

City of North Saint Paul
June 7, 2022
Approved Regular City Council Meeting Minutes

I. CALL TO ORDER

Mayor Furlong called the meeting to order at 6:30 p.m.

II. THE PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

III. ROLL CALL

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

Staff: City Manager John Stark, Deputy Clerk Jennie Kloos, Finance Director Daniel Winek, Electric Director Brian Frandle, Public Works Director Ron Ritchie, Public Works Supervisor Randy Miller, City Planner Brandy Howe, and City Attorney Soren Mattick, City Engineer Morgan Dawley,

IV. ADOPT AGENDA

Council Member Thorsen requested that City Business Action Items & Recommendations Items D and E to be considered prior to Item A out of respect for time for Mr. Casey with David Drown Associates.

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

V. PRESENTATIONS

There were no presentations.

VI. APPROVAL OF CONSENT AGENDA

On motion by Council Member Cole, seconded by Council Member Wong, with all present voting aye (5-0), motion carried to approve the consent agenda, Resolution No. 2022-054 consisting of:

- A. May 3, 2022 workshop minutes
- B. May 3, 2022 HRA closed meeting minutes
- C. May 17, 2022 workshop minutes
- D. May 17, 2022 regular council minutes
- E. May 17, 2022 HRA closed meeting minutes
- F. General Claims \$1,480,995.69
- G. HRA Claims \$20,527.42
- H. EDA Claims \$10,382.25

- I. Liquor License Renewals for City 3.2 On-Sale Liquor Licenses **Resolution 2022-055**
- J. Liquor License Renewals for City Off-Sale Intoxicating Liquor Licenses **Resolution 2022-056**
- K. Liquor License Renewals for On-Sale Intoxicating Liquor Licenses, including Sunday Sales On-Sale Intoxicating Liquor Licenses with or without Patio or Outdoor Seating Areas **Resolution 2022-057**
- L. Approval NEW On-Sale and Sunday Liquor License for Hmong House Restaurant and Banquet, LLC **Resolution 2022-058**
- M. Rotary Park Wayfinding Signage Cement Slab Location
- N. Revise Fund Balance Policy to Increase General Fund minimum fund balance **Resolution 2022-059**
- O. MnDOT 2023-2027 Master Partnership Agreement **Resolution 2022-060**

VII. MEETING OPEN TO PUBLIC

John Schmahl expressed his concern about a violation of State statute regarding confidential information and the information on the website that states residents can choose their own garbage delivery date.

R.T. Luczak requested a lease extension and stated he is still interested buying or leasing the gym space for various events.

VIII. PUBLIC HEARINGS

There were no public hearings.

IX. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. Accept Resignation of City Manager John Stark

City Manager John Stark presented his resignation, thanked the City Council for their support, and stated he is willing to help with the transition. Mr. Stark noted, per his contract, he is to give a 30-day notice but had a trip planned since 2019 and is requesting his last day be June 15, 2022.

Mr. Stark and the City Council discussed multiple options on proceeding with the hiring of a Community Development Director. Mayor Furlong discussed the accomplishments of Mr. Stark.

On motion by Council Member Thorsen, seconded by Council Member Cole, with all present voting aye (5-0), motion carried to accept the resignation of City Manager Stark and agree to an end date of June 15, 2022.

B. City Manager Replacement

Mayor Furlong requested Brian Frandle step in as interim City Manager until a replacement can be found. Council Member Thorsen suggested it would be more appropriate for the City's Finance Manager to step into this role.

On motion by Council Member Cole, seconded by Council Member Wong, with Mayor Furlong and Council Members Cole, Petersen and Wong voting aye and Council Member Thorsen voting nay (4-1), motion carried to hire Brian Frandle as Interim City Manager beginning June 16, 2022.

Mr. Stark suggested using Mark Casey with David Drown Associates to begin the process again. Mr. Casey stated there will not be any additional cost to the City of North St. Paul because they are currently under a 2-year warranty. He explained the two options the City can use to proceed and provided a timeline for the hiring process including finalists interviews to be held the end of August.

Council Member Thorsen suggested reaching out to previous finalists to see if they are still interested in the position. Mayor Furlong suggested Mr. Waldin as an assistant to Mr. Frandle in order to offer stability, assistance, and help in the recruitment process.

C. Amendment to Chapter 117 Alcoholic Beverages, Section 117.120(B.2)

Mr. Stark stated City Council heard this presentation on May 3, 2022 and was presented options on fencing around private establishments that sell liquor.

On motion by Council Member Wong, seconded by Council Member Cole, with all present voting aye, (5-0), motion carried to adopt Ordinance No. 805, amending the North Saint Paul City Code of Ordinances Chapter 117 Alcoholic Beverages, Section 117.120(B.2) Patios/Decks/Outdoor Areas.

D. SAAS Agreement with Tyler Technologies, Inc. for Financial Suite Software Services

Finance Director Daniel Winek presented this item and stated in 2020 City Council moved to the Open Gov platform and implemented the plan by the end of 2021 but it was cancelled Dec. 7, 2021. Since that time, Mr. Winek has had the opportunity to work with Tyler Technologies on a different platform. This service is a cloud-based platform, offers flexibility to staff, and allows them to work from home. He is pleased with the software and the increase cost of \$6,500 is already in the 2023 budget.

Mayor Furlong requested clarification on what services Open Gov is used for. Mr. Winek stated Open Gov will continue to be used for permits and licenses.

Council Member Wong inquired if the new cloud-based platform has a public facing option for residents to access on the City's website. Mr. Winek stated no, but there are other ways to get data out to the public and budget presentations would occur late June early July.

Council Member Cole inquired on merging documents from one platform to another. City Attorney Soren Mattick reviewed the contract and stated City owned data is accessible and easy to merge old documents with new software.

On motion by Council Member Wong, seconded by Council Member Petersen, with all present voting aye, (5-0), motion carried to adopt Resolution No. 2022-061, Approving the SAAS Agreement with Tyler Technologies, Inc. for Financial Suite Software Services.

E. State of Minnesota Planning Grant to the City of North St Paul for Stormwater, Wastewater, and Community Resilience – Grant Agreement Authorization

City Engineer, Morgan Dawley presented this item and stated this grant with the Pollution Control Agency and North St Paul identifies initiatives to respond to climate change. Mr. Dawley also stated these grant dollars could be used to address localized flooding and redirecting flood water.

Mr. Dawley reviewed the City-wide goals that this plan will address and provided a timeline stating an end date of June 2023.

On motion by Council Member Petersen, seconded by Council Member Wong, with all present voting aye (5-0), motion carried to authorize execution of the Resilience Grant Agreement with the State of Minnesota Pollution Control Agency, and the City's Consulting Engineer WSB to complete the tasks as outlined in the Resilience Grant Workplan in accordance with the MPCA-provided budget, deliverables, tasks, and subtasks.

X. REPORTS OF CITY MANAGER AND DEPARTMENTS

Mr. Stark reported the developer working with the Lillie building, Jim LaValle, will be holding a community meeting to showcase the design project Monday, June 13th from 5:30-6:30 p.m. in City Council chambers.

XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

Council Member Cole reported the Park and Recreation Commission held a meeting on May 25th and thanked City Council for the Improvement Plan approval. They are hoping to review priorities and present it to City Council soon. He stated on June 22nd there will be an outdoor meeting at Southwood and the next EDA meeting is June 14th at 3:00 p.m.

Council Member Wong stated the Planning Commission discussed the Sign Ordinance and the Redevelopment Master Plan. Their next meeting will be July 7th at 6:30 p.m. The Arts & Culture Commission presented the project "Snowy" at the City Council's workshop meeting. She also stated the Art Cart will be at Music in the Parks on June 16th and June 28, 2022.

Council Member Petersen stated the student-built house on 19th Avenue will be completed by July 12th with an open house date of July 13, 2022. She also stated her term with the League of Minnesota Cities is over and the Business Association will have a picnic at 11:00 a.m. next Tuesday at Casey Lake.

Council Member Thorsen had nothing to report.

Mayor Furlong had nothing to report.

XII. GENERAL BUSINESS

Council Member Cole stated Music in Park will be June 16th at 7:00 p.m., the car show was well attended, and the surrounding local establishments were very full.

Council Member Wong thanked staff for putting on the shredding event for the public and noted June is Pride Month.

Council Member Petersen thanked Public Works for the pothole repair.

Council Member Thorsen stated residents are concerned over the City ordinance stating driveways cannot exceed 22 feet at the property line. He hopes to get this on the workshop agenda. He noted the importance of making sure meetings are accessible to the public and those who may fall under the Americans with Disabilities Act.

Council Member Wong thanked Mr. Stark for his work with the City.

Mayor Furlong will host a Brew with the Mayor at Roddy's bar from 6-8 p.m. tomorrow night and also thanked City Manager Stark for his time with North St. Paul and wished him well.

XIII. CLOSED SESSION

There was no closed session.

XIV. ADJOURNMENT

On motion by Council Member Petersen, seconded by Council Member Cole, with all present voting aye (5-0), Mayor Furlong adjourned the regular the meeting at 7:45 p.m.

/s/ Terrence J. Furlong, Mayor

Attest:

/s/ Brian Frandle, Interim City Manager / Clerk