

**City of West St. Paul  
Open Council Work Session Minutes  
August 9, 2021**

**1. Call to Order**

Mayor Napier called the meeting to order at 5:30 p.m.

**2. Roll Call**

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

Absent: None

Also Present: City Manager Nate Burkett  
City Attorney Kori Land  
Police Chief Brian Sturgeon  
Fire Chief Mark Juelfs  
City Planner Melissa Sonnek  
Public Works & Parks Director / City Engineer Ross Beckwith  
Finance Director Char Stark  
Marketing & Communications Manager Dan Nowicki  
City Clerk Nicole Tillander

**3. Review and Approve the OCWS Agenda**

Motion was made by Councilmember Vitelli and seconded by Councilmember Gulley to approve the OCWS agenda, as presented.

Vote: 6 ayes / 0 nays. Motion carried.

**4. Review the Regular Meeting Consent Agenda**

City Manager Nate Burkett advised the council of two changes to the consent agenda. First, it was brought to staff's attention that a motion in the June 28, 2021 City Council minutes posted in the Consent Agenda contained an error regarding seconding a motion. Minutes have been amended. Second, in the attachment for item 10G List of I and I Assessment Properties 080921, property at 985 Cherokee had the incorrect assessment amount listed. It should be \$4,006.50. This also changes the total assessment in the memo to \$51,636.25. Corrected amounts have been listed.

**5. Agenda Item(s)**

**A. Fee Schedule**

Finance Director Char Stark presented changes to the 2022 fee schedule.

**B. Preliminary 22 Budget and Conceptual 23 Budget**

Finance Director Char Stark presented 2022-2023 preliminary budgets along with the Capital Improvement and Equipment Plan.

On direction of council, staff will bring further information on the levy line items showing as separate or combined to the OCWS meeting where final budget approval is discussed, including more detail on the EDA levy balance and distribution.

Staff will also bring further information on the ice arena and parking lot to the next OCWS meeting.

**C. Future OCWS Setting Discussion**

Marketing & Communications Manager Dan Nowicki presented alternate meeting space options for the Open Council Work Sessions. Five options within the two current settings – council chambers or lobby conference room. After discussion among council, staff will work up a couple more options such as one camera in the conference room and bring back to council. For now, OCWS meetings will remain in the council chambers.

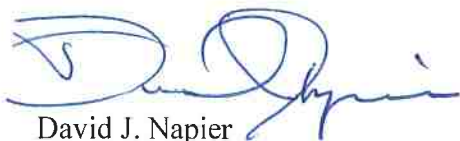
Mayor would like staff to provide a report on quality control on street projects. Public Works & Parks Director / City Engineer Ross Beckwith provided information and advised of weekly email and web updates available for most current information.

There were topics brought up for future OCWS agenda items – park dedication fee funds and skate park possibility. As a part of this discussion, City Manager Nate Burkett advised there will be a full financial review and historical report on usage.

**6. Adjourn**

Motion was made by Councilmember Justen and seconded by Councilmember Gulley to adjourn the meeting at 6:27 p.m.

Vote: 6 ayes / 0 nays. Motion carried.



David J. Napier  
Mayor  
City of West St. Paul