

City of North Saint Paul
December 3, 2019
Adopted City Council Workshop Meeting Minutes

I. CALL TO ORDER

Mayor Furlong called the meeting to order at 5:00 p.m.

II. ROLL CALL

Present: Council Member Scott Thorsen
Council Member Candy Petersen
Council Member Tom Sonnek
Council Member Jan Walczak
Mayor Terry Furlong

Staff: City Manager Scott Duddeck, Deputy Clerk Mary Mills, City Attorney Andrea Pohler, Finance Director Jason Zimmerman, Public Works Superintendent Ron Ritchie, Public Works Director Nick Fleischhacker, Director of Electric Utilities Brian Frandle.

Guests: R. T. Luczak and Jennifer Brathol, Directors of Kokoro Volleyball

III. ADOPT AGENDA

On motion by Council Member Petersen, seconded by Council Member Thorsen, with all present voting aye, Council Member Sonnek absent for the vote (4-0), motion carried to approve the agenda as presented.

IV. TOPIC(S)

A. Community Center Proposal.

R.T. Luczak and Jennifer Brathol, Directors of Kokoro Volleyball, were present to begin discussions related to their interest in purchasing the Community Center. Items that will need to be worked out are: 1) The parking lot serves the public as well as Franklyn Pond Apartments. There would need to be a variance for the parking requirements. 2) An easement agreement would need to be in place. 3) upon sale of the building who will plow, resurface the parking lot, etc. 4) the Library contract is unbreakable. R.T. will honor the terms of the current agreement. R.T. also indicated that there could be the possibility of leasing to own until the Library Lease expires. 5) the appraisal needs to be looked at carefully.

B. Street Light Payback for LED Lights

As part of the budget discussions the topic of charging for street lights on the utility bill has been a recurring question. If the city no longer charges for them then there is a shortfall in the budget that needs to be recovered from somewhere else. The city could roll it into the electric rates but then it would be taxed. As it is now the fee is not taxed. If the fee gets rolled into the General Fund that would equate to a 2% levy increase.

Director of Electric Utilities Frandle stated that in 2013/2014 the electric department changed out the high pressure sodium light fixtures to LED fixtures on North Saint Paul streets as well as in the parks and parking lots. They changed out 592 light fixtures and retrofitted 136 fixtures to receive an LED bulb. On average it took two linemen about two hours, per fixture, to do the work. He reviewed the breakdown of the costs to change over to LED street lights.

At this time no changes will be made.

C. 2020 Equipment Replacement

City staff is requesting approval to purchase several new pieces of equipment in 2020. City Manager Duddeck, Public Works Superintendent Ron Ritchie, Public Works Director Nick Fleischhacker reviewed the proposed list and purchase amounts. All surplus items will be sold via online auction or traded in. All replacement units have reached the end of their serviceable life with the City.

In each category, staff has researched several units and brands and decided the best brand for overall usability, City needs, and resale value. All purchases are State bid pricing. Some of these items can take up to eight (8) months to receive from the time the order is placed, so timing to order is critical to get in on the 2019 pricing.

The Council expressed its support for placement of this item for approval at the December 17, 2019 City Council Meeting.

V. OTHER BUSINESS

Finance Director Zimmerman gave an update on the utility bill issue. He noted that there has finally been progress on the layout and the tax line item. He commended Utility Billing Coordinator Barb Huelsman for her relentless work on remedying this issue.

City Manager Duddeck handed out a copy of the letter that was sent out to property and business owners near 7th Avenue in the downtown area of North St. Paul to provide information about the upcoming 2020 History Cruze Car Show and the proposed public infrastructure improvements and redevelopment projects for 2020.

VI. ADJOURNMENT

There being no further business, on motion by Council Member Sonnek, seconded by Council Member Walczak, with all present voting aye (5-0), Mayor Furlong adjourned the workshop meeting at 6:25 p.m.

/s/ Terrence J. Furlong, Mayor

Attest:

/s/ Scott A. Duddeck, City Manager