

**City of West St. Paul  
City Council Meeting Minutes  
April 11, 2022**

**1. Call to Order**

Mayor Napier called the meeting to order at 6:30 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

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

**3. Pledge of Allegiance**

**4. Adopt the Agenda**

Motion was made by Councilmember Eastman and seconded by Councilmember Justen to adopt the agenda as presented.

Vote: 6 ayes / 0 nays. Motion carried.

**5. OCWS Briefing**

Council discussed the following items during the Open Council Work Session of April 11<sup>th</sup>:

- A. Annapolis Street Reconstruction Project Update
- B. 2022-25 Strategic Plan Review
  - i. City Manager Nate Burkett presented a detailed overview. The plan will guide the next one to three years of planning and work for both staff and council in conjunction with budget priorities.
- C. 2023-24 Budget Parameters

**6. Community Comments – In Person**

- Elaine Hause – sign ordinance feedback, church specific possible exceptions
- Relay For Life of IGH SSP WSP, Event Chair, Teresa Joens-Kostick

- Community event to be held Saturday, August 6<sup>th</sup> from 4 – 10 pm
- Mike, Ward 2 – help with getting to a polling place, election day options discussed

## **7. Community Comments – Phone Line**

- Kelly Strebig – calling to commend City Council and staff

## **8. Council Comments**

Mayor and Councilmembers addressed the public on various topics.

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

## **10. Consent Agenda**

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

- A. Approve City Council Meeting Minutes of March 28, 2022
- B. List of Claims for April 11, 2022
- C. City Licensing
- D. Rental Licensing
  - 1087 Stryker Avenue (Duplex – Renewal)
  - 411-413 Butler Avenue E (Duplex – Renewal)
  - 941 Dodd Road (Single Family – Renewal)
  - 911 Cherokee Avenue (Single Family – Renewal)
  - 935 Charlton Street (Duplex – Renewal)
  - 816 Dodd Road (Triplex – Renewal)
  - 138 Stanley Street E (Single Family – Renewal)
  - 865 Bidwell Street (Single Family – Renewal)
  - 1243 Cherokee Avenue (Single Family – Renewal)
  - 165 Hurley Street E (Duplex – Renewal)
  - 255 Westview Drive #105 (Condo – Renewal)
  - 425 Butler Avenue E (Single Family – Renewal)
  - 1156 Charlton Street (Single Family – Renewal)
  - 935 Charlton Street (Duplex – Renewal)
  - 354 Marie Avenue E (Apartment – Renewal)
  - 364 Marie Avenue E (Apartment – Renewal)
  - 374 Marie Avenue E (Apartment – Renewal)
  - 384 Marie Avenue E (Apartment – Renewal)
  - 394 Marie Avenue E (Apartment – Renewal)
  - 113-115 Emerson Avenue (Duplex – Renewal)
  - 1156 Charlton Street (Single Family – Renewal)
  - 203 Annapolis Street W (Duplex – Renewal)
  - 413 Stanley Street E (Duplex – Renewal)
  - 225 Thompson Avenue E (Single Family – Renewal)
  - 1116 Humboldt Avenue (Duplex – Renewal)

- 1120 Humboldt Avenue (Duplex – Renewal)
  - 1051 Ottawa Avenue (Single Family – Renewal)
  - 1060 Ottawa Avenue (Duplex – Renewal)
  - 174 Haskell Street E (Duplex – Renewal)
  - 412 Arion Street E (Duplex – Renewal)
  - 1173 Macarthur Avenue (Single Family – Renewal)
  - 1015 Cherokee Avenue (Duplex – Renewal)
  - 879 Smith Avenue S (Apartment – Renewal)
  - 917 Cherokee Avenue (Single Family – Renewal)
  - 1069 Dodd Road (Single Family – Renewal)
  - 110 Bernard Street W (Duplex – Renewal)
  - Total Amount – \$6,078.50
- E. Resolution Affirming Precinct Boundaries and Polling Places for Municipal Elections After Redistricting
- F. Resolution of Support for Community Project Funding Appropriation

Vote: 6 ayes / 0 nays. Motion carried.

## **11. Public Hearing**

### **A. Public Improvement Hearing: Authorize Preparation of Plans & Specifications for Annapolis Street Reconstruction Project 23-1**

Public Works & Parks Director / City Engineer Ross Beckwith presented the Annapolis Street Reconstruction Project CP 23-1. Joint project with the City of Saint Paul. Open houses were held December 6, 2021 and February 3, 2022. The feasibility report showing improvements, costs, financing and schedule was approved March 14<sup>th</sup>. Annapolis/Dodd/Charlton intersection options presented. Two year construction project with assessment hearings held each year. Staff looks for Council to hold the public hearing and authorize the plans and specifications for the project as presented.

Mayor Napier opened the Public Hearing at 7:01 p.m.

The following members of the community came forward to speak:

Michael Gallagher – concerns for business parking spaces

Mike Price – concern regarding multiple PIDs

Robert Schuweiler – concern regarding width of the street

Barbara Wagner – many concerns, bike lane, safety, assessment cost

Bill Price – intersection reconstruction concerns, Ross will follow up by mailing requested data to 892 Felix

Mayor Napier closed the Public Hearing at 7:26 p.m.

Motion was made by Councilmember Vitelli and seconded by Councilmember Eastman to authorize preparation of plans and specifications for the Annapolis Street Reconstruction Project CP 23-1 through approval of resolution 22-024.

Vote: Vitelli – aye

Eastman – aye

Berry – aye

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

## **12. New Business**

### **A. WSP Ice Arena - Award Bids and Contracts**

City Manager Nate Burkett presented; bids were received at 1:00 p.m. per the published request, bid summary breakdown document provided to Council and added to the packet. Staff requests approval and award of bids and contracts contingent upon funding agreement.

Motion was made by Councilmember Vitelli and seconded by Councilmember Justen to approve bids for the West St. Paul Ice Arena Expansion project in accordance with the presented bid tab under the condition that all parties to the WSP Ice Arena Funding Agreement execute the agreement; and authorize the City Manager to direct that funds up to the amount of \$1.3 million be temporarily transferred from the Debt Reduction Fund to the Ice Arena Fund to pay expenses associated with this project as approved and to approve a total budget of \$1,650,000.

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

### **B. WSP Ice Arena - Funding Agreement**

City Manager Nate Burkett presented the WSP Ice Arena Project funding agreement. Changes made to Operations Plan regarding locker room use in off-season. Staff requests approval of the funding agreement and ongoing authorization for minor changes as necessary to function as general contractor to the project.

Motion was made by Councilmember Gulley and seconded by Councilmember Berry to approve Agreement between City, WSP Youth Hockey Association and Two Rivers Hockey Boosters for WSP ice arena improvements which includes agreement on improvements to be made, financing and remedies for default, authorize minor changes as agreed upon by the City Manager and City Attorney, if requested by the other signing parties, and authorize the Mayor and City Manager to sign.

Vote: Gulley – aye  
Berry – aye  
Eastman – aye

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

### **13. Old Business**

#### **A. Final Reading of an Ordinance Amendment Regarding Off-Street Loading and Unloading Regulations**

Community Development Director Ben Boike presented the final reading of an ordinance amendment regarding loading docks. Planning Commission reviewed, held a public hearing and voted 8-0 to approve the amendment at the March 15<sup>th</sup> meeting.

Motion was made by Councilmember Vitelli and seconded by Councilmember Eng-Sarne to approve final reading as presented and adopt Ordinance 22-008.

Vote: 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 7:46 p.m.

Vote: 6 ayes / 0 nays. Motion carried.

Meeting adjourned.

David J. Napier  
Mayor  
City of West St. Paul