

**City of North Saint Paul
December 17, 2024
Approved Regular City Council Meeting Minutes**

I. CALL TO ORDER

Acting Mayor Cole called the meeting to order at 5:20 p.m.

II. THE PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

Assistant to City Manager Jennie Kloos thanked the outgoing City Council Members for their service.

III. ROLL CALL

Present: Council Member Nordby
Council Member Schweer
Acting Mayor Cole
Council Member Wong
Mayor Monge absent

Staff: City Manager Brian Frandle, Assistant to the City Manager Jennie Kloos, Finance Director Daniel Winek, Communications Coordinator Ava Griemert, City Attorney Jack Brooksbank

IV. ADOPT AGENDA

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

V. PRESENTATIONS

A. See Yang Appreciation – Arts and Culture Commission

Acting Mayor Cole thanked Ms. Yang for her service on the Arts and Culture Commission. Council Member Wong expressed her appreciation for Ms. Yang's service, skills, and dedication to the City of North St. Paul.

B. Recognition of Rachel Thompson for the North St. Paul Christmas Tree Project

Council Member Nordby recognized Rachel Thompson for helping families in need across the City of North St. Paul.

C. Holiday Lights Award

Communications and Community Outreach Coordinator Ava Griemert presented the five submissions for the holiday lights contest. The City Council voted and awarded photo number five as the winner.

D. Recognition of and Appreciation to Outgoing Council Member Tim Cole

E. Recognition of and Appreciation to Outgoing Council Member Lisa Wong

City Manager Brian Frandle recognized outgoing Council Members Cole and Wong for their dedicated service to the City of North St. Paul and presented both with a gift.

VI. APPROVAL OF CONSENT AGENDA

Council Member Schweer requested that Consent Agenda Item H be removed and addressed under City Business.

On motion by Council Member Schweer, seconded by Council Member Wong, with all present voting aye (4-0), motion carried to approve the consent agenda, Resolution No. 2024-127 consisting of:

- A. December 3, 2024 workshop meeting minutes
- B. December 3, 2024 regular meeting minutes
- C. General Claims \$1,766,160.58
- D. HRA Claims \$3,452.87
- E. Reappointments to the Park and Recreation and Planning Commission ***Resolution No. 2024-128***
- F. New Appointment to the Park and Recreation Commission ***Resolution No. 2024-129***
- G. Amending Non-Union Employee COLA ***Resolution No. 2024-130***
- H. First Amendment to City Manager Employment Agreement **Moved to City Business**
- I. Resolution to Approve the Special Event Permit for North St. Paul History Cruze Inc. ***Resolution No. 2024-131***
- J. Approve Agreement for Electrical Inspection Consulting Services
- K. Approve 2025 City of North St. Paul Fee Schedule ***Resolution No. 2024-132***
- L. Adopt Adult-Use Cannabis Ordinances ***Ordinance No. 835 and Ordinance No. 836***
- M. Resolution Accepting Donations – November 2024 ***Resolution No. 2024-133***
- N. Approve a Donation from North St. Paul Fire Department Relief Association ***Resolution No. 2024-134***
- O. Approve the 2025 City Council Meeting Calendar ***Resolution No. 2024-135***
- P. Annual Resolution Appointing Acting Mayor – 2025 ***Resolution No. 2024-136***
- Q. 2024 Annual Review of Attendance of Boards and Commission Members (informational)
- R. Building Permits – November 2024 (informational)

VII. MEETING OPEN TO PUBLIC

David Nelson commented on the drag racing noise on Margaret Street and the trash cans left on the street.

Terry Furlong thanked both Council Members Cole and Wong for their years of service on the Council.

John Schmahl expressed his dissatisfaction with the cancellation of the contract with Zoom and his frustration elderly residents shoveling plow snow drifts.

VIII. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. Adopt the 2025 Final Levy and Budgets

Finance Director Dan Winek thanked Acting Mayor Cole and Council Member Wong during his transition to the role of Finance Director.

He noted City Council has had 10 meetings regarding the 2025 budget and stated the levy ended at a 9.1% increase.

On motion by Council Member Schweer, seconded by Council Member Nordby, with all present voting aye (4-0), motion carried to adopt Resolution No. 2024-137, Approving the Final 2025 General Fund, Park Fund, and Street Maintenance Budgets and Setting the Final 2025 General Purpose and Debt Service Levies.

On motion by Council Member Cole, seconded by Council Member Schweer, with all present voting aye (4-0), motion carried to adopt Resolution No. 2024-138, Approving the Final 2025 Tax Levy for the North St. Paul Housing and Redevelopment Authority.

On motion by Council Member Nordby, seconded by Council Member Schweer, with all present voting aye (4-0), motion carried to adopt Resolution No. 2024-139, Approving the Final 2025 Tax Levy for the North St. Paul Economic Development Authority.

City Manager Frandle thanked Mr. Winek for his work on the 2025 budget.

B. Adopt the 2025 City Non-Levy Budgets

Mr. Winek presented this item.

On motion by Council Member Schweer, seconded by Council Member Nordby, with all present voting aye (4-0), motion carried to adopt Resolution No. 2024-140, Approving the 2025 Non-Levy Budgets.

C. Adopt the 2025-2034 Capital Improvement Plan

Mr. Winek presented this item.

On motion by Council Member Schweer, seconded by Council Member Wong, with all present voting aye (4-0), motion carried to adopt Resolution No. 2024-141, Approving the 2025-2045 Capital Improvement Plan.

D. December 3, 2024 Closed Session Summary of Performance Review of City Manager, Brian Frandle

Acting Mayor Cole presented this item and read the summary stating Mr. Frandle meets or exceeds expectations.

Addition to agenda

Council Member Wong requested the community center feasibility study be discussed, potentially voted on, and placed on the agenda as City Business Action Item F.

E. First Amendment to City Manager Employment Agreement

Council Member Schweer requested this item be pulled for further discussion on the City Manager employment agreement. Council Member Schweer noted the absence of Council Member Wong during the previous discussion and suggested her input be heard. She also recommended a special closed meeting before the end of the year to discuss this further.

Council Member Wong expressed her appreciation for allowing her voice to be heard.

City Attorney Jack Brooksbank provided different options for the City Council to consider regarding this matter.

Council Member Nordby stated he would not be available to attend a meeting before 2025.

On motion by Council Member Schweer, seconded by Council Member Wong, with Acting Mayor Cole and Council Members Schweer and Wong voting aye and Council Member Nordby voting nay (3-1), motion carried to table this item and have a special meeting to approve the employment agreement.

F. Feasibility Discussion

Council Member Wong requested a discussion and potential vote to approve a contract on the feasibility study of the community center.

Council Member Wong stated her concern that the study has not come before the Council and is concerned about this item stalling and would appreciate the information from the feasibility study on what can and cannot be done with the community center.

Council Member Schweer expressed her desire to have a full Council present to vote on this item.

Council Member Nordby stated he is not comfortable voting on this study without reading it. He suggested extending courtesy to Mayor Monge and allow him to be present during this discussion and voting process.

Acting Mayor Cole stated he is not sure it is fair to put this decision regarding the community center on the next Council which does not have the history and experience regarding the community center and the feasibility study.

Mr. Winek suggested adding this item to the agenda also for the special meeting and noted he would be able to identify and provide the funding source for the contract.

Mr. Brooksbank stated the Council could make a motion directing staff to execute the contract with EACP not to exceed \$89,500 or could make a motion to table this item to a future special meeting date.

On motion by Council Member Schweer, seconded by Council Member Wong, with Acting Mayor Cole and Council Members Schweer and Wong and Council Member Nordby voting nay (3-1), motion carried to direct staff to execute the contract for a feasibility study performed by EAPC with an amount not to exceed \$89,500.

X. REPORTS OF CITY MANAGER AND DEPARTMENTS

Mr. Frandle stated the student-built house is moving forward. Two new officers have started with the Police Department and they are working with the school district on mock trainings. He noted the January 23rd date for coffee with the new council members. The Public Works Department is approximately 60% finished with tree trimming and prepping rinks for ice. The Finance Department is preparing for the audit and the Fire Department noted their call volume exceeded last year's numbers.

XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

Council Member Cole noted his attendance at the Ramsey County League of Local Government Board of Directors meeting and attended the annual dinner at Shoreview Community Center. He commented on the excellent information and great speaker at the annual dinner. Council Member Cole suggested one of the incoming council members participate in the League of Minnesota Cities.

Council Member Cole stated the EDA met and discussed the Community Economic Development Authority (CEDA) and how this authority can guide the City in a positive direction. He also mentioned the EDA meeting dates in 2025 will be quarterly.

Council Member Nordby noted the Planning Commission met on December 5th and held a public hearing on the adult-use cannabis ordinance, expressed his appreciation for the work of the Planning Commission and stated the next meeting will be January 2, 2025.

Council Member Wong stated the Arts and Culture Commission will be back in 2025 with more utility boxes and murals.

Council Member Schweer stated the Park and Recreation Commission did not have a meeting in December. Their next meeting will be January 26, 2025.

XII. GENERAL BUSINESS

Council Member Schweer thanked outgoing council members for their opinions and different ways of thinking.

Acting Mayor Cole stated he will be available as a resource as the Council changes over to new members.

Council Member Wong thanked everyone and stated it has been an honor serving with the City Council members.

Council Member Nordby also expressed his pleasure in serving with the outgoing City Council members.

XIII. ADJOURNMENT

There being no further business, on motion by Council Member Wong, seconded by Council Member Nordby, with all present voting aye (4-0), Acting Mayor Cole adjourned the meeting at 6:27 p.m.

/s/ Tim Cole, Acting Mayor

Attest:

/s/ Brian Frandle, City Manager