

**City of West St. Paul
City Council Meeting Minutes
July 25, 2022**

1. Call to Order

Mayor Napier called the meeting to order at 6:33 p.m.

2. Roll Call

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

Absent: None

Others Present: City Manager Nate Burkett
City Attorney Kori Land
Assistant City Manager Dan Nowicki
Police Chief Brian Sturgeon
Community Development Director Ben Boike
Finance Director Char Stark
Public Works Director / City Engineer Ross Beckwith
Parks & Rec Director Dave Schletty
City Clerk Nicole Tillander

3. Pledge of Allegiance

4. Adopt the Agenda

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

Vote: Eng-Sarne – aye
Justen – aye
Berry – aye
Eastman – aye
Gulley – aye
Vitelli – aye
6 ayes
Motion carried.

5. OCWS Briefing

Council discussed the following items during the Open Council Work Session of July 25th:

- A. Bicycle and Pedestrian Plan Update
- B. Park Maintenance Policy and Operations

6. Community Comments – In Person

- Nancy Lundquist, 236 Emerson Ave E – Marthaler Park issues, no accessible parking; website, unclear who the representative is for precinct; regulating tie-out length for dogs.
 - Council will ask staff to research and address animal control and bring forward a report.
- John Kagel, Ward 3 – prevailing wage concerns with M/I townhome development project; Hy-Vee property proposal, poor fit for West St. Paul; Y served as community center.

7. Community Comments – Phone Line

- No one called in to address the Council.

8. Council Comments

Mayor and Councilmembers addressed the public on various topics.

9. Proclamations, Presentations and Recognitions

10. Consent Agenda

Char Stark, Finance Director, provided further explanation on Item C at Councilmember Vitelli's request. Item remained on Consent Agenda with this clarification. Motion was made by Councilmember Eastman and seconded by Councilmember Justen to approve the following items on the Consent Agenda, as presented:

- A. List of Claims for July 25, 2022
- B. Financial Update – June
- C. Excess Fund Transfer
- D. Set Assessment Hearing Date
- E. Rental Licensing
 - 883-885 Ottawa Avenue (Apartment - Renewal)
 - 1064 Humboldt Avenue (Single Family – New)
 - 2060 Charlton Street (Apartment - Renewal)
 - 1145 Stryker Avenue (Single Family - Renewal)
 - 1019 Seminole Avenue (Duplex – Renewal)
 - 1246 Calumet Avenue (Single Family – New)
 - 251 Stanley Street (Single Family – New)
 - 1530 Bellows Street (Apartment - Renewal)
 - 1224 Hall Avenue (Single Family - Renewal)
 - 968 Livingston Avenue (Single Family – New)
 - Total Amount – \$3,459.50
- F. Donations to the City

- G. Consultant Contract for Forcemain 3 Replacement, City Project 22-2
- H. Contract for Robert Street Casting Adjustments
- I. Authorize Building Inspector I and II Positions

Vote: Eastman – aye
Justen – aye
Berry – aye
Eng-Sarne – aye
Gulley – aye
Vitelli – aye
6 ayes
Motion carried.

11. Public Hearing

A. Final Assessment Hearing for 2021-2022 Robert St. Sidewalk Snow Removal

Public Works Director & City Engineer Ross Beckwith presented the final assessment hearing. Staff looks for adoption of final assessment roll after public hearing.

Mayor Napier opened the Public Hearing at 7:04 p.m. Hearing from no one wishing to speak, Mayor Napier closed the Public Hearing at 7:05 p.m.

Motion was made by Councilmember Vitelli and seconded by Councilmember Eng-Sarne to adopt the final assessment as presented.

Vote: Vitelli – aye
Eng-Sarne – aye
Berry – aye
Eastman – aye
Gulley – aye
Justen – aye
6 ayes
Motion carried.

B. Final Reading - Ordinance Amending Charter Section 2.07 and City Code 30.04 - Mayor and Council Salaries

City Manager Nate Burkett presented the final reading of an ordinance amendment to the Charter and the City Code to increase Mayor and Council salaries. Charter Commission voted unanimously to approve recommendation at their last meeting. Final reading requires unanimous approval and would take effect January 1, 2023.

Mayor Napier opened the Public Hearing at 7:07 p.m. Hearing from no one wishing to speak, Mayor Napier closed the Public Hearing at 7:08 p.m.

Motion was made by Councilmember Vitelli and seconded by Councilmember Berry to approve the final reading and adopt Ordinance No. 22-011 as presented.

Vote: Vitelli – aye
Berry – aye
Eastman – aye
Eng-Sarne – aye
Gulley – aye
Justen – aye
Napier – aye
7 ayes
Motion carried.

C. Final Reading - Moratorium on CBD and Hemp Products

City Manager Nate Burkett presented the final reading with guidance from Council to amend the term to a six-month moratorium. Staff looks for adoption of interim ordinance after public hearing.

Mayor Napier opened the Public Hearing at 7:12 p.m. Hearing from no one wishing to speak, Mayor Napier closed the Public Hearing at 7:13 p.m.

Motion was made by Councilmember Eng-Sarne and seconded by Councilmember Vitelli to approve the final reading and adopt Ordinance No. 22-010 Prohibiting the Establishment of New Uses or the Expansion of Existing Uses Related to Cannabis and Non-intoxicating Cannabinoids (CBD) Sales, Testing, Manufacturing or Distribution for Six Months.

Vote: Eng-Sarne – aye
Vitelli – aye
Berry – aye
Eastman – aye
Gulley – aye
Justen – aye
6 ayes
Motion carried.

D. First Reading and Public Hearing Amending Parking Restrictions for Trucks and Commercial Vehicles

Police Chief Brian Sturgeon presented the first reading for a proposed ordinance amendment to City Code 71.04. Staff looks for approval of first reading and hold public hearing.

Discussion around school buses and possible exemptions to the ordinance if necessary. Compliance will begin as education-based, and these instances will be brought before Council should they arise or permitted through the City Engineer. Mayor Napier opened the Public Hearing at 7:24 p.m. Hearing from no one wishing to speak, Mayor Napier closed the Public Hearing at 7:25 p.m.

Motion was made by Councilmember Eng-Sarne and seconded by Councilmember Eastman to approve the first reading as presented.

Vote: Eng-Sarne – aye
Eastman – aye
Berry – aye
Gulley – aye
Justen – aye
Vitelli – aye
6 ayes
Motion carried.

E. First Reading and Public Hearing Ordinance Regarding Catalytic Converters

Police Chief Brian Sturgeon presented the first reading for a proposed new ordinance. Chief Sturgeon has also reached out to state and federal officials expressing the need for legislative action. Staff looks for approval of first reading and hold public hearing.

Mayor Napier opened the Public Hearing at 7:30 p.m. Hearing from no one wishing to speak, Mayor Napier closed the Public Hearing at 7:31 p.m.

Motion was made by Councilmember Eng-Sarne and seconded by Councilmember Eastman to approve the first reading as presented.

Vote: Eng-Sarne – aye
Eastman – aye
Berry – aye
Gulley – aye
Justen – aye
Vitelli – aye
6 ayes
Motion carried.

F. First Reading and Public Hearing Ordinance Regarding Fraudulent Purchases of Gift Cards

Police Chief Brian Sturgeon presented the first reading for a proposed new ordinance. Large retailers along Robert Street have been notified of the proposed changes regulating the sale of all third party gift cards and are in favor of this ordinance. Staff looks for approval of first reading and hold public hearing.

Mayor Napier opened the Public Hearing at 7:36 p.m. Hearing from no one wishing to speak, Mayor Napier closed the Public Hearing at 7:37 p.m.

Motion was made by Councilmember Vitelli and seconded by Councilmember Justen to approve the first reading as presented.

Vote: Vitelli – aye
Justen – aye
Berry – aye
Eastman – aye
Eng-Sarne – aye

Gulley – aye
6 ayes
Motion carried.

12. New Business

A. Site Plan and Preliminary/Final Plat for a Building Expansion at 1250 Oakdale Ave (St. George Church) – SRA, Inc.

Community Development Director Ben Boike presented the site plan application and preliminary/final plat for an addition at 1250 Oakdale Avenue. Planning Commission reviewed and held a public hearing on July 19th, 2022 and voted 8-0 to recommend approval subject to the listed conditions as recommended by city staff. Staff looks for approval of the proposed site plan and plat applications.

Motion was made by Councilmember Justen and seconded by Councilmember Berry to approve the site plan and plat applications as presented.

Vote: Justen – aye
Berry – aye
Eastman – aye
Eng-Sarne – aye
Gulley – aye
Vitelli – aye
6 ayes
Motion carried.

13. Old Business

A. Final Reading of the Rezoning of Certain Parcels of the Former Thompson Oaks Golf Course - M/I Homes

Community Development Director Ben Boike presented the final reading of rezoning proposal/application. Planning Commission reviewed and held a public hearing on June 21st, 2022. Residents did attend and spoke to the density and desire for single family homes. Planning Commission voted 7-0 to recommend approval of the rezoning as recommended by city staff. Staff looks for approval of the final reading subject to listed conditions.

Motion was made by Councilmember Justen and seconded by Councilmember Berry to approve the final reading and adopt Ordinance No. 22-009 Rezoning a Parcel near the Southwest Corner of Thompson and Oakdale Avenues from B6 – Mixed Use to Planned Residential Development (PRD) with R3 – Townhome Residential Underlying Zoning as presented.

Vote: Justen – aye
Eastman – aye
Berry – aye

Eng-Sarne – aye
Gulley – aye
Vitelli – nay
5 ayes, 1 nay
Motion carried.

14. Adjourn

Motion was made by Councilmember Eng-Sarne and seconded by Councilmember Berry to adjourn the meeting at 7:45 p.m.

Vote:

Eng-Sarne – aye
Berry – aye
Eastman – aye
Gulley – aye
Justen – aye
Vitelli – aye
6 ayes
Motion carried.

Meeting adjourned.

A handwritten signature in blue ink, appearing to read "David J. Napier". The signature is stylized and cursive.

David J. Napier
Mayor
City of West St. Paul