

**City of West St. Paul
City Council Meeting Minutes
February 9, 2026**

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, Lisa Eng-Sarne, Doug Fromm, Robyn Gulley and John Justen

Absent: Junior Councilmember Elise Moga

Others Present: City Manager Nate Burkett
City Attorney Pam Whitmore
Assistant City Manager Dan Nowicki
Police Chief Brian Sturgeon
Public Works Director / City Engineer Ross Beckwith
Community Development Director Ben Boike
City Clerk Nicole Tillander

3. Pledge of Allegiance

4. Adopt the Agenda

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

Vote: 6 ayes / 0 nays. Motion carried.

5. OCWS Briefing

Open Council Work Session held February 9, 2026 at 5:00 PM:

1. Welcome and Note Attendance
2. Agenda Items
 - A. Boards and Commissions Policy
 - B. Boards and Commissions Interviews
3. Regular Meeting Consent Agenda Review
4. Adjourn

6. Community Comments – In Person

- No one came forward to address the council.

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. Consent Agenda

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

- A.** Approve City Council Meeting Minutes of January 26, 2026
- B.** City Business Licensing
- C.** City Rental Licensing
- D.** List of Claims for February 9, 2026
- E.** Order Preliminary Engineering Report for the Delaware Avenue Reconstruction Project 25-3
- F.** Wentworth Avenue Trail Project 24-4 – Easements
- G.** Amend Fee Schedule – Secondhand Stores Business License Fee
- H.** Body Worn Camera Audit Executive Summary Report
- I.** City Manager Performance Evaluation Summary

Vote: 6 ayes / 0 nays. Motion carried.

10. General Business

A. Immigration Enforcement Activity Response

City Manager Nate Burkett presented. To date, the City has passed a policy resolution, sent a letter sent to Governor Walz and distributed \$10,000 in food assistance grant funds to Heritage PTA, Garlough PTA, Moreland PTA and 360 Communities. Food assistance will be formalized by resolution. Council can consider LAHA-funded rent/mortgage support grants for today. The estimated need is 50-100 households. Staff recommends donating up to \$10,000 to each of the PTAs and the non-profit we provided food aid to, as well as considering donating up to another \$10,000 to Beyond the Yellow Ribbon to help those not connected to a school.

Mayor and Council are extremely grateful to staff for their efforts and support this funding source.

Motion was made by Councilmember Gulley and seconded by Councilmember Fromm to adopt Resolution No. 26-019 Providing Food Assistance Grant Funds as presented.

Vote: 6 ayes / 0 nays. Motion carried.

Motion was made by Councilmember Gulley and seconded by Councilmember Eng-Sarne to approve Resolution No. 26-021 Authorizing a Grant of Local Affordable Housing Aid

Funds to a Nonprofit Organization to Provide Rent and/or Mortgage Support to Income-Eligible West St. Paul Resident Households to Prevent Eviction and Housing Instability as presented.

Vote: 6 ayes / 0 nays. Motion carried.

B. Rental License Application Renewal Review - 97 Orme St. E.

Community Development Director Ben Boike presented the rental license renewal review. New or renewal rental license application options include:

- (a) Approve the license;
- (b) Deny the license;
- (c) Approve a provisional license;
- (d) Approve the license with reasonable conditions; or
- (e) Continue the license application.

Rental license expired as of May 31, 2025. As of November 12, 2025, owner passed all inspections. There is a pending change in ownership which has contributed to some confusion and delays. Police calls have increased since June 2025.

Staff is recommending that the 2025 rental license be approved as a provisional license, including a mitigation plan to address ongoing issues, and the provisional license be approved through the presented resolution. The applicant was notified that Council would be reviewing their renewal application and should be provided the opportunity to address Council.

Applicant spoke about the lease-to-own agreement and apologized for delayed response. Property will transfer to new owner in May 2027. Until then, both parties will need to ensure provisions are being followed. Council discussion around police calls and attorney clarification of owner responsibility.

Council appreciates the applicant being present and addressing the issues. Council is in support of the provisional license continuing to ensure all points of the mitigation plan are addressed and continue to be monitored.

Motion was made by Councilmember Justen and seconded by Councilmember Berry to adopt Resolution No. 26-020 Approving Rental License Application for the Property Located at 97 Orme Street East as a Provisional License, as presented.

Vote: 6 ayes / 0 nays. Motion carried.

C. Final Reading to Rezone Multiple Properties near the Intersection of Butler Ave. and Highway 52

Community Development Director Ben Boike presented the final reading. Staff recommends approval of the final reading to rezone multiple properties near the interaction of Butler Ave. and Highway 52. The approval of the rezoning is contingent upon approval of the amendment to the 2040 Comprehensive Plan's Future Land Use Map.

Motion was made by Councilmember Eng-Sarne and seconded by Councilmember Fromm to adopt Ordinance No. 26-002 Rezoning Multiple Properties In and Around the Intersection of Butler Avenue East and Highway 52 From R-4, Multiple Family Residential to R-3, Townhouse Residential or R-2, Two Family, as presented, including conditions.

Vote: 6 ayes / 0 nays. Motion carried.

D. Final Reading – Administrative Code

City Manager Nate Burkett presented the final reading. This ordinance consolidates and codifies operational governance so that Council, staff, and the public can quickly understand how the City functions in practice. Staff asks that the council approve the final reading of an ordinance repealing and replacing section 30.02 of the West St. Paul City Code relating to the administrative code.

Motion was made by Councilmember Armon and seconded by Councilmember Justen to adopt Ordinance No. 26-001 Repealing and Replacing Section 30.02 of the West St. Paul City Code Relating to the Administrative Code as presented.

Vote: 6 ayes / 0 nays. Motion carried.

11. Adjourn

Motion was made by Councilmember Berry and seconded by Councilmember Gulley to adjourn the meeting at 7:18 p.m.

All members present voted aye. Motion carried.

David J. Napier
Mayor
City of West St. Paul

Respectfully submitted,

Nicole Tillander
City Clerk
City of West St. Paul