

City of North Saint Paul
December 20, 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.

Pastor David Bjorklund of St. Mark's Church was invited by Council Member Petersen and shared a prayer.

III. ROLL CALL

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

Staff: City Manager Brian Frandle, Assistant to the City Manager Jennie Kloos, Finance Director Daniel Winek, Public Works Director Ron Ritchie, Public Works Superintendent Randy Miller, Communications Kari Erpenbach, City Engineer Morgan Dawley and City Attorney Soren Mattick.

IV. ADOPT AGENDA

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

V. PRESENTATIONS

A. Holiday Lights Awards

Mayor Furlong named the 1st and 2nd place winners and provided each with a monetary prize.

B. Recognition and Appreciation to Out-going Council Member Candy Petersen

City Manager Frandle thanked out-going Council Member Petersen for her many years of service and presented her with a plaque. Council Member Petersen thanked everyone for their support and wished everyone a Merry Christmas and Happy New Year.

C. Recognition and Appreciation to Out-going Mayor Terry Furlong

Mr. Frandle thanked out-going Mayor Furlong for his many years of service and presented him with a plaque. Mayor Furlong reflected on his 21 years serving the City of North St. Paul.

VI. APPROVAL OF CONSENT AGENDA

On motion by Council Member Cole, seconded by Council Member Wong, with all present voting aye (4-0), motion carried to approve the consent agenda, Resolution No. 2022-126 consisting of:

- A. December 6, 2022 regular council minutes
- B. General Claims \$1,419,141.37
- C. HRA Claims \$20,645.78
- D. North St, Paul Police Department Mutual Aid Agreement
- E. Electric Department – Purchase 6” Bore Conduit
- F. Public Works – purchase of 3 new fire hydrants and supplies to install
- G. Non-Union Employee COLA Resolution No. 2022-127
- H. Appointments to Arts and Culture Commission and Economic Development Authority Resolution No. 2022-128
- I. Resolution Accepting Donations – November 2022 Resolution No. 2022-129

Council Member Petersen’s son, Eric thanked Mayor Furlong and Council Member Petersen for all of their hard work and dedication to the City of North St. Paul over the years.

Paul Reinke, Mayor of Oakdale, congratulated Council Member Petersen and Mayor Furlong for their service and friendship.

VII. MEETING OPEN TO PUBLIC

John Schmahl thanked City Council for their attention to agenda topics, expressed his concern over the plan to include residents on a discussion regarding electric rate increases, and the necessity of a sidewalk.

VIII. PUBLIC HEARINGS

- A. Spending Plan for Use of Unobligated Funds per Temporary Transfer Authority for TIF District Nos. 4-2, 4-4 and 4-6

City Finance Director Dan Winek stated the extra \$1.1 million will be used for future developments and is required to follow TIF guidelines when being used. If not used by 2025, the funds revert back to TIF districts for redistribution. Mikaela Huot with Baker Tilly provided more details on the spending plan.

Mayor Furlong opened the hearing at 7:03 p.m.

Mayor Furlong closed the hearing at 7:03 p.m.

IX. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

- A. Budget Amendments for the Fiscal Year 2022 Budgets

Mr. Winek presented a budget amendment and how it will impact to the City's funds, noting there is more information and detail in the meeting packet. He explained authority is needed to increase revenue and appropriations.

On motion by Council Member Petersen, seconded by Council Member Cole, with all present voting aye (4-0), motion carried to adopt Resolution No. 2022-125 amending the 2022 budgets.

B. Decertification of Tax Increment Financing District No. 4-5 (Reflex)

Mr. Winek stated this was scheduled to be decertified in 2037 and explained that two notes have allowed the City to decertify early.

On motion by Council Member Wong, seconded by Council Member Petersen, with all present voting aye (4-0), motion carried to adopt Resolution No. 2022-130 approving Decertifying Tax Increment Financing (Redevelopment) District No. 4-5.

C. Spending Plan for Use of Unobligated Funds per Temporary Transfer Authority for TIF District Nos. 4-2, 4-4 and 4-6

Ms. Huot explained this plan will authorize the City to use these funds for future projects.

On motion by Council Member Petersen, seconded by Council Member Wong, with all present voting aye (4-0), motion carried to adopt Resolution No. 2022-131, approving a Spending Plan for Tax Increment Financing (Redevelopment) District No. 4-2, Tax Increment Financing (Redevelopment) District No. 4-4 and Tax Increment Financing (Housing) District No. 4-6.

D. Approve Change Order No. 1 – 2022 Street and Utility Improvement Project (CP 22-02, CP 22-03, CP 22-04)

City Engineer Morgan Dawley stated the project involved three separate projects that included public parking, water main replacement, and road improvements with the hope to combine them into one. It is intended to provide cost transparency and provide staff with appropriate spending. He noted that when the contract is finalized, the official approval is to identify the extra work items in order to complete the project.

Council Member Cole requested clarification if these are currently completed projects. Mr. Dawley stated the contracts are still open because there are things to finish in the spring. Council Member Cole questioned what can be learned from this so that the City does not incur these extra costs in the future. Mr. Dawley stated it is his fault it did not come to the City Council earlier. He explained he was not expecting the high increase and noted the City did get delayed signing contracts. He discussed different cost saving measures for the future. Council Member Cole inquired if there is money for this. Mr. Winek stated funds will be deducted from bonds that were bonded for earlier this year and work on the 7th Avenue project will have to decrease. Council Member Wong questioned if there are any more anticipated change orders with this project. Mr. Dawley stated no.

On motion by Council Member Petersen, seconded by Council Member Wong, with all present voting aye (4-0), motion carried to approve Change Order No. 1 in the amount of \$313,895.65 for the 2022 Street and Utility Improvement Project (CP 22-02, CP 22-03, CP 22-04).

X. REPORTS OF CITY MANAGER AND DEPARTMENTS

Mr. Frandle noted Public Works is down two plow trucks, energy saving kits are in, and the food shelf received two refrigerators and a freezer. He also commented on new positions in the City.

XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

Council Member Cole stated the Park and Rec will meet tomorrow night and the EDA will meet January 10, 2023.

Council Member Wong stated the Planning Commission has three vacant positions and will meet January 5, 2023. Arts and Culture Commission added two new members, is looking for two youth members, and will meet the first Wednesday of January.

XII. GENERAL BUSINESS

Council Member Cole noted vacancies will be up on the website for the Parks and Rec Commission and the EDA. He reiterated residents' comments thanking the Public Works for plowing the roads.

Council Member Wong thanked both Mayor Furlong and Council Member Petersen. She stated she had enjoyed working alongside them and wished them luck.

Council Member Petersen expressed her appreciation to Rachel Thompson and her program that serviced 12 families in need.

Mayor Furlong thanked the Council and welcomed Mayor-elect John Munge, new Council Members, and wished everyone a Happy Holidays!

XIII. CLOSED SESSION

The meeting will be closed pursuant to Minn. Stat. 13D.03 the North St. Paul City Council meeting shall be closed to evaluate the performance of City Manager Brian Frandle.

Mayor Furlong recessed the regular meeting to go into closed session at 7:39 p.m.

Mayor Furlong called the closed session to order at 7:51 p.m.

XIV. ADJOURNMENT

Mayor Furlong reconvened the regular meeting at 8:07 p.m.

There being no further business, on motion by Council Member Petersen, Seconded by Council Member Cole, with all present voting aye (4-0), Mayor Furlong adjourned the closed session at 8:07 p.m.

There being no further business, on motion by Council Member Petersen, Seconded by Council Member Wong, with all present voting aye (4-0), Mayor Furlong recessed the regular meeting at 8:08 p.m.

/s/ Terrence J. Furlong, Mayor

Attest:

/s/ Brian Frandle, City Manager / Clerk