

**February 3, 2026
5:15 PM**

The City Council Meeting will be conducted on **February 3, 2026** at 5:15 p.m. in the City Council Chambers of City Hall, located at 2400 Margaret St., North St. Paul.

You can watch the meeting on our YouTube channel here: [**tinyurl.com/NSPYouTube**](https://tinyurl.com/NSPYouTube)

I. Call to Order

II. Pledge of Allegiance

III. Roll Call

Council Member Nordby
Council Member Woods
Council Member McKenzie
Council Member Schweer
Mayor Monge

IV. Adopt Agenda

V. Consent Agenda

- A. Approval of January 20, 2026, workshop and regular meeting minutes
- B. General Claims \$3,693,080.06
- C. HRA Claims \$3,511.47
- D. Approve new On-Sale Liquor License and Sunday sales for Swiech Holdings LLC DBA The Pizza Factory
- E. Special Event Permit - NSP Veteran's Park Memorial Day Celebration
- F. Special Event Permit - NSP Veteran's Park POW & MIA Remembrance Walk
- G. Special Event - NSP Veteran's Park Veterans Day Celebration
- H. Updated 2026 Car Show Agreement

VI. Meeting Open to the Public

This Open Forum is an opportunity for persons to address the City Council. A completed public comment form should be presented to the Assistant to City Manager prior to the meeting. Comments will be limited to 3 minutes per person. While the City Council may ask clarifying questions of the speaker, no formal action by the City Council or discussion will be held on these items.

VII. City Business Action Items & Recommendations

- A. 2026 Pavement Management Project (City Project No. 26-01) – Approve Plans and Specifications and Order Advertisement for Bids
- B. January 20, 2026 Closed Session Summary

VIII. Reports of City Manager & Departments

IX. Reports of Council Commissions & Committees

X. General Business

XI. Adjournment

Members may be participating by Interactive Technology.

The next regularly scheduled City Council meeting is February 17, 2026.

**City of North Saint Paul
January 6, 2026
Approved Regular City Council Meeting Minutes**

I. CALL TO ORDER

Acting Mayor Nordby 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: Acting Mayor Nordby
 Council Member Woods
 Council Member McKenzie
 Council Member Schweer
 Mayor Monge absent

Staff: Assistant to City Manager Jennie Kloos

IV. ADOPT AGENDA

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

V. APPROVAL OF CONSENT AGENDA

On motion by Council Member Schweer, seconded by Council Member McKenzie, with all present voting aye (4-0), motion carried to approve the consent agenda, Resolution No. 2026-001 consisting of:

- A. December 16, 2025 City Council Regular Meeting minutes
- B. North St. Paul Participation in Minnesota's Toward Zero Death ("TZD") Grant Program **Resolution No. 2026-002**
- C. Amendment to the 2026 Fee Schedule **Resolution No. 2026-003**
- D. 2026 Annual Resolutions
 - a. Investment Committee **Resolution No. 2026-004**
 - b. Official Depository **Resolution No. 2026-005**
 - c. City Attorney Retainer **Resolution No. 2026-006**
 - d. Legal Newspaper for Publications **Resolution No. 2026-007**
- E. 2026 City Council Appointments **Resolution No. 2026-008**

VI. MEETING OPEN TO PUBLIC

John Schmahl expressed his concern regarding the presence of a coyote.

Jeanie Sinn expressed her concern regarding her overflow parking citations. Acting Mayor Nordby will provide City Manager Frandle with her information to contact her.

VII. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

There were no City busy action items and recommendations.

VIII. REPORTS OF CITY MANAGER AND DEPARTMENTS

Assistant to City Manager Jennie Kloos stated there were no reports.

IX. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

Council Member Nordby noted the Planning Commission will meet this Thursday night at 6:30 p.m.

Council Member Woods stated that the Arts and Culture Commission will meet tomorrow night.

Council Member McKenzie noted EDA will meet in March of 2026.

Council Member Schweer stated the Park and Recreation Commission's next meeting will be January 28, 2026.

X. GENERAL BUSINESS

Council Member Nordby wished everyone a Happy New Year.

Council Member Schweer noted the schedule change for the History Cruzers car show and encouraged the public to come to the next City Council meeting to discuss further.

Council Member McKenzie also encouraged concerned residents regarding the History Cruzers car show to attend the next City Council meeting.

XI. ADJOURNMENT

There being no further business, on motion by Council Member Schweer, seconded by Council Member McKenzie, with all present voting aye (4-0), Mayor Monge adjourned the meeting at 6:42 p.m.

Jason Nordby, Acting Mayor

Attest: _____
Jennie Kloos, Assistant to City Manager

**City of North Saint Paul
January 20, 2026
Proposed 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
Mayor Monge

Staff: City Manager Brian Frandle, Assistant to the City Manager Jennie Kloos, Finance Director Dan Winek, Community Development Director Ken Roberts, Police Chief Ray Rozales, Public Works Director Ron Ritchie, and Public Works Supervisor Randy Miller

III. ADOPT AGENDA

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

IV. TOPICS

A. History Cruiser's Car Show Discussion

City Manager Brian Frandle noted that representatives from the car show were unable to attend the meeting. He provided a brief overview of prior discussions regarding the History Cruiser's Car Show and acknowledged inconsistencies between comments made by car show members and city staff. Mr. Frandle stated that meetings between the two groups had previously taken place and were productive. He explained that, due to various factors, hosting the event every Friday had become increasingly demanding for the organizers, leading the group to decide to hold the car show every other Friday instead. He added that car show members had also raised concerns related to safety, security, and costs.

Council Member Woods expressed his sympathy with the members' concerns. Mayor Monge reiterated similar sentiments and suggested other family-friendly options on Fridays when the car show is not running.

Council Member McKenzie inquired how the City Council could help with the safety and security concerns, especially surrounding parking. Council Member McKenzie suggested putting a safety plan in place without negatively affecting businesses and neighbors.

Council Member Schweer asked about the car show members' views on working with city staff. Mr. Frandle reported that, based on his discussions with the group, they indicated the city had been easy to work with.

The City Council discussed a variety of options regarding the open Fridays. Possible options are other car shows, free music shows, farmer's market, vendors, and a potential Art and Culture Commission collaboration.

Mr. Frandle stated the City can offer free music, but all other options would require a permit and insurance.

Council Member Woods suggested reaching out to surrounding cities for information. Mr. Frandle recommended retaining an event coordinator, outside of city staff, to promote weekend events.

V. ADJOURNMENT

On motion by Council Member Schweer, seconded by Council Member McKenzie, with all present voting aye (5-0), meeting is adjourned at 5:51 p.m.

John Monge, Mayor

Attest: _____
Brian Frandle, City Manager / Clerk



To	Date
Honorable Mayor Monge and City Council	February 3, 2026

Agenda Placement # V.B
Consent Agenda

Subject
General Claims \$3,693,080.06

Background/Facts

Financial Impact

Recommended Action

Attachments

1. 02-03-2026 AP COUNCIL PACKET

Respectfully submitted,
Jacquelyn Lutmer, Finance Coordinator



**NORTH
ST. PAUL**
extraordinary.

MEMORANDUM

TO: Mayor & Council Members
FROM: Jacquelyn Lutmer - Finance Coordinator
DATE: February 3, 2026
SUBJECT: Recommendation of approval of GENERAL claims list.

Claim Date

1/23/2026 Payroll Statement

	\$	359,638.53
Payroll Subtotal	\$	359,638.53

2/3/2026 Employee Reimbursements

151100-151101	\$	45.31
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2/3/2026 AP Check Register

151015-151099		254,511.58
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2/3/2026 AP Drafts

002845-002852	\$	3,078,884.64
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AP Subtotal	\$	3,333,441.53
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Grand Total	\$	3,693,080.06
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Approved this 3rd day of February 2026

/s/ John Monge, Mayor by Consent Resolution

/s/ Brian Frandle, City Manager/Clerk by Consent Resolution

PACKET: 06981 Regular Payments

VENDOR SET: 01

BANK : AP PREMIER BANK

**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
1	MCPHILLIP BROTHERS ROOFING							
	I-202601202422	MCPHILLIP BROTHERS ROOFING:	R	2/03/2026		7,910.00CR	151015	7,910.00
1	LIONSGATE ACADEMY							
	I-202601202427	LIONSGATE ACADEMY:	R	2/03/2026		10,225.00CR	151016	10,225.00
1	BRITTANY MANTEUFFEL							
	I-202601212431	BRITTANY MANTEUFFEL:	R	2/03/2026		200.00CR	151017	200.00
1	DELANIE FICEK							
	I-202601212432	DELANIE FICEK:	R	2/03/2026		350.00CR	151018	350.00
1	ERICKA COLEMAN							
	I-202601212433	ERICKA COLEMAN:	R	2/03/2026		350.00CR	151019	350.00
1	JENN HONSA							
	I-202601212434	JENN HONSA:	R	2/03/2026		200.00CR	151020	200.00
1	KONG LOR							
	I-202601212435	KONG LOR:	R	2/03/2026		200.00CR	151021	200.00
1	CHRISTINE YANG							
	I-202601272436	CHRISTINE YANG:	R	2/03/2026		350.00CR	151022	350.00
1	KAMEIKO VUE							
	I-202601272437	KAMEIKO VUE:	R	2/03/2026		1,025.00CR	151023	1,025.00
1	RICHMOND LI							
	I-202601272438	RICHMOND LI:	R	2/03/2026		725.00CR	151024	725.00
1	MAIKONG VANG							
	I-202601282445	MAIKONG VANG:	R	2/03/2026		100.00CR	151025	100.00
A01034	ADVANCED GRAPHIX INC							
	I-218427	DECALS	R	2/03/2026		115.00CR	151026	115.00
A01088	ALL CITY ELEVATOR							
	I-109852	PW BLDG REPAIRS	R	2/03/2026		1,744.99CR	151027	1,744.99
A01184	AMAZON CAPITAL SERVICES							
	I-177T-X7LH-GXLF	SUPPLIES	R	2/03/2026		273.59CR	151028	
	I-1QTX-RNLL-CLX1	SUPPLIES	R	2/03/2026		78.91CR	151028	
	I-1RVP-X7CC-7CVT	SUPPLIES	R	2/03/2026		516.77CR	151028	
	I-1Y77-M41T-JWF1	OFFICE SUPPLIES	R	2/03/2026		210.48CR	151028	1,079.75

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PACKET: 06981 Regular Payments

VENDOR SET: 01

**** CHECK LISTING ****

BANK : AP PREMIER BANK

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
A01206	AMERICAN FLAGPOLE & FLAG I-204674	FLAG FOR COUNCIL CHAMBERS	R	2/03/2026		177.50CR	151029	177.50
A20250	AXON ENTERPRISE INC I-INUS414471	DATA LICENSE AND CLASS	R	2/03/2026		6,200.16CR	151030	6,200.16
B02049	BATTERIES PLUS BULBS I-P88818478 I-P88826307 I-P88831641	BATTERY BATTERIES BATTERY	R R R	2/03/2026 2/03/2026 2/03/2026		127.95CR 592.60CR 162.32CR	151031 151031 151031	882.87
B02082	BENEFIT EXTRAS INC. I-1545223	JAN 2026 COBRA/2025 RETIREE	R	2/03/2026		465.00CR	151032	465.00
C03002	CAMPBELL KNOTSON PA I-2076-0000G-212 I-2076-0066G-90	DEC 2025 LEGAL SERVICES DEC 2025 LEGAL SERVICES	R R	2/03/2026 2/03/2026		2,159.73CR 168.80CR	151033 151033	2,328.53
C03041	FLEETPRIDE C-130789553 I-130690020 I-130870682 I-131075563	REFUND OF SUPPLIES SUPPLIES SUPPLIES SUPPLIES	R R R R	2/03/2026 2/03/2026 2/03/2026 2/03/2026		136.91 213.90CR 64.45CR 44.58CR	151034 151034 151034 151034	186.02
C03066	CINTAS I-4255719528 I-4255719698 I-4256494333	SHOP TOWELS UNIFORMS UNIFORMS	R R R	2/03/2026 2/03/2026 2/03/2026		44.70CR 68.36CR 68.36CR	151035 151035 151035	181.42
C03091	CES IMAGING I-INV179987	JAN 2026 COPIER LEASE	R	2/03/2026		268.20CR	151036	268.20
C03139	COMCAST I-202601282447	INTERNET SERV CH 1/27-2/26/26	R	2/03/2026		163.14CR	151037	163.14
C03282	CUSTOM TRUCK ONE SOURCE I-2025002380624 I-2025007241882 I-2026002000907	SOLENOID SERVICE TO CHIPPER TRUCK FIXED CONTROL	R R R	2/03/2026 2/03/2026 2/03/2026		100.19CR 12,264.00CR 195.60CR	151038 151038 151038	12,559.79
D04063	COREMARK METALS I-5652323 I-5652324	BARE PIPE DRILL SETS	R R	2/03/2026 2/03/2026		175.00CR 370.00CR	151039 151039	545.00

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VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
E05023	ECSI							
	I-397185	2026 ANNUAL ALARM MONITORING	R	2/03/2026		320.00CR	151040	
	I-397186	2026 CC ALARM MONITORING	R	2/03/2026		320.00CR	151040	640.00
F06475	FRA-DOR BLACK DIRT & RECY							
	I-2601013	RECYCLE CONCRETE	R	2/03/2026		77.00CR	151041	77.00
G07280	GRAINGER INC							
	I-9751242984	SUPPLIES	R	2/03/2026		36.42CR	151042	
	I-9761000885	TOGGLE SWITCH COVER	R	2/03/2026		21.28CR	151042	
	I-9761000893	TOGGLE SWITCH COVER	R	2/03/2026		10.64CR	151042	68.34
G07315	GREAT AMERICA FINANCIAL SERVICES							
	I-40828882	DEC 2025 POSTAGE RENTAL	R	2/03/2026		169.95CR	151043	169.95
H06055	HAWKINS INC							
	I-7310969	CHLORINE FOR WELLS	R	2/03/2026		4,043.83CR	151044	4,043.83
H07992	HARBOR FREIGHT							
	I-6c2cdfb5	SUPPLIES	R	2/03/2026		33.96CR	151045	
	I-875e91ff	SUPPLIES	R	2/03/2026		98.30CR	151045	132.26
H08154	NO ST PAUL HISTORY CRUZE INC							
	I-202601272440	2026 ANNUAL SPONSORSHIP	R	2/03/2026		475.00CR	151046	475.00
H08165	HOME DEPOT							
	C-9344856	RETURN OF SUPPLIES	R	2/03/2026		207.18	151047	
	I-1011821	SUPPLIES	R	2/03/2026		152.96CR	151047	
	I-1023611	WASHER	R	2/03/2026		3.25CR	151047	
	I-3010866	SUPPLIES	R	2/03/2026		177.78CR	151047	
	I-3013074	WISKET KEY	R	2/03/2026		89.55CR	151047	
	I-4023708	TILE REPAIR SUPPLIES	R	2/03/2026		30.89CR	151047	
	I-4102615	ALL PORPOSE 3PK SPONGE	R	2/03/2026		4.97CR	151047	
	I-6102298	SNOW FENCE FOR PLAYGROUND	R	2/03/2026		153.48CR	151047	
	I-8102516	CHARCOAL MAT	R	2/03/2026		24.98CR	151047	
	I-91336	SUPPLIES	R	2/03/2026		66.03CR	151047	496.71
H08185	HUMERATECH							
	I-251375	REPLACE TRANE CONDENSING UNIT	R	2/03/2026		14,847.43CR	151048	
	I-251405	FIX HUMIDITY ALARM	R	2/03/2026		534.00CR	151048	
	I-251406	BOILER ISSUES	R	2/03/2026		1,221.00CR	151048	
	I-251407	BOILER ISSUES	R	2/03/2026		534.00CR	151048	
	I-260022	2026 SERVICE AGREEMENT	R	2/03/2026		2,964.71CR	151048	
	I-260029	Q1 2026 MAINTENANCE AGREEMENT	R	2/03/2026		491.43CR	151048	
	I-260030	Q1 2026 SERVICE AGREEMENT	R	2/03/2026		993.41CR	151048	
	I-260031	Q1 2026 SERVICE AGREEMENT	R	2/03/2026		987.81CR	151048	
	I-260032	Q1 2026 SERVICE AGREEMENT	R	2/03/2026		491.43CR	151048	
	I-260033	Q1 2026 SERVICE AGREEMENT	R	2/03/2026		950.61CR	151048	24,015.83

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VENDOR SET: 01

BANK : AP PREMIER BANK

**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
H14077	CORE & MAIN LP							
	I-INV0025566	CHLORINE TESTING	R	2/03/2026		921.90CR	151049	
	I-Y395698	CLAMPS	R	2/03/2026		3,718.31CR	151049	4,640.21
I09045	IMPACT							
	I-220309	OCT 2025 BILLS/DRAFTS	R	2/03/2026		7,188.40CR	151050	7,188.40
K11143	KEYS WELL DRILLING CO							
	I-2025120	PIPE FOR WELL	R	2/03/2026		2,183.12CR	151051	2,183.12
M13081	MES INC							
	I-IN2400011	HOSE FOR FLUSHING HYDRANTS	R	2/03/2026		843.77CR	151052	843.77
M13110	MENARDS-OAKDALE							
	I-19325	WOOD FOR GAGA BALL	R	2/03/2026		388.58CR	151053	
	I-19640	CORDS	R	2/03/2026		21.21CR	151053	
	I-19687	SUPPLIES	R	2/03/2026		75.80CR	151053	485.59
M13192	MN BENEFIT ASSOC							
	I-2026-0369754	JAN 2026 LIFE INSURANCE	R	2/03/2026		71.17CR	151054	71.17
M13220	MN DNR - OMB							
	I-202601292448	WATER USE FEE 2025	R	2/03/2026		4,471.09CR	151055	4,471.09
M13286	MIKE'S LP GAS INC & RV SERVICE							
	I-165528	FUEL FOR FORKLIFT	R	2/03/2026		123.65CR	151056	123.65
M13392	MCDONALD HOPKINS LLC							
	I-1572783	EMAIL COMPROMISE INCIDENT	R	2/03/2026		1,091.25CR	151057	
	I-1576743	EMAIL COMPROMISE INCIDENT	R	2/03/2026		175.50CR	151057	1,266.75
N07096	NAPA AUTO PARTS							
	C-3617-385506	REFUND OF SUPPLIES	R	2/03/2026		21.96	151058	
	I-3617-385029	SUPPLIES	R	2/03/2026		65.88CR	151058	
	I-3617-385565	SUPPLIES	R	2/03/2026		35.87CR	151058	79.79
N14080	NUSS TRUCK & EQUIPMENT							
	I-PSO262163-1	SUPPLIES	R	2/03/2026		101.86CR	151059	
	I-PSO262163-2	VALVE	R	2/03/2026		66.68CR	151059	168.54
N14183	NINENORTH							
	I-2025-216	DEC 2025 MEETING AV SERVICES	R	2/03/2026		2,648.00CR	151060	2,648.00

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**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
N14210	NO ST PAUL HISTORICAL SOC							
	I-202601272439	2026 ANNUAL STIPEND	R	2/03/2026		3,000.00CR	151061	3,000.00
O15001	O'REILLY AUTO PARTS							
	C-2074-419871	RETURN OF AIR FILTERS	R	2/03/2026		125.58	151062	
	I-1799-464793	MEGACRIMP	R	2/03/2026		93.92CR	151062	
	I-2074-419553	MEGACRIMPS	R	2/03/2026		383.75CR	151062	
	I-2074-419572	MEGACRIMP	R	2/03/2026		12.25CR	151062	
	I-2074-420892	TPMS SENSOR	R	2/03/2026		169.68CR	151062	
	I-2074-421470	BATTERY TERM	R	2/03/2026		31.98CR	151062	
	I-2074-421656	APPLICATOR	R	2/03/2026		17.99CR	151062	
	I-2074-422825	CIR TESTER	R	2/03/2026		37.98CR	151062	
	I-2074-423633	FUEL PUMP	R	2/03/2026		32.59CR	151062	
	I-2074-423748	SWITCH	R	2/03/2026		35.67CR	151062	
	I-2074-424584	BATTERY	R	2/03/2026		159.90CR	151062	
	I-2074-424683	SUPPLIES	R	2/03/2026		47.45CR	151062	897.58
O15058	OVERHEAD DOOR COMPANY							
	I-143032	GARAGE DOOR REPAIRS	R	2/03/2026		405.90CR	151063	405.90
P16435	PREMIUM WATERS							
	I-311259021	JAN 2026 WATER SERVICE	R	2/03/2026		19.84CR	151064	19.84
R18010	RAMSEY COUNTY FINANCE							
	I-RESFA-008777	DEC 2025 PW TIPPING	R	2/03/2026		524.74CR	151065	
	I-RESFA-008787	DEC 2025 RESIDENTIAL TIPPING	R	2/03/2026		34,535.80CR	151065	35,060.54
R18022	RAMSEY COUNTY-CEC- ENVIRONMENT HEALTH							
	I-202601202429	DEC 02025 CEC HAULER	R	2/03/2026		12,986.23CR	151066	12,986.23
R18030	RDO EQUIPMENT COMPANY							
	I-R1058714	LOADER LEASE	R	2/03/2026		2,377.24CR	151067	2,377.24
S18996	SAFE-FAST INC							
	I-INV319364	HARNESS FOR TRIPOD	R	2/03/2026		881.73CR	151068	881.73
S19172	SHAMROCK GROUP							
	I-542860	CYLINDER RENTAL	R	2/03/2026		18.00CR	151069	18.00
S19433	STAPLES ADVANTAGE							
	I-6053036800	SUPPLIES	R	2/03/2026		50.12CR	151070	50.12

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**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
S19486	SUPERIOR PROPERTY MAINTEN							
	I-10168	DOWNTOWN SNOW REMOVAL	R	2/03/2026		2,940.00CR	151071	
	I-10169	DOWNTOWN SNOW REMOVAL	R	2/03/2026		9,240.00CR	151071	12,180.00
T20076	TOSHIBA AMERICA BUSINESS SOLUTIONS INC							
	I-5037213077	JAN 2026 COPIER LEASE	R	2/03/2026		402.19CR	151072	
	I-5037213078	JAN 2026 COPIER LEASE	R	2/03/2026		164.78CR	151072	
	I-5037309998	FEB 2026 COPIER LEASE	R	2/03/2026		209.67CR	151072	776.64
T20117	TAYLOR PRINT & PACKAGING							
	I-9627092	BUSINESS CARDS	R	2/03/2026		85.49CR	151073	85.49
T20126	TENNIS SANITATION LLC							
	I-4587244	DEC 2025 SOLID WASTE	R	2/03/2026		484.50CR	151074	
	I-4587245	DEC 2025 SOLID WASTE	R	2/03/2026		53,804.84CR	151074	
	I-4587246	DEC 2025 - 2538 SEPPALA	R	2/03/2026		292.11CR	151074	
	I-4587248	DEC 2025 - 2290 1ST ST N	R	2/03/2026		97.37CR	151074	
	I-4587249	DEC 2025 - 2400 MARGARET ST	R	2/03/2026		97.37CR	151074	54,776.19
T20191	TIMESAVER OFF SITE SECRETARIAL INC.							
	I-31677	JAN 2026 CITY COUNCIL MEETING	R	2/03/2026		178.00CR	151075	178.00
T20213	TOFT'S OUTDOOR SUPPLY LLC							
	I-9095	BRUSH/LOG DISPOSAL	R	2/03/2026		450.00CR	151076	
	I-9133	BRUSH/LOG DISPOSAL	R	2/03/2026		1,170.00CR	151076	1,620.00
T20227	TORK TOOLS LLC							
	I-2574	WIRE TOOL KIT	R	2/03/2026		130.95CR	151077	130.95
T20285	TRI STATE BOBCAT INC							
	I-A58664	SUPPLIES	R	2/03/2026		502.38CR	151078	502.38
T20466	TWIN CITIES TRANSPORT & RECOVERY							
	I-26-0113-273104	TOW CHARGE	R	2/03/2026		195.00CR	151079	195.00
T20470	TWIN CITY WATER CLINIC INC							
	I-24160	WATER TESTING	R	2/03/2026		256.00CR	151080	
	I-24253	WATER TESTING	R	2/03/2026		100.00CR	151080	356.00
U21298	UNLIMITED SUPPLIES, INC.							
	I-507913	SUPPLIES	R	2/03/2026		106.79CR	151081	106.79

PACKET: 06981 Regular Payments

VENDOR SET: 01

BANK : AP PREMIER BANK

**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK TYPE	CHECK DATE	DISCOUNT	AMOUNT	CHECK NO#	CHECK AMOUNT
X14164	XCEL ENERGY I-0575116851	CC 51-0010770852-4	R	2/03/2026		2,878.56CR	151082	2,878.56
X14164	XCEL ENERGY I-0575237539	PW BLDG 51-09342478-9	R	2/03/2026		4,367.08CR	151083	4,367.08
X14164	XCEL ENERGY I-0577456149	CC 51-0010770852-4	R	2/03/2026		3,704.50CR	151084	3,704.50
X14164	XCEL ENERGY I-0577575133	PW BLDG 51-9342478-9	R	2/03/2026		5,848.99CR	151085	5,848.99
X14164	XCEL ENERGY I-0577586500	CASEY 51-0011600586-3	R	2/03/2026		349.22CR	151086	349.22
X14164	XCEL ENERGY I-0577643303	NW PARK 51-4590742-0	R	2/03/2026		238.87CR	151087	238.87
X14164	XCEL ENERGY I-0577660210	CITY HALL 51-6228531-0	R	2/03/2026		5,038.53CR	151088	5,038.53
X14164	XCEL ENERGY I-0577754781	WELL #5 51-0010770834-2	R	2/03/2026		22.50CR	151089	22.50
X14164	XCEL ENERGY I-0577755272	WELL #1 51-0010770834-2	R	2/03/2026		73.28CR	151090	73.28
X14164	XCEL ENERGY I-0577755357	WELL #4 51-0010770834-2	R	2/03/2026		94.99CR	151091	94.99
X14164	XCEL ENERGY I-0577755362	MCKNIGHT 51-0010770873-9	R	2/03/2026		22.50CR	151092	22.50
X14164	XCEL ENERGY I-0577755590	WELL #2 51-0010770834-2	R	2/03/2026		119.54CR	151093	119.54
X14164	XCEL ENERGY I-0577756180	WELL #3 51-0010770834-2	R	2/03/2026		152.74CR	151094	152.74
X14164	XCEL ENERGY I-0577757667	HAUSE 51-0010770873-9	R	2/03/2026		166.40CR	151095	166.40

VENDOR	NAME / I.D.	DESC	CHECK	CHECK	DISCOUNT	AMOUNT	CHECK	CHECK
			TYPE	DATE			NO#	AMOUNT
X14164	XCEL ENERGY							
	I-1238815092	PUMP #4 51-0014420187-1	R	2/03/2026		9.30CR	151096	9.30
X14164	XCEL ENERGY							
	I-1246181619	PUMP #4 51-0014420187-1	R	2/03/2026		14.60CR	151097	14.60
Z26030	ZARNOTH BRUSH WORKS INC							
	I-0204818-IN	BOBCAT BROOMS	R	2/03/2026		1,164.00CR	151098	1,164.00
Z26059	ZEP SALES & SERVICE							
	I-9012004518	SOAP FOR WASH BAY	R	2/03/2026		819.99CR	151099	819.99

PACKET: 06981 Regular Payments

VENDOR SET: 01

BANK : AP PREMIER BANK

*** DRAFT/OTHER LISTING ***

			ITEM	PAID				ITEM	ITEM
VENDOR	NAME / I.D.	DESC	TYPE	DATE	DISCOUNT	AMOUNT	NO#		AMOUNT
M13237	MN DEPT OF LABOR & INDUSTRY								
	I-202601202428	Q4 2025 BLDG PERM SURCHARGE	D	1/16/2026		1,698.61CR	002850		1,698.61
H08033	H S A BANK								
	I-W675529	JAN 2026 SERVICE FEE	D	1/27/2026		150.00CR	002847		150.00
L12385	LOCAL UNION #160								
	I-202601272443	DEC 2025 UNION DUES	D	1/28/2026		1,034.08CR	002849		
	I-202601272444	JAN 2026 UNION DUES	D	1/28/2026		1,034.08CR	002849		2,068.16
U21218	U S BANK								
	I-202601282446	1ST HALF PYMT BONDS	D	1/30/2026		2,992,154.24CR	002853		2,992,154.24
U21204	UHS PREMIUM BILLING								
	I-400911963805	FEB 2026 COVERAGE	D	2/01/2026		66,333.29CR	002852		66,333.29
N14207	CITY OF NORTH ST PAUL								
	I-202601202423	DEC 2025 USAGE	D	2/05/2026		8,890.78CR	002851		8,890.78
L12385	LOCAL UNION #160								
	I-202601272441	OCT 2025 UNION DUES	D	12/03/2025		1,034.08CR	002848		
	I-202601272442	NOV 2025 UNION DUES	D	12/03/2025		1,034.08CR	002848		2,068.16
H08033	H S A BANK								
	I-202601202424	DEC 2025 CLAIM REIMBURSEMENT	D	12/16/2025		5,000.00CR	002845		5,000.00
H08033	H S A BANK								
	I-202601202425	DEC 2025 CLAIM REIMBURSEMENT	D	12/23/2025		521.40CR	002846		521.40

* * T O T A L S * *		NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:		85	0.00	254,511.58	254,511.58
HANDWRITTEN CHECKS:		0	0.00	0.00	0.00
PRE-WRITE CHECKS:		0	0.00	0.00	0.00
DRAFTS:		9	0.00	3,078,884.64	3,078,884.64
VOID CHECKS:		0	0.00	0.00	0.00
NON CHECKS:		0	0.00	0.00	0.00
CORRECTIONS:		0	0.00	0.00	0.00
REGISTER TOTALS:		94	0.00	3,333,396.22	3,333,396.22

TOTAL ERRORS: 0

TOTAL WARNINGS: 0

PACKET: 06982 EMPLOYEE REIMBURSEMENTS

VENDOR SET: 01

BANK : AP PREMIER BANK

**** CHECK LISTING ****

VENDOR	NAME / I.D.	DESC	CHECK	CHECK	DISCOUNT	AMOUNT	CHECK	CHECK
			TYPE	DATE			NO#	AMOUNT
1	JENNIE KLOOS							
	I-202601292449	JENNIE KLOOS:	R	2/03/2026		31.90CR	151100	31.90
1	AVA GRIEMERT							
	I-202601292450	AVA GRIEMERT:	R	2/03/2026		13.41CR	151101	13.41

* * T O T A L S * *	NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:	2	0.00	45.31	45.31
HANDWRITTEN CHECKS:	0	0.00	0.00	0.00
PRE-WRITE CHECKS:	0	0.00	0.00	0.00
DRAFTS:	0	0.00	0.00	0.00
VOID CHECKS:	0	0.00	0.00	0.00
NON CHECKS:	0	0.00	0.00	0.00
CORRECTIONS:	0	0.00	0.00	0.00
REGISTER TOTALS:	2	0.00	45.31	45.31

TOTAL ERRORS: 0

TOTAL WARNINGS: 0



To	Date
Honorable Mayor Monge and City Council	February 3, 2026

Agenda Placement # V.C
Consent Agenda

Subject
HRA Claims \$3,511.47

Background/Facts

Financial Impact

Recommended Action

Attachments

1. 02-03-2026 HRA AP COUNCIL PACKET

Respectfully submitted,
Jacquelyn Lutmer, Finance Coordinator



**NORTH
ST. PAUL**
extraordinary.

MEMORANDUM

TO: HRA Chairman and Commissioners
FROM: Jacquelyn Lutmer - Finance Coordinator
DATE: February 3, 2026
SUBJECT: Recommendation of approval of HRA claims list.

Claim Date

2/3/2026 AP Check Register	151102-151103	\$	3,378.52
2/3/2026 AP Draft Register	002854	\$	132.95
Total			<u><u>\$3,511.47</u></u>

Approved this 3rd day of February 2026

/s/ John Monge, Mayor by Consent Resolution

/s/ Brian Frandle, City Manager/Clerk by Consent Resolution

VENDOR	NAME / I.D.	DESC	CHECK	CHECK	DISCOUNT	AMOUNT	CHECK	CHECK
			TYPE	DATE			NO#	AMOUNT
L12462	LYMAN LUMBER COMPANY							
	I-24030108-019	SUPPLIES FOR STUDENT BUILD	R	2/03/2026		148.79CR	151102	
	I-24030238-019	SUPPLIES FOR STUDENT BUILD	R	2/03/2026		1,173.60CR	151102	
	I-24033095-019	SUPPLIES FOR STUDENT BUILD	R	2/03/2026		1,861.18CR	151102	3,183.57
X14164	XCEL ENERGY							
	I-0577653926	2393 MGRT 51-6228531-0	R	2/03/2026		194.95CR	151103	194.95

VENDOR	NAME / I.D.	DESC	ITEM	PAID	DISCOUNT	AMOUNT	ITEM	ITEM
			TYPE	DATE			NO#	AMOUNT
N14207	CITY OF NORTH ST PAUL							
	I-202601202430	DEC 2025 USAGE	D	2/05/2026		132.95CR	002854	132.95

* * T O T A L S * *		NO#	DISCOUNTS	CHECK AMT	TOTAL APPLIED
REGULAR CHECKS:		2	0.00	3,378.52	3,378.52
HANDWRITTEN CHECKS:		0	0.00	0.00	0.00
PRE-WRITE CHECKS:		0	0.00	0.00	0.00
DRAFTS:		1	0.00	132.95	132.95
VOID CHECKS:		0	0.00	0.00	0.00
NON CHECKS:		0	0.00	0.00	0.00
CORRECTIONS:		0	0.00	0.00	0.00
REGISTER TOTALS:		3	0.00	3,511.47	3,511.47
TOTAL ERRORS: 0 TOTAL WARNINGS: 0					



To

Honorable Mayor Monge and City Council

Date

February 3, 2026

Agenda Placement # V.D

Consent Agenda

Subject

Approve new On-Sale Liquor License and Sunday sales for Swiech Holdings LLC
DBA The Pizza Factory

Background/Facts

Swiech Holdings LLC dba The Pizza Factory has submitted an application for an on-sale intoxicating and Sunday liquor license located at 2137 Division St N. The license will be effective after satisfactorily completing all license requirements and approvals.

Financial Impact

Recommended Action

Approve Resolution No. 2026-xxx New On-sale and Sunday Liquor License for Swiech Holdings, LLC, DBA The Pizza Factory.

Attachments

1. Res 2026-xxx- NEW Liq App Swiech Holdings LLC DBA Pizza Factory

Respectfully submitted,
Jennie Kloos, Assistant to City Manager/ Human Resources Manager

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2026-xxx

**RESOLUTION APPROVING ON-SALE & SUNDAY LIQUOR LICENSE FOR
SWIECH HOLDINGS, LLC DBA THE PIZZA FACTORY
EFFECTIVE UPON APPROVAL THROUGH JUNE 30, 2026**

WHEREAS, Swiech Holdings LLC DBA The Pizza Factory submitted an application for the issuance of an On-Sale & Sunday Liquor License to be located at 2137 Division St N; and

WHEREAS, the license will be effective upon city council and the State of Minnesota's approval through June 30, 2025. The license will then renew with all other liquor license renewals July 1, 2026 each subsequent year; and

WHEREAS, the license will be effective after satisfactorily completing all license requirements, approvals and fees; and

WHEREAS, the conditions of the On-Sale & Sunday Liquor License and hours of sale are as stated in City Ordinances 117.155 and 117.160; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of North St. Paul, hereby approves the On-Sale and Sunday Liquor License for Swiech Holdings LLC, DBA the Pizza Factory, effective upon approval through June 30, 2026.

ADOPTED this 3rd day of February, 2026.

Motion by
Second by

Voting:
Aye:
Nay:
Absent:
Abstain

John Monge, Mayor

Attest:

Brian Frandle, City Manager/ Clerk

**To**

Honorable Mayor Monge and City Council

Date

February 3, 2026

Agenda Placement # V.E

Consent Agenda

Subject

Special Event Permit - NSP Veteran's Park Memorial Day Celebration

Background/Facts

The City of North St. Paul received a request for a Special Event Permit from Dave McKenzie representing the NSP Veteran's Park Committee to host a Memorial Day Celebration at the NSP Veterans Park on May 25, 2026. The applicant has supplied the necessary and required certificate of liability insurance and the application has been reviewed and approved by the Police and Fire departments.

Financial Impact**Recommended Action**

Approve Resolution 2026-XXX approving a special event permit for the NSP Veteran's Park Memorial Day Celebration

Attachments

1. NSP Veteran's Park Memorial Day Special Event Resolution

Respectfully submitted,

Jordyn Lehman, Community Development Administrative Assistant

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2026-xxx

**RESOLUTION APPROVING A SPECIAL EVENT PERMIT FOR
NORTH ST. PAUL VETERAN'S PARK MEMORIAL DAY CELEBRATION**

WHEREAS, the City of North St. Paul received a request for a Special Event Permit from Dave McKenzie of the North St. Paul Veteran's Park Committee to host a Memorial Day Celebration at the North St. Paul Veterans Park on May 25, 2026 from 10:00 a.m. to 12:30 p.m.; and

WHEREAS, the applicant has supplied the necessary and required certificate of liability insurance and the application has been reviewed and approved by the Police, Fire, and Public Works departments; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of North St. Paul hereby approves the Special Event Permit application for the North Saint Paul Veteran's Park Committee on May 25th, 2026, as follows:

- The event shall be held at the North St. Paul Veteran's Park on Monday, May 25, 2026, from 10:00 a.m. to 12:30 p.m.
- The permittee shall operate the special event only on those days and during the hours specified on the permit.
- Approximately 125 attendees are anticipated at the event.
- The applicant requests 30-50 chairs to be provided by the City
- A first aid kit will not be onsite, but paramedics will be nearby.
- The special event applicant is responsible for clean-up. Any clean-up require by the city may be charged to the applicant.
- Any city service that requires overtime will be at the expense of the applicant.

ADOPTED this 3rd day of February 2026.

Motion by
Second by

Voting: Ayes:
 Nays:
 Abstain:
 Absent:

John Monge, Mayor

Attest:

Brian Frandle, City Manager/Clerk

**To**

Honorable Mayor Monge and City Council

Date

February 3, 2026

Agenda Placement # V.F

Consent Agenda

Subject

Special Event Permit - NSP Veteran's Park POW & MIA Remembrance Walk

Background/Facts

The City of North St. Paul received a request for a Special Event Permit from Dave McKenzie representing the NSP Veteran's Park Committee to host a POW & MIA remembrance walk from the NSP VFW to the Veteran's Park on September 24, 2026. The applicant has supplied the necessary and required certificate of liability insurance and the application has been reviewed and approved by the Police and Fire departments.

Financial Impact**Recommended Action**

Approve Resolution 2026-XXX Approving a special event permit for the NSP Veteran's Park POW & MIA Remembrance Walk.

Attachments

1. NSP Veteran's Park POW & MIA Walk

Respectfully submitted,

Jordyn Lehman, Community Development Administrative Assistant

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2026-xxx

**RESOLUTION APPROVING A SPECIAL EVENT PERMIT FOR
NORTH ST. PAUL VETERAN'S PARK POW & MIA WALK**

WHEREAS, the City of North St. Paul received a request for a Special Event Permit from Dave McKenzie of the North St. Paul Veteran's Park Committee to host a POW & MIA remembrance walk from the North St. Paul VFW to the Veteran's Park on September 24, 2026 from 5:45 p.m. to 7:30 p.m.; and

WHEREAS, the applicant has supplied the necessary and required certificate of liability insurance and the application has been reviewed and approved by the Police, Fire, and Public Works departments; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of North St. Paul hereby approves the Special Event Permit application for the North Saint Paul Veteran's Park Committee POW & MIA remembrance walk on September 24th, 2026, as follows:

- The event shall start at the NSP VFW and attendees will walk on the sidewalk to the NSP Veteran's Park on Thursday, September 24th, 2026 from 5:45 p.m. to 7:30 p.m.
- The permittee shall operate the special event only on those days and during the hours specified on the permit.
- Approximately 100 attendees are anticipated at the event.
- A first aid kit will not be onsite, but paramedics will be nearby.
- Applicant requests 50 chairs to be provided by the City.
- The special event applicant is responsible for clean-up. Any clean-up require by the city may be charged to the applicant.
- Any city service that requires overtime will be at the expense of the applicant.

ADOPTED this 3rd day of February 2026.

Motion by
Second by

Voting: Ayes:
 Nays:
 Abstain:
 Absent:

John Monge, Mayor

Attest:

Brian Frandle, City Manager/Clerk



To	Date
Honorable Mayor Monge and City Council	February 3, 2026

Agenda Placement # V.G

Consent Agenda

Subject

Special Event - NSP Veteran's Park Veterans Day Celebration

Background/Facts

The City of North St. Paul received a request for a Special Event Permit from Dave McKenzie representing the NSP Veteran's Park to host a Veterans Day Celebration at the NSP Veteran's Park on November 11, 2026. The applicant has supplied the necessary and required certificate of liability insurance and the application has been reviewed and approved by the Police and Fire departments.

Financial Impact

Recommended Action

Approve Resolution 2026-XXX Approving a special event permit for the NSP Veteran's Park Veterans Day Celebration.

Attachments

1. NSP Veteran's Park Veteran's Day Special Event Resolution

Respectfully submitted,
Jordyn Lehman, Community Development Administrative Assistant

CITY OF NORTH ST. PAUL

RESOLUTION NO. 2026-xxx

**RESOLUTION APPROVING A SPECIAL EVENT PERMIT FOR
NORTH ST. PAUL VETERAN'S PARK VETERAN'S DAY CELEBRATION**

WHEREAS, the City of North St. Paul received a request for a Special Event Permit from Dave McKenzie of the North St. Paul Veteran's Park Committee to host a Veteran's Day Celebration at the North St. Paul Veterans Park on November 11, 2026 from 11:00 a.m. to 12:00 p.m.; and

WHEREAS, the applicant has supplied the necessary and required certificate of liability insurance and the application has been reviewed and approved by the Police, Fire, and Public Works departments; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of North St. Paul hereby approves the Special Event Permit application for the North Saint Paul Veteran's Park Committee on November 11th, 2026, as follows:

- The event shall be held at the North St. Paul Veteran's Park on Wednesday, November 11, 2026, from 11:00 a.m. to 12:00 p.m.
- The permittee shall operate the special event only on those days and during the hours specified on the permit.
- Approximately 100 attendees are anticipated at the event.
- A first aid kit will not be onsite, but paramedics will be nearby.
- The special event applicant is responsible for clean-up. Any clean-up required by the city may be charged to the applicant.
- Any city service that requires overtime will be at the expense of the applicant.

ADOPTED this 3rd day of February 2026.

Motion by
Second by

Voting: Ayes:
 Nays:
 Abstain:
 Absent:

John Monge, Mayor

Attest:

Brian Frandle, City Manager/Clerk



To

Honorable Mayor Monge and City Council

Date

February 3, 2026

Agenda Placement # V.H

Consent Agenda

Subject

Updated 2026 Car Show Agreement

Background/Facts

An updated Car Show agreement with a fee amendment to reduce the max fee to be charged to the Car Show to reflect the reduction in shows in the 2026 season.

Financial Impact

Recommended Action

Approve Updated Car Show Agreement

Attachments

1. Car Show Agreement 2026 (Final)

Respectfully submitted,
Jordyn Lehman, Community Development Administrative Assistant

2026 North St. Paul Friday Night Car Show

Memorandum of Agreement Between City of North St. Paul and North St. Paul History Cruzers

The purpose of this Agreement is to set forth the understandings of the City of North St. Paul (City) and the North St. Paul History Cruzers for the operation of Car Show on the following Fridays: June 12, June 26, July 10, July 24, August 7, August 21, September 4, and September 18th.

The City and the History Cruzers agree to jointly accomplish the following:

- Work together to assure the success of the Car Show and the safety of the public and peace of local neighborhoods.
- Jointly promote the Car Show in various means including Web Site and Newsletters of the City of North St. Paul.
- Actively promote the Car Show as a means of economic development for the businesses in the City.
- Use the Car Show as a source of funding for local charities and philanthropic groups.

The City will permit the North St. Paul History Cruzers the right to conduct Car Shows as follows:

- Operate for 8 Friday nights which the following dates: June 12, June 26, July 10, July 24, August 7, August 21, September 4, and September 18, 2026.
- Follow event hours of operation from 6:00 p.m. until 10:00 p.m.
- Close the following streets during Car Show times:
 - 7th Avenue between 1st Street and Helen Street
 - 7th Avenue from Helen Street to Margaret Street
 - 7th Avenue from Margaret Street to Charles Street
 - 7th Avenue from Charles Street to Henry Street
 - Helen Street from Seppala Boulevard to the northern edge of 4th Avenue
- Have access to City services, including sufficient public safety and public works personnel to conduct a safe, clean and efficient Car Show.
- Maintain pedestrian and vehicle access to residential and commercial properties as needed.

The North St. Paul History Cruzers agrees to operate a Car Show consistent with the above conditions and in return agrees to the following:

- Work with the City Manager and the Police Chief to create an enhanced communication system with the Police and Fire Departments during each event to allow for constant contact between Car Show representatives and emergency personnel.
- Make their best attempt to develop spectator parking available and identified at several locations including City Parking Lots, North High School, North Flex Academy, Old National Bank, American Legion, VFW, Berwald Roofing and Tracy Luther Properties.
- Make best efforts to communicate with the residential areas immediately surrounding the Car Show area regarding the event by websites, social media, leaflets and signs and include contact persons for assistance.
- Make best efforts to include local vendors at the shows.
- Make best efforts to involve local charities for fund-raising purposes and consider fees for car show participants as a means of generating revenue for them.
- Actively manage all intersections on 7th Avenue for safe pedestrian crossings.
- Actively assist cars traveling through the closed streets for safe exiting during the show.

Remit payment within 60 days of the last event of the season reimbursing the City for actual costs incurred for:

- Portable toilets (estimated at \$91 per toilet per show – historically 5 toilets/show or \$500).
- Police personnel (estimated at \$416 per show for 1 officer at 4 hours per show) when onsite. The City may charge the Car Show a reduced hourly rate for CSO coverage the City provides.
- Public Works personnel (estimated at \$403 per show).
- In a total amount not to exceed \$7,840 per season.

Provide insurance and indemnity to the City in amounts specified by the City Attorney.

Provide to the City a complete list of potential vendors and a preliminary site plan prior to May 1st, 2026.

We, the undersigned, agree to the terms and conditions specified within this document and agree not to amend or modify any of them without the express agreement of the other party and will make its best efforts to comply with its specifics and intents.

City of North St. Paul

North St. Paul History Cruzers

John Monge, Mayor

Bob Van Canneyt, President

Brian Frandle, City Manager

Bill Kinney, Vice President



To	Date
Honorable Mayor Monge and City Council	February 3, 2026

Agenda Placement # VII.A

City Business Action Items & Recommendations

Subject

2026 Pavement Management Project (City Project No. 26-01) – Approve Plans and Specifications and Order Advertisement for Bids

Background/Facts

- The 2026 Pavement Management Project (City Project No. 26-01) is included in the City's Capital Improvement Plan (CIP) adopted by City Council on December 17, 2024. Within the 2026 budget and CIP, several streets have been identified based on quantified pavement conditions as part of North St. Paul's pavement management evaluations for improvements to the bituminous asphalt roadway surfaces by pavement reconstruction and overlay.
- Streets proposed for improvements in 2026 include the following roadways totaling approximately 9,000 feet:
 1. 1st Street from approximately 100 feet north of Navajo Road to Indian Way
 2. Mohawk Road E from 17th Avenue to McKnight Road N
 3. 7th Street N from the cul-de-sac north of Highway 36 to 9th Avenue
 4. Cowern Place from 7th Avenue E to 6th Street N
 5. 6th Street N from Holloway Avenue E to 7th Avenue E
 6. Cowern Place E from McKnight Road N to 1st Street N
 7. Memory Lane from Cowern Place E to Northwood Drive
 8. Memory Court
 9. Polaris Place from Holloway Avenue E to Northwood Drive
 10. Polaris Court
- To minimize impacts to school bus operations and to Webster Education Center on 6th Street, the project will be scheduled such that the project is substantially completed by Labor Day.
- A bid alternate is also proposed for Skillman Avenue E from McKnight Road N to about 440 feet east of 3rd Street N, totaling approximately 1,050 feet.
- A Project Location Map is attached illustrating the proposed segment locations.

- The proposed surface improvements will include full depth mill and overlay, select concrete curb replacement, and replacement of all sidewalk curb ramps that do not meet current accessibility standards, in accordance with the City of North St. Paul ADA Transition Plan. Proposed utility improvements include replacing a 6" watermain with an 8" watermain along 7th Avenue via directional drilling, adjustment or replacement of storm sewer, sanitary sewer and watermain inlet and manhole castings, manhole/inlet structure repairs, and replacement of one sanitary and one storm manhole. Sanitary sewer lining is planned for deficient pipes along all project streets. This will be completed separately from the rest of the project, based on remaining budget after structure improvements are complete.
- Following a review of the proposed improvements and reported estimates of cost, the City Council authorized the preparation of plans and specifications at the October 7, 2025, regular Council meeting.
- If authorized, it is anticipated that bids will be received in March 2026, with a contract anticipated to be presented to the Council for consideration of award in March 2026. Construction is anticipated to start in May 2026 at the earliest if the project is authorized.
- A resolution is attached for Council consideration, authorizing staff to advertise for bids for the 2026 Pavement Management Project (City Project No. 26-01).

Financial Impact

- As identified in the approved Capital Improvement Plan, funding sources include budgeted street maintenance funds, pavement preservation funds, drinking water utility funds, wastewater utility funds, and surface water utility funds.
- The anticipated total base bid project cost is estimated to be \$2,630,724.96, and the Skillman Avenue bid alternate is estimated to be \$268,011.74, for a potential total of \$2,898,736.70. This includes construction contingency, legal, engineering, and administrative costs. This most recent engineer's estimate is lower than the Capital Improvement Plan project estimate of \$3,253,860 which includes \$2,850,000 in the CIP for the 2026 Pavement Rehabilitation Project plus \$403,860 in the CIP for 2026 Maintenance Overlays.

Recommended Action

It is recommended the City Council authorize by resolution, approving plans and specifications and ordering the advertisement for bids for the 2026 Pavement Management Project (City Project No. 26-01).

Attachments

1. 031026-000 COM 2-3-26_Res 2026-xxx_AuthAFB 2026 PMP-020326
2. 031026-000 COM 2026 PMP LOCATION MAP

Respectfully submitted,
Morgan Dawley, City Engineer

**CITY OF NORTH ST. PAUL
RESOLUTION NO. 2026-xxx**

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND
ORDERING THE ADVERTISEMENT FOR BIDS FOR THE
2026 PAVEMENT MANAGEMENT PROJECT
(CITY PROJECT NO. 26-01)**

WHEREAS, THE CITY COUNCIL OF THE CITY OF NORTH ST. PAUL, MINNESOTA (“Council”) was presented the 2026 Capital Improvement Project by the Public Works Director and the City Engineer at the Regular City Council Meeting on October 7, 2025, regarding the 2026 Pavement Management Project (City Project No. 26-01); and

WHEREAS, the 2026 Pavement Management Project (City Project No. 26-01) street segment locations are as follows:

- 1st Street from approximately 100 feet north of Navajo Road to Indian Way
- Mohawk Road E from 17th Avenue to McKnight Road N
- 7th Street N from the cul-de-sac north of Highway 36 to 9th Avenue
- Cowern Place E from 7th Avenue E to 6th Street N
- 6th Street N from Holloway Avenue E to 7th Avenue E
- Cowern Place from McKnight Road N to 1st Street N
- Memory Lane from Cowern Place E to Northwood Drive
- Memory Court
- Polaris Place from Holloway Avenue E to Northwood Drive E
- Polaris Court
- Bid Alternate: Skillman Avenue E from McKnight Road N to about 440 feet east of 3rd Street N, totaling approximately 1,050 feet

WHEREAS, the Project surface improvements shall include full depth mill and overlay, select concrete curb replacement, and replacement of all sidewalk curb ramps that do not meet current accessibility standards, in accordance with the City of North St. Paul ADA Transition Plan. Proposed utility improvements include replacing a 6” watermain with an 8” watermain along 7th Avenue via directional drilling, adjustment or replacement of storm sewer, sanitary sewer and watermain inlet and manhole castings, manhole/inlet structure repairs, and replacement of one sanitary and one storm manhole. Sanitary sewer lining is planned for deficient pipes along all project streets; and

WHEREAS, the Council directed the development of Plans and Specifications for the Project at the City Council Meeting on October 7, 2025.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF NORTH ST. PAUL, MINNESOTA:

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.

2. An advertisement for bids shall be prepared and published in the official paper that specifies the work to be done and that all bids will be received by the City Engineer and presented to the City Council for consideration at a March 2026 City Council meeting.
3. No bids will be considered unless sealed and filed with Morgan Dawley, City Engineer, WSB LLC, and accompanied by the required cash deposit, cashier's check, bid bond or certified check payable to the City of North St. Paul for five (5) percent of the amount of the bid.

ADOPTED this 3rd day of February, 2026.

Motion by Council Member
Second by Council Member

Voting: Ayes:
Nays:
Abstain:
Absent:

John Monge, Mayor

Attest: _____
Brian Frandle, City Manager/Clerk

This is an aerial map of North St. Paul, Minnesota. The map displays a grid of streets, including major thoroughfares like Highway 36 E (running diagonally from the bottom left to the top right) and McKnight Rd N (running vertically). Numerous parks are visible, including McKnight Park, Silver Lake Park, and several smaller neighborhood parks. A red line highlights a specific route, starting from Indian Way in the upper center, moving west to Monhawk Rd E, and then continuing west along McKnight Rd N. Another red line segment is visible on the left side of the map, and a third, more complex red line is located in the lower central area near the intersection of McKnight Rd N and Highway 36 E. The map also shows various commercial and educational buildings, such as the Ne Metro North station and several schools.

The information on this map is from a digital database using the Datafi Geographic Information System. The map and associated data do not represent a survey. The City of North St. Paul makes no claims or guarantees about the accuracy or currency of the data depicted and expressly disclaims liability for errors and omissions in its contents. Each user of this map is responsible for determining its suitability for their intended use or purpose.



To

Honorable Mayor Monge and City Council

Date

February 3, 2026

Agenda Placement # VII.B

City Business Action Items & Recommendations

Subject

January 20, 2026 Closed Session Summary

Background/Facts

Summary to be read. No attachments.

Financial Impact

Recommended Action

Attachments

None

Respectfully submitted,