

**City of West St. Paul
City Council Meeting Minutes
June 12, 2023**

1. Call to Order

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

2. Roll Call

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

Absent: None

Others Present: City Manager Nate Burkett
City Attorney Pam Whitmore
Police Chief Brian Sturgeon
Assistant City Manager Dan Nowicki
Community Development Director Ben Boike
Finance Director Char Stark
City Clerk Nicole Tillander

3. Pledge of Allegiance

4. Adopt the Agenda

Motion was made by Councilmember Eng-Sarne and seconded by Councilmember Eastman to adopt the agenda, as presented.

Vote: 6 ayes / 0 nays. Motion carried.

5. Proclamations, Presentations and Recognitions

A. Oath of Office – Introduction of New Police Officer

Chief Sturgeon and Mayor Napier swore in new police officer Justin James. Justin comes to WSP from Ramsey County Sheriff's Department. Many friends and family members were present in the council chambers. Thank you for choosing West St. Paul, Officer James. We are proud to have you!

B. Proclamation Honoring Bob & Ken Pace of Pace's Tire and Service

Mayor Napier recognized Bob & Ken Pace of Pace's Tire and Service and thanked them on behalf of Council, Staff, and the residents of West St. Paul for their time and efforts put towards this community. Mayor Napier read a proclamation and will present each with a framed copy.

6. Proclamation Honoring Juneteenth

- A. Proclamation honoring Juneteenth and establishing it as a City holiday going forward.

7. OCWS Briefing

Council discussed the following items during the Open Council Work Session of June 12th:

- A. Sign Ordinance Discussion
- B. Proposed Restructuring of Police and Parks and Recreation Departments

8. Community Comments – In Person

- Connye LaCombe, Ward 3 – shout out to resident raising money through sale of pride flags, concerns for bicyclists and amount of city bike racks, increase might encourage more bike use
- Karen Vavreck – thank you for Explore WSP Days, Pace’s will be a loss to the community, Memorial Day weekend issues at Harmon Park
 - Mayor, council and staff take the park issues very seriously and will continue making plans to address
- James Johnson Jr (JJ), WSP Resident – “Renters for Renters” – thank you for Explore West St. Paul Days, group is moving forward with additional engagement
- Kevin Hendricks, Ward 3 – thank you for Explore WSP Days, bike ride was a big success!

9. Community Comments – Phone Line

- Caller didn’t provide name – litter on Lothenbach, would have liked to see council cleaning up

10. Council Comments

Mayor and Councilmembers addressed the public on various topics. Thank you for a great Explore West St. Paul Days event! Sam Murphy, city staff, volunteers, committee and commission members, community members, parade participants, Kevin Hendricks, South Metro Fire Department and West St. Paul Police Department – thank you for your efforts and service! Thank you to all our generous sponsors!

11. Consent Agenda

Motion was made by Councilmember Eastman and seconded by Councilmember Berry to approve the following items on the Consent Agenda, as presented:

- A. Approve City Council Meeting Minutes of May 8, 2023 and May 22, 2023
- B. List of Claims for June 12, 2023
- C. City Rental Licensing
 - 949 Allen Ave. (Single Family-Renewal)
 - 173 Kathleen Dr. (Single Family-Renewal)
 - 467 Mendota Rd. W (Single Family-Renewal)

- 1675 Livingston Ave. (Apartment-Renewal)
 - Total Amount – \$1,452.00
- D. Donations to the City**
- South Robert Street Business Association, \$19,038 for Explore West St. Paul Days.
 - Commercial Club of West St. Paul donated \$1,500 for Explore West St. Paul Days.
- E. Approval of New Positions**
- F. Approve Contract for Asphalt Rejuvenator**
- G. Consultant Contract for Bernard Street Reconstruction Project, City Project 25-1**
- H. Call Final Assessment Hearing for 2022-2023 Robert Street Sidewalk Snow Removal**
- I. Federal Award Administration Policy and Procedures**
- J. Safe Electronic Transfer and Payments Policy**

Vote: 6 ayes / 0 nays. Motion carried.

12. Public Hearings

13. General Business

A. First Reading – Cannabis Business Interim Ordinance

City Attorney Pam Whitmore presented. Interim ordinance proposed due to new legislation, licensing structure will be through the State, similar to alcohol, beginning in part July 1st. It will most likely be a year until the State is up and running.

Until October, our Specialty Intoxicating THC Retailer license is valid; will be reclassified as low potency hemp products. Liquor stores can sell lower potency THC/hemp products and should apply for a Regular THC Intoxicating license. Current licensees will need to register with the state by October, State will license and City will register.

Office of Cannabis Management will come up with a model ordinance. Bill allows for an interim ordinance for higher potency THC retailers and reasonable local zoning regulations. Study will be completed and Council can determine what may work for the city.

There will be a 10% sales tax – 80% of that will go to the State and the State will determine how to distribute the remaining 20%.

Interim ordinance will keep existing structure and place a moratorium on the higher level products.

Motion was made by Councilmember Armon and seconded by Councilmember Justen to approve the first reading of the Cannabis Business Interim Ordinance.

Vote: 6 ayes / 0 nays. Motion carried.

B. First Reading – Ordinance Amending Multiple Sections of Chapters 150 and 153 of the West St. Paul City Code Regarding Regulations for Signs and Murals

Community Development Director Ben Boike presented the first reading. Planning Commission reviewed and held a public hearing at their May 16th meeting. Changes to include, but not limited to:

- New definition of sign – language has been amended to also update zoning code
- Election exceptions apply during school board elections, as well as federal and state elections
- Allowance for commercial murals, subject to administrative review, also residential murals on buildings (schools, churches, houses) in greater than one acre land space
- Allowance for transparent window clings
- Change to square footage rather than number of signs

Staff recommends Council approve the first reading; should Council recommend additional revisions, those changes will be made the draft amendment for the final reading on June 26, 2023.

Mayor Napier stated he was opposed to increasing the sign limit from one sign total of six square feet or less to a total square footage limit of 10 square feet and opposed to allowing any signs on fences.

Motion was made by Councilmember Berry and seconded by Councilmember Gulley to approve the first reading of an ordinance amending multiple sections of Chapters 150 and 153 of the West St. Paul City Code regarding regulations for signs and murals.

Vote: Berry – aye
Gulley – aye
Armon – aye
Eastman – aye
Eng-Sarne – aye
Justen – aye
6 ayes, 0 nays
Motion carried.

14. Adjourn

Motion was made by Councilmember Eng-Sarne and seconded by Councilmember Eastman to adjourn the meeting at 7:35 p.m.

Vote: 6 ayes / 0 nays. Motion carried.

Meeting adjourned.

A handwritten signature in blue ink, appearing to read "David J. Napier". The signature is stylized with a large initial "D" and a long, sweeping underline.

David J. Napier
Mayor
City of West St. Paul