
	601-49440-40321			45.53			
	601-49440-40401			98.75			
	601-49440-40442			4.73			
	602-49490-40217			29.53			
	602-49490-40228			113.99			
	602-49490-40229			507.00			
	602-49490-40310			1,339.00			
	602-49490-40313			907.00			
	602-49490-40400			2,970.00			
	602-49490-40401			487.32			
	602-49490-40442			4.72			
	603-49500-40418			1,015.00			
	609-49750-40310			1,339.00			
	609-49750-40401			1,260.00			
	609-49751-40206			77.04			
	609-49751-40251			5,022.82			
	609-49751-40252			16,422.18			
	609-49751-40253			532.02			
	609-49751-40254			544.20			
	609-49751-40255			58.00			
	803-00000-22011			97.50			
	803-00000-22031			660.00			
	803-00000-22032			1,625.00			
	803-00000-22035			1,086.00			

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Inv Ref #	Vendor	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	Description	Entered By			Units	Quantity	Post Date
	GL Distribution						Unit Price
	803-00000-22105			715.00			

--- TOTALS BY FUND ---

101 GENERAL FUND	19,146.15	19,146.15
226 PARK FUND	10,574.09	10,574.09
405 STREET IMPROVEMENT FUND	34,435.58	34,435.58
601 WATER FUND	6,841.11	6,841.11
602 SEWER FUND	6,358.56	6,358.56
603 STORM WATER FUND	1,015.00	1,015.00
609 LIQUOR FUND	25,255.26	25,255.26
803 ESCROW	4,183.50	4,183.50

--- TOTALS BY DEPT/ACTIVITY ---

00000 UNASSIGNED	4,183.50	4,183.50
41110 CITY COUNCIL	3,829.00	3,829.00
41400 ADMINISTRATION	4,864.10	4,864.10
41940 BUILDINGS	895.20	895.20
42110 POLICE	859.09	859.09
42210 FIRE	109.11	109.11
42400 BUILDING INSPECTIONS	3,970.96	3,970.96
43100 STREETS	38,301.46	38,301.46
43210 RECYCLING	29.53	29.53
45100 RECREATION	10,574.09	10,574.09
45200 PARKS	723.28	723.28
49440 WATER DEPT	6,841.11	6,841.11
49490 SEWER DEPT	6,358.56	6,358.56
49500 STORM WATER DEPT	1,015.00	1,015.00
49750 LIQUOR STORE	2,599.00	2,599.00
49751 MERCHANDISE PURCHASES	22,656.26	22,656.26



**CITY COUNCIL
AGENDA REPORT**

TO: Mayor and City Council
FROM: Kate Thunstrom, City Administrator
SUBJECT: Resolution in opposition to any display of the Minnesota State Flag
DATE: January 20, 2026

OVERVIEW:

As requested by Council on January 5th, attached is a resolution to remove the existing state flag and return to the pre-2023 official state flag.

At that meeting staff was directed to review any current inventory and identify if any cost was associated with this change. It has been found that there are no additional costs to making this change. The City has inventory to fulfil this request.

ACTION TO BE CONSIDERED:

At Council's direction, staff will remove the current flag and reinstall the pre-2023 version through the adoption of Resolution 2026-04

Attached:

- Resolution 2026-04 Resolution in opposition to any display of the Minnesota State Flag

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
ANOKA COUNTY**

Agenda Item # 8A.

RESOLUTION 2026-04

RESOLUTION IN OPPOSITION TO ANY DISPLAY OF THE MINNESOTA STATE FLAG

WHEREAS, the Governor of Minnesota and the 2023 Legislature created a State Emblems Redesign Commission to redesign the official Minnesota state flag, and
sate

AND WHEREAS, the Redesign Commission was charged with bringing recommendations on the redesign to the Legislature without a vote of the people of Minnesota no later than January 1, 2024, and

AND WHEREAS, the State Flag has remained largely unchanged since 1893; the current official state flag was created in 1957 with modifications in 1983, and

AND WHEREAS, the official state flag is not only a symbol of our state, but also of our history and contains historical information that is part of the rich history of our state, and

AND WHEREAS, the public reaction to the new flag has thus far been overwhelmingly negative, and

BE IT RESOLVED that in an alternative barring any unknown State of Minnesota Statutory requirement, that the St. Francis City Council has decided until further notice of a statutory change or further, a vote of the people of Minnesota on this matter, that it will not be flying or displaying the official Minnesota State flag in city offices or city council chamber nor upon any of the flag poles controlled and maintained by the City of St. Francis.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ST. FRANCIS, MINNESOTA THAT:

That the Council hereby decides and made its choice to retain the existing State Flag as the official flag for the State of Minnesota

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 20th DAY OF JANUARY 2026.

APPROVED:

ATTEST:

Jennifer Wida, City Clerk

Mark Vogel, Mayor

MEMORANDUM

TO: St. Francis Mayor, County and City Administrator
FROM: Scott Lepak, Assistant City Attorney
RE: 2026-2027 collective bargaining agreement with IUOE, Local 49
DATED: January 15, 2026

Representatives of the City and the International Union of Operating Engineers, Local No. 49 (the Union) reached a tentative agreement during mediation covering the bargaining unit representing certain public works employees. These negotiations were undertaken to replace the prior collective bargaining agreement which expired on December 31, 2025 that continues in effect pursuant to the operation of law.

The Union notified the City on January 7, 2026 that it ratified the tentative agreement.

The major substantive changes to the prior contract are as follows:

1. Duration. Two year agreement January 1, 2026 - December 31, 2027.
2. Wages.

2026: Effective the first full pay period following January 1, 2026, the salary range will be increased by three (3%). In addition, there will be a one dollar (\$1.00) per hour market adjustment for Parks and Streets and a two dollar (\$2.00) per hour market adjustment for Water and Wastewater positions. Employees will receive a corresponding increase.

2027: Effective the first full pay period following January 1, 2027, the salary range will be increased by three (3%) and employees will receive a corresponding increase.

3. Definitions. Add a Definition Article with the following definitions:

UNION MEMBER: A member of the International Union of Operating Engineers, Local No. 49

EXPERIENCE | TRUST | RESULTS

Beverly K. Dodge

Scott M. Lepak

William F. Huefner

Bradley A. Kletscher

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EMPLOYER: The City of St. Francis

EMPLOYEE: A member of the exclusively recognized bargaining unit.

STRIKE: Concerted Action in failing to report for duty, the willful absence from one's position, the stoppage of work, slowdown, or abstinence in whole or in part from the full, faithful and proper performance of the duties of employment for the purpose of inducing, influencing, or coercing a change in the conditions or compensation or the rights, privileges or obligations of employment.

BASE RATE PAY: The employee's hourly pay rate exclusive of any special allowances.

SENIORITY: Employee's most recent period of continuous service with the Department.

SEVERANCE PAY: Payment made to an employee upon honorable termination of employment.

OVERTIME: Work performed at the express authorization of the Employer in excess of more than forty (40) hours within a seven (7) day period.

CALLBACK: Return of an employee to a specified work site to perform assigned duties at the express authorization of the Employer at a time other than an assigned shift. An extension of or early report to an assigned shift is not a call back.

4. Union Security. Revise as follows:

The Employer will, upon written notification by the individual employee, deduct from the pay of such employee the working dues assessment. These dues will be deducted at one-half of one percent (1/2%) of the Employee's base rate of pay for all hours worked ten cents (\$.10) per hour, not to exceed 40 hours per week. All money collected by the Employer, as provided here, shall be remitted, along with the reporting form which states the employee's name, last four digits only of social security number, hours worked, and amount of working dues owed, to Local 49's office located at 2829 Anthony Lane South, Minneapolis, Minnesota 55418, not later than the 15th day of the month following the month in which deductions were made.

5. Add references to state leaves and application as follows:

Notice requirements where an Employee is taking Earned Sick and Safe Time Leave will follow applicable state law.

Employees shall be entitled to accrue sick leave beginning with their 1st day of employment and can use it in accordance with the Minnesota Earned Sick and Safe Time Leave statute.

Temporary and part time employees are not entitled to sick leave unless they are eligible for such leave pursuant to applicable law or participating in a program such as the Workforce Innovation and Opportunity Act, or its successor, in which the benefits are administered by the program sponsoring the employee.

Members of the bargaining unit will be covered by the City's Earned Sick and Safe Time Leave (ESST) policy to the extent to which it does not conflict with the provisions of this Agreement.

Minnesota Paid Family and Medical leave Act. Beginning January 1st, 2026, the employer shall contribute 50% of the cost of Minnesota Paid Family and Medical Leave premiums (Statute: 268.14).

6. Call Back. Detail the call back benefit as follows:

An Employee called in to work at a time other than the employee's normal scheduled shift will be compensated for a minimum of three (3) hours' pay at one and one-half (1.5) times the employee's base rate of pay. Early reporting or extension of regularly scheduled work shall not qualify for the call back minimum.

7. On Call. Revise as follows:

Public Works employees who are on-call after regular work hours shall be paid one and one-half hours of pay at 1.5 times the regular rate for each on-call day which falls on Monday-Friday, and two hours of pay at 1.5 times the regular rate for each on-call day which falls on Saturday or Sunday.

*Note: 1.5 the regular rate language is effective January 1, 2024.

8. Hours of Work. Revise as follows:

This Article is intended only to define the normal hours of work and normal scheduling and to provide the basis for the calculation of overtime or other premium pay. Nothing herein shall be construed as a guarantee of hours of work per day or per week. The Employer reserves the right to establish work schedules without regard to usual or traditional practices. The sole authority in work schedules is the employer. The normal workday for an employee shall be eight (8) hours. The normal work week shall be forty (40) hours Monday through Friday. Regular schedules shall not be construed as excluding shift rotations and emergency work schedules based on public necessity as determined by the Employer.

Summer Schedule: Duration will be from the first full week in May through Labor Day. Parks and Streets normal shift during this time will be 6:30am-4:30pm, Monday through Thursday. Water & Wastewater normal shift during this time will be 6:30am-3:30pm Monday through Thursday and 6:30am-10:30am on Friday. Benefit time shall be used in the increments that pertain to the hours of the normal shift during this period. Ten (10) hours for streets and parks, nine (9) hours and four (4) hours respectively for water and wastewater.

All hours worked in excess of 40 hours in a one week work cycle shall be compensated for at the rate of time and one-half regular salary. For the purpose of this section vacation, sick leave, compensatory time, and holidays shall be considered as time worked. For the purpose of computing overtime payment for working on holidays, a work shift shall be considered on a holiday if the shift begins on the actual holiday itself. (Example: 6:00 am to 2:00p.m., 2:00 p.m. to 10:00 p.m. and 10:00 p.m. to 6:00 am shifts.) For any Employee called in to work other than during the scheduled work shift, a minimum of two and one half (2.5) hours overtime shall be granted at the rate of one and one-half (1 1/2) times their base rate of pay.

Hours worked in excess of forty (40) hours within a seven (7) day period will be compensated for at one and one-half times (1.5x) the employee's base rate of pay. For the purpose of this section; vacation, sick leave, compensatory time and holidays shall be considered as time worked.

Service to the public may require the establishment of regular shifts for some employees on a daily, weekly, seasonal or annual basis other than the normal workday. The Employer will give seven (7) days advance notice to the employees affected by the establishment of workdays different from the employee's normal work schedule.

9. Holidays. Revise as follows:

The following calendar days and such others as the Council fix are paid holidays may approve will be observed as paid holidays: (holiday list stays the same)

All full time employees in regular positions are entitled to time off with full pay on holidays. The City Hall shall be closed for business on each such holiday, but employees may be required to work on paid holidays when the nature of their duties or other conditions require. An employee required to work on a holiday shall receive two and one-half times his or her regular rate in lieu of any other holiday payment for all hours worked. All overtime worked between the hours of 12:00 a.m. and 11:59 p.m. on New Years Day, Thanksgiving Day and Christmas Day shall be compensated at two times (2x) the employee's base rate of pay in addition to eight (8) hours at the employee's base rate of pay. All overtime work performed by employees between the hours of 12:00 a.m. and 11:59 p.m. on all other holidays identified in section 12.1 of this agreement shall be compensated at one and one-half times (1.5x) times the employee's base rate of pay in addition to eight (8) hours at the employee's base rate of pay.

10. Vacation. Revise as follows:

Vacation time for permanent full time and part-time employees shall be earned and credited during each two week period. Employees will accrue vacation time as it states in the personnel policy.

<u>Years of Service</u>	<u>Hours of Vacation</u>	<u>Max Accumulation</u>
<u>0-2</u>	<u>80</u>	<u>120 Hours</u>
<u>2-5</u>	<u>120</u>	<u>140 Hours</u>
<u>5-10</u>	<u>160</u>	<u>180 Hours</u>
<u>10-14</u>	<u>180</u>	<u>200 Hours</u>
<u>15+</u>	<u>200</u>	<u>220 Hours</u>

Any hours over maximum accumulation amount on December 31st of each year will not be paid out and will be lost.

~~Vacation time may be accumulated up to one and one half (1 1/2) times the employee's annual vacation allowance. Unused time in excess of this amount will be lost.~~

Notwithstanding the limitation on accumulation of vacation time, if an employee is unable to take vacation time before the limitation is reached, and that inability to take vacation is based upon a work related reason and not the fault of the employee, then in that case, if the employee's supervisor consents, the limitation may be exceeded without loss of vacation time so long as the employee uses the excess time as soon as practical.

11. Protective Gear. Revise as follows:

- A. Rain gear will be made available when necessary to protect workers when required to work in rain.
- B. ~~The City will purchase one (1) approved pair of safety shoes each year. The employer will provide up to \$275.00 per year, per employee for the purchase of safety shoes in a calendar year. Any value higher than \$275 will be the responsibility of the employee.~~
- C. ~~The employer will provide up to \$150.00 per year, per employee for clothing items not provided in Article 16 including but not limited to: work pants, gloves, cold weather gear, mud boots etc. Any value higher than \$150.00 will be the responsibility of the employee. Employee shall request appropriate PPE to meet all weather needs, including hats, gloves, bibs, rubber boots and winter boots as approved by Public Works Director.~~

12. Termination of Employment. Revise as follows:

Employees terminating employment under honorable conditions after eighteen (18) months of continuous employment shall be entitled to severance pay which shall be computed at his/her regular rate of pay at the time of severance and ~~shall amount to fifty percent (50%) of the accumulated sick leave shall match the City's Personnel Policies.~~

13. Housekeeping –

- A. Clean up grammatical and spelling errors.
- B. Renumber Articles and Sections to better organize related provisions
- C. Consolidate leaves (Military, Leaves of Absence, Funeral Leave and Paid Family Medical Leave) into single Article.

LABOR AGREEMENT
BETWEEN

CITY OF ST. FRANCIS

AND

INTERNATIONAL UNION OF OPERATING ENGINEERS,
LOCAL No. 49



JANUARY 1, 2023 2026 THROUGH DECEMBER 31, 2025 2027

Document showing changes from prior language. Added language is underlined and prior language to be deleted is stricken.

Note that adding the definition section will require renumbering if the union agrees to its proposed location at Article II

| Draft date – December 18, 2025 by Scott Lepak Revised January 7, 2026 by Travis Gossard

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SCOPE OF AGREEMENT

THIS AGREEMENT, entered into by and between the City of St. Francis, hereinafter designated as the Employer and the International Union of Operating Engineers Local 49, hereinafter designated as the Union.

WITNESSETH: That whereas the parties of this Agreement desire to promote harmonious relations between the Employer and its employees and have set forth herein the rates and schedule of wages, hours of employment and other conditions of employment.

In consideration of the mutual promises and agreement herein contained, it is agreed as follows:

ARTICLE 1⁴ RECOGNITION

The EMPLOYER recognizes the UNION as the exclusive bargaining representative of the EMPLOYEES of the City of St. Francis, in the unit certified by the Bureau of Mediation Services November 1, 2022, and described as:

All employees employed by the City of St. Francis, Minnesota, in the Public Works Department, who are public employees within the meaning of Minn. Stat. 179A.03, subd. 14, excluding clerical, supervisory, confidential and all other employees.

ARTICLE 2⁴ DEFINITIONS

UNION MEMBER: A member of the International Union of Operating Engineers, Local No. 49

EMPLOYER: The City of St. Francis

EMPLOYEE: A member of the exclusively recognized bargaining unit.

STRIKE: Concerted Action in failing to report for duty, the willful absence from one's position, the stoppage of work, slowdown, or abstinence in whole or in part from the full, faithful and proper performance of the duties of employment for the purpose of inducing, influencing, or coercing a change in the conditions or compensation or the rights, privileges or obligations of employment.

BASE RATE PAY: The employee's hourly pay rate exclusive of any special allowances.

SENIORITY: Employee's most recent period of continuous service with the Department.

SEVERANCE PAY: Payment made to an employee upon honorable termination of employment.

OVERTIME: Work performed at the express authorization of the Employer in excess of more than forty (40) hours within a seven (7) day period.

CALLBACK: Return of an employee to a specified work site to perform assigned duties at the express authorization of the Employer at a time other than an assigned shift. An extension of or early report to an assigned

shift is not a call back**Commented [TG1]:** 12-31-25: Article addition changes OK

ARTICLE 3H
UNION SECURITY

2.13.1 Union Dues Payroll Deductions

- A. In recognition of the Union as the exclusive representative, the Employer shall deduct an amount sufficient to provide the payment of the regular Union initiation fees and monthly membership dues uniformly established by the Union from wages of all employees who have authorized, in writing, such deduction on a form designated and furnished by the Union. The Union shall certify to the Employer, in writing, the current amount of initiation fees and regular monthly membership dues which it has uniformly established for all members. Such deductions shall be canceled by the Employer upon a written request made by the involved employee to the Union with a copy to the appropriate departmental payroll office.
- B. The Employer shall deduct union dues from each payroll period. In the event an employee covered by the provisions of this section has insufficient pay due to cover the required deduction, the Employer shall have no further obligations to effect subsequent deductions for the involved payroll period.
- C. **PAYROLL DEDUCTION FOR DUES.**
The Employer shall, upon written authorization from the individual employee, after the date of this Agreement, deduct from the pay of such employee the regular monthly Union membership dues and remit the same to the duly authorized representative of the Union. The Union will indemnify, defend and hold the Employer harmless against any claim(s) made and against any lawsuit(s) instituted regarding payroll deductions for dues and the working dues assessment.

The Employer will, upon written notification by the individual employee, deduct from the pay of such employee the working dues assessment. These dues will be deducted at one-half of one percent (1/2%) of the Employee's base rate of pay for all hours worked~~ten cents (\$.10) per hour~~, not to exceed 40 hours per week. All money collected by the Employer, as provided here, shall be remitted, along with the reporting form which states the employee's name, last four digits only of social security number, hours worked, and amount of working dues owed, to Local 49's office located at 2829 Anthony Lane South, Minneapolis, Minnesota 55418, not later than the 15th day of the month following the month in which deductions were ~~made~~.
- D. The Union agrees to indemnify, defend and hold the Employer, its officers, agents and employees harmless against any and all claims, suits, orders or judgments brought or issued against the Employer, its officers, agents and employees as a result of any action taken or not taken in compliance with the specific provisions of this section or which are taken or not taken at the request of the Union.
- E. The Employer shall not enter into any agreements with the employees covered by this Agreement either individually or collectively or with any other employee

4

Commented [TG2]: 12-31-25: Union Security edits provided

organization which in any way conflicts with the terms and provisions of this Agreement. Further, the employer shall meet and negotiate, pursue the resolution of grievances and conduct arbitration proceedings only with the properly designated representative(s) of the Union.

ARTICLE 4
NO STRIKE - NO LOCKOUT

3.14.1 The Union, its officers or agents, or any of the employees covered by this Agreement shall not cause, instigate, encourage, condone, engage in, or cooperate in any strike, work slowdown, mass resignation, mass absenteeism, the willful absence from one's position, the stoppage of work, or the abstinence in whole or in part of the full, faithful and proper performance of the duties of employment during the term of this Agreement.

3.24.2 The Employer agrees that neither it, its officers, agents nor representatives, individually or collectively, will authorize, institute or condone any lockout of employees during the term of this Agreement.

3.34.3 Any employee who violates any provision of this article may be subject to disciplinary action, including discharge.

ARTICLE 5
GRIEVANCE PROCEDURE

4.15.1 This grievance procedure has been established to resolve any specific dispute arising between the employee(s) covered by this Agreement and the Employer concerning, and limited to, the proper interpretation or application of the express terms and provisions of this Agreement. An employee may also bring a grievance based on an alleged violation of the Americans with Disabilities Act. Such a dispute shall hereinafter be referred to as a grievance which shall be resolved in accordance with the provisions of the article. The Parties agree that this procedure is the sole and exclusive means of resolving all grievances arising under this Agreement. Grievances shall be resolved in the following manner:

A. Step 1 (Informal)

Any employee who believes the provisions of this Agreement have been violated may discuss the matter with his/her immediate supervisor as designated by the Employer in an effort to avoid a grievance and resolve any disputes. While employees are encouraged to utilize the provisions of this paragraph, nothing herein shall be construed as a limitation upon an employee or the employee's Union representative respecting the filing of the grievances at Step 2.

B. Step 2 (Formal)

If the grievance has not been avoided or the dispute resolved by the operation of Step 1 and the employee or the Union wishes to file a formal grievance, the

employee, or the employee's Union representative on behalf of the employee, shall file a written grievance which has been signed by the employee, with the Public Works Director or with his or her designee. The grievance must be filed within 14 regular working days of the event which gave rise to the grievance or within 14 working days of the time the employee reasonably should have knowledge of the occurrence of the event, whichever is later. At the time the grievance is served upon Public Works Director, the Union shall provide the City Administrator with an information copy thereof. It shall be the obligation of the Employer to keep the Union advised of the name and location of the City Administrator.

The Public Works Director shall respond in writing to the Union, within twenty (20) calendar days after receipt of the grievance.

C. Step 3 (Notice of Intent to Arbitrate)

If the grievance has not been resolved, the Public Works Director's response at Step 2 and the Union intends to continue to pursue the grievance, the Union shall, within twenty (20) regular working days after receipt of the Public Works Director's response, refer the grievance to arbitration by so notifying, in writing, City Administrator of its intent.

The City Administrator or his/her designee and representative of the Union shall meet within twenty (20) calendar days of the date the Union filed its Notice of Intent to Arbitrate in an attempt to resolve the grievance within seven (7) calendar days after the date of such meeting, the Union may initiate the arbitration process as provided in Step 4.

D. Step 4 (Selection of the Arbitrator)

The Parties may mutually agree upon an arbitrator to hear and decide the dispute. If, however, the parties are unable to so agree, either of them may request the Bureau of Mediation Services, State of Minnesota to provide a list of seven (7) qualified Arbitrators. The Employer and the Union shall alternately strike names from the list until only one (1) name remains, and that person shall be the selected arbitrator. The Party to strike first shall be determined by the toss of a coin. The Arbitrator shall be notified of his/her selection by either of both Parties who shall request that he/she set a time and place for the arbitration hearing, subject to the availability of the Parties.

E. Authority of the Arbitrator

The Arbitrator shall have no authority to amend, modify, nullify, ignore, add to or subtract from the provisions of this Agreement. He/she shall be limited to the only specific written grievance submitted by the Employer and the Union, and shall have no authority to make a decision on any of the issues not so submitted. The Arbitrator shall submit a written decision, opinion and award within thirty (30) calendar days, following the close of the hearing or the submission of briefs by the Parties, whichever is later, unless the Parties agree to an extension thereof. The decision opinion or award shall be based solely upon the Arbitrator's interpretation of the meaning or application to the facts of the grievance presented. The decision of the Arbitrator shall be final and binding

upon the employer, the Union and the employee it represents.

F. Arbitration Expenses

The fees and expenses of the Arbitrator shall be divided equally between the Employer and the Union provided, however, that each Party shall be responsible for compensating its own representatives and witnesses. If either party desires a verbatim record of the proceedings, it may cause such record to be made provided it pays for the record and provides a copy thereof to the other Party and the Arbitrator.

G. Time Limit Waiver and Automatic Advancement

The time limits established in this article may be extended by the mutual written agreement between the Employer and the Union. If a grievance is not presented within the specified time limits, it shall be considered resolved on the basis of the last answer provided and there shall be no further appeal or review. In the event the Employer does not respond within specified time limits, the grievance may advance, at the Unions' request, to the next step.

H. Election of Remedy

When an employee has elected to pursue a remedy by state or federal statute, for alleged misconduct which may also be a violation of this Agreement, the employee shall not have simultaneous nor subsequent resort to the grievance procedure contained herein. Any grievance then or thereafter presented shall not be processed and it shall be forever waived. Further, the Union agrees that it shall not pursue additional or different remedies once a matter has been resolved by the operation of the grievance procedure contained herein.

ARTICLE 6V
MANAGEMENT RIGHTS

5.46.1 The Union recognizes the prerogative of the Employer to operate and manage its affairs in all respects in accordance with existing and future laws and regulations of the appropriate authorities. The prerogatives or authority which the Employer has not officially abridged, delegated or modified by this Agreement are retained by the Employer.

5.26.2 Except as limited by the specific provisions of this Agreement, the Employer shall retain whatever rights and authority are necessary for it to operate and direct the affairs of the City of St. Francis in all of its various aspects, including but not limited to the right to operate and manage all facilities and equipment; to establish or discontinue functions and programs; to set and amend budgets; to determine the utilization of technology; to establish and modify the organizational structure; to schedule working hours and assign overtime; to select, direct and determine the number of personnel; to hire, promote, suspend, discipline or discharge personnel for just cause; to lay off or relieve Employees due to lack of work or other reasons; to make and enforce reasonable rules and regulations; to contract with vendors or others for goods and/or services, and to perform such other inherent managerial function as set forth in the Minnesota Public Employee Labor Relations Act of 1971, as amended.

5.36.3 The Employer's failure to exercise any right, prerogative, or function hereby reserved to it, or the Employer's exercise of any such right, prerogative, or function in a particular way, shall not be considered a waiver of the Employer's right to exercise such right, prerogative, or function or preclude it from exercising the same in some other way not in conflict with the express provisions of this Agreement.

ARTICLE 7V4
SAVINGS CLAUSE

7.1 This Agreement is subject to the laws of the United States, the State of Minnesota, and the City of St. Francis. In the event any provision of this Agreement shall be held to be contrary to law by a court of competent jurisdiction or administrative agency from whose final judgment or decree no appeal has been taken within the time provided, such provisions shall be voided. All other provisions shall be continued in full force and effect. The voided provisions shall be renegotiated at the request of either party.

6.1

ARTICLE 8VH
SICK LEAVE

7.18.1 Full-time employees are entitled to sick leave with pay at the rate of one (1) day for each calendar month of full-time service or major fraction thereof. Sick leave may be granted in units of not less than one quarter of an hour. Unused sick leave may be accumulated in the same manner and to the same extent as is provided from time to time for the nonunion employees of the City of St. Francis.

7.28.2 Sick leave may be granted to an employee not on personal leave when the employee is unable to perform work duties due to illness, disability, or exposure to contagious disease where such exposure may endanger the health of others with whom the employee would come in contact in the course of performing work duties.

- a. Pursuant to state law, an employee may use accrued sick leave benefits for absences due to an illness of or injury to the employee's child, adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent, for reasonable periods of time as the employee's attendance may be necessary, on the same terms upon which the employee is able to use sick leave benefits for the employee's own illness or injury except that leaves due to illness or injury to the employee's adult child, spouse, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent to no more than 160 hours in any 12-month period.
- b. Pursuant to state law, an employee may also use sick leave for safety leave for such reasonable periods of time as may be necessary up to 160 hours in any 12 month period. Safety leave may be used for assistance to the employee or assistance to the relatives described above. For the purposes of this section, "safety leave" is leave for the purposes of providing or receiving assistance because of sexual assault, domestic abuse, or stalking

7.38.3 In order to be eligible for sick leave with pay, an Employee must:

- a.i. Report by 6:30 a.m. to the Public Works Director or immediate supervisor of the

reason for the absence.

b.ii. Keep the Public Works Director informed of his/her condition, and if the absence is more than three (3) days duration, submit a medical certificate if required by the City Administrator.

e.iii. Notice requirements where an Employee is taking Earned Sick and Safe Time Leave will follow applicable state law.

7.48.4 Using or claiming sick leave for a purpose not authorized by this Article may be cause for disciplinary action.

7.58.5 For the purpose of accumulating additional sick leave an employee using earned vacation time or sick leave is considered to be working.

7.68.6 ~~During the six (6) month probationary period following an original appointment, an employee is not entitled to sick leave. After the end of the six (6) month probationary period, an employee is entitled to sick leave accrued from the start of the probationary period. Employees shall be entitled to accrue sick leave beginning with their 1st day of employment and can use it in accordance with the Minnesota Earned Sick and Safe Time Leave statute.~~

7.78.7 Temporary and part time employees are not entitled to sick leave unless they are eligible for such leave pursuant to applicable law or participating in a program such as the Workforce Innovation and Opportunity Act, or its successor, in which the benefits are administered by the program sponsoring the employee.

7.88.8 Members of the bargaining unit will be covered by the City's Earned Sick and Safe Time Leave (ESST) policy to the extent to which it does not conflict with the provisions of this Agreement.

ARTICLE 9VIII
JURY OR WITNESS DUTY

8.19.1 When an employee performs jury duty or is subpoenaed as a witness in court or voluntarily serves as a witness in a case in which the City is a party, the employee is entitled to compensation from the City equal to the difference between his regular pay and the amount received as a juror or witness.

ARTICLE 10IX
MILITARY LEAVE

9.410.1 **Military Leave.** Every employee to whom Minnesota Statutes, Section 192.26 or 192.261 applies is entitled to the benefits afforded by those sections subject to the conditions herein prescribed.

10.1 **Leaves of Absence.** The Council may grant any permanent employee a leave of absence without pay for a period not exceeding ninety (90) days except that it may extend such leaves to a maximum period of one (1) year in case the employee is disabled or where extraordinary circumstances, in its judgment, warrant such extension. No vacation or sick leave benefits shall accrue during a leave of absence without pay.

10.2

10.3 9.3 **Funeral leave.** Employees shall be entitled to three (3) Funeral Leave days when a death occurs in their immediate family. Immediate family, for this purpose, shall be ~~as defined as it is in Minnesota State Statute 58A.02 Subd.4: Immediate family member. This includes: a spouse, child, sibling, parent, grandparent, grandchild, stepparents, stepchildren, stepsiblings and adoptive relationships. Parent, Spouse, Child, Sister, Brother, Grandparents, and Mother/Father in Law.~~ Paid Time Off beyond the general allowance set forth above will be charged against an employee's accrued sick time or vacation time.

9.410.4 **Paid Family Medical Leave.** Minnesota Paid Family and Medical leave Act. Beginning January 1st, 2026, the employer shall contribute 50% of the cost of Minnesota Paid Family and Medical Leave premiums (Statute: 268.14).

9.5 **Employees shall be entitled to three (3) Funeral Leave days when a death occurs in their immediate family. Immediate family, for this purpose, is defined as: Parent, Spouse, Child, Sister, Brother, Grandparents, and Mother/Father in Law. Paid Time Off beyond the general allowance set forth above will be charged against an employee's accrued sick time or vacation time.**

ARTICLE X
LEAVES OF ABSENCE

10.1 The Council may grant any permanent employee a leave of absence without pay for a period not exceeding ninety days except that it may extend such leaves to a maximum period of one year in case the employee is disabled or where extraordinary circumstances, in its judgment, warrant such extension. No vacation or sick leave benefits shall accrue during a leave of absence without pay.

ARTICLE 11X
CALL BACK

11.1 An Employee called in to work at a time other than the employee's normal scheduled shift will be compensated for a minimum of three (3) hours' pay at one and one-half (1.5) times the employee's base rate of pay. Early reporting or extension of regularly scheduled work shall not qualify for the call back minimum.

ARTICLE 12X1
HOURS OF WORK

11.12.1 This Article is intended only to define the normal hours of work and normal scheduling and to provide the basis for the calculation of overtime or other premium pay. Nothing herein shall be construed as a guarantee of hours of work per day or per week. The Employer reserves the right to establish work schedules without regard to usual or traditional practices. The sole authority in work schedules is the employer. The normal workday for an employee shall be eight (8) hours. The normal work week shall be forty (40) hours Monday through Friday. Regular schedules shall not be construed as excluding shift rotations and emergency work schedules based on public necessity as determined by the Employer. The Employer reserves the right to establish work

schedules.

Summer Schedule: Duration will be from the first full week in May through Labor Day. Parks and Streets normal shift during this time will be 6:30am-4:30pm, Monday through Thursday. Water & Wastewater normal shift during this time will be 6:30am-3:30pm Monday through Thursday and 6:30am-10:30am on Friday. Benefit time shall be used in the increments that pertain to the hours of the normal shift during this period. Ten (10) hours for streets and parks, nine (9) hours and four (4) hours respectively for water and wastewater.

12.1 All hours worked in excess of 40 hours in a one week work cycle shall be compensated for at the rate of time and one half regular salary. For the purpose of this section vacation, sick leave, compensatory time, and holidays shall be considered as time worked. For the purpose of computing overtime payment for working on holidays, a work shift shall be considered on a holiday if the shift begins on the actual holiday itself. (Example: 6:00 am to 2:00p.m., 2:00 p.m. to 10:00 p.m. and 10:00 p.m. to 6:00 am shifts.) For any Employee called in to work other than during the scheduled work shift, a minimum of two and one half (2.5) hours overtime shall be granted at the rate of one and one-half (1 1/2) times their base rate of pay. Hours worked in excess of forty (40) hours within a seven (7) day period will be compensated for at one and one-half times (1.5x) the employee's base rate of pay. For the purpose of this section; vacation, sick leave, compensatory time and holidays shall be considered as time worked.

12.2

12.3 11.3 Except as limited by Section 11.1 Work shifts, work breaks, staffing schedules and the assignment of Employees thereto shall be established by the Employer. Service to the public may require the establishment of regular shifts for some employees on a daily, weekly, seasonal or annual basis other than the normal workday. The Employer will give seven (7) days advance notice to the employees affected by the establishment of workdays different from the employee's normal work schedule.

11.212.4 The base pay rate or premium compensation shall not be paid more than once for the same hours worked under any provisions of this agreement, nor shall there be any pyramiding of premium compensation.

ARTICLE 13XH

HOLIDAYS

12.113.1 The following calendar days and such others as the Council may fix are-paid holidays may approve will be observed as paid holidays:

New Year's Day -- January 1
 Martin Luther King -- Third Monday in January
 President's Day -- Third Monday in February
 Memorial Day -- Last Monday in May
 Juneteenth -- June 19th
(Effective June 2024) Independence Day --
 July 4
 Labor Day -- First Monday in September
 Columbus Day -- Second Monday in October
 Veteran's Day -- November 11th

Thanksgiving Day -- 4th Thursday in November

Day After Thanksgiving -- 4th Friday in November

Christmas Eve -- December 24 will be a full day holiday provided that it falls on a Monday through Thursday. Christmas Eve will not be a holiday if it falls on Friday through Sunday.

Christmas Day -- December 25

12.213.2 All full time employees in regular positions are entitled to time off with full pay on holidays. The City Hall shall be closed for business on each such holiday, but employees may be required to work on paid holidays when the nature of their duties or other conditions require. An employee required to work on a holiday shall receive two and one-half times his or her regular rate in lieu of any other holiday payment for all hours worked. All overtime worked between the hours of 12:00 a.m. and 11:59 p.m. on New Years Day, Thanksgiving Day and Christmas Day shall be compensated at two times (2x) the employee's base rate of pay in addition to eight (8) hours at the employee's base rate of pay. All overtime work performed by employees between the hours of 12:00 a.m. and 11:59 p.m. on all other holidays identified in section 12.1 of this agreement shall be compensated at one and one-half times (1.5x) times the employee's base rate of pay in addition to eight (8) hours at the employee's base rate of pay.

12.313.3 When New Year's Day, Independence Day, Veteran's Day, or Christmas Day falls on a Sunday, the following Monday is a paid holiday; and if any such holiday falls on a Saturday the preceding Friday is a holiday.

Each holiday commences at the beginning of the first shift on the day on which the holiday occurs and continues for 24 hours thereafter. Eligible employees shall receive pay for official holidays at their normal rate of pay if they are at work or on a leave of absence with pay the last regular shift to which they would have been assigned prior to the holiday and the first regular shift to which they would have been assigned following the holiday.

ARTICLE 14XII
VACATIONS

13.1 14.1 Vacation time for permanent full time and part-time employees shall be earned and credited during each two week period. Employees will accrue vacation time as it states in the personnel policy.

Years of Service	Hours of Vacation	Max Accumulation
0-2	80	120 Hours
2-5	120	140 Hours
5-10	160	180 Hours
10-14	180	200 Hours
15+	200	220 Hours

Any hours over maximum accumulation amount on December 31st of each year will not be paid out and will be lost.

13.114.2 Vacation time may be accumulated up to one and one half (1 1/2) times the employee's annual vacation allowance. Unused time in excess of this amount will be lost. Notwithstanding the limitation on accumulation of vacation time, if an employee is unable to take vacation time before the limitation is reached, and that inability to take vacation is based upon a work related reason and not the fault of the employee, then in that case, if the employee's supervisor consents, the limitation may be exceeded without loss of vacation time so long as the employee uses the excess time as soon as practical.

13.214.3 Vacation time may be used as earned subject to approval by the department head, council liaison or city council.

13.314.4 Any employee leaving the municipal services in good standing after giving proper notice of such termination of employment shall be compensated for vacation time accrued and unused to the date of separation.

13.414.5 For the purpose of accumulating additional vacation time an employee using earned compensatory time, vacation time, or sick leave is considered to be working.

13.514.6 During the probationary period following an original appointment, an employee is not entitled to vacation leave. After the end of the probationary period, an employee is entitled to vacation time accrued from the start of the probationary employment.

13.614.7 Temporary employees are not entitled to vacation time unless they are participating in a program such as Workforce Investment and Opportunity Act, or any applicable federal or state program in which the benefits are administered by the program sponsoring the employee.

13.714.8 Vacation time off can be taken in one quarter hour intervals.

ARTICLE XIV-
FUNERAL LEAVE

14.1 Employees shall be entitled to three (3) Funeral Leave days when a death occurs in their immediate family. Immediate family, for this purpose, is defined as: Parent, Spouse, Child, Sister, Brother, Grandparents, and Mother/Father in Law. Paid Time Off beyond the general allowance set forth above will be charged against an employee's accrued sick time or vacation time.

ARTICLE 15XV
DISCIPLINE

15.1 For the purpose of this Article, an Employee shall be any regular employee having successfully completed his or her probationary period.

15.2 The Employer will discipline Employees for just cause only. Discipline will be in one or more of the following forms:

- a. Oral reprimand
- b. Written reprimand
- c. Suspension
- d. Demotion
- e. Discharge

15.3 Suspensions, demotions, or discharges will be in written form.

- 15.4 Written reprimands, notices of suspension and notices of discharge which are to become a part of an Employee's personnel file shall be read and acknowledged by signature of the Employee. Employees will receive a copy of such reprimands and/or notices.
- 15.5 Employees may examine their own individual personnel files at reasonable times under the direct supervision of the Employer.
- 15.6 Grievances relating to a suspension or discharge shall be initiated by the Union at Step 2 of the grievance procedure.

ARTICLE 16
XVI-WAGE -
 RATE/BENEFITS

- 16.1 The salary and benefit adjustments will be as follows:

~~2023: Effective the first full pay period following January 1, 2023, the salary range will be increased by three (3%) and employees will receive a corresponding increase.~~

~~2024: Effective the first full pay period following January 1, 2024, the salary range will be increased by three (3%) and employees will receive a corresponding increase.~~

~~2025: Effective the first full pay period following January 1, 2025, the salary range will be increased by three (3%) and employees will receive a corresponding increase.~~

~~2026: Effective the first full pay period following January 1, 2026, the salary range will be increased by three (3%). In addition, there will be a one dollar (\$1.00) per hour market adjustment for Parks and Streets and a two dollar (\$2.00) per hour market adjustment for Water and Wastewater positions. Employees will receive a corresponding increase.~~

~~2027: Effective the first full pay period following January 1, 2027, the salary range will be increased by three (3%) and employees will receive a corresponding increase.~~

- 16.2 Employees of this department shall receive the same health and life insurance and, except as otherwise provided in this agreement, other pension and welfare benefits and dollar amount as is extended to the non-union City of St. Francis employees. In the event this amount is increased during the term of this Agreement for the City's non-union employees, the increase or additional pension or welfare benefit shall also apply to members of this bargaining unit.

16.3 Public Works employees who are on-call after regular work hours shall be paid one and one-half hours of pay at 1.5 times the regular rate* for each on-call day which falls on Monday-Friday, and two hours of pay at 1.5 times the regular rate* for each on-call day which falls on Saturday or Sunday.

*Note: 1.5 the regular rate language is effective January 1, 2024.

16.4 Protective clothing -

A. Rain gear will be made available when necessary to protect workers when required to work in rain.

A.

~~The City will purchase one (1) approved pair of safety shoes each year. The employer will provide up to \$275.00 per year, per employee for the purchase of safety shoes in a calendar year. Any value higher than \$275 will be the responsibility of the employee.~~

B.

~~B.A. The City will purchase one (1) approved pair of safety shoes each year. The employer will provide up to \$275.00 per year, per employee for the purchase of safety shoes in a calendar year. Any value higher than \$275 will be the responsibility of the employee.~~

C. ~~The employer will provide up to \$150.00 per year, per employee for clothing items not provided in Article 16 including but not limited to: work pants, gloves, cold weather gear, mud boots etc. Any value higher than \$150.00 will be the responsibility of the employee. Employee shall request appropriate PPE to meet all weather needs, including hats, gloves, bibs, rubber boots and winter boots as approved by Public Works Director.~~

16.5 Conferences. Employees required to attend conferences by the City will be compensated on the same basis as the non-union employees in the City of St. Francis ~~form mileage~~, meals and hours spent in attending the conference. In the event that the conference lasts longer than eight (8) hours, the City will compensate the employee for the additional hours.

ARTICLE 17XVII TERMINATION OF EMPLOYMENT

17.1 Any employee wishing to leave the municipal service in good standing shall file with the Public Works Director, at least ~~fourteen (14)~~¹⁴ calendar days before leaving, a written resignation stating the effective date of the resignation and the reason for leaving. Failure to comply with this procedure may be considered cause for denying the employee future employment by the City and denying terminal leave benefits. Unauthorized absence from work for a period of three working days may be considered by the department head as a resignation without such benefits.

17.2 Employees terminating employment under honorable conditions after eighteen (18) months of continuous employment shall be entitled to severance pay which shall be computed at his/her regular rate of pay at the time of severance and shall amount to fifty percent (50%) of the accumulated sick leave shall match the City's Personnel Policies.

17.3 If termination of employment is caused by death of the employee, any wages earned and not paid, any unused vacation, that part of accumulated sick leave eligible for severance benefits, and the pro-rated insurance payment will be paid to the spouse or estate of the deceased. All such payments are subject to State and Federal deductions.

ARTICLE 18XVIII
SENIORITY

18.1 For the purposes of layoffs and recall, seniority is defined as an Employee's most recent period of continuous service with the Department.

18.2 The probationary period shall be six (6) months from the employee's date of first employment in the department. At any time during the probationary period, a newly hired or rehired Employee may be terminated at the sole discretion of the Employer and the Employee may not appeal the termination through the grievance procedure.

18.3 The City shall consider the layoff of Employees by classification within their departmental division in the inverse order of seniority providing the remaining Employees have the demonstrated ability and qualifications to perform the remaining work as determined by the City.

18.4 Employees on layoffs shall be recalled in the order of seniority, providing that those recalled have the demonstrated ability and qualifications to perform the available work as determined by the City.

18.5 Seniority shall terminate upon:

- a. Discharge.
- b. Voluntary Quitting.
- c. Layoff for a period of one (1) year or more.
- d. Failure of the Employee to accept and report for work within seven (7) working days after written notification of his/her recall.
- e. The Employee obtaining a leave of absence by false or misleading statements.

ARTICLE 19XIX
COMPLETE AGREEMENT

19.1 The parties acknowledge that during the negotiations which resulted in this agreement, each had the unlimited right and opportunity to make requests and proposals with respect to any subject or matter not removed by law from the area of collective bargaining, and that the complete understandings and agreements arrived

at by the parties after the exercise of that right and opportunity are set forth in the Agreement. Therefore, the Employer and the Union, for the duration of this agreement, each waive the right, and each agrees that the other shall not be obligated to bargain collectively with respect to any subject or matter referred to, or covered in the Agreement or with respect to any subject or matter not specifically referred to or covered in this Agreement, even though such subjects or matters may not have been within the knowledge or contemplation of either or both of the parties at the time that they negotiated or signed this Agreement. This agreement may, however, be amended during its term by the Parties' mutual written agreement.

ARTICLE 20XX

DURATION

The provisions of this Agreement shall become effective on January 1, 2023 2026 and shall remain in full force and effect through December 31, 2025 2027. It shall be automatically renewed from year to year thereafter unless either party shall 4-notify the other, in writing, no later than ninety (90) calendar days prior to the expiration of this Agreement that it desires to modify or terminate the Agreement. In the event such notice is given, negotiations shall commence on a mutually agreeable date.

This Agreement shall remain in full force and effect during the full period of negotiations for successor Agreement and unless or until notice of termination is provided to the other Party in the manner set forth in the following paragraph.

In the event that a successor Agreement has not been agreed upon by the expiration date set forth above, either Party may terminate this Agreement by serving written notice upon the other Party not less than ten (10) calendar days prior to the desired termination date provided in the mediation provisions of the Minnesota Public Employment Labor Relations Act have been met.

THE CITY OF ST. FRANCIS

INTERNATIONAL UNION OF OPERATING
ENGINEERS, LOCAL 49

(Name and Title)

(Name and Title)

Date

Date

THE CITY OF ST. FRANCIS

4820830.1

INTERNATIONAL
UNION OF
OPERATING
ENGINEERS,
LOCAL No. 49

Appendix A

	Step	1	2	3	4	5	6	7	8
Streets/Parks	Current	\$ 28.57	\$ 29.61	\$ 30.63	\$ 31.63	\$ 32.64	\$ 33.66	\$ 34.69	\$ 35.71
		\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00	\$ 1.00
		\$ 29.57	\$ 30.61	\$ 31.63	\$ 32.63	\$ 33.64	\$ 34.66	\$ 35.69	\$ 36.71
2026	103%	\$ 30.46	\$ 31.53	\$ 32.58	\$ 33.61	\$ 34.65	\$ 35.70	\$ 36.76	\$ 37.81

	Step	1	2	3	4	5	6	7	8
Water/Sewer	Current	\$ 30.21	\$ 31.25	\$ 32.34	\$ 33.44	\$ 34.53	\$ 35.60	\$ 36.65	\$ 37.76
		\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00
		\$ 32.21	\$ 33.25	\$ 34.34	\$ 35.44	\$ 36.53	\$ 37.60	\$ 38.65	\$ 39.76
2026	103%	\$ 33.18	\$ 34.25	\$ 35.37	\$ 36.50	\$ 37.63	\$ 38.73	\$ 39.81	\$ 40.95
2027	103%	\$ 34.18	\$ 35.28	\$ 36.43	\$ 37.60	\$ 38.76	\$ 39.89	\$ 41.00	\$ 42.18

December 19, 2025

Cory Bergeson
Travis Gossard
International Union of Operating Engineers
Local Union No. 49
2829 Anthony Lane South
Minneapolis, MN 55418-3285

Re: City of St. Francis Public Works 2023—2025 2026-2027 Agreement
Letter of Understanding on potential use of IUOE, Local 49 training facility

Dear Mr. BergesonGossard:

This letter will outline the parties' agreement related to the potential use of the Union training facility in or near Hinckley with the Union recognizing and agreeing that employees going to training at that facility would not be eligible for overtime pay for time spent attending those events pursuant to the terms of the collective bargaining agreement.

Please sign and date below to indicate your agreement on this issue.

For the City of St. Francis

For International Union of Operating
Engineers Local No. 49:

MEMORANDUM OF AGREEMENT

Between the City of St. Francis and

IUOE Union Local 49

(Juneteenth 2023)

This Memorandum of Agreement is entered into between IUOE Local No. 49 the (hereinafter "Union") and the City of St. Francis, MN, (hereinafter "City").

WHEREAS, the City and the Union are parties to a collective bargaining agreement (hereinafter Agreement) in effect from January 1, 2023, to December 31, 2025, providing for the terms and conditions of employment for certain public works staff working for the City; and

WHEREAS, the City has approved adding the Juneteenth holiday as a paid/recognized City holiday for the general benefit earning non-union employees of the City to be effective for the 2023 Juneteenth holiday due to the recent change in state law; and

WHEREAS, the terms of the current collective bargaining agreement provides for a paid holiday for Juneteenth effective June 2024; and

WHEREAS, the City has offered, and the Union has agreed, to add the Juneteenth holiday to the members of this bargaining unit for 2023 as noted below due to the state law change; and

NOW, THEREFORE, the parties have agreed to amend Article XTT (Holidays) to recognize Juneteenth as a holiday for 2023 only, as it is addressed in the collective bargaining agreement per its current terms effective 2024.

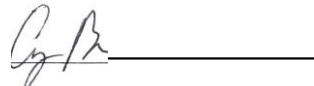
The parties agree that this Memorandum of Agreement will become effective June ___, 2023, and will continue until December 31, 2023 at which time it will be of no further force or effect.

The parties recognize that this Juneteenth revision is the result of factually unique circumstances and shall not operate as a waiver of management or union rights or establish any precedent or past practice.

This Memorandum of Agreement represents the full and complete agreement between the parties regarding this matter.

For the City of St. Francis

For the Union



Dated 1 5 2023

Dated S 4 2023

Union Proposed Re Organization of Articles:

Scope of Agreement
Article 1: Recognition
Article 2: Definitions
Article 3: Union Security
Article 4: Management Rights
Article 5: No Strike/Lockout
Article 6: Seniority
Article 7: Savings Clause
Article 8: Discipline
Article 9: Grievance Procedure
Article 10: Hours of Work
Article 11: Call Back
Article 12: Leaves
Article 13: Sick Leave
Article 14: Vacations
Article 15: Holidays
Article 16: Jury Duty
Article 17: Wage Rates & Benefits
Article 18: Termination of Employment
Article 19: Complete Agreement
Article 20: Duration
Appendix A: Wage Table
Letter of Understanding: Training Center

[4843786.1](#)

**CITY OF ST. FRANCIS
ST. FRANCIS, MN
ANOKA COUNTY**

RESOLUTION 2026-05

**Resolution Approving the Tentative Agreement Between the City of St. Francis and
the International Union Of Operating Engineers, Local No. 49 Representing the Public
Works Bargaining Unit for the Calendar Years 2026 And 2027**

WHEREAS, representatives of the City of St. Francis and representatives of the International Union of Operating Engineers, Local No. 49 representing the public works bargaining unit at the City have negotiated a two year labor agreement for the term January 1, 2026 through December 31, 2027; and,

WHEREAS, the attached documents summarize the substantive agreement between the parties:

NOW, THEREFORE, BE IT RESOLVED that the City Council approves the tentative agreement and that the City Attorney and City Administrator are authorized and directed to prepare or assist in the preparation of contract documents incorporating this tentative agreement and that the Mayor, City Clerk, Administrator and other appropriate individuals be authorized and directed to execute the original contracts.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 20th DAY OF January, 2026.

APPROVED:

Mark Vogel
Mayor of St. Francis

ATTEST:

Jenni Wida
City Clerk

4843784.1



CITY COUNCIL AGENDA REPORT

TO: Mayor and City Council
FROM: Kate Thunstrom, City Administrator
SUBJECT: Anoka County Post Election Review
DATE: January 20, 2026

OVERVIEW:

As requested by Council on January 5th, attached is a letter to the Anoka County Elections Division requesting additional considerations as it relates to post election review processing.

ACTION TO BE CONSIDERED:

Council to review and sign the attached letter to Anoka County.

Attachments:

- Letter to Anoka County Elections

January 20, 2026

Anoka County Election

Pam LeBlanc, Director of Property Records and Taxation
2100 Third Ave
Anoka, MN 55303

Dear Director LeBlanc,

On behalf of the City Council of the City of St. Francis, we respectfully submit this formal request regarding the postelection review process conducted under Minnesota Statutes, Section 206.89.

Minnesota law requires that the county canvassing board randomly select precincts for a postelection review of ballots following the general election, and that the manual count compare results from the voting system for state and federal offices. The statute also expressly allows the post-election review of official discretion to include additional precincts beyond those required by law.

If the City of St. Francis is not selected through the County's random post-election review process, the City Council respectfully request that at least one precinct within the city be included for review. This request is intended to promote transparency and public confidence in the election process, particularly at the local level where offices and ballot questions directly impact our residents.

For any precinct selected for post-election review within the City, Council requests that the scope of the review include a count of ballots cast for all contested state, county and city offices, excluding judicial races. Conducting a comprehensive review of contested contests will help ensure consistency and reinforce confidence across all levels of the ballot.

In addition to any required or randomly selected post-election reviews, the City Council may request that the County conduct additional reviews of one or more precincts when the City determines such review would be beneficial for verification, transparency, or public confidence. When such a request is made, and with the understanding that all reasonable costs associated with the additional review shall be borne by the City, the County is requested to afford the City the opportunity to have the requested review conducted and to work cooperatively with the City.

This request is made in the interest of election integrity and public trust and in recognition of the biennial postelection review as an important part of Minnesota's election administration. We appreciate the County's care and diligent administration of this process.

Thank you for your consideration. The City Council is available to discuss this request in further detail.

Thank you,

Mayor Mark Vogel

Councilmember Kevin Robinson

Councilmember Joe Muehlbauer

Councilmember Amy Faanes

cc:

Anoka County Commissioner John Heinrick
Anoka County Commissioner Julie Braastad
County Administrator, Jim Dickinson