

City of North Saint Paul
September 17, 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, Assistant to the City Manager Jennie Kloos, Finance Director Daniel Winek, and City Attorney Soren Mattick.

IV. ADOPT AGENDA

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

V. APPROVAL OF CONSENT AGENDA

On motion by Council Member Nordby, seconded by Council Member Schweer, with all present voting aye (5-0), motion carried to approve the consent agenda, Resolution No. 2024-093 consisting of:

- A. August 29, 2024 special workshop meeting minutes
- B. August 29, 2024 HRA meeting minutes
- C. September 3, 2024 workshop meeting minutes
- D. September 3, 2024 city council meeting minutes
- E. September 3, 2024 HRA meeting minutes
- F. September 3, 2024 closed session meeting minutes
- G. General Claims \$1,658,996.50
- H. HRA Claims \$15,659.00
- I. Resolution Accepting Donations – August 2024 **Resolution No. 2024-094**
- J. Building Permits – August 2024 (informational)
- K. Approval of Charitable Gambling Permit – Church and School of St. Peter
Resolution No. 2024-095
- L. Special Event Permit – VFW POW/MIA Remembrance Walk September 26, 2024
Resolution No. 2024-096
- M. Fire Relief Booya Use of Payment System Agreement

- N. Approve Amended Contract for Development with Amcon Construction
- O. Set Public Hearing Date for Special Assessments for Unpaid City Bills on October 15, 2024 **Resolution No. 2024-097**

VI. MEETING OPEN TO PUBLIC

Dave Nelson suggested researching grants and the use of goats for the removal of invasive plants. City Manager Brian Frandle stated he will update the City Council on this matter later in the meeting.

Kari Blees provided information on the POW/MIA event at Veteran's Park and thanked City staff for their help.

VII. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. Preliminary 2025 City General Fund, HRA, and EDA Budgets & Priority Tax Levies

Finance Director Dan Winek presented this item and noted the goals of tonight's meeting are to set the preliminary budgets for the General Fund, HRA, and the EDA and set the maximum tax levy and the truth in taxation date.

Council Member Wong inquired about a discrepancy regarding the tax levy. Mr. Winek stated 9.88% is the collective total of the preliminary tax levy.

On motion by Council Member Schweer, seconded by Council Member Nordby, with all present voting aye (5-0), motion carried to adopt Resolution No. 2024-098, adopting the Preliminary 2025 General Fund Budget & Setting the Preliminary 2025 General Fund Tax Levy & Debt Service Levy.

Mr. Winek presented this item and added the HRA has increased its budget from \$11,000 to \$50,000 with a potential reduction back to \$11,000.

On motion by Council Member Wong, seconded by Council Member Nordby, with all present voting aye (5-0), motion carried to adopt Resolution No. 2024-099, adopting the Preliminary 2025 Tax Levy for the North St. Paul Housing & Redevelopment Authority.

Mr. Winek presented this item and stated the EDA levy is staying the same and a study in the amount of \$60,000 for the downtown design manual would be better funded by the EDA versus the general fund.

On motion by Council Member Schweer, seconded by Council Member Nordby, with all present voting aye (5-0), motion carried to adopt Resolution No. 2024-100, adopting the Preliminary 2025 Tax Levy for the North St. Paul Economic Development Authority.

Mr. Winek discussed the budget topics and notification of department heads for the upcoming October city council meetings.

Council Member Nordby inquired about the reason for the deadline delay in the building assessment. Mr. Frandle noted there is a valid reason for the delay in the assessment.

VIII. REPORTS OF CITY MANAGER AND DEPARTMENTS

Mr. Frandle noted the City has looked into three vendors and the grant opportunity to eliminate buckthorn, is waiting on quotes, and will bring that back to City Council for approval. The Electric Department provided eco kits, Christmas lights, and air purifiers. The Electric Department continues to replace the underground wire and energizing the Taco Bell's transformers. He noted the Autumn Arts Festival was a success and the last car show is scheduled for Friday. He added Star Watch and Booya will be on October 2 and 6, respectively. Mr. Frandle stated the Finance Department has been busy with budgets and Community Development has been working with Rum River on a permitting software called Baseline. Public Works Department received their new plow truck and the student-built house should be ready for students. He also added the Public Works Department continues to patch potholes, complete mill and overlays, and remove emerald ash bore. Mr. Frandle stated the Police Department hired a lateral police officer from Shakopee and three more officers are going through the background process. He added the week of Oct. 6-12 is Fire Prevention Week.

IX. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

Council Member Cole stated the EDA met on September 10th and approved the shift of \$60,000 from the General Fund to the EDA to move forward with the downtown design manual. There was also discussion on the façade improvement program.

Council Member Nordby noted the Planning Commission met September 5th and discussed the RFP that was approved today. Their next meeting is October 3, 2024.

Council Member Schweer thanked City staff for their work with the Autumn Arts Festival and noted the next Parks and Recreation Commission meeting is September 25, 2024.

Council Member Wong noted the Arts and Culture Commission had great success at the Autumn Arts Festival, continues to look at utility box wraps, and is planning for 2025. She added the next meeting will be October 2, 2024.

X. GENERAL BUSINESS

Council Member Schweer expressed her gratitude to staff for their help with the Autumn Arts Festival. She also commented on her attendance at the Memorial for Fallen Officer Crittenden.

Council Member Nordby noted the Fall Round-Up Parade is one day away.

Mayor Monge noted the MIA/POW event at Veteran's Park on September 26, 2024.

XI. CLOSED SESSION

- A. The meeting will be closed as permitted by section 13D.03 to discuss the City's labor negotiation strategy related to the City's negotiations with the International Brotherhood of Electrical Works (BEW), Local 160 (Supervisory Unit), Teamsters Public and Law Enforcement Employees Union, Local 320 (Public Works and Electrical), Law

Enforcement Labor Services, Local 211 (Patrol) and Local 298 (Sergeants), and AFSCME Council 5 (Essential and Non-Essential) Unions.

On motion by Council Member Wong, seconded by Council Member Schweer, with all present voting aye (5-0), motion carried to recess the regular meeting and go into closed session at 7:03 p.m.

Mayor Monge reconvened the regular meeting at 7:36 p.m.

XII. ADJOURNMENT

There being no further business, on motion by Council Member Schweer, seconded by Council Member Wong, with all present voting aye (5-0), Mayor Monge adjourned the meeting at 7:37 p.m.

/s/ John Monge, Mayor

Attest:

/s/ Brian Frandle, City Manager / Clerk