

City of North Saint Paul
January 16, 2024
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
Council Member Nordby
Council Member Cole
Council Member Wong absent
Mayor Monge

Staff: City Manager Brian Frandle, Assistant to the City Manager Jennie Kloos, Finance Director Dan Winek

III. 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.

IV. TOPICS

A. Presentation – Andrus Built

Community Development Director Brandy Howe presented this item and noted at the December City Council meeting, two developers had planned to present to the Planning Commission regarding this property. One of the developers rescinded their bid but the Planning Commission recommended moving forward with Andrus Built. The developers stated it is the exact same presentation as the previous one in December and added they will use existing roads versus creating new ones. The developers also added their plans for the additional land in the back of the development.

B. Fee Schedule Amendment

Ms. Howe presented this item and noted the City has received comments regarding the updated building permit fees.

Carri Levitski, Rum River Program Administrator, provided additional information regarding how their fee schedule was created and why their company uses a base rate fee without any additional add-on costs. She also explained the fees presented by Rum River did not include the 25% administrative fee and the amendment would reduce those costs by 25%, matching the recommended fee schedule as put out by Rum River. She added some of the permit fees are subsidized for other more expensive costs.

Ms. Howe noted the amendment would match the City's fees to those recommended by Rum River, would not contain taxes due to tax exemption, and would be up for official adoption at the next City Council meeting.

After questions and concerns from City Council, Ms. Howe stated fees and prices are up for negotiation. Council Member Cole suggested Rum River lower their fees and not burden the City with this cost. The Council also discussed ways to decrease the fees to residents.

C. EDA Discussion

City Manager Brian Frandle presented this item for discussion.

Mayor Monge provided a brief overview of the past EDA's operation and the new operation moving forward. He also provided information on how the EDA would become a Commission versus an Authority using it as a recommending board to the City Council and City Council approval would be needed before moving forward. Mayor Monge commented on continued conversations with neighboring municipalities regarding this issue. He hoped to increase the number of business owners and other members on the Commission.

The Council recognized the achievements and hard work of the previous EDA members and suggested the continuation of developments within the City.

V. OTHER BUSINESS

There were no presentations.

VI. ADJOURNMENT

On motion by Council Member Cole, seconded by Council Member Nordby, with all present voting aye (4-0), meeting is adjourned at 6:11 p.m.

/s/ John Monge, Mayor

Attest:

/s/ Brian Frandle, City Manager / Clerk