Meeting called to order at 7:00 p.m. Present: Mayor Dingle; Council Members Foote, Jones, Swenson, and Zenner. Also present: City Administrator Walsh, City Engineer Ener and City Clerk Ornquist. Pledge of allegiance said by all.

MINUTES:

Motion by Swenson, second by Zenner to approve the minutes of the October 21, 2019, regular meeting—waive reading of same. Motion carried 5-0.

Motion by Swenson, second by Zenner to approve the minutes of the November 8, 2019, special meeting—waive reading of same. Motion carried 5-0.

ITEMS FROM THE PUBLIC:

1. Gene Matter, 1133 Marshall Avenue, informed the Council that the roadway near St. Paul Park Auto Parts is full of potholes and needs to be repaired. He further stated that the roadway used by residents and customers of St. Paul Park Auto Parts is a disgrace to the City. He inquired when this roadway will be improved. (Said mentioned roadway is 14th/15th Avenue and 1st/2nd Street.)

Mayor Dingle stated she will have Public Works look into the matter.

Council Member Jones added that the Public Works Department will grade the roadway from time to time.

ISSUE OATH OF OFFICE:

Mayor Dingle issued the Oath of Office to new Planning Commission Member Ron Spies and welcomed him to the Commission.

CONSENT AGENDA:

A. Acknowledge receipt of Commission Minutes
   • Public Safety Commission—September 5, 2019

B. Adopt Resolution No. 1603 approving Premises Permit for MN/USA Wrestling Inc, at Willie’s Hidden Harbor, 388 Ninth Avenue.

C. Approve Pay Request #5 to Magney Construction, Inc. in the amount of $316,787.33 for the construction of the Water Treatment Plant.

D. Approve 3.2% Off-Sale Liquor License:
   • Speedway #4184

E. Approve Tobacco Licenses:
   • Speedway #4184

F. Approve Games of Skill Licenses:
   • Theisen Vending Company

G. Approve Game Room Licenses:
   • Park Place on Broadway
   • Willie’s Hidden Harbor
H. Approve On-Sale Intoxicating Licenses:
   • Broadway Bar and Grill
   • Park Grove Bowl—pending insurance
   • Park Place on Broadway
   • Willies’ Hidden Harbor

I. Approve Sunday On-Sale Liquor Licenses:
   • Broadway Bar and Grill
   • Carbone’s Pizzeria
   • Park Grove Bowl—pending insurance
   • Park Place on Broadway
   • Willie’s Hidden Harbor

J. Approve Wine On-Sale License:
   • Carbone’s Pizzeria

K. Approve 3.2% On-Sale Liquor Licenses:
   • Carbone’s Pizzeria

L. Approve Employee Handbook Updates

Motion by Swenson, second by Zenner to approve the consent agenda items listed above.

City Administrator Walsh concurred with Council Member Jones that the funds to pay for the Water Treatment Facility is part of the 3M settlement, after each payment the City submits a request to the State for reimbursement.

City Administrator Walsh informed Mayor Dingle that the Employee Handbook has not adopted the GSAgov rates for meal reimbursement and confirmed that the employee handbook states that alcoholic beverages are not reimbursable.

City Administrator Walsh informed Council Member Swenson that the on-sale liquor licenses have been approved by the Police Chief.

City Administrator Walsh informed Council Member Swenson that the pay request for the Water Treatment Facility is included in the Accounts Payable packet.

Motion carried 5-0.

KEVIN WALSH:

A. Appointment to the South Washington County Telecommunications Commission

The City’s current representative, Rich Irvine, will be retiring on December 31, 2019 from the SWCTC after 21 years of service. The City received an application from Patrick Downs and staff recommends appointment.

Mayor Dingle stated that Patrick Downs would be an excellent choice and thanked Rich Irvine for his many years of service.

Motion by Mayor Dingle, second by Swenson to appoint Patrick Downs to the South Washington County Telecommunications Commission. Motion carried 5-0.

City Administrator Walsh informed the Council that Rich Irvine will be recognized for his years of service at the December 2, 2019 Council Meeting.
B. Grey Cloud Trail Improvement Project

Lydia Ener, with WSB, informed the public that the Grey Cloud Trail Improvement Project was initiated by a Washington County reclamation project on the intersecting Grey Cloud Island Drive (County Road 75). As part of this project, the City will be adding Grey Cloud Trail as an alternate street to be bid and constructed with the County project. The City’s portion of the project is located on the north side and the south side of Grey Cloud Trail is owned and maintained by Grey Cloud Island Township. The proposed project would include full depth reclamation, aggregate base grading, paving, and driveway culver replacements. The existing 22’ street width would be maintained.

The total estimated project cost to improve Grey Cloud Trail is $340,000, which includes a 5% contingency and 10% indirect costs, cost proposed to be divided equally between the City and Grey Cloud Island Township. The City’s portion ($170,000) is proposed to be assessed to the property owner (BNSF) at a 33% residential rate.

There are two resolutions before the Council for consideration. Both resolutions are needed to adhere to the assessment policy and MN Stat. Chapter 429 to levy special assessments. The resolutions are included together to expedite the process so it could be incorporated with Washington County project timeline:

1. Resolution ordering the Feasibility Report
2. Resolution receiving the Feasibility Report and calling for a public hearing.

COUNCIL DISCUSSION:

Mayor Dingle clarified that the property owner would be assessed at a residential rate of 33% based on its current zoning.

Mayor Dingle questioned the Executive Summary in which it states the St. Paul Park portion is $340,000. Lydia Ener stated that the Executive Summary is correct, the City’s cost is $340,000 since it is the primary financial partner. The City then would pass the cost onto the Township. At this time, it is unsure if Grey Cloud Island will be part of the agreement with Washington County or if the City will be passing on the cost to the township in a separate agreement.

Mayor Dingle noted that the Council will be ordering a Feasibility Study that has already been completed. Will the cost of the Feasibility Study be included in the $340,000 and shared by Grey Cloud Island Township? City Administrator Walsh stated that if the project moves forward the cost would be included in the project; noting that this Feasibility Report was very minimal unlike feasibility reports for street reconstruction projects.

City Administrator Walsh noted that the City Council is not ordering the project tonight, but rather to satisfy the 429 process so if the project does move forward the City has the ability to specially assess the property owner.

City Administrator Walsh noted that the City still has not seen an agreement with the County identifying all parties involved.

Mayor Dingle solicited comments from the Council. She stated that this is a hefty cost to our taxpayers for a roadway that is not heavily used by St. Paul Park residents. She is also concerned that there is nothing in writing as to ownership and maintenance.

City Administrator Walsh confirmed that there is nothing in writing. After speaking with the City Attorney, typically through the annexation process the
City and Township agree to a legal description of the roadway split. If the City and Township cannot agree, then the County will make the determination as to how the road will be split. In this case, it makes sense to split the road north/south. An agreement can be part of this process if the project moves forward.

Council Member Jones stated that he doesn’t recall any language in the annexation agreement regarding the ownership of roadway. He noted that the roadway is in bad shape; it is unfortunate that most of our residents won’t drive this street, but the street needs to be improved. He would like to see an agreement identifying ownership and maintenance.

Council Member Jones wanted to know what kind of construction would be needed if it were to become a truck route in the future. Lydia Ener noted that it is financially beneficial to the City to add this roadway to the County project and it also lends itself to heavier traffic if it matches the County section.

Council Member Swenson noted that this item was presented to the Public Works Commission for their comments, in which it was a consensus that it was a good cost saving measure at this time.

- Adopt Resolution No. 1604, a resolution ordering the preparation of Feasibility Report for Grey Cloud Trail Project.
  
  Motion by Jones, second by Zenner to adopt Resolution No. 1604, a resolution ordering the preparation of Feasibility Report for Grey Cloud Trail Project. Motion carried 5-0.

- Adopt Resolution No. 1605, a resolution receiving feasibility report and calling hearing on improvement for Grey Cloud Island Trail Project for December 16, 2019 at 7 p.m.

  Motion by Jones, second by Zenner to adopt Resolution No. 1605, a resolution receiving feasibility report and calling hearing on improvement for Grey Cloud Island Trail Project for December 16, 2019 at 7 p.m.

  Council Member Jones noted that these steps are basically housekeeping—not a commitment at this point—public hearings will still need to be held to allow for public comment.

  Motion carried 5-0.

REPORTS:

A. Council Member Jeff Swenson

- Public Works Commission
  ⇒ Next meeting to be held December 3, 2019 at 7 p.m.
  ⇒ One member needed.
  ⇒ Parking Ban in effect, no parking between 2 a.m. – 6 a.m.
  ⇒ Compost is closed for the season.

B. Council Member Jones

- Public Safety Commission
  ⇒ Next meeting to be held December 5, 2019 at 7 p.m.

C. Mayor Dingle

- Planning Commission
⇒ Commission met on November 12 recommending the appointment of Ron Spies to the Commission.

⇒ Next meeting to be held December 9, 2019 at 7 p.m.

⇒ No commission members needed.

D. Council Member Zenner

- Parks & Recreation Commission
  ⇒ Commission met on November 14.
  ⇒ Due to the construction of the Water Treatment Facility there may not be a pleasure rink this year. The hockey rink will be available. Possible ice rink at Axelrod Park. The City does have a rink attendant this year.
  ⇒ Three members needed.

E. Council Member Foote

- Heritage Days Committee
  ⇒ Committee met last week and discussed the 20 categories from last year.
  ⇒ Theme for 2020 is “The Roaring 20’s”.
  ⇒ Next meeting to be held in January.

F. Mayor Dingle

- Administration
  ⇒ Old National Bank will be sponsoring the Holiday Lights Contest again this year. Nominate your home or your neighbor. Deadline is December 6. Judging will take place the week of December 16. First place is $100 visa gift card and Second Place is $50 visa gift card.
  ⇒ Reminder to lock your vehicles and remove all personal items including your garage door opener.
  ⇒ Announced the Police Department Winter Party to be held December 19 from 5:30 – 7:30 p.m. at United Church of Christ. This event is open to kids 18 years of age and under. Those wishing to attend will need to obtain a FREE ticket from Eventbrite. The Police Department will be accepting toy donations at City Hall during business hours. See the City’s webpage and Facebook page for details.

**BILLS FOR APPROVAL:** $492,919.66

Motion by Jones, second by Zenner to approve the bills in the amount of $492,919.66. Motion carried 5-0.

**COUNCIL COMMENTS AND REQUESTS:**

Council Member Zenner announced the Fire Department Ham & Turkey Raffle will be held Friday, November 22 at Park Place beginning at 4 p.m.

Meeting adjourned 7:29 p.m.

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Sharon Ornquist
City Clerk