

**City of North Saint Paul**  
**August 21, 2018**  
**Adopted City Council Workshop Meeting Minutes**

**I. CALL TO ORDER**

Mayor Kuehn called the meeting to order at 5:00 p.m.

**II. ROLL CALL**

Present: Council Member Terry Furlong  
Council Member Candy Petersen  
Council Member Tom Sonnek  
Council Member Jan Walczak  
Mayor Mike Kuehn

Staff: City Manager Dr. Craig Waldron, Finance Director Jeanne Day, Fire Chief Scott Duddeck, Public Works Superintendent Nick Fleischhacker, Electric Director Brian Frandle, Deputy Clerk Mary Mills.

**III. ADOPT AGENDA**

*On motion by Council Member Furlong, seconded by Council Member Petersen, with all present voting aye (5-0), motion carried to approve the agenda as presented.*

**IV. TOPIC(S)**

A. 2019 Budget

Finance Director Jeanne Day provided a brief synopsis of the last budget discussion that occurred at the July 23<sup>rd</sup> workshop. The overall budget change is now at 10.48%. Mayor Kuehn requested that we try to get the certified levy amount down to 15% or less. He suggested that we look at amending our Local Government Aid (LGA) policy.

The public service worker replacement position was moved from the wants category to the needs category. Although some duties transferred to the Parks Coordinator position, those duties are now generating work on the maintenance and inspection side. In the winter the snow plow route may not be completed in one shift depending on the amount of snow. The Forester is now required to cover in other areas taking away from his job duties.

In the staffing needs for Public Works and the Police Department there was discussion to phasing in 50% of a new position in 2019 and 50% in 2020.

The staffing change requests for the Fire Department will be brought back for review following the special workshop presentation of the Fire and Police Study conducted by Fitch and Associates, but discussion was to also phase in 50% in 2019 and 50% in 2020. Chief Duddeck noted he would prefer the phasing in to be 50% of rate changes for the full year versus 50% of the year at the full rate change. Fire Chief Duddeck did state the Fire Relief Association was strongly requesting to keep the \$22,000 contribution to the fund in the budget. Finance Director Day indicated that they are currently fully funded which is the city's obligation.

There was discussion related to the City's policy for treating Emerald Ash Borer. Research is being conducted on that and it will be reviewed. The current policy is fiscally responsible.

In summary, the requested position for Public Works and the Police, and the fire rate changes, will be phased in at 50%. Equipment items can be phased in, as well as building maintenance and computers. Those are immediate needs for 2019. One time expenditures in the General Fund are to be allocated to the LGA Fund.

The only change requested to the current fee schedule was to increase the ball field fees from \$65 to \$75 per field.

#### **V. OTHER BUSINESS**

There was no other business.

#### **VI. ADJOURNMENT**

*There being no further business, on motion by Council Member Sonnek, seconded by Council Member Furlong, with all present voting aye (5-0), Mayor Kuehn adjourned the workshop meeting at 6:29 p.m.*

/s/ Michael R. Kuehn, Mayor

Attest:

/s/ Dr. Craig Waldron, City Manager