

**City of West St. Paul
City Council Meeting Minutes
November 8, 2021**

1. Call to Order

Mayor Napier called the meeting to order at 6:32 p.m.

2. Roll Call

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

Dick Vitelli – Councilmember Vitelli is attending this meeting virtually from the Desert Shadows RV Resort Library, 6980 Ramon Rd, Cathedral City, CA 92234. This space is open and accessible to the public.

Absent: None

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

3. Pledge of Allegiance

4. Adopt the Agenda

City Manager Nate Burkett proposed moving item 9. Proclamations, Presentations and Recognitions to 5B. With this amendment, motion was made by Councilmember Justen and seconded by Councilmember Eng-Sarne to adopt the agenda as presented.

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

5. OCWS Briefing / Oath of Office for New Police Officer

A. Council discussed the following items during the Open Council Work Session of November 8th:

1. Stop Sign Evaluation and the Arion/Gorman Intersection
2. 2022 Employee Benefit Renewal

B. Introduction of New Employees and Oath of Office for New Police Officer

Chief Sturgeon and Mayor Napier swore in new police officer Antonio Cortez. Many friends and family members were present in the council chambers. Thank you for choosing West St. Paul, Officer Cortez!

6. Citizen Comments – In Person

- Patrick Hill – concerns regarding Sperl St and Butler Ave intersection

7. Citizen Comments – Phone Line

- David Long – 410 Butler Ave E, concerns regarding intersection
- Gorman Ave – support for safer playground area on Gorman/Arion
- Jamie – safety concerns for playground area on Gorman/Arion
- Jamie Gulley – safety concerns and desire for stop sign on Gorman/Arion

8. Council Comments

Mayor and Councilmembers addressed the public on various topics.

9. Proclamations, Presentations and Recognitions

A. Donations to the City

Chief Sturgeon presented donations from the community and businesses:

- Dunham’s Food and Drink, Inc. donated \$693.00 to the Police Department to offset costs associated with the Police versus Fire charity hockey game that took place this past month.

Motion was made by Councilmember Eastman and seconded by Councilmember Berry to adopt Resolution No. 21-086 Donations to the City.

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

10. 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 October 25, 2021
- B.** 11/8/21 List of Claims
- C.** City Licensing
- D.** Rental Licensing
 - 931 & 933 Livingston Avenue (Duplex - Renewal)
 - 226 Annapolis Street W (Apartment - Renewal)
 - 234 Annapolis Street W (Apartment - Renewal)
 - 1568 Charlton Street (Apartment - Renewal)
 - 183 Annapolis Street W (Apartment - Renewal)
 - 969 Smith Avenue S (Apartment - Renewal)
 - 800 Dodd Road (Apartment - Renewal)
 - 884 Bidwell Street (Apartment - Renewal)
 - 903 Oakdale Avenue (Apartment - Renewal)
 - 845 Dodd Road (Apartment - Renewal)
 - 848 Dodd Road (Apartment - Renewal)
 - 153 Emerson Avenue E (Apartment - Renewal)
 - 1275 Kruse Street (Apartment - Renewal)
 - 1313 Kruse Street (Apartment - Renewal)
 - 1323 Kruse Street (Apartment - Renewal)
 - 1333 Kruse Street (Apartment - Renewal)
 - 171 Thompson Avenue E (Apartment - Renewal)
 - 173 Thompson Avenue E (Apartment - Renewal)
 - 175 Thompson Avenue E (Apartment - Renewal)
 - 177 Thompson Avenue E (Apartment - Renewal)
 - 179 Thompson Avenue E (Apartment - Renewal)
 - 181 Thompson Avenue E (Apartment - Renewal)
 - 183 Thompson Avenue E (Apartment - Renewal)
 - 185 Thompson Avenue E (Apartment - Renewal)
 - 187 Thompson Avenue E (Apartment - Renewal)
 - 189 Thompson Avenue E (Apartment - Renewal)
 - 191 Thompson Avenue E (Apartment - Renewal)
 - 834 Allen Avenue (Apartment - Renewal)
 - 1252 Allen Avenue (Apartment - Renewal)
 - 1520 Charlton Street (Apartment - Renewal)
 - 1550 Charlton Street (Apartment - Renewal)
 - 1552 Charlton Street (Apartment - Renewal)
 - 435 Arion Street E (Apartment - Renewal)
 - 445 Arion Street E (Apartment - Renewal)
 - 455 Arion Street E (Apartment - Renewal)
 - 237 Bernard Street W (Apartment - Renewal)

- 156 Westchester Drive (Single Family - Renewal)
 - 140 Haskell Street E (Apartments - Renewal)
 - 902 Dodd Road (Single Family - Renewal)
 - Total Amount – \$9,136.00
- E. Joint Powers Agreement for Employee Benefits and Other Financial and Risk Management Services
- F. Public Purpose Expenditure Policy

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

11. Public Hearing

A. Final Reading – An Ordinance Amending Section 113, Defining Specialty Tobacco Retailers and Limiting the Number of Licenses

City Manager Nate Burkett presented two options for the Council to consider. Both options define and create a new tobacco license – Specialty Tobacco Retailer. Option one limits the number of licenses to two. Option two limits the number of licenses to two and requires that the business have been open and operating for six month prior to adoption of the ordinance. A public hearing was held and no one came forward or called in to address the Council.

Motion was made by Councilmember Justen and seconded by Councilmember Eastman to adopt the option two version of Ordinance 21-015 amending section 113 of city code defining specialty tobacco retailers and limiting the number of licenses to two and requiring that a specialty tobacco retailer has been open and operating for six months prior to adoption of the ordinance.

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

B. Final Reading of an Ordinance Amending Sections 153.032, 153.346, and 153.348 of the West St. Paul City Code Regarding Building Setbacks, Parking Street Frontage, and Required Minimum Parking

Community Development Director Ben Boike presented the final reading. A public hearing was held and no one came forward or called in to address the Council.

Motion was made by Councilmember Vitelli and seconded by Councilmember Justen to adopt Ordinance 21-014 as presented.

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

12. New Business

A. First Reading - Ordinance Amending City Code Sections 153.433 and 153.434 Regarding Temporary Signs in Residential Districts

City Manager Nate Burkett presented the first reading of the ordinance amendment regarding temporary signs and aligning the definition with the historical interpretation by code enforcement.

Motion was made by Councilmember Eng-Sarne and seconded by Councilmember Gulley to approve first reading as presented. Public hearing and final reading will be at the next meeting.

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

B. First Reading - Ordinance Increasing the Size of the Planning Commission and Requiring Ward Representation

City Manager Nate Burkett presented the first reading of the ordinance increasing the size of the planning commission to nine members and requiring ward representation. Full ordinance will be in effect once all members are seated.

Motion was made by Councilmember Gulley and seconded by Councilmember Berry to approve first reading as presented. Public hearing and final reading will be at the next meeting.

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

13. Old Business

A. Street Reconstruction Assessments for Properties at the Charlton Street/Moreland Avenue Intersection City Project 21-1

City Engineer Ross Beckwith presented information. Four properties were reevaluated after the October 25th City Council meeting. Based on their corner locations, these properties were affected by multiple assessments; the 2018 Mill/Overlay project for all properties on Charlton and the current Moreland Avenue assessments which are capped at \$7,400. Staff offered the option of decreasing the current assessments on these four properties by the 2018 Mill & Overlay charge.

Council will look into using a formula in future years to maintain consistency throughout assessment projects.

Motion was made by Councilmember Justen and seconded by Councilmember Eng-Sarne to approve the assessment through option two with the subtraction amount.

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

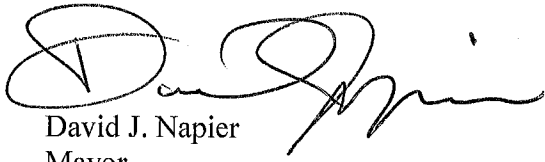
14. Adjourn

Motion was made by Councilmember Eastman and seconded by Councilmember Gulley to adjourn the meeting at 7:53 p.m.

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

Motion carried.

Meeting adjourned.

A handwritten signature in black ink, appearing to read "David J. Napier". The signature is fluid and cursive, with a large initial "D" and "N".

David J. Napier
Mayor
City of West St. Paul