

City of North Saint Paul
April 1, 2025
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 Nordby
Council Member Woods
Council Member McKenzie
Council Member Schweer arrived at 5:22 p.m.
Mayor Monge

Staff: City Manager Brian Frandle, Assistant to the City Manager Jennie Kloos, Fire Chief Jason Mallinger, Code Compliance Officer Mackenzie Foster and City Attorney Jack Brooksbank

III. ADOPT AGENDA

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

IV. TOPICS

A. Discussion on Proposed Ordinance Amending Chapter 117 of the North St. Paul City Code – Consumption and Display Permits

City Attorney Jack Brooksbank presented this item and reviewed the previous meeting's suggestions, such as a trained bartender, proof of bartender certification for three years, and the restriction of available locations. The current draft would require event insurance.

Mr. Brooksbank discussed the current fee and whether the City Council or staff grants permits and event approval.

Council Member Nordby inquired if the proposed event insurance is similar to the Dram Shop insurance. Mr. Brooksbank stated that they are similar.

The City Council agreed and suggested that insurance be required for an event with any number of people. Mr. Brooksbank stated that the draft would be brought back to the next City Council meeting for approval.

B. Code Compliance

Fire Chief Jason Mallinger and Code Compliance Officer Mackenzie Foster presented this item. Mr. Mallinger reviewed the Code Compliance Officer's responsibilities, the process, 2024

numbers, property owner notifications, violation correction process, summary of abatement procedure, and potential legal options.

Mr. Mallinger described the different ways to alert City staff about code compliance violations and noted that OpenGov is their preferred way to notify the Code Compliance Officer.

Code Compliance Officer Foster discussed the violation process and expressed her idea to make the process as simple as possible. She explained that her process begins with making contact with the property owner, taking photographs, and providing resources to help correct the violation. Mr. Mallinger summarized the abatement order process and provided the City's legal option when it becomes necessary.

Council Member McKenzie inquired about tree and brush violations and suggested a system for residents to receive free wood, if desired. City Manager Brian Frandle noted that system was tried out in the past and determined it would be a liability.

Mr. Mallinger stated that North St. Paul does not have a policy regarding mowing during May. The Council also discussed the native landscaping on the boulevards and a recyclable battery container. Mr. Frandle noted the potential fire risk involved with the containment of batteries.

Council Member Nordby inquired about the twelve-hour snow removal policy and suggested a longer turnaround time for residents to clear snow. Ms. Foster stated the main focus on snow removal is commercial areas, schools, and populated sidewalks.

Council Member Woods inquired about prioritizing code violations. Ms. Foster stated safety is a big concern and puts those issues at the top of the list. Mr. Mallinger stated that one of his top priorities is the removal of garbage and debris.

The City Council discussed the ordinance language regarding drivable surface materials. The discussion included potential surfaces such as Class 5 and regrind material. The Council agreed to revisit that ordinance language at a later date.

V. ADJOURNMENT

On motion by Council Member Schweer, seconded by Council Member Woods, 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