

City of North Saint Paul
October 21, 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 arrived at 5:17 p.m.
Council Member Woods
Council Member McKenzie
Council Member Schweer arrived at 5:21 p.m.
Mayor Monge

Staff: City Manager Brian Frandle, Assistant to the City Manager Jennie Kloos, Finance Director Dan Winek, Community Development Director Ken Roberts, Fire Chief Jason Mallinger, Police Chief Ray Rozales, Electric Director John Wick, and Public Works Director Ron Ritchie.

III. ADOPT AGENDA

On motion by Council Member McKenzie, seconded by Council Member Woods, with all present voting aye (3-0), motion carried to approve the agenda as submitted.

IV. TOPICS

A. Management Action Plan (MAP) Update & Review

Finance Director Dan Winek, Community Development Director Ken Roberts, Fire Chief Jason Mallinger, Police Chief Ray Rozales, Electric Department Director John Wick, and Public Works Director Ron Ritchie provided explanations of how their departments align with the management action plan. Mr. Winek explained the goals of the management action plan.

Mr. Winek reviewed the 2025-2026 priorities and initiatives. He provided the ranking summary of the recommended priorities. Those priorities are as follows in order of importance:

1. Finalize the Community Center Resolution
2. Invest in downtown development and road improvements
3. Complete past projects, including the water tower
4. Apply for more grants
5. Provide competitive pay and benefits to reduce turnover and develop strategies to attract and retain staff

Mr. Winek noted the details and actions of the ranked priorities, specifying dates, programs, plans, upgrades, and updates.

Mr. Mallinger discussed the security feature upgrades, including new security doors, locks, exterior security, and adding safety buttons for emergencies. Council Member Nordby inquired about a cloud-based server versus an in-house server for the security upgrades and features. Mr. Winek stated it was more cost-effective to use an in-house server.

Mr. Wick discussed the use of electrical assistance with code compliance issues. Mr. Wick discussed the increased use of solar energy. Mr. Wick and Mr. Frandle discussed a resident's responsibility regarding power and electricity.

Mr. Roberts discussed the continued improvements to the city code and its language. He also discussed financial stability and cost management as it relates to garbage services, as well as applying for more grants.

Mr. Ritchie explained the EAB (Emerald Ash Borer) and the inflow and infiltration grants. Mr. Ritchie noted they have approximately 200 more trees left to remove with the use of the EAB grant. Council Member McKenzie inquired about a potential continuation of this grant.

Mr. Rozales discussed the collaboration with Ramsey County, St. Paul, and the BCA on grant opportunities. He also noted the overtime funding grant used for overtime reimbursement for a program called Toward Zero Deaths (TZD). Mr. Rozales stated that a partnered grant writer would be extremely beneficial. Mr. Rozales explained the continued partnership with the BCA.

Mr. Winek stated that another big initiative is financial planning. He discussed the importance of the 10-year capital improvement plan.

Mr. Ritchie discussed the community facilities and spaces, including the continuation of the student-built housing program, enhancing parks, ice rinks, and warming houses. He noted the collaboration with the Park and Recreation Commission on low-cost park enhancements.

Council Member Schweer suggested transparency regarding the community center and requested a workshop to discuss further information.

Assistant to the City Manager Jennie Kloos discussed the new Human Resources Department's payroll system. She discussed the updated health insurance benefits and personnel policy.

Mr. Wick discussed his recruitment engagements and activities.

Mr. Winek also mentioned website enhancements, community events, and expressed his appreciation for the quality of service and the culture of the city staff.

V. ADJOURNMENT

On motion by Council Member Schweer, seconded by Council Member McKenzie, with all present voting aye (5-0), meeting is adjourned at 6:30 p.m.

/s/ John Monge, Mayor

Attest:

/s/ Brian Frandle, City Manager