

City of North Saint Paul
October 17, 2023
Approved City Council Workshop Meeting Minutes

I. CALL TO ORDER

Mayor Monge called the meeting to order at 5:15 p.m.

II. ROLL CALL

Present: Council Member Schweer arrived at 5:17 p.m.
Council Member Nordby
Council Member Cole
Council Member Wong
Mayor Monge

Staff: City Manager Brian Frandle, Assistant to the City Manager Jennie Kloos, Finance Director Dan Winek, Accountant Mary Kay Heinen, Public Works Director Ron Ritchie, Public Works Supervisor Randy Miller, Electric Director John Wick,

III. ADOPT AGENDA

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

IV. TOPICS

A. School Resource Officer (SRO) Update – Chief of Police, Phil Baebenroth

Chief of Police Phil Baebenroth explained, clarified, and discussed the legality of the information put out by the Minnesota Attorney General. He also reviewed the statutes and stated the Ramsey County Attorney's position is based on the explicit language of the legislation. He discussed all of the new information in the contract with North St. Paul Officer Allen and stated Officer Allen feels comfortable coming back as a School Resource Officer.

The Council thanked Chief Baebenroth for the information, knowledge, and the continued relationship with the school district.

B. 2024 Enterprise Funds Budgets

Finance Director Dan Winek presented this item and explained the six different enterprise funds: Water Fund, Waste Water Fund, Electric Fund, Surface Water Fund, Solid Waste Fund, and Fiber Optic Fund. Including where the City's revenue comes from, and the changes for 2024.

Mayor Monge inquired about the length of time it will take the enterprise fund to begin to see a profit and how this may affect property tax increase.

Electric Department Director John Wick provided a budget outline, department goals, and response times for power outages. He discussed the highlights of 2023 and projects looking ahead into 2024. He also reviewed financial statistics and stated there is not a projected rate increase at this time. He reviewed the financial impacts of the projected budget, the increase in material costs for aerial and underground and electricity, and presented his recommendation of a new bucket truck for the department. He noted the transfer of \$1.1 million from the Electric Department to the general fund will be to help offset the cost of the street project.

After questions from the Council, Mr. Wick and Mr. Winek provided the following information:

- Maintenance for electrical equipment is approximately 2-3 years
- Recommended rates for residents would not increase
- Interest does not need to be charged on an inter-city loan if City Council decided to use that option instead of the 1.1-million-dollar transfer from the electric department to the general fund
- The ratio between underground and aerial electricity is approximately 50/50
- City staff will research grant opportunities regarding energy conservation

Public Works Director Ron Ritchie reviewed goals and budgets for 2024. He discussed the process of well rehabilitation, fire hydrant repair, the cost of water main breaks, manhole structures, lead service testing, sewer cleaning and maintenance, surface water work, storm water, and street sweeping. He noted the increase in outside contract services for 2024 in order to keep up to date on maintenance.

Mr. Winek clarified solid waste and fiber optics would not see an increase for 2024. He stated there will be a special meeting next Monday regarding the Capital Improvement Plan, a meeting in November to discuss internal service funds, changes to the fee schedule, and two meetings in December to set the Truth in Taxation dates and to approve the Capital Improvement Plan.

V. OTHER BUSINESS

There were no presentations.

VI. ADJOURNMENT

On motion by Council Member Schweer, seconded by Council Member Nordby, with all present voting aye (5-0), meeting is adjourned at 6:28 p.m.

/s/ John Monge, Mayor

Attest:

/s/ Brian Frandle, City Manager / Clerk