

CITY OF ST. PAUL PARK
REGULAR COUNCIL MEETING
DATE: September 18, 2023

Meeting called to order at 6:30 p.m. Present: Mayor Dingle; Council Member Jones, Haggerty, Swenson, and Zenner. Also present: City Administrator Walsh. Pledge of allegiance said by all.

MINUTES:

Approval of the Council minutes of the September 5, 2023, Regular Council Meeting—waive reading of the same.

Motion by Swenson, second by Haggerty to approve the minutes of the September 5, 2023, regular council meeting—waive reading of same. Motion carried 5-0.

Approval of the Council Workshop Summary of September 5, 2023—waive reading of the same.

Motion by Swenson, second by Jones to approve the Workshop Summary, September 5, 2023. Motion carried 5-0.

ITEMS FROM THE PUBLIC:

There were no items from the public.

CONSENT AGENDA:

- A. Acknowledge receipt of Commission Minutes
 - Parks & Recreation Commission—August 10, 2023
- B. Approve list of election judges for the November 7, 2023, General Election.
- C. Adopt Resolution No. 1700, a resolution authorizing the age or disability deferral of Special Assessments.
- D. Adopt Ordinance No. 766, and ordinance amending Ch. 2 of the city code relating to mayor and council pay.
- E. Approve Pay Request #4 to Northwest Asphalt, Inc. for the Stevens Ridge Pavement Rehabilitation Project.
- F. Approve Lead Proposal from WSB and amend budget as necessary.
- G. Approve Accounting Services Proposal from Abdo Financial Solutions.

Council Member Jones asked Administrator Walsh regarding item C on the consent agenda. He explained this was for the Steven Ridge project which residents were assessed for that project. There were two residents that applied for the deferral and met the city requirements outlined in the assessment policy. One of them qualified for age and income, and the other qualified for permanent disability.

Council member Jones also inquired about item G on the consent agenda. Administrator Walsh explained the Finance Director is resigning. He went onto explain that Abdo Financial Solutions was a consulting firm that the city has used in the past for vacant positions and will be hired temporarily until a new full-time Finance Director is hired. He explained hiring for a position like this will typically take several months and the city will be using a professional recruiter.

Motion by Swenson, second by Haggerty to approve consent agenda. Motion carried 5-0.

NEW BUSINESS:

- A. Adopt Resolution No. 1701, a resolution adopting the Preliminary 2024 Tax Levy and Preliminary 2024 Budget.

Administrator Walsh asked the council to adopt the resolution regarding the Preliminary 2024 tax levy. The total percentage increase of the tax levy was approximately 7% which has not been changed from the previous budget workshop. He explained this was approximately a \$17 increase for a median valued home in St. Paul Park for 2024. Administrator Walsh reminded the council that the approval of final tax levy will be held in December. He also indicated to the council that they can decrease the levy moving forward but approving the preliminary levy stops any further increases.

Council member Swenson would like to thank staff and Kim Sommerland for working so hard on the budget and tax levy and putting it together for approval.

Motion by Swenson, second by Zenner to approve Resolution No. 1701. Motion carried 5-0.

B. Set Date and Time for Final Levy Adoption:

- December 4, 2023, at 6:30 p.m.

Motion by Swenson, second by Jones to approve setting the date and time for the final levy adoption. Motion carried 5-0.

REPORTS:

A. Council Member Swenson

- Public Works Commission
 - ⇒ September 12th Motion by Swenson, second by Zenner to approve the resolution above. Motion carried 5-0. meeting didn't have a quorum; the meeting was rescheduled for October 3rd @ 5PM
 - ⇒ Needs one new member.

B. Council Member Jones

- Public Safety Commission
 - ⇒ September 7th Due to no quorum everything was done by consensus.
 - ⇒ The commission discussed unfinished business; one item was a review of stop signs in uncontrolled corners. The commission is asking staff for more information on this topic. There are so many streets in the city with this issue.
 - ⇒ Fire Chief Kramer stated they have had some turnover in the department, but they just hired three new people.
 - ⇒ The next meeting is scheduled for December 7 @ 7PM

C. Council Member Haggerty

- Planning Commission
 - ⇒ September 11th the commission discussed the public hearing on an ordinance change for the R2-B2 districts. Which will be discussed at a future council meeting.
 - ⇒ Full commission

D. Mayor Dingle

- Parks & Recreation Commission
 - ⇒ The commission is making plans for starting up Bunco Night again. The dates & time are to be determined.
 - ⇒ Trunk or Treat date is set for Heritage Park on October 27th from 5-7 PM. It will be a walk-through event. There is a movie included in the park after Trunk or Treat.
 - ⇒ Watch the Parks & Rec Facebook page for more information on the events
 - ⇒ Four members needed.
 - ⇒ Mayor Dingle stated all commissions need members; she encouraged residents to think about giving back to the community. It can be a commitment to be on a commission or just volunteer for an event.

E. Council Member Zenner

- Heritage Days
 - ⇒ Next meeting is Monday, September 25th.
 - ⇒ The meeting to invite residents that want to help with Heritage Days is scheduled for October 9th. Watch the city website and social media for more information.

F. Mayor Dingle

- Administration
 - ⇒ Finance Director Kim Sommerland has resigned, the city will be hiring a firm to do a search for a new Finance Director.
 - ⇒ The City Clerk is retiring at the end of the year, the job opportunity has been posted.

BILLS FOR APPROVAL: \$ 846,747.81

Motion by Jones, second by Zenner to approve the bills in the amount of \$846,747.81 Motion carried 5-0

COUNCIL COMMENTS AND REQUESTS:

Council Member Swenson requested a future workshop to discuss methods that are used by city staff to communicate with the residents. Mayor Dingle agreed with Council Member Swenson.

Meeting adjourned 6:45 p.m.

Julie Pelton
City Clerk

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