

City of North St. Paul
January 4, 2022
Approved City Council Workshop Meeting Minutes

I. CALL TO ORDER

Mayor Furlong called the meeting to order at 5:00 p.m. The meeting was conducted at City Hall in the Council Chambers, and also via Zoom.

II. ROLL CALL

Present: Council Member Thorsen
Council Member Petersen
Council Member Wong
Council Member Cole
Mayor Furlong

Staff: City Manager John Stark, Deputy Clerk Jennie Kloos, Finance Director Dan Winek, Electric Director Brian Frandle, Public Works Director Ron Ritchie, Public Works Supervisor Randy Miller, Communications Consultant Kari Erpenbach

III. ADOPT AGENDA

On motion by Council Member Petersen, seconded by Council Member Thorsen, with all present voting aye (5-0), motion carried to approve the agenda as presented.

IV. TOPIC(S)

A. North St. Paul Vacation Carryover

City Manager Stark stated that each year the city has a limit of vacation hours that may be rolled over into the next year. The request is for that limit to be waived and for all employees allowed to carry over the 2021 vacation balance into 2022 and for the accrual cap to be reinstated at the conclusion of 2022. 2021 has been an unusual year due to the pandemic and the unusually high impact of staff turnover, which has prevented employees from taking vacations they normally would've taken.

B. Police Employee Excess Accrued Hour Bank Solution/ ISD622 Contract Reimbursements

Police Chief Phil Baebenroth stated that due to the pandemic and workforce shortages, officers have not been able to use their time off. Chief Baebenroth is requesting to pay out their excess suspense hours at a rate of time and half (overtime rate) and holiday hours at regular time.

Mayor Furlong inquired if the city has dollars to fund the payouts. Finance Director Winek stated that the general fund is sitting in a very conservative position for year end and would be able fund this request.

In regards to the agreement with ISD622 contract reimbursements, the contract is set up with payment received in the amount of \$74,160 to have a school resource officer in the building during school hours everyday of the school year. The school district also frequently requests

police officer coverage at sporting events and other events held at the school. The school reimburses the city for the extra time and the dollars are currently going into the general fund. Chief Baebenroth is requesting the excess hours above the contractual dollars of \$74,160 be added back into the police overtime budget.

Finance Director Winek stated that with excess revenue above the contractual \$74,160 that the police budget would be amended by doing an increase in revenue for the department to be able to use those funds. Mr. Winek would periodically bring the budget amendment to city council after the funds have been receipted.

Current and future police department staffing issues were discussed.

OTHER BUSINESS

None.

VI. ADJOURNMENT

There being no further business, on motion by Council Member Petersen, seconded by Council Member Thorsen, with all present voting aye (5-0), Mayor Furlong adjourned the workshop meeting at 5:45 p.m.

/s/ Terrence J. Furlong, Mayor

Attest:

/s/ John Stark, City Manager/ Clerk