

**City of West St. Paul  
City Council Meeting Minutes  
March 11, 2019**

**1. Call to Order**

Mayor Napier called the meeting to order at 6:35 p.m.

**2. Roll Call**

Present: Mayor Dave Napier  
Councilmembers Wendy Berry, Lisa Eng-Sarne, Anthony Fernandez,  
John Justen, Bob Pace and Dick Vitelli

Absent: None

Others Present: City Manager Ryan Schroeder  
Police Chief Manila Shaver  
City Attorney Kori Land  
Community Development Director Jim Hartshorn  
Finance Director Char Stark  
City Clerk Shirley Buecksler

**3. Pledge of Allegiance**

**4. Adopt the Agenda**

Motion was made by Councilmember Vitelli and seconded by Councilmember Berry to add Consent Agenda Item I, Appointing Councilmember Vitelli to the Dakota Broadband Board and Councilmember Berry as Alternate, and Item J, First Reading of Ordinances Pertaining to Gas and Electric Franchises.

All members present voted aye. Motion carried.

**5. OCWS Briefing**

Mayor Napier said the Council held a work session prior to the regular meeting to discuss the following:

**A. Request to Allow a Banquet Hall at Signal Hills Shopping Center**

Mayor Napier said this would rezone the B4 District and will come back to another meeting for discussion.

**B. Council Initiatives and Strategic Planning**

Mayor Napier said a special OCWS is needed to create a working document.

### **C. Cinco de Mayo Parade**

Mayor Napier said the Council participated in the Cinco de Mayo Parade for the first time in 2018. Council has agreed to participate again this year on May 4. He said a Council subcommittee has been formed and that Councilmembers Berry, Eng-Sarne and Fernandez will lead that effort.

### **D. Draft Ordinances Regarding Gas and Electric Franchises**

Four (4) draft ordinances were reviewed, discussed and added to the Consent Agenda for approval of the first reading.

## **6. Citizen Comments**

Jade Pennig, Ward 3, spoke regarding the food drive. She said [www.wspfooddrive.com](http://www.wspfooddrive.com) has the most up-to-date information, including how to donate online and volunteer. She said some businesses have incentives for donations.

- Mayor Napier thanked all of the residents who are working hard to represent West St. Paul and the food drive.

A resident from Ward 3 said she is interested in attending OCWS meetings. She said she watched the Neighborhood Meeting that was recorded on February 26 and was impressed with the energy that went into those meetings. She said the meeting was great and a worthwhile effort to let residents know that the Council is listening to them. She said this was a remarkable difference from last year. She also mentioned how impressed she was with Council and Staff's knowledge level of what's happening at the Capitol.

- Mayor Napier said we have a great team and everyone is stopping up to fight for West St. Paul.

## **7. Council Comments**

Councilmember Eng-Sarne said she will be at the Capitol tomorrow regarding the bill for lift stations. She also said that Council had a great Strategic Planning Meeting on March 2 and that residents can still email or call with additional input.

Councilmember Justen recommended that residents clean out the sewer grates in their neighborhoods. He said Google street view can be used to locate them.

Councilmember Vitelli said if there is a fire hydrant near your home, help the Fire Department and clear the snow around it. He also said that the City has run out of road salt so Public Works will now be using a mixture of salt and sand.

Councilmember Pace thanked everyone who is helping with the food drive. He also gave a shout out to Public Works for the tremendous job they're doing.

Councilmember Berry thanked the resident who gave compliments on the Neighborhood Meetings and suggested that residents submit more comments and ideas.

Councilmember Fernandez thanked Public Works for the fantastic job they have done all winter long.

Mayor Napier thanked the volunteers working on the food drive. He said we have a tight-knit community that really comes together. He said he has also been participating in the Burger Challenge and it has been fun to get involved.

Mayor Napier thanked everyone who has helped in the Strategic Planning Meeting process.

Mayor Napier recognized Fire Chief Mike Pott who will be retiring on March 24. He told Fire Chief Pott that, on behalf of the residents of our community, it should never be understated what value he has brought to this team. He said what Fire Chief Pott has done with his team at South Metro Fire is incredible and should never be overlooked. Council, Staff and the audience stood and applauded Fire Chief Pott on his retirement.

Mayor Napier said we recently lost a very important person in West St. Paul. Thomas Hoban passed away on March 3. Mayor Napier said Thomas Hoban was one of the first to suggest that he run for Mayor. He said he will ask the family for information to include in a proclamation for Thomas Hoban.

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

### **A. Introduction of New South Metro Firefighters**

Fire Chief Pott introduced new South Metro Firefighters Steve Jensen, Robby Smith, Matt Kull and Joe Zinniel. Mayor Napier and Council welcomed them.

Chief Pott also introduced Mark Juelfs as South Metro Fire Department's new Fire Chief.

### **B. West St. Paul Act on Alzheimer's Team Presentation**

Claudia Egelhoff, Ward 1, provided a presentation from the West St. Paul Act on Alzheimer's Team. She said Westwood Ridge provides a Virtual Dementia Tour which is a simulated dementia experience created by Second Wind Dreams founder P.K. Beville that helps families, organizations, and companies better understand the physical and mental challenges of those who have dementia. After experiencing this sensory training, you will have a greater understanding of the realities of living with dementia. This unique, interactive program has been shown to improve communication and care. Learning to create a positive environment for those with dementia can only come from attempting to walk in their shoes. For more detailed information on the Virtual Dementia Tour, visit [Second Wind Dreams](#).

Mayor Napier thanked Ms. Egelhoff for providing this presentation.

## **9. Consent Agenda**

Motion was made by Councilmember Justen and seconded by Councilmember Vitelli to approve the following items on the Consent Agenda, as amended:

- A.** OCWS and Regular Council Minutes of February 11, 2019
- B.** Neighborhood Meeting Minutes of February 21, 26 and 27, 2019 and Survey Results
- C.** Strategic Planning Meeting Minutes of March 2, 2019
- D.** List of Claims for March 11, 2019
- E.** Resolution No. 19-036 Concurring with the Issuance of a Minnesota Off-Site Gambling Permit for Tapemark Charity Pro-Am, June 7-8, 2019
- F.** Rental Licensing
- G.** Consultant Contract with Bolton & Menk, Inc. for 2020 Street Improvements Project 20-1 for an Hourly Not-to-Exceed Contract Amount of \$24,300
- H.** Award Materials Testing Contract to WSB & Associates, Inc. for 2019 Street Improvements Project 19-1 in the Amount of \$34,627
- I.** Appointing Councilmember Vitelli to the Dakota Broadband Board and Appointing Councilmember Berry as the Alternate
- J.** First Reading of the Following Ordinances:
  - An Ordinance Granting to Northern States Power Company, a Minnesota Corporation, its Successors and Assigns, Permission to Erect a Gas Distribution System for the Purpose of Constructing, Operating, Repairing and Maintaining in the City of West St. Paul, Minnesota, the Necessary Gas Pipes, Mains and Appurtenances for the Transmission or Distribution of Gas to the City and its Inhabitants and Others and Transmitting Gas Into and Through the City and to Use the Public Grounds and Public Ways of the City for Such Purposes
  - An Ordinance Enacting Section 34.08 of the West St. Paul City Code Regarding the Gas Utility Tax
  - An Ordinance Amending West St. Paul Ordinance 04-05 Regarding the Franchise Agreement with Xcel Energy for an Electric Distribution System
  - An Ordinance Amending Section 34.07 of the West St. Paul City Code Regarding the Electric Utility Tax

All members present voted aye. Motion carried.

## **10. Public Hearings**

There were no Public Hearings.

## **11. New Business**

### **A. Award Contract for 2019 Street Improvements Project 19-1**

Councilmember Vitelli complimented Staff for having the courage to seek better bids.

Motion was made by Councilmember Vitelli and seconded by Councilmember Eng-Sarne to adopt Resolution No. 19-037, Award Bid for 2019 Street Improvements Project 19-1 to Northdale Construction Company, Inc. for Bid Amount \$4,143,126.83.

All members present voted aye. Motion carried.

**B. First Reading – Ordinance Modification, Temporary No Parking, Chapter 72**

Chief Shaver introduced the ordinance for its first reading:

*An Ordinance Amending Section 72.05 and 92.02 of the West St. Paul City Code Regarding Temporary Parking Signs*

Councilmember Fernandez suggested adding language regarding contiguous permits that may be abusing the system. Chief Shaver said he will add the amendment for the second reading.

Motion was made by Councilmember Berry and seconded by Councilmember Eng-Sarne to call for a second reading of the ordinance to be held at the City Council meeting scheduled for March 25, 2019.

All members present voted aye. Motion carried.

**C. First Reading – Ordinance to Vacate Certain Public Storm Sewer Easement**

City Manager Schroeder introduced the ordinance for its first reading:

*An Ordinance Vacating Public Storm Sewer Easement Located Within the City of West St. Paul, Minnesota*

Motion was made by Councilmember Vitelli and seconded by Councilmember Pace to call for a second reading of the ordinance to be held at the City Council meeting scheduled for March 25, 2019.

All members present voted aye. Motion carried.

**12. New Business**

There was no New Business to discuss.

### **13. Adjourn**

Motion was made by Councilmember Fernandez and seconded by Councilmember Berry to adjourn the meeting at 7:19 p.m.

All members present voted aye. Motion carried.

David J. Napier  
Mayor  
City of West St. Paul