

**City of North Saint Paul
November 5, 2019
Adopted Regular City Council Meeting Minutes**

I. CALL TO ORDER

Mayor Furlong called the meeting to order at 4:00 p.m.

II. THE PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

III. ROLL CALL

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

Staff: City Manager Scott Duddeck, City Engineer Morgan Dawley, Finance Director Jason Zimmerman, City Attorney Soren Mattick, and Deputy Clerk Mary Mills.

IV. ADOPT AGENDA

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

V. PRESENTATIONS

There were no presentations.

VI. APPROVAL OF CONSENT AGENDA

On motion by Council Member Walczak, seconded by Council Member Sonnek, with all present voting aye (5-0), motion carried to approve the consent agenda, Resolution No. 2019-147 consisting of:

- A. October 15, 2019 workshop meeting minutes.
- B. October 15, 2019 regular meeting minutes.
- C. General accounts payable: \$1,487,266.87.
- D. HRA accounts payable: \$2,452.80.
- E. ISD 622 School Resource Officer (SRO) Agreement for 2019-2020. Resolution No. 2019-148.
- F. 2020 SCORE Grant Fund Application. Resolution No. 2019-149.
- G. Schedule additional City Council workshop for Tuesday, November 12, 2019 at 6:00 p.m.

Council Member Thorsen stated, with regard to Consent Agenda item E, the School Resource Officer agreement and contract should be reviewed by the City Council before August 31, 2019, before the contract is already in place. Mayor Furlong agreed, adding the City Council has discussed this issue before.

City Manager Scott Duddeck agreed the contracts should be done before the start of the year. He added he will work with the School District representatives to ensure the process is completed ahead of time.

Mr. Duddeck expressed appreciation for the efforts of Police Chief Tom Lauth for instituting a 3% increase, which was a positive outcome.

VII. MEETING OPEN TO PUBLIC

There were no comments.

VIII. PUBLIC HEARINGS

A. CANCELLED – the 2020 Street and Utility Improvements Project and Assessment hearings have been cancelled and will be rescheduled at a later date.

IX. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

There were no City Business items.

X. REPORTS OF CITY MANAGER AND DEPARTMENTS

Mr. Duddeck stated City Engineer Morgan Dawley would give a brief presentation to provide background on the cancelled Street and Utility Project public hearing.

City Engineer Morgan Dawley stated the public hearing originally on tonight's agenda was cancelled by City Staff as it was decided that there is more work to be done in reviewing special assessments, to ensure efficiency and accuracy. He added there are no changes planned in the scope of the project. Notice of the cancelled public hearing was mailed to residents and will be rescheduled and addressed by formal action at an upcoming regular City Council meeting.

Mr. Duddeck stated, regarding the Penn Place Townhomes project, residents were originally asked to sign an easement back to the City, but it appears that was never completed. He added that will need to be resolved before the public hearing can take place.

Mayor Furlong asked whether the cancellation will result in a project delay. Mr. Dawley stated no delays are anticipated for the project, which will begin as scheduled in early 2020.

City Attorney Soren Mattick stated notice was mailed to residents on the public improvement as well as the assessment roll, and it will be necessary to start the process over. All residents will get another notice and have an opportunity to be heard if they have an objection.

Mr. Duddeck stated all properties that are affected were sent a notice in the mail, and a notice was placed on the City website and in the City's newspaper.

Mr. Duddeck stated the new high-definition digital cable cast equipment has been installed in the Council Chambers, which will result improved picture and sound quality. The system should be fully functional by November 19, 2019. Larger screens and improved presentation equipment are new features in Council Chambers. He requested comments or feedback from the viewing audience to be directed to City Staff.

Mr. Duddeck stated an informational meeting is planned to review Highways 36/120 intersection reconstruction and related projects, including trails, hosted by Washington County. The meeting will be held on November 13, 2019 at 6:45 p.m. in the North St. Paul City Hall Training Room. Meeting attendees include representatives from Washington and Ramsey Counties as well as each of the surrounding cities.

Council Member Walczak asked whether this meeting will be open to the public. Mr. Duddeck confirmed it is a public meeting.

Mr. Duddeck reviewed development projects, including installation of a sign announcing the Uptown Commons project that has generated interest and excitement in the community. He added the sign was installed at the corner of 7th Avenue and Margaret Street. He noted the final approval document will be reviewed by the City Council at an upcoming Regular Meeting, with demolition and construction to begin around December 1, 2019.

Mr. Duddeck stated M&I Townhomes are under construction at the Anchor North site, with 7-8 townhomes sold and ready for occupation by the end of November 2019. Grading is being completed on the north half in preparation for development in the spring, and positive responses have been received from the three end users.

Council Member Walczak asked whether the road will be constructed as part of the Spring 2020 project. Mr. Duddeck confirmed this.

XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

Council Member Sonnek stated the Planning Commission will meet Thursday, November 7, 2019 at 6:15 p.m. in Council Chambers. He added there is a full agenda, including public hearing regarding minor subdivision and CUP for a property on Eldridge Avenue; 0 Burke PUD that has been reviewed previously; concept plan for a potential townhome development at 17th Avenue E and Delaware Avenue; Concept plan only that will be reviewed; and 2040 Comprehensive Plan adoption.

Council Member Sonnek stated the Metropolitan Council has formally accepted the 2040 Comprehensive Plan, and approval is required. He encouraged residents to review the 2040 Comprehensive Plan and Comprehensive Sewer Plan on the City's website.

Council Member Walczak stated the City's Pumpkin Drop is still available for 1 more night. She added residents can drop off their pumpkins for recycling use at a local farm. She noted this successful program has been a special part of the City for over 10 years, and every year the number of pumpkins increases.

Council Member Petersen stated the Design Review Committee will meet Thursday November 7, 2019 at 5:00 p.m. She added the Committee will review Home Improvement Award winners.

Council Member Petersen stated the newly renovated tennis courts at Silver Lake look great. She added the courts will be used for pickle ball as well as tennis. City Staff are requesting the residents refrain from using or walking on the courts.

Council Member Thorsen stated the Economic Development Authority held a special meeting on October 29, 2019 to discuss potential redevelopment opportunities, including purchase of the BP Station on Highway 120. He added the EDA recommended to City Staff that the acquisition should be pursued in anticipation of road reconstruction projects at Highway 120 and Highway 36. City Staff is in the process of negotiating the purchase and will provide additional information at an upcoming City Council meeting.

Council Member Thorsen stated the EDA discussed the pending sale of the Community Center. He added the EDA expressed their support of a sale.

Council Member Thorsen stated the EDA discussed the potential purchase of the Lillie Newspapers building. It was decided that the EDA would not pursue that option.

Mayor Furlong stated a college student contacted the Veterans Park Committee and requested permission to film a documentary at Veterans Park, which would be good exposure for the City. He added it turned out the student was in North St. Paul, Nebraska.

XII. GENERAL BUSINESS

Council Member Petersen stated she recently scheduled a Safe Haven inspection through the Red Cross-sponsored free home inspection program. She added firefighters came to her home, installed carbon monoxide detects and inspected smoke detectors. She added the inspection took 15 minutes. She encouraged residents to have the inspection completed at their homes.

Council Member Petersen stated the North High School Girls' Volleyball Team is going to the State Tournament for the first time in history. The North St. Paul Fire Truck will transport the team out of the City for a special send-off.

Mr. Duddeck stated the roads improvement project near Richardson School has been completed. He added this includes the 1st Street and 15th Avenue overlay project.

Mr. Duddeck stated the home at 2242 1st Street is being prepared for demolition. He added the purchase of the property was approved by the City Council. Asbestos testing and site survey work is being completed, as City Staff moves forward with plans for next year's street projects.

Mr. Duddeck stated a review of a proposal regarding the community center is proposed for the City Council's December 3, 2019 work session.

Finance Director Jason Zimmerman stated City Staff are working on an automated message for residents regarding trash hauler schedule changes and other information.

City Council Member Thorsen asked whether text messages will be an available option.

Mr. Zimmerman stated the 20-year old technology that is being used is relatively limited, although there appears to be an option to have a text. City Staff are reviewing the software options, which would be the same process used to notify residents regarding delinquent utility bills.

Mr. Duddeck stated Everbridge software is available for use by Ramsey County cities, which is a notification process into which City Staff would import all resident contact information. He added this software process is being reviewed.

Mayor Furlong stated the City Council had discussed holding an annual City Council meeting at North High School to encourage students to become involved in local government. He added a meeting could be scheduled at the High school in late January or early February. The City Council Members agreed.

Council Member Walczak stated a meeting at the high school could be held earlier in the school year to encourage greater participation. She added it would be beneficial to have youth participants on the City Commissions, to get their important input and gain a different perspective. She noted the meeting at the high school could be held in September or October at the latest.

Mayor Furlong stated a daylong memorial program will be held on Veteran's Day, November 11, 2019, with members of the ROTC standing at attention for half-hour watches from 6:00 a.m. – 4:00 p.m. The program will begin at 10:50 a.m. with welcome words and Pledge of Allegiance followed by rifle volleys and Taps played by the VFW Honor Guard. A memorial wreath will be laid at Memorial Hall at 11:15 a.m. by Angela Strong. VFW Chaplain Jerry Nalipinski will give an Invocation and the North High School Choir will sing patriotic songs. Hot coffee and cocoa will be provided, and the event will proceed regardless of weather.

XIII. CLOSED SESSION

There was no closed session.

XIV. ADJOURNMENT

There being no further business, on motion by Council Member Walczak, Seconded by Council Member Petersen, with all present voting aye (5-0), Mayor Furlong adjourned the meeting at 4:35 p.m.

/s/ Terrence J. Furlong, Mayor

Attest: /s/ Scott A. Duddeck, City Manager/Clerk