

**City of West St. Paul  
City Council Meeting Minutes  
January 14, 2019**

**1. Call to Order**

Mayor Napier called the meeting to order at 6:31 p.m.

**2. Roll Call**

Present: Mayor Dave Napier  
Councilmembers Wendy Berry, Anthony Fernandez,  
John Justen, Bob Pace and Dick Vitelli

Absent: None

Others Present: City Manager Ryan Schroeder  
Police Chief Manila Shaver  
City Attorney Kori Land  
Parks & Public Works Director and City Engineer Ross Beckwith  
Community Development Director Jim Hartshorn  
Finance Director Char Stark  
City Clerk Shirley Buecksler

**3. Pledge of Allegiance**

**4. Adopt the Agenda**

Motion was made by Councilmember Vitelli and seconded by Councilmember Justen to move Item 9L, Establishing Parking Restrictions on Charlton Street – Wentworth Avenue to Thompson Avenue, to New Business as Item 11B, add New Business Item 11C, Appointment to Fill Ward 3 Council Vacancy, and adopt the agenda, as amended.

All members present voted aye. Motion carried.

**5. OCWS Briefing**

Mayor Napier said the Council held a work session prior to the regular meeting to discuss the following:

- A. Appointment to Fill Ward 3 Council Vacancy
- B. West St. Paul Days and Open House Events for 2019
- C. Designating Polling Locations for Municipal Locations
- D. Oppidan Right of Entry Agreement
- E. Update on Future Policy Topics

## **6. Citizen Comments**

No one wished to speak.

## **7. Council Comments**

Councilmember Justen thanked Officer Jose Merraro of the West St. Paul Police Department for his assistance at a car accident involving his mother and his children.

Councilmember Berry said she is excited to see continued engagement for people watching at home and in attendance at tonight's meeting. She also said that she attended her first Park & Recreation Committee meeting last week. She said they are a great group of experienced and really passionate people and that she is happy to have the opportunity to work with them.

Councilmember Berry said she received an invitation from Moreland Arts & Health Sciences Magnet School. She said she visited the school today and said it was very interesting. She said they have third grade students conducting experiments on how iPad screen time effects zebra fish because they are very similar to people. Councilmember Berry recommended to anyone who is interested in visiting and learning more about the school that they contact Moreland Art & Health Sciences. She said they are open to providing tours.

Councilmember Berry thanked everyone who applied for the Ward 3 Council seat. She said the applications received were incredible. Councilmember Berry said there is always room for improvement in the process and that she has already received feedback.

Mayor Napier said that the Council is excited as a group moving forward. He thanked the Council and City Manager for coordinating March 2 as the date for the Council's strategic planning meeting. Mayor Napier said we will only be successful on that day if our residents come out as a community and attend the open houses that are planned. He suggested that residents watch for notices and check the City's calendar for these events and pass information along to others to attend, as well. Mayor Napier said the City is looking for feedback from residents.

## **8. Proclamations, Presentations and Recognitions**

### **A. Donations to the City**

Mayor Napier thanked South Robert Street Business Association and Barbara McAdams for their generous donations to the City of West St. Paul:

#### **South Robert Street Business Association**

A final check for the 2018 community event funding has been generously donated by the South Robert Street Business Association (SRSBA). Each year, the SRSBA donates funds to the City to cover the costs of several community events that take place throughout the year. The final check of \$4,625.59 is the final funding for 2018 activities.

Citizen Barbara McAdams – This resident has had minimal contact with our public safety personnel but is extremely grateful for the excellent service our first responders are providing. Barbara has donated \$500 to the Police and Fire Departments to share in benefiting their staff. A thank you card and challenge coins were sent in a reply.

Motion was made by Councilmember Vitelli and seconded by Councilmember Berry to adopt Resolution No. 19-003 Accepting Donations to the City.

All members present voted aye. Motion carried.

## 9. Consent Agenda

Motion was made by Councilmember Vitelli and seconded by Councilmember Pace to move Item 9L to New Business as Item 11B and approve the following items on the Consent Agenda, as amended:

- A. Minutes of November 26, 2018
  - OCWS Minutes of November 26, 2018
  - Council Minutes of November 26, 2018
- B. Minutes of December 10, 2018
  - OCWS Minutes of December 10, 2018
  - Council Minutes of December 10, 2018
- C. Minutes of Special Council Organizational Meeting of January 2, 2019
- D. Minutes of the Council Subcommittee Meeting of January 9, 2019
- E. List of Claims for January 14, 2019
- F. Financial Update
- G. Resolution No. 19-004 Declaring Certain Property Surplus and Authorizing Sale and/or Disposal Thereof
- H. City Licensing, Including:
  - Resolution No. 19-005 Concurring with the Issuance of a Minnesota Lawful Gambling Exemption for Faithful Shepherd Catholic School for February 23, 2019 at Southview Country Club, 239 Mendota Road West
  - Resolution No. 19-006 Concurring with the Issuance of a Minnesota Lawful Gambling Exemption for South Robert Street Business Association for February 23, 2019 at Harmon Park, 230 Bernard Street West
  - Resolution No. 19-007 Concurring with the Issuance of a Minnesota Premises Permit Application and ease for Lawful Gambling for Tapemark Charity Pro-Am Golf Tournament at West St. Paul Bingo Palace, 1361 Robert Street South
- I. Rental Licensing
- J. Resolution No. 19-008 Approving Plans and Specifications and Authorizing Ad for Bid 2019 Street Improvement Project No. 19-1
- K. Resolution No. 19-009 Approving Plans and Specifications and Authorizing Ad for Bid Wentworth Avenue Reconstruction Project No. 17-7
- L. **Item Moved to New Business Item 11B:** Establishing Parking Restrictions on Charlton Street – Wentworth Avenue to Thompson Avenue

- M. Resolution No. 19-011 Establishing Parking Restrictions on Wentworth Avenue from Delaware Avenue to Livingston Avenue, S.P. 019-608-003, S.A.P. 019-608-003

All members present voted aye. Motion carried.

#### **10. Public Hearings**

- A. **Conditional Use Permit to Allow a Bingo Hall and Storage in a B4 District at 1361 Robert Street – Tapemark Charity**

Mayor Napier opened the Public Hearing at 6:46 p.m. Seeing no one wishing to speak, Mayor Napier closed the Public Hearing at 6:46 p.m.

Motion was made by Councilmember Vitelli and seconded by Councilmember Pace to adopt Resolution No. 19-012 Approving a Conditional Use Permit to Allow a Bingo Hall in a B4 District at 1361 Robert Street and Resolution No. 19-013 Approving a Conditional Use Permit to Allow Storage in a B4 District at 1361 Robert Street.

All members present voted aye. Motion carried.

#### **11. New Business**

- A. **First Reading - Small Wireless Facilities Ordinance Amendment**

City Attorney Land introduced the following proposed ordinance for its first reading:

*An Ordinance Amending Chapter 95 of the West St. Paul City Code  
Relating to Small Wireless Facilities*

Motion was made by Councilmember Pace and seconded by Councilmember Berry to approve the first reading and call for a second reading of the ordinance to be held at a Public Hearing at the City Council meeting on January 28, 2019.

All members present voted aye. Motion carried.

- B. **Parking Restriction Changes on Charlton Street – Wentworth Avenue to Thompson Avenue – Item moved from Consent Agenda**

Motion was made by Councilmember Justen and seconded by Councilmember Vitelli to adopt Resolution No. 19-010 Establishing Parking Restrictions on Charlton Street from Wentworth Avenue to Thompson Avenue.

All members present voted aye. Motion carried.

**C. Appointment to Fill Ward 3 Council Vacancy**

Motion was made by Councilmember Vitelli and seconded by Councilmember Berry to appoint Lisa Eng-Sarne as Councilmember for Ward 3, with a Swearing In Ceremony at the January 28, 2019 City Council meeting.

All members present voted aye. Motion carried.

**12. Old Business**

**A. Rental License Hearing – 1064 and 1088 Robert Street, Continued from November 13, 2018**

Councilmember John Justen recused himself from the meeting at 7:04 p.m.

**1064 Robert Street**

Motion was made by Councilmember Vitelli and seconded by Councilmember Pace to revoke the license for 1064 Robert Street effective March 31, 2019 due to excessive violations and allow the Applicant to reapply for a Rental License with a management company in place on August 1, 2019 with all fines paid.

All members present voted aye. Motion carried.

**1088 Robert Street**

Motion was made by Councilmember Vitelli and seconded by Councilmember Pace to adopt Resolution No. 19-015 Modifying the Provisional Rental License of 1088 Robert Street.

All members present voted aye. Motion carried.

**B. Rental License Review – 966 Smith Avenue, Continued from November 26, 2018**

Motion was made by Councilmember Pace and seconded by Councilmember Vitelli to adopt Resolution No. 19-016 Converting the Rental License of 966 Smith Avenue to a Provisional License.

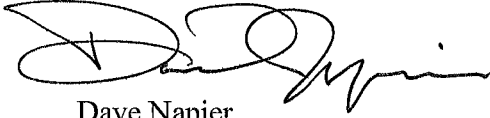
Councilmember Fernandez made a friendly amendment to the motion to remove the requirement of a third party management company. Councilmembers Pace and Vitelli accepted the amendment.

All members present voted aye. Motion carried.

**13. Adjourn**

Motion was made by Councilmember Justen and seconded by Councilmember Berry to adjourn the meeting at 7:48 p.m.

All members present voted aye. Motion carried.

A handwritten signature in black ink, appearing to read "Dave Napier", written in a cursive style.

Dave Napier  
Mayor  
City of West St. Paul