

**City of North Saint Paul
May 16, 2023
Approved Regular City Council Meeting Minutes**

I. CALL TO ORDER

Mayor Monge called the meeting to order at 6:31 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 absent
Mayor Monge

Staff: City Manager Brian Frandle, Assistant to the City Manager Jennie Kloos, Finance Director Daniel Winek, Community Development Director Brandy Howe, and City Attorney Soren Mattick.

IV. ADOPT AGENDA

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

V. PRESENTATIONS

A. Proclamation – National Police Week 2023

City Manager Brian Frandle read a proclamation declaring the week of May 15, 2023 as National Police Week in the City of North St. Paul and declared May 15, 2023 as National Peace Officers Memorial Day.

B. Proclamation – Memorial Day 2023

Mr. Frandle read a proclamation declaring Monday, May 29, 2023 as Memorial Day in the City of North St. Paul.

VI. APPROVAL OF CONSENT AGENDA

Council Member Cole requested that Consent Agenda Item J be removed and addressed under City Business.

On motion by Council Member Cole, seconded by Council Member Schweer, with all present voting aye (4-0), motion carried to approve the consent agenda as amended to remove Items I and J, Resolution No. 2023-158 consisting of:

- A. May 2, 2023 workshop meeting minutes
- B. May 2, 2023 regular meeting minutes
- C. May 2, 2023 closed meeting minutes
- D. General Claims \$878,276.25
- E. HRA Claims \$85.95
- F. Acceptance of the 2022 Financial Report with the City's Audit Firm of Malloy, Montague, Karnowski, Radosevich & Co. P.A. (MMKR)
- G. Ordinance Amending the 2023 Municipal Fee Schedule
- H. Amendment of On-Sale Liquor License for Roddy's Bar & Grill ***Resolution No. 2023-159***
- I. Special Event Permit for Window World **Moved to a Future Council Meeting**
- J. AFSCME Non-Essential Union Supplemental Agreement **Moved to City Business**
- K. 2022 Sanitary Sewer Lining Project, City Project No. 22-06 ***Resolution No. 2023-160***

VII. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. AFSCME Non-Essential Union Supplemental Agreement

Council Member Cole requested this item be removed and placed under City Business for discussion regarding the City's reduced summer hours and expressed his concern regarding the number of residents who use City Hall for utility payments.

After discussion from City Council. Mr. Winek provided the following information:

- If approved, will document calls answered during the extra morning hour
- Documentation of current Friday afternoon calls and interactions
- If approved, hourly changes would not create overtime
- The change of hours would only affect the City's Finance and Community Development staff

The City Council recommended as much communication as possible to notify residents of these changes and put the communication out across all mediums.

On motion by Council Member Cole, seconded by Council Member Nordby, with all present voting aye (4-0), motion carried to approve the AFSCME Non-Essential Union Supplemental Agreement.

VIII. REPORTS OF CITY MANAGER AND DEPARTMENTS

Mr. Frandle updated the Council on the Electric Department's continued work on Seppala Blvd., and the lights around Silver Lake. Assistant to City Manager Jennie Kloos recently completed training with the Minnesota Municipal Clerks Institute and Finance Department employees attended training in Texas. Mr. Frandle added the Finance Department is reviewing the credit card transaction process. Budgets will be discussed in the next few months and the Police Department held its 10th annual police memorial at the Church of St. Peter. Public Works had its

annual clean-up and was well attended. Mr. Frandle also reported that Public Works pressurized the water downtown, replaced the McKnight watermain and patched up the road. Fire Department is busy with code compliance and has had 7 live burns this month.

IX. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

Council Member Cole had nothing to report.

Council Member Nordby stated the Planning Commission met and continues to update the current zoning map to match the Comprehensive Plan. He thanked Community Development Director Brandy Howe for her continued work.

Council Member Schweer attended the clean-up event and stated the communication was excellent between all of Public Works. Parks and Recreation Commission will meet next Wednesday at 6:30 p.m.

Mayor Monge stated Don Jensen received a plaque commemorating his years of service on the EDA at the last meeting. The EDA discussed various uses for the space between Sidewinders and the tattoo shop. The next EDA meeting will be June 13th at 3:00 p.m.

X. GENERAL BUSINESS

Council Member Nordby stated he had the opportunity to sit down with a local business owner and received good information on how a small business operates.

Council Member Cole attended the City clean-up and expressed his appreciation to Public Works, the Community Development team, and the Police Department for this event.

XI. ADJOURNMENT

There being no further business, on motion by Council Member Cole, Seconded by Council Member Schweer, with all present voting aye (4-0), Mayor Monge adjourned the meeting at 7:01 p.m.

/s/ John Monge, Mayor

Attest:

/s/ Brian Frandle, City Manager / Clerk