

City of North Saint Paul
August 8, 2022
Approved City Council Special Meeting Minutes

North St. Paul City Hall – Council Chambers
2400 Margaret Street

I. CALL TO ORDER

Acting Mayor Petersen called the meeting to order at 5:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

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

Absent: Mayor Furlong (excused)

Staff: Assistant to the City Manager Jennie Kloos

IV. 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.

VI. APPROVAL OF CONSENT AGENDA

On motion by Council Member Thorsen, seconded by Council Member Wong, with all present voting aye (4-0), motion carried to approve the consent agenda, Resolution No. 2022-075 consisting of:

- A. July 19, 2022 workshop meeting minutes
- B. July 19, 2022 regular meeting minutes
- C. July 26, 2022 city council special meeting minutes
- D. July 26, 2022 HRA meeting minutes
- E. General Claims \$,2187,921.38
- F. HRA Claims \$13,429.06
- G. EDA Claims \$5,457.25

CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. Selection of City Manager Finalists to be Interviewed
Mark Casey with David Drown Associates, gave a review of the search for a City Manager. The position was posted for 30 days nationally through a wide variety of venues. 25 applications were

received with 12 semi-finalists selected. Of the 12 finalists, 6 candidates were selected for in person interviews.

Candidate Selection consisted of 3 rounds with the final six candidates including candidate numbers: 3,5,6,8,11,12.

Mr. Casey stated the majority of these candidates reside within the metro area and travel expenses will not be incurred.

Council Member Thorsen suggested splitting the interviews up into two days with 30-minute interviews. The consensus on interview dates will be August 31 and September 1 with a panel interview format.

Mr. Casey will contact all the finalists this evening. He added their names will be made public. He agreed to send draft questions and interview guides to the City Council for their consideration, and candidates will undergo an intellectual profile and extensive background check. He will continue to keep the City Council informed throughout the process.

VII. ADJOURNMENT

There being no further business, on motion by Council Member Cole, seconded by Council Member Wong, with all present voting aye (4-0), Acting Mayor Petersen adjourned the special meeting at 5:50 p.m.

/s/ Candy Petersen, Acting Mayor

Attest:

/s/ Brian Frandle, Interim City Manager / Clerk