

1. Roll Call

Mayor Jenny Halverson called the work session to order at 4:30 p.m.

Present: Mayor Jenny Halverson and Councilmembers Ed Iago, Dave Napier, Dick Vitelli, John Bellows, and Anthony Fernandez. Bob Pace arrived at 4:35 p.m.

Others present: Acting City Manager Sherrie Le, City Attorney Korine Land, Community Development Director Jim Hartshorn, Public Works Director Ross Beckwith, Police Chief Manila Shaver, Finance Director Joan Carlson, Fire Chief Mike Pott and City Clerk Chantal Doriott.

2. Review and Approve the OCWS Agenda

Council reviewed and accepted the work session agenda.

3. Review the Regular Meeting Consent Agenda

Council reviewed the regular council meeting agenda and will make the following revisions:

- Removed item 11.B. Robert Street U-Turns
- Acting Manager Le will review Consent Agenda item 9.H. Recycling Coordinator Agreement with Mendota Heights in more detail
- Clpn. Iago asked Public Works Director Beckwith about a work order payment and Director Beckwith explained this payment for a milling machine was the City's responsibility.

4. Agenda Item(s)

4.A. Discussion with Recommended Interim City Manager Finalist

Mayor Halverson explained the Interim City Manager committee of Clpn. Vitelli, Clpn. Iago, Attorney Land, Mayor and Acting City Manager Le interviewed three candidates.

Clpn. Vitelli thought it was a good interview and he is happy Mr. Schroeder will be working with us. Mayor Halverson agreed. Clpn. Bellows asked when he left Cottage Grove in 2015 what he had been doing. Mr. Schroeder said he has been doing various consulting activities and other projects. When someone calls he reviews the proposal and considers the work. This will strictly be interim and not permanent. Clpn. Iago asked Mr. Schroeder if he had questions. Mr. Schroeder is wondering if there is strategic planning and goals to target. Mayor Halverson said that is a goal –

to establish some vision. Clpn. Vitelli said this will be considered for approval at the regular meeting later this evening. Mr. Schroeder would like to stay and listen to other agenda items. Council and staff were appreciative.

4.B. Schedule Roles and Responsibilities Meeting

Clearly lay out the roles and responsibility of the councilmembers, mayor and city staff. Have a facilitator come in on a Friday afternoon. This is a great place and base to start. The meeting could commence around 12 noon and end around 3:00 p.m. with lunch provided. Council will work with the City Clerk to organize the meeting.

4.C. Discuss Robert Street Sidewalk Railing

Public Works Director Ross Beckwith gave an overview. The 740-foot sidewalk on the east side of Robert Street, between Muriel Blvd. and Carol Lane has a steep back slope down to the frontage road. MnDOT requires a railing or fence be installed adjacent to the sidewalk for safety. This stretch of sidewalk was one of the last ones poured in fall by Eureka's subcontractor. It is currently closed and not being plowed this winter. No railing or fence was included in the plans; therefore, this will be an additional project expense. There are two options which both meet MnDOT's minimum requirements:

1. A 42-inch tall metal two-rail railing matching the color of the other metal fence on Robert Street (and the street lights) at a cost of \$106k. Metal railing has a long lead time to fabricate and would need to be ordered soon.
2. A 60-inch tall black vinyl coated chain link fence with top and bottom rail at a cost of \$30k. A chain link fence will catch any trash that blows its way, so on-going maintenance will be needed to keep it clean.

Mayor Halverson is worried about keeping a chain link fence clean of debris.

The fencing we use in other places doesn't meet the same requirements. Clpn. Vitelli would like railing that matches along the corridor. Director Beckwith thinks the pricing might be too high but he will check.

Clpn. Napier said looking at the fences on the north end is this something we can do quickly and send a photo to MnDOT and see if it's an option and if yes, get a quote. Director Beckwith said fabrication of the galvanized rail could take some time.

Clpn. Fernandez is not in favor of the chain link; the metal railing is more attractive. Clpn. Pace agrees. He is interested in seeing a bid for a fence that matches the corridor.

Clpn. Bellows not in favor of chain link. He would like to review other options that might be more cost effective.

4. E. Review and Discuss City Manager Search Firms

Attorney Land gave an overview since she solicited proposals from search firms qualified to conduct the City Manager search. A summary chart review of the firms was included.

The Council has several options:

- Choose to interview one or all of the search firms before selecting one;
- Make a selection tonight and add it to the Council agenda to enter into a contract with a particular firm; or
- Ask for more proposals.

Attorney Land is in favor of Mercer Group and Jim Miller who has worked with the League and other government entities.

We have used Gov HR in the past. They are located out of state. They are reputable and brought us Bob Larson who was a good city manager. They have a similar set up with guarantees.

Harry Brolean with Personnel Decisions is very good and has a good state and Midwest reputation.

Clpn. Bellows said there have been a number of searches done. What did they do in Mendota Heights? They used the Mercer Group.

Clpn. Vitelli is in favor of the Mercer Group.

Clpn. Napier asked if we go with a partial service will they stand behind the 24 month guarantee. Attorney Land does not believe so.

Clpn. Iago asked do we know if Jim Miller has done any local work. Yes, DCC and Logis. How long has Mercer Group been around? Attorney Land said Mercer has been around for some time and Mr. Miller recently joined the firm.

Clpn. Bellows is in favor of Mr. Miller and the Mercer Group. Mr. Miller lives close and is familiar with government and this type of manager work.

Mayor Halverson said the Mercer group stood out for her and their full service proposal is good.

Clpn. Bellows is in favor of full service. Mayor Halverson said that is important to her too.

This item will remain on the regular council agenda and we will move forward with Mercer Group.

Motion was made to recess the work session at 4:56 p.m. to begin the EDA works session at 5:00 p.m.

Consensus to reconvene the Open Council work session at 6:06 p.m.

4.D. Close Session to Discuss Robert Street Easement Acquisitions

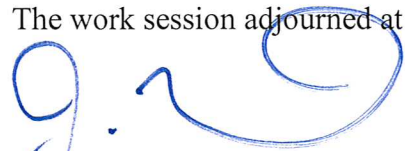
Motion was made by Clpn. Napier and seconded by Clpn. Vitelli to close the work session pursuant to State Statute 13b.05 Subd. 3(b) for attorney-client privilege. All members present voted aye. Motion carried.

Attorney Doug Shaftel gave an overview of parcel negotiations related to Robert Street easement acquisitions.

Motion was made by Clpn. Vitelli and seconded by Clpn. Iago to open the work session. All members present voted aye. Motion carried.

5. Adjourn

The work session adjourned at 6:20 p.m.



Jenny Halverson
Mayor
City of West St. Paul