

City of North St. Paul
March 15, 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 Wong
Council Member Cole
Mayor Furlong

Absent: Council Member Petersen (excused)

Staff: City Manager John Stark, Deputy Clerk Jennie Kloos, Finance Director Dan Winek, Public Works Director Ron Ritchie, Public Works Supervisor Randy Miller, Police Chief Phil Baebenroth, Fire Chief Jason Mallinger, Communications Consultant Kari Erpenbach

III. ADOPT AGENDA

On motion by Council Member Wong, seconded by Council Member Cole, with all present voting aye (4-0), motion carried to approve the agenda as presented.

IV. TOPIC(S)

A. Discussion of Recent Staff Reductions and Immediate Staffing Needs

City Manager John Stark stated he has observed understaffing within the City in a few key areas. All Department Directors are in agreement that, given both the elimination of positions in recent years and the evolving nature of City government, there is a need to evaluate our current and long-term staffing model. Long term/ future needs will be discussed and a broader discussion held for the 2023 budget and future years. Mr. Stark commented on immediate needs as: reorganization of the Finance Department, the addition of a police officer, an evaluation of the Administrative Assistant in the Police Department, a Community Development and/or Community Services Director and reclassification of the existing Deputy Clerk/ HR Coordinator position.

City Council members were in support of the proposals presented.

City Manager Stark reviewed the authorities of the City Manager with list of undefined roles according to State Statute and City Code to provide clarity. City Council agreed on the stated City Manager authorities. City Manager Stark stated he will move forward with the implementation of the staffing proposals. Mr. Stark thanked the City Council for their support.

B. 2022 Capital Projects Update

City Engineer Morgan Dawley presented information regarding the 2022 projects update. Mr. Dawley has consulted with Finance and Public Works, and with this being a comprehensive year with multiple projects, this is a good time to look at the entire picture. Mr. Dawley reference a table that was uploaded to the packet as an internal tool to track the different funding categories.

The first item pointed out was a positive outcome for the first project (2022 Street and Utility Improvement Project) with bids that came in favorably. Which is what we strive to do by having our estimates be conservative.

Most impactful project is the 7th Ave project with a fairly substantial increase. The big driver on this increase being the estimate for concrete pavement with increased pricing in today's market. This project also includes a portion of construction where the 2020 project left off and a 1960's culvert which has never been maintained.

Ramsey County has expanded their scope of the overlay project on McKnight, which the City would want to replace the water main under this section. This essentially doubles the length and cost of the project. Public Works Director, Ron Ritchie stated that there have been multiple water main breaks and the worst he has seen in this section where it has drained the water tower within a half hour. He commented it would be cost effective for the City and recommends to replace the water mains during the overlay project.

Finance Director Winek stated he has been preparing to bond for the projects and is preparing to bond for \$12 million, which will set the maximum limit for bonding. A Public Hearing is set for April 5th.

Mayor Furlong formally stated that he will not be running for mayor in the upcoming election.

OTHER BUSINESS

None.

VI. ADJOURNMENT

There being no further business, on motion by Council Member Thorsen, seconded by Council Member Wong, with all present voting aye (4-0), Mayor Furlong adjourned the workshop meeting at 6:30 p.m.

/s/ Terrence J. Furlong, Mayor

Attest:

/s/ John Stark, City Manager/ Clerk