

**City of West St. Paul
Economic Development Authority Minutes
January 12, 2026**

1. Call to Order

President Napier called the meeting to order at 8:04 p.m.

2. Roll Call

Present: President Dave Napier
Commissioners Pat Armon, Wendy Berry, Lisa Eng-Sarne, Doug Fromm
Robyn Gulley, John Justen and Junior Commissioner Elise Moga

Absent: None

Also Present: Executive Director Nate Burkett
Assistant City Manager Dan Nowicki
City Attorney Jana O’Leary Sullivan
Police Chief Brian Sturgeon
City Planner Melissa Houtsma
Finance Director Susan Earle
EDA Secretary Nicole Tillander

3. Election of Officers

The EDA Commission shall elect officers for the positions of President and Vice President for 2026. The Treasurer (Mayor), the Assistant Treasurer (Finance Director) and Secretary (City Clerk) are all sitting positions per the bylaws.

Commissioner Berry nominated Mayor Napier to the position of EDA President and Commissioner Eng-Sarne to the position of EDA Vice President, nomination seconded by Commissioner Justen.

Motion was made by Commissioner Berry and seconded by Commissioner Justen to approve EDA Resolution No. 25-001 Electing Officers as follows:

President: Mayor David J. Napier

Vice President: Councilmember Lisa Eng-Sarne

Treasurer: Mayor (David J. Napier)

Assistant Treasurer: Finance Director (Susan Earle)

Secretary: City Clerk (Nicole Tillander)

Vote: 7 ayes / 0 nays. Motion carried.

4. Adopt the Agenda

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

Vote: 7 ayes / 0 nays. Motion carried.

5. Commissioner Comments

6. EDA Consent Agenda

- A. Approve EDA Meeting Minutes of December 8, 2025
- B. Non-Waiver of Statutory Tort Liability Limits

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

Vote: 7 ayes / 0 nays. Motion carried.

7. General Business

- A. EDA Bylaws Review

Executive Director Nate Burkett presented; changes to the bylaws include aligning signing authority and adding Assistant Executive Director, who would be the Community Development Director.

Motion was made by Commissioner Justen and seconded by Commissioner Gulley to approve the EDA bylaws amendments as presented.

Vote: 7 ayes / 0 nays. Motion carried.

8. Adjourn

Motion was made by Commissioner Berry and seconded by Commissioner Justen to adjourn the meeting at 8:10 p.m.

Vote: 7 ayes / 0 nays. Motion carried.

David J. Napier
President
City of West St. Paul