

**City of North Saint Paul
November 20, 2018
Adopted Regular City Council Meeting Minutes**

I. CALL TO ORDER

Mayor Kuehn called the meeting to order at 6:31 p.m.

II. THE PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

III. ROLL CALL

Present: Council Member Furlong
Council Member Petersen
Council Member Walczak
Council Member Sonnek
Mayor Kuehn

Staff: City Manager Dr. Craig Waldron, Community Development Director Paul Ammerman, Fire Chief Scott Duddeck, Deputy Fire Chief Jason Mallinger, Fire Captain Mike Richter, Deputy Clerk Mary Mills.

IV. ADOPT AGENDA

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

V. PRESENTATIONS

North St. Paul Fire Department 2018 Fire Prevention Week Poster Contest Winners.

“LOOK. LISTEN. LEARN. Be aware. Fire can happen anywhere.”

Fire Chief Scott Duddeck, Deputy Chief Jason Mallinger and Captain Mike Richter presented the winners of the annual Fire Poster Contest with their awards. The 2018 Fire Prevention Week Poster Contest received over 500 entries from the six elementary schools in North St. Paul. The North St. Paul Fire Department appreciates these students’ hard work and dedication to fire prevention and safety. The winners were as follows:

Kindergarten – 1st Grade

- 1st Place: Tafadzwa Kariatsande, 1st Grade, Christ Lutheran
- 2nd Place: Halie Kuehn, 1st Grade, Christ Lutheran
- 3rd Place: Anna Wakeman, 1st Grade, Christ Lutheran

2nd Grade – 3rd Grade

1st Place: Daisy Cole, 3rd Grade, Webster

2nd Place: Elias Moldan, 2nd Grade, Cowern

3rd Place: Haley Bakken, 3rd Grade, Richardson

4th Grade – 5th Grade

1st Place: Charlotte Timmers, 4th Grade, St. Peter

2nd Place: Jersuha Mittelstadt, 4th Grade, Christ Lutheran

3rd Place: Lyla Lear, 4th Grade, St. Peter

Mayor Kuehn called a recess from 6:45 p.m. to 6:51 p.m.

VI. APPROVAL OF CONSENT AGENDA

On motion by Council Member Petersen, seconded by Council Member Sonnek, with all present voting aye (5-0), motion carried to approve the consent agenda, Resolution No. 2018-141 consisting of:

- A. General accounts payable: \$2,213,785.48
- B. HRA accounts payable: \$14,962.35
- C. Special Event Permit, Holiday Hop, Saturday, December 1, 2018. Resolution No. 2018-142.
- D. Third Quarter Financial Report 2018
- E. Gas Franchise Renewal, Ordinances No. 775 and 776
- F. Stipulation Agreements
- G. Release Agreements
- H. MnDOT Master Agreement. Resolution No. 2018-143.

VII. MEETING OPEN TO PUBLIC

Chris Johnson requested that the City Council not use Northdale Construction Co., Inc. for future construction projects. He has passed his concerns on to Tom Russell, WSB Construction Observer and Morgan Dawley, Municipal Senior Project Manager, who have been very responsive in addressing the concerns and safety issues brought to them regarding the 2018 Street and Utility Improvements Project. Mayor Kuehn inquired of the City Manager if we have ever done a post-project resident survey. The City has not but does now have the capability to do so with the POLCO program.

John Schmahl gave the Council an update on the Community Crime Map issue and his communications with Captain Nikituk.

VIII. PUBLIC HEARINGS

6:45 p.m. Potentially Dangerous Dog Designation.

Mayor Kuehn opened the hearing at 7:00 p.m.

Community Service Officer/Animal Control Officer Joshua Fick reviewed the events of a dog bite incident. On September 27th, 2018 an incident occurred involving a juvenile female who was returning a cat she found in her backyard to her neighbor's house. While returning the cat, a Rottweiler breed dog pushed past the neighbor (another juvenile female) at the door and bit the girl twice, breaking the skin, on her arm and finger.

Fick did issue citations to the owner of the dog and deemed the animal potentially dangerous. The owner of the dog lives in another city and the dog has now been removed from the North St. Paul residence the dog was staying at when the incident occurred. The owner requested a hearing to appeal the designation. Given that the dog in question did bite a human, breaking skin in multiple areas, it is the recommendation of the Animal Control Officer that the dog be deemed potentially dangerous. Fick provided photos and full details of the incident. The owner of the dog presented his case, and the parent of the bite victim spoke as well.

Council discussion determined that the designation would stand. The restrictions placed on the animal and owner are in force if the animal returns to North St. Paul or is in North St. Paul for any reason. The city where the animal now resides will be made aware that they have a potentially dangerous animal there. After six months the owner of the dog can petition to have the designation removed if he can demonstrate rehabilitation efforts and success have been achieved.

Mayor Kuehn closed the hearing at 7:29 p.m.

On motion by Council Member Sonnek, seconded by Council Member Walczak, with all present voting aye (5-0), motion carried to adopt Resolution No. 2018-144 upholding the potentially dangerous dog designation.

IX. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. Accept Dr. Craig Waldron notice of retirement

On October 13, 2017 the City of North St. Paul entered into a contract with Dr. Craig Waldron to serve as its Interim City Manager and on March 21, 2018 to serve as its City Manager. Waldron has been working limited hours during this time. On November 5, 2018 Dr. Waldron submitted a letter notifying the Mayor and City Council that he would be retiring. Dr. Waldron's contract requires a 60-day written advance notice of retirement. Dr. Waldron's last day will be Friday, January 4, 2019.

Waldron thanked the council for the opportunity to serve the City of North St. Paul. He has enjoyed his time here but it is time to transition to a manager who can devote the hours necessary.

On motion by Council Member Petersen, seconded by Council Member Sonnek, with all present voting aye (5-0), motion carried to accept the retirement notice of Dr. Craig Waldron effective Friday, January 4, 2019.

B. Appoint Scott Duddeck as Interim City Manager

City Manager Waldron stated that with his retirement comes the need to appoint an Interim City Manager. His recommendation is Fire Chief Scott Duddeck. Waldron presented an agreement that spells out the details of the position. Waldron will remain available to assist any time he may be needed.

Duddeck addressed the Council and thanked them for the opportunity to serve. He will be working closely with Dr. Waldron to ensure a smooth transition. Deputy Chief Mallinger will take on some of the Fire Chief responsibilities during this time, and they are working on those details. Duddeck is very excited for this opportunity.

On motion by Council Member Walczak, seconded by Council Member Furlong, with all present voting aye (5-0), motion carried to adopt Resolution No. 2018-145 appointing Scott Duddeck as the Interim City Manager effective Saturday, January 5, 2019.

C. Approval of Letter of Understanding on old City Hall site

City Manager Waldron presented a Letter of Understanding between the North St. Paul Land & Development Co., LLC and the City of North St. Paul to look at developing the property at 2526 and 2536 7th Avenue in North St. Paul.

North St. Paul Land & Development Co., LLC (Developer) desires to develop a multi-story market rate apartment building containing retail space on the first floor. The City is interested in development of the Property as proposed by the Developer. The letter of understanding outlines the terms and the city agrees that it will negotiate and work solely with Developer on negotiations related to property for this site

On motion by Council Member Petersen, seconded by Council Member Walczak, with all present voting aye (5-0), motion carried to approve the Letter of Understanding between the North St. Paul Land & Development Co., LLC and the City of North St. Paul to look at developing the property at 2526 and 2536 7th Avenue in North St. Paul as presented.

D. Approval of Letter of Understanding for Margaret Street site

City Manager Waldron presented a Letter of Understanding between Thor Living Construction and the City of North St. Paul to look at developing property on Margaret Street directly across from City Hall.

Thor Living Construction desires to develop a multi-story market rate apartment building containing retail space on the first floor. The City is interested in development of the Property as proposed by the Developer. The letter of understanding outlines the terms and the city agrees that it will negotiate and work solely with Developer on negotiations related to property for this site

On motion by Council Member Sonnek, seconded by Council Member Walczak, with all present voting aye (5-0), motion carried to approve the Letter of Understanding between Thor Living Construction and the City of North St. Paul to look at developing property on Margaret Street directly across from City Hall.

E. Approval of Conditional Use Permit for 2736 20th Avenue

Molly Just, Community Planner with WSB, addressed the Council to request approval of a Conditional Use Permit for 2736 20th Avenue. The applicant, Cheri Brown on behalf of Little Lights Childcare, is requesting a Conditional Use Permit to allow for the establishment of a Day Nursery (in-home daycare) in the existing home located at 2736 20th Ave. E. The facility would be licensed for up to 12 children. The property is in the R-1 Single Family Residential District.

Based on the findings described in this report, staff recommends conditional approval of the Conditional Use Permit with the following conditions:

1. Apply for and install a fence in the side yard within 60 days of approval of the CUP.
2. The CUP will be reviewed annually by City Staff. If there are complaints regarding the operation by neighbors or any violations noted by Ramsey County, the City may re-evaluate the CUP for possible additional conditions or revocation.

On motion by Council Member Sonnek, seconded by Council Member Furlong, with all present voting aye (5-0), motion carried to adopt Resolution No. 2018-146 approving a Conditional Use Permit for a day nursery located at 2736 20th Avenue E.

F. Receive Final Downtown Master Plan

Bob Slipka, Landscape Architect with WSB, stated that the purpose of this Downtown Revitalization Plan (DRP) is to establish the visual quality and design preferences for the reconstruction of 7th Avenue, which travels through the core of North St. Paul extending from Division Street (Highway 120) to McKnight Road. The plan also includes the segment of Margaret Street, extending from the 7th Avenue intersection to the south edge of the bridge going over Highway 36.

Goals for the plan included: Develop an implementable plan with phasing options; Refresh and modernize the look and feel of 7th Avenue as North St. Paul's "Main Street"; Create a sense of place within the Downtown; Create a pedestrian oriented environment; Establish a unified look throughout the Downtown; Support the business community in a unique and cooperative manner to enhance visibility and access; Improve the ease of future state and local maintenance operations.

Cost Estimates were developed with block-by-block breakdowns to aid in a phased implementation approach.

On motion by Council Member Sonnek, seconded by Council Member Walczak, with all present voting aye (5-0), motion carried to adopt Resolution No. 2018-147 receiving the Downtown Revitalization Master Plan.

X. REPORTS OF CITY MANAGER AND DEPARTMENTS

There were no reports.

XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

Council Member Sonnek stated the next Planning Commission meeting is Thursday, December 6th at 6:15 p.m.

Council Member Petersen stated:

- Ramsey Washington Suburban Cable Commission will be submitting a request for an extension of the current franchise agreement.
- The Ramsey County League annual award dinner has been changed to December 13, 2019. There will be a new rollout of the RCLLG strategic plan.
- Design Review Commission will meet November 29th at 5:00 p.m.

Mayor Kuehn noted that at the EDA meeting this month Intern Rick Seaberg made a presentation on economic analysis of what are some other potential tools in the toolbox to help work on economic development.

XII. GENERAL BUSINESS

Council Member Sonnek sent a shout out to the North St. Paul High School Drama program for their production of the Adams Family, and wished everyone a Happy Thanksgiving.

Council Member Walczak wished everyone a Blessed and Happy Thanksgiving.

Council Member Petersen had the following general business:

- Thanked the voters for turning out on Election Day and confidence in electing her to another term.
- Happy Thanksgiving to everyone.
- The newly renovated Hause Park building is awesome. Thank you to staff for a job well done.

Council Member Furlong had the following general business:

- The Holiday Hop is Saturday, December 1, 2018.
- January 4, 2019 is the Fire and Ice skating and bonfire event at Hause Park.

Mayor Kuehn had the following general business:

- Tuesday, December 4th at 10:00 a.m. at the School District Center is the annual meeting/open house of City Leadership and Realtors for North St. Paul, Oakdale and Maplewood ISD 622.
- Wednesday, December 5th from 4:00 – 6:00 p.m. the City is hosting a farewell to the Mayor coffee.

XIII. CLOSED SESSION

Pursuant to Minn. Stat. 13D.03 the workshop session shall be closed to consider strategy for upcoming Labor Contract Negotiations with the groups listed here:

1. AFSCME Council 5 representing the Essential Employees
2. AFSCME Council 5 representing the Non-Essential Employees

3. LELS Local No. 298 representing the Police Sergeants
4. LELS Local No. 211 representing the Police Patrol Officers
5. Teamsters Local No. 320 representing the Public Works and Electric Employees
6. IBEW Local No. 160 representing the Supervisory Unit

Mayor Kuehn recessed the regular meeting at 8:20 p.m. to conduct the closed session.

Mayor Kuehn called the closed session to order at 8:27 p.m.

Council Member Furlong left the meeting at 8:51 p.m.

Mayor Kuehn adjourned the closed session at 8:54 p.m.

XIV. ADJOURNMENT

There being no further business, on motion by Council Member Sonnek, Seconded by Council Member Walczak, with all present voting aye, Council Member absent for the vote (4-0), Mayor Kuehn adjourned the meeting at 8:54 p.m.

/s/ Michael R. Kuehn, Mayor

Attest: /s/ Dr. Craig Waldron, City Manager