

**City of North Saint Paul  
October 2, 2018  
Adopted Regular City Council Meeting Minutes**

**I. CALL TO ORDER**

Mayor Kuehn called the meeting to order at 6:36 p.m.

**II. THE PLEDGE OF ALLEGIANCE**

All present recited the Pledge of Allegiance.

**III. ROLL CALL**

Present: Council Member Furlong  
Council Member Petersen  
Council Member Walczak  
Council Member Sonnek  
Mayor Kuehn

Staff: City Manager Dr. Craig Waldron, Fire Chief Scott Duddeck, Finance Director Jeanne Day, Public Works Director Nick Fleischhacker, Deputy Clerk Mary Mills, Attorney Soren Mattick, City Engineer Morgan Dawley.

**IV. ADOPT AGENDA**

City Manager Waldron requested to add an item to the Consent Agenda to schedule a City Council workshop on Tuesday, November 13, 2018 at 6:00 p.m. to receive a presentation from Thor Living for a housing concept on Margaret Street.

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

**V. PRESENTATIONS**

There were no presentations.

**VI. APPROVAL OF CONSENT AGENDA**

Council Member Furlong made a correction to the September 18, 2018 workshop minutes to remove the second sentence in the first paragraph: "Furlong is the retailer that Polar Charities Inc. (McKnight Fields concessions) purchases it from." Said sentence will be removed.

*On motion by Council Member Petersen, seconded by Council Member Sonnek, with all present voting aye (5-0), motion carried to approve the consent agenda, as amended, Resolution No. 2018-125 consisting of:*

A. September 18, 2018 revised workshop meeting minutes.

- B. September 18, 2018 regular meeting minutes.
- C. General accounts payable: \$545,631.61.
- D. HRA accounts payable: \$10,388.77.
- E. Approval to close City Hall at noon when Christmas Eve falls on a weekday.
- F. Ordinance No. 773, 2019 Municipal and Utility Fee Schedule.
- G. School Resource Officer Agreement with ISD #622 for the 2018-2019 School Year. Resolution No. 2018-126.
- H. 2018 Public Works Equipment purchase and declaring surplus or trade-in of miscellaneous items. Resolution No. 2018-127.
- I. Set City Council meeting for Tuesday, November 13, 2018 at 6:00 p.m.

## VII. MEETING OPEN TO PUBLIC

**Dave Nelson** noted several locations where tree branches were obstructing sidewalk access: 11<sup>th</sup> Avenue and 2400 block of the Cottages just past Target; 17<sup>th</sup> Avenue to Caribou, between 120 and Margaret Street.

**John Schmahl** inquired as to the process for updating agendas and minutes when there is additional information presented at a previous meeting. Attorney Mattick explained the process, noting minutes are only meant to be a summary of the meeting, electronic website agendas are not updated post-meeting, and all new information presented on a topic are made part of the official hard copy document and are available to the public when requested. Mr. Schmahl also requested that someone from the Police Department contact him regarding the crime statistics maps. Staff will have the Police Department contact Mr. Schmahl.

## VIII. PUBLIC HEARINGS

### A. 2018 Street and Utilities Improvement Assessment Hearing, S.A.D. 18-01

Mayor Kuehn opened the public hearing at 6:58 p.m.

Morgan Dawley reviewed the project and presented a request to adopt the proposed assessment roll for the 2018 Street and Utility Improvement Project, City Project S.A.D. 18-01. The Assessment Hearing was originally scheduled and held August 21, 2018. To address a minor outstanding procedural requirement for the adoption of the assessments, on September 4<sup>th</sup>, 2018 the Council set by resolution that the Assessment Hearing be held again for formal adoption October 2<sup>nd</sup>, 2018.

All public comment and testimony from the August 21<sup>st</sup> hearing, as well as letters of intent to appeal, are carried forward and entered into the record as part of this hearing. There is no need to re-submit the challenges, they are valid.

**Patrick Blees**, 2887 Lake Boulevard, requested clarification on the dollar amount of pre-payment that can be received. Property owners wishing to pre-pay need to pay a minimum of 25%, but no one is required to make a pre-payment. If no pre-payments are made the entire amount gets rolled into the property taxes. Any remaining balance in any year can be paid early.

**Ron Jungbauer**, 2587 Poplar, inquired as to how to verify the actual measurement of the footage quoted in the assessment letter. He indicated that he is being assessed for 100 feet and

he believes it to be 90 feet. Morgan Dawley indicated they use Ramsey County section maps, the actual legal information, for each parcel as a base for the calculation. There is no measurement made in the field. Dawley will work directly with Jungbauer to review his parcel information

**Paul Nichol**, 2928 Lake Boulevard, inquired about the final plans and how it will affect landscaping, mailbox placement, etc. Dawley indicated that there may be areas that need to be re-mantled and repaired following the improvements, but the city and contractors will work with homeowners and do the necessary repairs or reconstruction.

Mayor Kuehn closed the public hearing at 7:14 p.m.

***On motion by Council Member Walczak, seconded by Council Member Sonnek, with all present voting aye (5-0), motion carried to adopt Resolution No. 2018-128 adopting the presented assessment roll for the 2018 Street and Utility Improvement Project, City Project S.A.D. 18-01.***

B. 2018 Pavement Management Project Assessment Hearing S.A.D. 18-02

Mayor Kuehn opened the public hearing at 7:16 p.m.

Morgan Dawley reviewed the project and presented a request to adopt the proposed assessment roll for the 2018 Pavement Management Project, City Project S.A.D. 18-02.

There were no comments from the public or letters of intent to appeal received.

Mayor Kuehn closed the public hearing at 7:29 p.m.

***On motion by Council Member Petersen, seconded by Council Member Furlong, with all present voting aye (5-0), motion carried to adopt Resolution No. 2018-129 adopting the presented assessment roll for the 2018 Pavement Management Project, City Project S.A.D, 18-02.***

## **IX. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS**

A. 2018 Pavement Management Project receive bids and award contract SAD 18-02

Morgan Dawley noted on June 19, 2018, the City Council authorized the preparation of plans and specifications for the 2018 Pavement Management Project (City Project No. S.A.D. 18-02, S.A.P. 151-255-006 / S.A.P. 152-262-002).

The letter of recommendation and bid tabulation summary indicates the recommended low bidder as North Valley, Inc. of Nowthen, MN, with a total bid amount of \$338,091.44 for Alternate 1 (Helen Street – 2018).

For the 2019 improvements to 11<sup>th</sup>/Castle/12<sup>th</sup> Avenue, the schedule for which is coordinated with High School programming with the school district, it is recommended that this be rebid in January 2019 to see if better pricing can be received by bidding contractors at that time.

Staff's anticipated schedule for the Helen Street project improvements includes a tentative earliest possible construction start in mid October 2018 within seven days of contractor receipt of Notice to Proceed, and a specified substantial completion date of November 30, 2018. Some minor restoration and punchlist items are expected to be completed in 2019 prior to contract closeout.

*On motion by Council Member Sonnek, seconded by Council Member Walczak, with all present voting aye (5-0), motion carried to adopt Resolution No. 2018-130 accepting the bids received and awarding a construction contract for Alternate 1 only (Helen Street – 2018) for the 2018 Pavement Management Project (City Project No. S.A.D. 18-02, S.A.P. 151-255-006 / S.A.P. 152-262-002). The improvements included on 11<sup>th</sup> Avenue, Castle Avenue, and 12<sup>th</sup> Avenue are recommended to be re-bid in January 2019.*

## **X. REPORTS OF CITY MANAGER AND DEPARTMENTS**

## **XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES**

Council Member Sonnek stated that the Planning Commission will meet October 4, 2018 at 6:15 p.m.

Council Member Petersen had the following reports:

- Stated that there were 60 women present at the Women in Minnesota City Government session.
- Ramsey County League of Local Government will host Dr. Craig Waldron as their speaker at their annual meeting on November 29, 2018.
- The City of Maplewood is currently in litigation with Ramsey Washington Suburban Cable Commission.

Council Member Furlong noted that Starwatch is Thursday, October 4, 2018 at Casey Lake Park.

## **XII. GENERAL BUSINESS**

Council Member Walczak reminded residents that there is a "Meet the Candidates" forum on Thursday, October 10, 2018 at 6:30 p.m. at the American Legion.

Council Member Petersen announced that she has a new grandson.

Mayor Kuehn reminded residents of the Fire Department Booya scheduled for Sunday, October 14, 2018 at 11:00 a.m. at Casey Lake Park. This year marks the 50<sup>th</sup> anniversary of the Booya.

## **XIII. CLOSED SESSION**

There was no closed session.

## **XIV. ADJOURNMENT**

*There being no further business, on motion by Council Member Walczak, Seconded by Council Member Furlong, with all present voting aye (5-0), Mayor Kuehn adjourned the meeting at 7:46 p.m.*

/s/ Michael R. Kuehn, Mayor

Attest: /s/ Dr. Craig Waldron, City Manager