

City of North Saint Paul
July 15, 2025
Approved Regular City Council Meeting Minutes

I. CALL TO ORDER

Mayor Monge called the meeting to order at 6:38 p.m.

II. THE PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

III. ROLL CALL

Present: Council Member Nordby
Council Member McKenzie
Council Member Schweer
Mayor Monge
Council Member Woods present via interactive technology (Zoom) from
6:38 p.m. – 8:01 p.m., citing travel to accompany
their child on a college visit

Staff: City Manager Brian Frandle, Assistant to the City Manager Jennie Kloos, City
Engineer Morgan Dawley, Finance Director Daniel Winek, Public Works
Director Ron Ritchie, Public Works Supervisor Randy Miller, Community
Development Director Ken Roberts, and City Attorney Jack Brooksbank.

IV. ADOPT AGENDA

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

V. APPROVAL OF CONSENT AGENDA

Council Member Nordby requested that Consent Agenda Item D be moved to City Business.

On motion by Council Member McKenzie, seconded by Council Member Schweer, with all present voting aye (5-0), motion carried, by roll call vote, to approve the consent agenda, Resolution No. 2024-068 consisting of:

- A. July 1, 2025, workshop and regular city council meeting minutes
- B. General Claims \$1,652,301.36
- C. HRA Claims \$6,301.51
- D. Approve Proposed Ordinance Amending Chapter 112: Bingo and Charitable Gambling **Moved to City Business**
- E. Application for a Temporary On-Sale Liquor License and an Application for a Charitable Gambling for Exempt Permit for the Church of St. Peter's Fall Festival. September 20-21, 2025 **Resolution No. 2025-069**

- F. Special Event Permit – VFW POW & MIA Remembrance Walk **Resolution No. 2025-070**
- G. Special Event Permit – Wilderness Inquiry Canoemobile Event **Resolution No. 2025-071**
- H. Resolution Accepting Donations – June 2025 **Resolution No. 2025-072**
- I. Building Permit Report – June 2025 (informational)
- J. Approve Revisions to AT&T Tower Lease Agreement and Related Exhibits

VI. MEETING OPEN TO PUBLIC

Dave Nelson expressed his frustration with the parking shortage at Hause Park.

VII. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

Mr. Frandle requested that City Business Action Item F (formerly Consent Agenda Item D) be considered before the remaining City Business Action items.

F. Approve Proposed Ordinance Amending Chapter 112: Bingo and Charitable Gambling (formerly Consent Agenda Item D)

Council Member Nordby requested that this item be pulled for further clarification from City Attorney Jack Brooksbank.

City Council had a robust discussion on State and local gambling regulations and requirements. After questions from the City Council, Mr. Brooksbank provided the following information:

- The State gambling board requires a background check on any licensed gambling organization
- It is up to the City on whether they choose to impose a local background check fee
- Temporary charitable gambling permits must undergo a background check by the City
- The purpose of background checks is to look for any potential violations

Dan Bronk, North St. Paul American Legion gambling manager, expressed his concern about the additional fee for a background check if one is already on file with the State. He explained the extensive licensing process for an organization to obtain a gambling license through the State of Minnesota Gambling and Control Board.

City Council discussed three options provided by City Attorney Brooksbank to include: a background check on licensed organizations and fee requirements and to make clarifications regarding the exempt permit. The City Council agreed to waive background checks and fees for licensed organizations and approved updates to clarify language regarding exempt permits. These updates include changing the term “local permits” to “temporary local permits,” specifying that temporary events may last no longer than three (3) consecutive days, and limiting gambling activities to no more than five (5) days per year, in accordance with State Statute. Additionally, the ordinance will now include a provision allowing the Council to set a fee, capped at the equivalent of no more than four days of fees per year.

Council City discussed the options at length.

On motion by Council Member Woods, seconded by Council Member McKenzie, with Council Members Woods, McKenzie and Mayor Monge voting aye, Council Member Schweer voting nay, and Council Member Nordby abstaining (3-1-1), by roll call vote, motion carried to table this item until the next City Council meeting to allow for updated ordinance changes.

A. Comprehensive Land Use Plan and Zoning Map Amendments – City of North Saint Paul

Community Development Director Ken Roberts presented this item and provided background information from the Planning Commission meeting and the public hearing. He described the reason for the change in land use designation and zoning map amendments for a potential residential development. This development would not preclude any future park development.

On motion by Council Member McKenzie, seconded by Council Member Nordby, with all present voting aye (5-0), by roll call vote, motion carried to adopt Resolution No. 2025-073, Approving Amendments to the Future Land Use Plan Map in the 2040 North Saint Paul Comprehensive Plan.

On motion by Council Member McKenzie, seconded by Council Member Nordby, with all present voting aye (5-0), by roll call vote, motion carried to adopt Ordinance No. 844, Amending Chapter 154 of the North Saint Paul City Code by Rezoning Several Residential Properties in the Area East of McKnight Road along 7th Avenue East, South Avenue and Oak Hill Place from MU-3 (corridor mixed use) to R-2 (mixed residential).

City Council Attendance Adjustment:

Council Member Woods was present via Zoom but disconnected from the meeting at 8:01 p.m. due to technical difficulties and did not return.

B. Metropolitan Council Pre-Development Grant Application

Mr. Roberts presented this item and requested support from staff to assist Mr. Hongkong Vang with the grant for the Metropolitan Council for Livable Communities Pre-Development grant funding that would allow for the development of low- to moderate-income level homes for families of four or more. He described that the salary income standards would have to be met for at least 15 years. If awarded, Mr. Vang intends to use up to \$300,000 in grant funding to support property acquisition and final project design.

Mr. Vang, explained his background and passion for helping people find affordable homes.

Mayor Monge inquired about ownership of the property. Mr. Vang stated he is proposing the purchase of a vacant .66-acre property located on the south side of South Avenue, west of 7th Street North and North of the DNR Gateway Trail. He added that there will likely be 7-8 twin homes, with each unit approximately 738 square feet, with an attached garage.

On motion by Council Member Nordby, seconded by Council Member McKenzie, with all present voting aye (4-0), motion carried to adopt Resolution No. 2025-074, Identifying the Need for Livable Communities Demonstration Account Funding and Authorizing Application for Grant Funds for the Nature Pointe Townhouse Development Project.

C. City Code Text Amendments

Mr. Roberts presented this item and provided information on some inconsistent language regarding contractors. He summarized that the ordinance changes are to clarify the types of licenses the City will or will not require for heating, ventilation and air conditioning work, trenching, general contractors, roofing, signs, plastering, tree trimmers, driveways and fences.

On motion by Council Member Schweer, seconded by Council Member Nordby, with all present voting aye (4-0), motion carried to adopt Ordinance No. 845, Amending the North St. Paul City Code as it Relates to Contractors and Licenses.

D. 2025 Street and Utility Improvement Project (City Project No. 25-01) – Approve Change Order No. 1

City Engineer Morgan Dawley presented this item stating that the City and Contractor have agreed to a change in the scope of the project. In lieu of lining the sanitary sewer main and services in several locations throughout the project, the Contractor will remove and replace those mains and services using open-cut construction methods. The Contractor proposed this as a cost savings to the City while providing a better long-term infrastructure investment. Mr. Dawley noted that the approval of the change order would save the City approximately \$108,000 and would provide city staff with better access.

On motion by Council Member Schweer, seconded by Council Member McKenzie, with all present voting aye (4-0), motion carried approving Change Order No. 1 for a Contract Deduction in the Amount of \$108,493.65 for the Contractor for the 2025 Street and Utility Improvement Project (City Project No.25-01)

E. Council Direction on Community Multicultural Outreach Center Feasibility Study and Grant Funding

Mr. Frandle provided an update on the EAPC feasibility study on the Community Multicultural Outreach Center with regard to updated cost numbers and resident feedback regarding the increased cost. He researched options for modifications to the grant and stated that if the City Council decides to move forward with the EAPC feasibility study, grant funding could be modified. This process would involve rejecting the grant funding and then asking for that money to be repurposed in some other way for the City. He also added that there would be legislative support for the cancellation of the grant funding and the repurposing of the monies.

Council Member Schweer suggested tabling this item until the next City Council meeting, when Council Member Woods and the full council would be present.

Mr. Frandle noted he did speak to Council Member Woods, and he did not request tabling this item. Mayor Monge suggested moving forward with a vote.

On motion by Council Member Schweer, seconded by Council Member Nordby, with all present voting aye (4-0), motion carried to table this item until the August 19, 2025, City Council meeting.

F. Approve Proposed Ordinance Amending Chapter 112: Bingo and Charitable Gambling (formerly Consent Agenda Item D)

This item was considered prior to Item VII., A.

VIII. REPORTS OF CITY MANAGER AND DEPARTMENTS

City Manager Brian Frandle stated the Electric Department is busy with the road reconstruction project. Community Development continues to review and update City codes and ordinances. The Communications Department continues to work on the National Night Out with the deadline for registration is July 31, 2025. He added that the Silver Lake Beach Party is this Thursday. Tomorrow is staff appreciation day at Casey Lake from 11:30 a.m.-1:30 p.m., and invited City Council members to attend. The Finance Department continues to work on budgets, and Human Resources continues with the implementation of Paycom. The Police Department's Fish with a Cop is this Saturday. The Public Works Department has changed the hours of the public restrooms and will be closing those at 6:00 p.m. each evening. due to on-going vandalism. The Fire Department assisted Maplewood with a water rescue, and the new Fire Truck's expected delivery is July 30th.

IX. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

Council Member Nordby noted he did not attend the last Planning Commission meeting, but welcomed Mr. Roberts.

Council Member McKenzie noted the EDA will meet on Sept. 9th.

Council Member Schweer stated the Park and Recreation Commission had its June meeting at Hause Park and will meet on July 23rd at another park within the City.

X. GENERAL BUSINESS

Council Member Nordby noted there will not be a City Council meeting on Aug. 5th and encouraged people to come out for National Night Out.

Mayor Monge read a letter regarding the celebration of disability pride for the month of July.

XI. ADJOURNMENT

There being no further business, on motion by Council Member McKenzie, seconded by Council Member Nordby, with all present voting aye (4-0), Mayor Monge adjourned the meeting at 8:34 p.m.

/s/ John Monge, Mayor

Attest:

/s/ Brian Frandle, City Manager / Clerk