

1. Roll Call

Mayor David Meisinger and Councilmembers Jenny Halverson, Pat Armon, Dave Napier and Dick Vitelli. Clpns. Ed Iago and John Bellows were absent.

Others present: City Manager Matt Fulton, Attorney Korine Land, Public Works Director Ross Beckwith, Fire Chief Mike Pott, Police Chief Manila Shaver, Community Development Director Jim Hartshorn and City Clerk Chantal Doriott.

4.A. Closed Session to Discuss Robert Street Property Acquisition

Motion was made by Clpn. Napier and seconded by Clpn. Armon to close the meeting pursuant to Minnesota State Statute 13.3.05 sub , All members present voted aye. Motion carried.

Attorney Korine Land gave an overview of a Robert Street property acquisition. Councilmembers discussed settlement for Parcel No. 93 and were in agreement on acquisition price. This will be added to the regular meeting agenda for final consideration.

Motion was made by Clpn. Napier and seconded by Clpn. Vitelli to open the meeting. All members present voted aye. Motion carried.

2. Review and Approve the OCWS Agenda

The agenda was approved as presented.

3. Review the Regular City Council Meeting Agenda

Clpn. Armon asked in regards to the list of claims to be paid – are purchases made locally. Director Carlson said staff does buy locally, such as from Menards, as much as is practical.

The agenda was approved with the following additions:

- 13.B. Consider Robert Street Property Acquisition; and
- Under Councilmember Comments, Clpn. Napier will mention the upcoming MnDOT Highway 110 project and Clpn. Vitelli will mention that Absentee Voting is open to the public and ballots are available online, through Dakota County and the Northern and Southern Service Centers. Absentee ballots will not be available at City Hall.

4. Agenda

4.B. Review of 2015 Audit Report – Finance Director Joan Carlson

Director Carlson introduced Government Partner, Brad Falteysek, CPA, who specializes in assisting local governments to find creative ways to reduce costs and improve efficiencies. Director Carlson and Mr. Falteysek gave an overview of the 2015 audit process and findings.

Mr. Falteysek thanked Council for hiring the firm and working with them during the transition. There are quite a few projects and the process went well. Council and staff reviewed the management letter and financial results. He performs 15 to 20 audits and about 90% of the audits are clean such as West St. Paul's. There were seven categories of compliance to be tested: contracting and bidding, deposits and investments, conflict of interest, public indebtedness, claims and disbursements, miscellaneous provisions, and tax increment financing. The audit considered all of these listed categories. Audit documents can be obtained from the City Finance Director.

4.C. Discussion Regarding Strategy for Establishing City-Wide Sidewalk/Trail Assessment District and On-Street Bike Lanes/Sharrows

City Manager Matt Fulton gave an update. Last year it was estimated that the cost for a city-wide sidewalk/trail district could cost \$6 to \$7 million. This project would be done over a period of time. As part of the legislation cities are allowed to put forward a five year cap on projects. Thinking about this, Director Carlson, did some brainstorming and we proposed five year districts that overlap per year. There are different areas for school districts, businesses, and residents and there is still some tweaking to do. The special assessment district would allow people to pay 20 percent the first year and 40 percent the next year, up to 100 percent per year at which it stays for ten or so years. Then the assessment amount can go down. Conceptually we are looking to set this up and thinking of the appropriate price point and what the business rate would be and the nonprofit rate. When you build a sidewalk the whole community benefits so everyone pays for the benefit. Mayor Meisinger is not in favor of eliminating parking on Charlton. Manager Fulton said he just wanted to know if Council is in favor of a city wide assessment. And what the schedule might look like and how the overall plan might be implemented.

Comments:

- Mayor Meisinger would like to review a map of the current sidewalk and future sidewalk plan.
- Clpn. Vitelli is in favor but is also concerned about pulling away parking from people. Manager Fulton asked what would be some cheap approaches to bike lanes. Last year there was a group of heavy corridors and they emphasized lanes in West St. Paul. Dakota County does not allow bike lanes on county roads.
- Mayor Meisinger is in favor of a ghost lane like on Butler.
- Clpn Halverson said that part of what the group wanted was to educate the bikers and drivers. Manager Fulton said the group tried to introduce bike lanes and not take away parking. Manager Fulton indicated that on Bernard you would have a north bound lane and south you would have a sharrow. A similar thought could be done at Butler in the future. Livingston is wide enough and doesn't have a huge parking impact as is the same with Charlton. We will need to be sensitive to where a lot of parking is currently being done.

- Clpn. Napier said since Marie Ave. is kind of a pilot program – this is tough to swallow – no parking on both sides. He agrees bikes need a place but “no street parking” is new.
- Mayor suggested Smith Ave. having like lanes. Discussion regarding bike lane, park lane and drive lane. Clpn. Halverson explained the best practice approach and what we can do to get more designated bike trails in West St. Paul. This plan is a starting point. Mayor Meisinger indicated that a lot of the issues are awareness and education. Clpn. Halverson is in favor of holding some campaigns to educate the residents. Mayor Meisinger is not in favor of dedicated lanes two blocks apart. One is west and one is the other direction.
- Clpn. Armon would like to get something going. Director Beckwith explained that he believes the county could be open to discussion. Mayor Meisinger suggested mailing residents along Charlton to get some feedback. Let’s take one section as a test.
- Clpn. Halverson is in favor of the whole plan with all streets shown.
- Clpn. Vitelli said let’s start small.
- Clpn. Napier suggested an open house with the whole plan. Clpn. Vitelli is in favor.
- Manager Fulton said Livingston might be a good street to have bike lanes.
- Clpn. Vitelli suggested the map being placed in the next newsletter. Livingston connects to Marie and Mendota road and gives an alternative to Robert Street. Manager Fulton suggested using the newsletter and then having a community meeting. Let people react to it. It’s paint stripping and education to have a pedestrian friendly community. Manager Fulton will send out a map to those on Charlton with bike plan proposals and Dan Nowicki (City Marketing Specialist) will do some type of social media campaign and we can bring this back when Clpns. Bellows and Iago are present. Mayor Meisinger is in favor of a small target area rather than the entire city. Clpn. Napier said there are no homeowners on Livingston; however, Charlton has a lot of affected homeowners. Mayor would like copies of the maps. Clpn. Vitelli is concerned with Marie (east of).
- Mayor Meisinger asked Director Beckwith – how much sidewalk are we willing to do this year – what can your staff review each year? There needs to be more information.
- Clpn. Halverson said the trails accommodate bikers whereas sidewalks don’t. Clpn. Armon said he hopes that staff is applying for grants. Mayor Meisinger said look at the busier roads first. Clpn. Halverson said the group had identified priority areas. Mayor Meisinger would like the summary information the bike group presented and have this issue be revisited in a couple of weeks.

4.D. Net Ministries Update

This item is being removed and will be discussed at a future meeting.

4.E. Designation of Council Person to Attend East-West Transit Study Workshop

City Manager Matt Fulton gave an overview. Ben Boike has been sitting at these meetings and they are looking to have a policy maker on this committee. Clpn. Halverson said she would attend the meetings and report back to Council.

5. Adjourn

The open council work session adjourned at 6:10 p.m.



David Meisinger
Mayor
City of West St. Paul