

**City of West St. Paul  
City Council Meeting Minutes  
December 13, 2021**

**1. Call to Order**

Mayor Napier called the meeting to order at 6:30 p.m.

**2. Roll Call**

Present: Mayor Dave Napier  
Councilmembers Wendy Berry, Julie Eastman, Lisa Eng-Sarne, Robyn Gulley and John Justen

Absent: Dick Vitelli – excused absence

Others Present: City Manager Nate Burkett  
City Attorney Amanda Johnson  
Police Chief Brian Sturgeon  
Community Development Director Ben Boike  
Public Works & Parks Director / City Engineer Ross Beckwith  
Finance Director Char Stark  
Marketing & Communications Manager Dan Nowicki  
City Clerk Nicole Tillander

**3. Pledge of Allegiance**

**4. Adopt the Agenda**

Motion was made by Councilmember Gulley and seconded by Councilmember Eastman to adopt the agenda as presented.

Vote: 5 ayes / 0 nays. Motion carried.

**5. OCWS Briefing**

A. Council discussed the following items during the Open Council Work Session of December 13<sup>th</sup>:

1. University of Minnesota Student Project Presentations – total of 9 presentations were given addressing:
  - a. Bike and Pedestrian Plan Assessment
  - b. Park Use Assessment
  - c. Fruit-Bearing Trees and Shrubs
  - d. Restoring Native Vegetation to South Roberts Street
  - e. Residential Yard Nutrient Management and Water Use
  - f. Adopt-a-Drain and Stormwater Management
  - g. Volunteer Urban Tree Survey

- h. Improving the Efficiency of Recycling Education in the City of West St. Paul
- i. Green Step Cities

**6. Citizen Comments – In Person**

- No one came forward to address the Council.

**7. Citizen Comments – Phone Line**

- No one called in to address the Council.

**8. Council Comments**

Mayor and Councilmembers addressed the public on various topics.

Chief Sturgeon addressed the rise in violent crime in the City of West St. Paul and discussed many community outreach efforts taking place throughout December, such as Santa Parade, Heroes and Helpers Program and Stuff-A-Squad.

**9. Proclamations, Presentations and Recognitions**

A. Donations to the City

Chief Sturgeon presented donations from the community and businesses:

- Wal-Mart donated \$200.00 to the Police and Fire Department’s Heroes and Helpers event that took place on December 4, 2021.
- An anonymous donor donated \$40.00 to the Police and Fire Department’s Heroes and Helpers event that took place on December 4, 2021.
- An anonymous donor donated \$10.00 to the Police and Fire Department’s Heroes and Helpers event that took place on December 4, 2021.

Motion was made by Councilmember Eng-Sarne and seconded by Councilmember Eastman to adopt Resolution No. 21-093 Donations to the City.

Vote: 5 ayes / 0 nays. Motion carried.

**10. Consent Agenda**

Item E pulled out for a brief report per Councilmember Eng-Sarne’s request – Chief Sturgeon summarized the body worn camera audit in the interest of transparency, discussion of public and private data, classification and retention of data. Internal audits are completed monthly, outside entity must come in to audit per state statute, the City received an A+ with no additional changes or recommendations.

Item I resolution was amended, revised version was posted online and provided to the Council prior to the meeting.

With these amendments, motion was made by Councilmember Berry and seconded by Councilmember Justen to approve the following items on the Consent Agenda, as presented:

- A. Approve City Council Meeting Minutes of November 22, 2021

**B. List of Claims for December 13, 2021**

**C. City Licensing**

**D. Rental Licensing**

- 1565 Christensen Avenue (Single Family - Renewal)
- 1277 Charlton Street (Single Family - Renewal)
- 420 & 422 Arion Street E (Duplex - Renewal)
- 310 Westview Drive (Apartment - Renewal)
- 1056 Hall Avenue (Single Family - Renewal)
- 994 Oakdale Avenue (Duplex - Renewal)
- 460 Stanley Street E (Apartment - Renewal)
- 294 Hurley Street E (Single Family - Renewal)
- 226 Curtice Street W (Single Family - Renewal)
- 192 Bernard St E (Single Family - Renewal)
- 168 & 170 Annapolis Street W (Duplex - Renewal)
- 989 Wallner Street (Single Family - Renewal)
- 159 Mendota Road W (Single Family - Renewal)
- 955 Ottawa Avenue (Single Family - Renewal)
- 1224 Hall Avenue (Single Family - Renewal)
- 221 & 223 Dakota Street (Duplex - Renewal)
- 224 Thompson Avenue W (Single Family - Renewal)
- 1024 Livingston Avenue (Duplex - Renewal)
- 1033 & 1035 Winslow Avenue (Duplex - Renewal)
- 217 Bernard Street W (Duplex - Renewal)
- 906 Cherokee Avenue (Single Family - New)
- 171 Thompson Avenue W (Apartment - Renewal)
- 181 Thompson Avenue W (Apartment - Renewal)
- 97 Orme Street W (Apartment - Renewal)
- 330 Annapolis Street W (Apartment - Renewal)
- 85 Imperial Drive W (Apartment - Renewal)
- 90 Imperial Drive W (Apartment - Renewal)
- 1313 Kruse Street (Apartment - Renewal)
- 1323 Kruse Street (Apartment - Renewal)
- 1333 Kruse Street (Apartment - Renewal)
- Total Amount – \$5,556.00

**E. Body Worn Camera Audit Report**

**F. Declare Items Surplus and Authorize Sale**

**G. SMFD Services Agreement**

**H. Designating Polling Locations for Municipal Elections**

**I. 2022 Compensation Plans**

**J. Financial Update - October 2021**

**K. Waiver of Excess Liability Coverage**

Vote: 5 ayes / 0 nays. Motion carried.

**11. Public Hearing**

**A. 2022 Budget Presentation**

Finance Director Char Stark presented the final 2022 budget and conceptual 2023 budget.

A public hearing was held. John Bellows of 1925 Bidwell addressed Council on various topics – pylon signs, property tax issue and home valuations. No one called in to address the Council.

Motion was made by Councilmember Eng-Sarne and seconded by Councilmember Eastman to adopt Resolution 21-098 to adopt the final 2022 budget and set the tax levy and debt service levy as presented.

Vote: 5 ayes / 0 nays. Motion carried.

**12. New Business**

**13. Old Business**

**14. Adjourn**

Motion was made by Councilmember Justen and seconded by Councilmember Berry to adjourn the meeting at 7:25 p.m.

Vote: 5 ayes / 0 nays. Motion carried.

Meeting adjourned.

David J. Napier  
Mayor  
City of West St. Paul