

City of North Saint Paul
April 04, 2023
Approved City Council Workshop Meeting Minutes

I. CALL TO ORDER

Mayor Monge called the meeting to order at 5:32 p.m.

II. ROLL CALL

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

Staff: City Manager Brian Frandle, Assistant to the City Manager Jennie Kloos, Fire Chief Jason Mallinger, Communications Kari Erpenbach

III. ADOPT AGENDA

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

IV. TOPICS

A. Code Compliance and Fire Inspections

Fire Chief Jason Mallinger defined the requirements and regulations of code compliance and fire inspections. He also briefed the Council on current staffing and his role within the department.

Mr. Mallinger outlined the duties, with input from City Attorney Soren Mattick, of the Fire Inspector and provided information on the rental license process. Council Member Wong inquired about challenges that various rental units bring. Mr. Mallinger stated the challenges usually stem from single family rentals.

Mr. Mallinger explained the Fire Compliance Certificate process and stated he is hoping the additional position will create more proactive engagements in the community.

Mr. Mallinger also reviewed school inspection procedures, code compliance concerns, home daycare inspections, dangerous buildings, chickens and bees, and fireworks. Mr. Mallinger noted most compliance notifications are complaint driven.

The City Council provided suggestions such as helpful hints on the City website, educational resources for residents, and timely notifications of upcoming information.

Mr. Mallinger noted residents who receive violations are provided time to correct the issue depending on size or magnitude of violation. He stated staff tries to provide statement of

violation rather than a citation. He stressed that code compliance is about communicating with residents and providing resources in order for them to correct the problem.

V. ADJOURNMENT

On motion by Council Member Wong, seconded by Council Member Schweer, with all present voting aye (5-0), meeting is adjourned at 6:29 p.m.

/s/ John Monge, Mayor

Attest:

/s/ Brian Frandle, City Manager / Clerk