

**City of West St. Paul
Special City Council Organizational Meeting Minutes
January 2, 2019**

1. Call to Order

Mayor-Elect Napier called the meeting to order at 6:30 p.m.

2. Swearing In Ceremony for Mayor David Napier and Councilmembers Dick Vitelli, Wendy Berry and John Justen

The City Clerk gave the oath to Mayor-Elect David Napier and Councilmembers-Elect Dick Vitelli, Wendy Berry and John Justen.

3. Roll Call

Present: Mayor Dave Napier
Councilmembers Wendy Berry, John Justen, Bob Pace
and Dick Vitelli

Absent: Councilmember Anthony Fernandez (excused absence)

Others Present: City Manager Ryan Schroeder
Police Chief Manila Shaver
City Attorney Kori Land
Parks & Public Works Director and City Engineer Ross Beckwith
Community Development Director Jim Hartshorn
Finance Director Char Stark
City Clerk Shirley Buecksler

4. Pledge of Allegiance

5. Adopt the Agenda

Motion was made by Councilmember Vitelli and seconded by Councilmember Pace to amend the agenda to include Council Comments and adopt the agenda, as amended.

All members present voted aye. Motion carried.

6. Council Comments

Councilmember Justen thanked everyone who voted for him. He said he believes we are going to do great things.

Councilmember Vitelli thanked everyone for voting and wished everyone a happy new year.

Councilmember Pace wished everyone a happy new year and extended a welcome to new Councilmembers Wendy Berry and John Justen. He said he is looking forward to the new year ahead.

Councilmember Berry said she is happy to be here, excited to represent the community, and looking forward to what we can do together.

Mayor Napier said he is humbled by the opportunity to serve the city in the role as Mayor and is excited to get started. After serving on the Council for six years, Mayor Napier said he believes it is a little different to serve as Mayor. As a non-voting member of this Council, he said this position will give him the opportunity to provide some solid leadership and help direct Council to make the decisions we need to make for our city. Mayor Napier said the Council represents the people. He urged residents to attend the open houses that will be coming up and let us know what they think makes West St. Paul special and what is important to them. He said this will aid the Council to brainstorm and set the vision for our city because it will provide Council with a feeling of what the people want us to do. Mayor Napier said he believes we have a solid team to carry those visions forward. He said residents should watch for information on upcoming strategic planning meetings, as well as signage for those meetings around their neighborhood.

Mayor Napier thanked all of the residents who stepped up to support him. Without them, he said he would not be here today to represent the City of West St. Paul. He also thanked everyone who supported him in his campaign.

Mayor Napier thanked his mom, who he said is his biggest supporter. Mayor Napier's mom was in attendance at the meeting, along with all of his family.

Mayor Napier thanked his wife, Suzie. He said she is absolutely instrumental in all that he does. He also thanked their four children, their significant others, and his grandchildren, who were all instrumental in his campaign. Mayor Napier thanked his children for believing in him and supporting their dad.

Mayor Napier also thanked his eight siblings for all of their support. Many of Mayor Napier's siblings were in attendance at the meeting.

Lastly, Mayor Napier thanked everyone for the confidence they have in him to lead this city.

7. Designation of Mayor Pro-Tem for 2019

Motion was made by Councilmember Pace and seconded by Councilmember Justen to approve the designation of Councilmember Vitelli as Mayor Pro-Tem for 2019.

All members present voted aye. Motion carried.

8. Permanent Rules of the City Council and Code of Ethics

City Manager Schroeder said the Permanent Rules of the City Council and Code of Ethics sets the procedures for the City Council to follow during meetings. He requested that the Council waive the portion of the rules that the Organizational Meeting be limited to organizational items only, as there are a couple of items that require Council approval tonight.

Motion was made by Councilmember Justen and seconded by Councilmember Vitelli to adopt the Permanent Rules of the City Council and Code of Ethics, as amended.

All members present voted aye. Motion carried.

9. Appointment Process for Council Vacancy

Motion was made by Councilmember Vitelli and seconded by Councilmember Justen to:

- Adopt Resolution No. 19-001 Accepting Resignation and Declaring a Vacancy; and
- Adopt the process of filling the Council vacancy by appointing Councilmembers Vitelli, Pace and Berry as a subcommittee to receive applications, conduct interviews, and make a recommendation for a finalist for the position to the Council as a whole, after which Council will vote on the recommendation.

All members present voted aye. Motion carried.

10. Appointment of Councilmembers to Standing Committees, Municipal Advisory Commissions, and Public Agencies for 2019

Motion was made by Councilmember Berry and seconded by Councilmember Vitelli to appoint Councilmembers to Standing Committees, Municipal Advisory Commissions and Public Agencies for 2019 as follows:

Council Standing Committees:

- Public Safety Committee: Councilmembers Anthony Fernandez (Chair), Wendy Berry and (Vacant – New Appointment)
- Public Works Committee: Councilmembers Dick Vitelli (Chair), Bob Pace and John Justen

Council Liaisons to City Advisory Commissions

- Charter Commission: Councilmember Anthony Fernandez
- Economic Development Authority: Mayor Dave Napier (President), Councilmember Anthony Fernandez (Vice President), and Mayor Dave Napier (Treasurer)
- Environmental Committee: Councilmember Bob Pace
- Parks & Recreation Committee: Councilmember Wendy Berry
- Planning Commission: Councilmember John Justen

Council Appointments to Public Agencies

- Beyond The Yellow Ribbon: Councilmember Bob Pace, Sherrie Le (Staff) and Ed Iago (Resident)
- Dakota County Broadband JPA Board: Councilmember Wendy Berry and IT Manager Marc Gade (Executive Committee)
- DCC Board of Directors: Councilmember Dick Vitelli (Board Member) and Councilmember Anthony Fernandez (Alternate)
- East Metro Strong: City Manager
- Lower Mississippi Watershed Management District: Public Member Sheila Vanney
- NDC4: Councilmember John Justen (Elected Position) and Jane Zaspel (Public Member)
- SMFD Board of Directors: Mayor Dave Napier and Councilmember Wendy Berry
- Smith Avenue Revitalization: Councilmember Wendy Berry
- Thompson Park Advisory Board: Mayor Dave Napier and Councilmembers Bob Pace and (Vacant – New Appointment)

11. 2019 Designation of Depositories

Motion was made by Councilmember Vitelli and seconded by Councilmember Justen to adopt Resolution No. 19-002 Designating Official Depositories for the City of West St. Paul, Minnesota.

All members present voted aye. Motion carried.

12. Appointment of 2019 Fiscal Consultant

Motion was made by Councilmember Justen and seconded by Councilmember Vitelli to appoint Ehlers and Associates as the City's fiscal consultant for 2019.

All members present voted aye. Motion carried.

13. Designation of Official Newspaper for 2019

Motion was made by Councilmember Vitelli and seconded by Councilmember Berry to designate Lillie Suburban Newspapers, Inc. as the official newspaper for the City of West St. Paul for legal notices and publications throughout 2019.

All members present voted aye. Motion carried.

14. Parcel 80 Settlement Stipulation

Motion was made by Councilmember Vitelli and seconded by Councilmember Pace to approve the Parcel 80 Stipulation of Settlement and authorize execution by Mayor Napier and City Manager Schroeder.

All members present voted aye. Motion carried.

15. Reject Bids for Lift Station 1 and Forcemain 1 Project

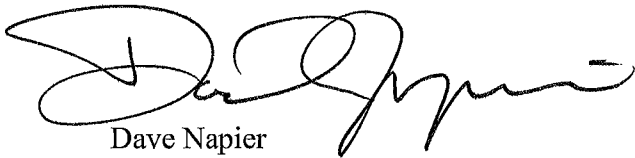
Motion was made by Councilmember Vitelli and seconded by Councilmember Pace to reject the bids received for Lift Station 1 and Forcemain 1 Project.

All members present voted aye. Motion carried.

16. Adjourn

Motion was made by Councilmember Vitelli and seconded by Councilmember Justen to adjourn the meeting at 6:57 p.m.

All members present voted aye. Motion carried.

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

Dave Napier
Mayor
City of West St. Paul