

City of North Saint Paul
May 7, 2024
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, Community Development Administrative Assistant Sara Lang, and City Attorney Soren Mattick.

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. Oath of Office – Chief of Police Raymond Rozales

Former Chief of Police Phil Baebenroth and Mayor Monge presented the oath of office to new Chief of Police Raymond Rozales. Chief of Police Rozales expressed his gratitude for the opportunity.

VI. APPROVAL OF CONSENT AGENDA

On motion by Council Member Cole, seconded by Council Member Nordby, with all present voting aye (5-0), motion carried to approve the consent agenda, Resolution No. 2024-055 consisting of:

- A. March 14, 2024 special workshop meeting minutes
- B. April 16, 2024 workshop meeting minutes
- C. April 16, 2024 regular meeting minutes
- D. General Claims \$1,500, 030.38
- E. HRA Claims \$13,550.70
- F. Special Event Permit – Veterans Park on Memorial Day ***Resolution No. 2024-051***
- G. Facilities Assessment Bid

VII. MEETING OPEN TO PUBLIC

Sarah Zahradka expressed her concern for pedestrian safety and suggested a sidewalk on South and McKnight Road and a “dead end” sign on Jennifer Court.

John Schmahl inquired about consistency regarding meeting notifications specifically regarding the cancelled workshop meeting.

VIII. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. Delaware Place (2329 17th Avenue)

1. Rezoning from R-1 to R-2
2. Preliminary Plat
3. Planned Unit Development

City Manager Brian Frandle presented this item.

On motion by Council Member Cole, seconded by Council Member Nordby, with all present voting aye (5-0), motion carried to adopt Resolution No. 2024-052, Approving Rezoning Property Located at 2329 17th Avenue E, PID 012922330125, from R-1 Single Family Residential District to R2 Mixed Residential District, Resolution No. 2024-056, Approving a Preliminary Plat for Property Located at 2329 17th Avenue E, PID 01292233012, and adopt Resolution No. 2024-053, Approving a Preliminary Planned Unit Development and Site Plan for Property Located at 2329 17th Avenue E, PID 012922330125.

B. Contract with HGA for Park Planning and Design Services

Members of the Parks and Recreation Department presented this item and provided information about the selected consultant for next year’s park planning. Vice Chair Greenlee-Karp reviewed the selection process and noted HGA showed a clear understanding of the needs and vision of North St. Paul, especially regarding the community engagement strategy.

Park and Recreation Commissioner Zahradka reviewed the Phase 1 process and timeline. She noted the sooner it is approved, the sooner HGA can start working on the research portion of Phase 1.

Council Member Cole inquired about the bid selection process. City Attorney Soren Mattick stated North St. Paul and HGA are compliant regarding the bid estimates.

Council Member Wong appreciated the community engagement and inquired about any hesitations or concerns with the contract. Park and Recreation Commissioner Nelson noted HGA would help with the survey and are open to a multitude of ideas.

Council Member Cole clarified that it would be a 2025 proposed expense if there are currently funds available. Mr. Frandle stated the budget shows it as a 2025 expense, the money was planned and accounted for, and will not affect future budgets.

Mr. Frandle noted the lack of space to put snow and store Public Works equipment. He suggested including the use of all or part of the unused t-ball fields as outdoor storage. Park and Recreation Commissioner Nelson stated he would discuss the idea with HGA and inquired about how much space would be needed.

Council Member Wong suggested connectivity between the community center and the Park and Open Space Plan.

On motion by Council Member Schweer, seconded by Council Member Wong, with all present voting aye (5-0), motion carried to adopt Resolution No. 2024-054, Authorizing Execution of a Contract with HGA to Complete Park Planning and Design Services.

IX. REPORTS OF CITY MANAGER AND DEPARTMENTS

Mr. Frandle noted the Fire Department is working on breathing apparatus testing, Public Works have been out mowing and working on lead inspections. Mr. Rozales has created a Sergeant training academy in the Police Department, and the Electric Department has started the borer process. The student-built house has been working on the trimming in the house. There is no date for an open house yet. City garage sales had 26 participants, and the City clean up is scheduled for this Saturday from 8:00-11:00 a.m.

X. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

Council Member Cole stated the EDA met on April 23rd and discussed budgeting, staffing, and the sod improvement program. The next meeting is scheduled for Tuesday, May 14th at 4:00 p.m. in council chambers.

Council Member Nordby noted the Planning Commission met last Thursday and looked into the cost of using both the *Pioneer Press* and *Star Tribune* as the City's official newspaper. Mr. Mattick noted using both subscriptions is expensive and is decided upon at the beginning of each year.

Council Member Schweer stated the Park and Recreation Commission met April 24th where Community Development Director Brandy Howe presented the final Park and Open Space Plan. She noted it was suggested that the Park and Open Space Plan be presented to City Council. She added that Hause Park is slated to be done in June.

Council Member Wong noted the Arts and Culture Commission met last Wednesday and introduced the new secretary for the Arts and Culture Commission. She added artists will be painting Snowy's in the community center on May 15, 2024 and added the Snowy reveal date is set for Thursday, June 6th at 5:30 p.m. The Art Cart will be at the car show in June, an artist has been chosen for the utility box wraps, the mural painting was discussed and possibly partnering with EDA on the sod improvement project.

Mr. Frandle stated he received notice from the Silver Lake Improvement Association that a bump in treatment would take place and contain minimal water restrictions. The treatment only affects plants that are currently growing and is safe for humans, pets, and wildlife. He also noted the peace pole celebration at Rotary Park is on Saturday from 10:00 a.m. to 12:00 p.m.

XI. GENERAL BUSINESS

Council Member Wong inquired about the Community Development and EDA positions that are available. Council Member Cole noted the EDA funds 50 percent of the Community Development Director position and is an on-going discussion with EDA.

Council Member Cole commented on the increased community engagement over lead pipes and added his attendance the League of Local Government meeting.

Mayor Monge thanked Community Development Administrative Assistant Sara Lang for filling in for Assistant to City Manager Jennie Kloos. Mayor Monge noted his absence in the coming weeks and thanked everyone for stepping up and helping out.

XII. ADJOURNMENT

There being no further business, on motion by Council Member Schweer, seconded by Council Member Nordby, with all present voting aye (5-0), Mayor Monge adjourned the meeting at 7:22 p.m.

/s/ John Monge, Mayor

Attest:

/s/ Brian Frandle, City Manager/ Clerk