

City of North Saint Paul
February 7, 2023
Approved Regular City Council Meeting Minutes

I. CALL TO ORDER

Mayor Monge 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 Nordby
Council Member Schweer
Council Member Cole
Council Member Wong
Mayor Monge

Staff: City Manager Brian Frandle, Assistant to the City Manager Jennie Kloos,
Community Development Director Brandy Howe, Police Chief Phil Baebenroth,
Public Works Director Ron Ritchie, Communications Staff Kari Erpenbach, City
Attorney Soren Mattick and City Engineer Morgan Dawley.

IV. ADOPT AGENDA

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

V. PRESENTATIONS

A. Proclamation – Terry Furlong/Extraordinary Leader

City Manager Brian Frandle and Mayor Monge presented Terry Furlong with a North St. Paul keepsake and proclaimed him an extraordinary leader. Mr. Furlong thanked his wife and everyone for their support over the years.

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. 2023-115 consisting of:

- A. January 17, 2023 workshop meeting minutes
- B. January 17, 2023 regular meeting minutes
- C. General Claims \$4,259,950.08
- D. HRA Claims \$29,614.99
- E. LMCIT Municipal Tort Liability Waiver ***Resolution No. 2023-125***

- F. Purchase 2022 Chevy 1500 Pick-Up
- G. Application for Charitable Gambling for Exempt Permit for North Presbyterian Church on February 25, 2023
- H. Service Agreement with ADP, Inc. for Payroll and Human Resource Services
Resolution No. 2023-116
- I. 7th Avenue Landscaping Project – Approve Final Payment and Accept Project
Resolution No. 2023-117

VII. MEETING OPEN TO PUBLIC

David Nelson thanked the City for cleaning the crosswalks and suggested pedestrian crossing signs or flashing lights on Margaret Street to increase pedestrian safety. Mr. Frandle stated the City is moving forward with it.

John Schmahl expressed his frustration about Commission meeting notices and date changes.

VIII. PUBLIC HEARINGS

There were no scheduled public hearings.

IX. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. 2023 North St. Paul History Cruzers Car Show Memorandum of Agreement

Mr. Frandle presented this item and stated the History Cruzers need the City Council's approval to move forward with planning. Council Member Nordby inquired if there would be a savings if it was approved every 2 years versus every year.

On motion by Council Member Cole, seconded by Council Member Nordby, with all present voting aye (5-0), motion carried to adopt Resolution No. 2023-118, Approving the 2023 MOA between the City of North St. Paul and the North St. Paul History Cruzers to Conduct the 2023 Friday Night Car Show Contract between the History Cruzers and the City of North St. Paul.

B. Ordinance to Reduce the Membership of the Park and Recreation Commission from Nine to Seven Members

Community Development Director Brandy Howe stated the Ordinance is included in the packet and would maintain the same number of Commissioners on all of the North St. Paul Commissions. Council Member Wong questioned about any openings. Mayor Monge stated there is an open position on the Parks and Recreation Commission.

On motion by Council Member Schweer, seconded by Council Member Wong, with all present voting aye (5-0), motion carried to adopt Ordinance No. 813, Reducing the Membership of the Parks and Recreation Commission from Nine to Seven Members.

C. Resolution Authorizing a Cost-Share for Open Windows Productions' Marketing Video Proposal

Mr. Frandle reviewed the quote and stated the Economic Development Authority will cover half of the cost and the other half will be covered by the Housing Redevelopment Authority and the City.

On motion by Council Member Nordby, seconded by Council Member Schweer, with all present voting aye (5-0), motion carried to adopt Resolution No. 2023-119, Authorizing a Cost-Share for Open Window Productions' Marketing Video Proposal.

D. Resolution Committing Local Match and Authorizing Contract Signature for a DEED grant for the Lillie Building Redevelopment Project

Ms. Howe noted a DEED grant was requested by Mr. LaValle. His engineer, Jennifer Forsch, stated these funds are different than the clean-up grant funds. This grant will cover geo technical costs, public infrastructure, sidewalks, lighting, and demolition. There is a match requirement that will be paid for by TIF or private financing. Council Member Wong inquired how 20 units are AMI (area mean income). Ms. Forsch suggested that is a better question for Mr. LaValle and Mr. Frandle will provide that information to City Council.

On motion by Council Member Schweer, seconded by Council Member Nordby, with all present voting aye (5-0), motion carried to adopt Resolution No. 2023-120, Approving Committing Local Match and authorizing Contract Signature for a Department of Employment and Economic Development (DEED) Redevelopment Grant Program for the Lillie Building Redevelopment Project.

E. Resolution Approving Plans and Specifications and Ordering Advertisement for Bids for the Hause Park Court Reconstruction Project

Ms. Howe and City Engineer Morgan Dawley explained the Parks and Recreation Commission has recommended the refurbishment from tennis courts to pickleball courts. Council Member Wong questioned if the current dimensions were the original dimensions. Ms. Howe stated the new plan extends approximately 10 feet north and west and is ADA compliant. Council Member Cole added the sidewalks and trails around the courts are also ADA compliant.

On motion by Council Member Wong, seconded by Council Member Cole, with all present voting aye (5-0), motion carried to adopt Resolution No. 2023-121 Approving Plans and Specifications and Authorize the Advertisement for Bids for the Hause Park Court Reconstruction Project.

Council Member Cole noted the Parks and Recreation Commission thanked the Council for their support.

F. Executing Certificate of Completion and TIF Note Relating to Contract for Private Development with Anchor View, LLC and Tax Increment Financing (Housing) District No. 4-10

Ms. Howe stated the applicant is ready to close it out. Mikayla Huot from Baker Tilly provided information on the TIF agreement, background information, and contract details. She indicated that a resolution was not needed and the signed documents will be placed in the file.

By general consensus, the City Council agreed to authorize staff to execute the documents that have been provided for review and described as: 1. Certificate of Completion 2. Tax Increment Revenue Note in the amount of \$2,400,000 with 4% interest rate. NOTE TO STAFF: A motion was not made on this item

G. Ordinance Creating Section 94-22: Sidewalk Encroachments in the Municipal Code

Ms. Howe presented a brief review and stated this would allow private owners to place outdoor furniture in the public right-of-way. This would modify the Ordinance by extending the time frame from April 1st to November 1st, require owners to lock up furniture each evening, and store them throughout the winter. Council Member Nordby inquired about potential safety concerns. Chief of Police Phil Baebenroth stated he does not see any potential concerns. Council Member Cole inquired about the open container law. City Attorney Mattick encouraged the City to keep an eye on this and maintain beverages within a designated area. Council Member Wong thanked Ms. Howe for all of her work on this.

On motion by Council Member Nordby, seconded by Council Member Cole, with all present voting aye (5-0), motion carried to adopt Ordinance No. 814, Creating a New Section in the Municipal Code 94.22: Sidewalk Encroachments

H. Resolution of Support for Corridors for Commerce Funding Request for 36/120 Interchange by Washington County

Mr. Dawley presented this item and identified this intersection as a high crash rate and a safety concern. Washington County is requesting letters of support to score better on the application. Mr. Dawley noted there will be a group of City officials, representatives, and City staff from all of the municipalities to discuss various options for this.

On motion by Council Member Schweer, seconded by Council Member Wong, with all present voting aye (5-0), motion carried to adopt Resolution No. 2023-122, Supporting Submittal of an Application to Request Funding from the Minnesota Department of Transportation through the 2022 Corridors of Commerce Solicitation.

I. Police Employee Suspense Hour Overages 2022

Mr. Baebenroth provided a presentation on suspense hours worked. He stated the main reasons for the overages were staffing shortages, duty injuries, and mandated training time in 2022. He recommended compensating hours worked in excess of 2080 which equates to approximately \$20,148.33 which includes PERA and Medicare costs. Council Member Schweer questioned if this will eliminate this for 2022. Mr. Baebenroth stated it will be eliminated if the department is fully staffed. Mayor Monge clarified this will wipe the slate clean for 2023.

After questions from the Council, Mr. Baebenroth provided the following information:

- Increased officer numbers will provide a safer city for all residents
- Within employee costs in 2022 due to being understaffed
- Discussed different staffing models but recommended keeping the current model
- With a fully staffed department, overtime spending will be greatly decreased

On motion by Council Member Nordby, seconded by Council Member Schweer, with all present voting aye (5-0), motion carried to approve payment for any excess balances of suspense time at a rate of 1.5 hours, per each hour in suspense time accruals. As these hours are all actual hours worked by each employee, beyond the standard 2080 hours of a typical annual work schedule under the Fair Labor Standards Act, they should be compensated at a 1.5 rate.

J. McKnight Road Watermain Improvements (City Project No. 22-04), Receive Bids and Award Contract

Mr. Dawley provided background information and the project location. He stated this was included in the Capital Improvement Plan and various options are stated in the packet. Staff recommends awarding the base bid only for the area between 11th and 17th Avenues, would start May, and be completed by fall. Mayor Monge inquired about any storm sewer improvements. Mr. Dawley noted there were some storm sewer improvements.

On motion by Council Member Wong, seconded by Council Member Nordby, with all present voting aye (5-0), motion carried to adopt Resolution No. 2023-123, Accepting Bids and Awarding a Construction Contract for the McKnight Watermain Improvements City Project No. 22-04.

K. McKnight Road Watermain Improvements – CIPP Lining Alternative (City Project No. 22-04), Receive and Reject All Bids

Mr. Dawley presented this item in conjunction with previous item.

On motion by Council Member Wong, seconded by Council Member Cole, with all present voting aye (5-0), motion carried to adopt Resolution 2023-124, Accepting Bids Received and Rejecting All Bids for the McKnight Watermain CIPP Lining Improvements City Project No. 22-04.

L. Silver Lake Aerator Operations and Maintenance Cooperative Agreement-Authorize Signatures

Mr. Dawley presented this item and stated Ramsey County declined operation maintenance of the aerator in 2021. Mr. Dawley noted several meetings have occurred with multiple municipalities and was agreed upon that North St. Paul would be the lead agency under this Cooperative Agreement. He also noted Ramsey County offered a one-time lump sum to help with component replacement costs and Maplewood also provided a financial contribution. City Attorney Mattick noted this can be rediscussed at a later date and electrical costs can be adjusted. Public Works Director Ron Ritchie discussed the energy and water transfer in order to keep the circulation going. Council Member Wong inquired if Public Works have enough staff. Mr. Ritchie stated they would have enough staff to cover this maintenance. Council Member Cole requested clarification on where the average electrical bill amount was derived from. Mr. Dawley explained numbers were not specific but originally Maplewood and the Valley Branch Watershed District wanted a 50/50 split but it was adjusted, arriving at the \$1,750.00 amount.

On motion by Council Member Wong, seconded by Council Member Cole, with all present voting aye (5-0), motion carried to authorize by the signatures of the Mayor and City Manager

of the North St. Paul execution of the Cooperative Agreement for Operation and Maintenance of the Silver Lake Aerator between the Cities of North St. Paul, Maplewood, Ramsey County, and Valley Branch Watershed District.

X. REPORTS OF CITY MANAGER AND DEPARTMENTS

A. Community Development Department Annual Report – 2022

Ms. Howe stated this was reviewed at the last City Council meeting but City Council can expect an annual review each January for the previous year's activities.

B. Police Department Updates

Mr. Baebenroth recapped the award and swearing in ceremony and the great work done by the Police Department including the stoppage of a school shooting. He also shared the lifesaving, community policing, and leadership awards. He reviewed calls for service, and the increase in investigations, persons in crisis and vehicle thefts. He noted in 2022, he had zero complaints on use of force and commended his officers for this. He expressed his concern regarding officer mental health and wellness. He added he continues to create a culture of team, family, and mental health support. He is also focused on community policing and listening to residents. Looking ahead, he would like to add an additional School Resource Officer, another detective, an officer to backfill patrol shifts, community outreach and engagement position, crime analyst, non-sworn mental health advocate, K9 program, reserve program, and possibly State funding for all health and dental insurance for single and family coverage. City Council thanked him and his officers for all of their work.

Mr. Frandle updated the Council on the Electric Department's training in Marshall and hiring in multiple departments across the City. Mr. Frandle noted the difficulty with supply chain issues and briefly discussed the renewable energy choice for businesses and residents.

XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

Council Member Nordby noted the Planning Commission meeting was moved from last week to this week.

Council Member Wong noted the Arts and Culture Commission met last week and discussed project Snowy. The Commission also discussed plans to work with stakeholders regarding sculpture locations, the utility wrap project, and the youth Commission member participation in the meeting. Their next meeting will be March 1, 2023.

Council Member Cole noted the EDA has one opening and their next meeting will be on Valentine's Day.

Council Member Schweer noted the Parks and Recreation Commission tabled electing the Chair and Vice Chair positions until next meeting and Ms. Howe provided a great presentation on roles and duties of the Commission and members. She commended the Police and Fire Departments.

XII. GENERAL BUSINESS

Council Member Wong thanked City Attorney Mattick for his presentation to the Arts and Culture Commission and Council Member Schweer thanked him for his presentation at the workshop.

Mayor Monge thanked City staff for the packets provided at each City Council meeting.

XIII. CLOSED SESSION

There was no Closed Session.

XIV. ADJOURNMENT

There being no further business, on motion by Council Member Wong, Seconded by Council Member Schweer, with all present voting aye (5-0), Mayor Monge adjourned the meeting at 8:55 p.m.

/s/ John Monge, Mayor

Attest:

/s/ Brian Frandle, City Manager / Clerk