I. CALL TO ORDER

Mayor Furlong called the meeting to order at 6:35 p.m.

II. THE PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

III. ROLL CALL

Present: Council Member Thorsen
         Council Member Petersen – Joined meeting at 6:56 p.m.
         Council Member Walczak
         Council Member Sonnek
         Mayor Furlong

Staff: City Manager Scott Duddeck, City Planner Erin Perdu, Finance Director Jason Zimmerman, City Attorney Soren Mattick, Deputy Clerk Mary Mills.

IV. ADOPT AGENDA

On motion by Council Member Walczak, seconded by Council Member Sonnek, with all present voting aye, Council Member Petersen absent (4-0), motion carried to approve the agenda as submitted.

V. PRESENTATIONS

There were no presentations.

VI. APPROVAL OF CONSENT AGENDA

On motion by Council Member Sonnek, seconded by Council Member Walczak, with all present voting aye, Council Member Petersen absent (4-0), motion carried to approve the consent agenda, Resolution No. 2020-049 consisting of:

   A. April 7, 2020 regular meeting minutes
   B. General accounts payable: $1,140,455.56.
   C. HRA accounts payable: $418.89.

VII. MEETING OPEN TO PUBLIC

John Schmahl, 2750 Chisolm Avenue, stated the whirligig is running again, after 6 months. He added he will be attending another Zoom meeting that evening for his township in Wisconsin, with a population of 365 people.
VIII. PUBLIC HEARINGS

There were no scheduled hearings.

IX. CITY BUSINESS ACTION ITEMS & RECOMMENDATIONS

A. Final Plat and Final PUD for 2242 7th St. N and 2231 6th St. N

City Planner Erin Perdu reviewed the request for approval for a proposed townhome development off 7th Street N. The preliminary PUD and rezoning have been previously approved, and any conditions or informational items must be satisfied before final approval.

Ms. Perdu stated the proposed development would be located on a 4.23-acre property made up of 4 parcels that have frontage on 7th Street N and 6th Street N. The property on 6th Street N will be developed into single-family residential lots and would not be included in the PUD. The site is heavily wooded, and many trees would be removed, which has been the subject of discussion. An ecology Center is located on the east side of 6th Street N.

Ms. Perdu stated the final plat includes 18 townhome lots and 3 single family lots on 6th Street N. The PUD covers the townhome portion of the project. There are some larger than usual drainage and utility easements to the south and east on the property, including stormwater management and tree preservation areas.

Ms. Perdu stated a requirement of approval is for building envelopes to be shown, and that condition has been satisfied, as they are shown on the preliminary plat and site plan. The applicant has provided additional information on exterior lighting, which was not proposed in the preliminary PUD. The applicant has made changes to the landscaping plan to move some of the landscaped areas out of the drainage and utility easements, as requested. In addition, new trees must be located in an area where they will not interfere with utilities.

Ms. Perdu stated additional information was requested on tree removal and replacement, as well as screening for HVAC and transformers. The applicant has shown that HVAC units on the townhomes will be screened by bump-outs, and there will be no transformers or trash enclosures.

Ms. Perdu stated the applicant is proposing a total of 1.9 acres of net usable open space, which is in excess of the required 4,000 square feet. She added usable open space does not include building footprints, roadways or stormwater management areas. She noted the Engineer’s comments have been satisfied with a few exceptions.

Ms. Perdu stated the applicants have provided a tree inventory, with a total of 88 trees to be removed, including 40 fairly large oaks. City Staff has recommended additional tree replacement beyond what is required in the Ordinance given the heavily wooded nature of the site. This could be considered a public benefit as part of the PUD process. Based on the number of units, 21 new trees would be required, and 325 new trees will be provided, which meets the requirements of the Ordinance.
Ms. Perdu stated, with regard to architectural elements, all the townhome units are one-story, pitched roof, with multiple styles of siding and stone accents on facades. A good amount of variation is proposed in terms of building setbacks and side elevations, including multiple windows with offsets. Concerns regarding the building facades facing 7th Street N have been satisfied.

Ms. Perdu stated City Staff and the Planning Commission recommend conditional approval of the final PUD. The applicant will work with City Staff to see if additional trees can be saved, and/or additional replacement trees can be added. City Staff have added a proposed modification to a condition that will extend the required recording of final plat and PUD to 1 year rather than 430 days.

Ms. Perdu stated two conditions related to the final plat are that building setbacks will be enforced as depicted on the site plan, and park dedication fees will be required to be paid.

Mayor Furlong asked whether there will be utilities on the side of the townhomes that face 7th Street N.

Doug Andress, the applicant, stated each unit will have a gas meter and electric meter on that side of the townhomes, but they will be screened with landscaping and shrubs.

*On motion by Council Member Thorsen, seconded by Council Member Sonnek, with all present voting aye, Council Member Petersen absent (4-0), motion carried to adopt Resolution No. 2020-050 approving Final Plat for 2242 7th St. N and 2231 6th St. N*

Council Member Petersen joined the meeting at 6:56 p.m.

*On motion by Council Member Sonnek, seconded by Council Member Walczak, with all present voting aye (5-0), motion carried to adopt Resolution No. 2020-051 approving Final PUD for 2242 7th St. N.*

B. Approve Additional Workshop Sessions During City Hall Closure

City Manager Scott Duddeck stated the City Council had discussed adding workshop meetings on the 2nd and 4th Tuesdays. These meetings will be used to continue to provide City Council updates.

*On motion by Council Member Sonnek, seconded by Council Member Petersen, with all present voting aye (5-0), motion carried to adopt Resolution No. 2020-052 amending the 2020 City Council Meeting Schedule.*

C. Set Sale for $6,555,000 Taxable General Obligation Tax Increment Revenue Bonds, Series 2020A

Finance Director Jason Zimmerman reviewed two proposed Resolutions for City Council approval of the sale of General Obligation bonds. He added first Resolution would set the sale for General Obligation Tax Increment Revenue Bonds, Series 2020a, related to TIF District 4-8,
the old City Hall site. He noted the second Resolution would set the sale for $1,980,000 in General Utility Bonds, Series 2020b, which is tax-exempt.

Mr. Zimmerman stated both sales would occur on May 19, 2020.

*On motion by Council Member Sonnek, seconded by Council Member Thorsen, with all present voting aye (5-0), motion carried to adopt Resolution No. 2020-053 to Set Sale for $6,555,000 Taxable General Obligation Tax Increment Revenue Bonds, Series 2020A.*

D. Set Sale for $1,980,000 General Obligation Utility Revenue Bonds, Series 2020B

*On motion by Council Member Sonnek, seconded by Council Member Thorsen, with all present voting aye (5-0), motion carried to adopt Resolution No. 2020-054 to Set Sale for $1,980,000 General Obligation Utility Revenue Bonds, Series 2020B.*

E. Pro-rataion of Liquor Licenses due to COVID-19

Mr. Duddeck reviewed a proposed Resolution to establish proration of City liquor licenses due to COVID-19 pandemic. He added this action will prorate liquor licenses to March 17, 2020 when the State-wide “stay-at-home” order went into effect and will help local restaurants and bars that have been adversely affected by the shut-down. He noted current licensing expires on June 30, 2020, and licenses will be prorated for the number of days that establishments have been closed and carried forward to renewal of liquor licenses beginning in July 2020.

Mr. Duddeck stated the proposed Resolution gives establishments the option to pay fees on a monthly basis. He added this option would be in effect when liquor license renewals begin on July 20, 2020. He noted it is hoped that deferring costs will help businesses get up and running again.

*On motion by Council Member Petersen, seconded by Council Member Sonnek, with all present voting aye (5-0), motion carried to adopt Resolution No. 2020-055 approving Pro-ration of Liquor Licenses due to COVID-19.*

X. REPORTS OF CITY MANAGER AND DEPARTMENTS

Mr. Duddeck stated the City Council will have weekly online Workshop meetings to review issues related to City operations, and provide information received by City Staff from the State and County.

Mr. Duddeck stated the construction on 7th Avenue from 1st to 3rd Streets has begun, and project details regarding detours and roads information will be posted on the City’s website and social media. He added the project will include water main replacement.

Mr. Duddeck stated site preparation for the drainage pond project is under way. He added residents who have comments or questions can use the project phone number and email address
which have been added to the City website. He noted residents can also sign up for City email alerts.

Mr. Duddeck stated construction on the McKnight Road/Anchor Drive project will start on Thursday April 23, 2020. He added several other large construction projects will soon be underway. He noted the current “stay-at-home” order has had a positive effect on traffic impacts related to construction projects in North St. Paul.

Mr. Duddeck stated the City continues to provide services to residents including public works projects. He added Public Works project crews will be working at full-strength the first week in May and will continue to practice social distancing while working outside.

Mr. Duddeck stated he attends an online meeting with Ramsey County Manager and City Managers every Monday at 2:00 p.m. to get updates and information. He added the current situation is not looking promising for any large events or gatherings; however, things change daily.

Mr. Duddeck stated “happy birthday” parades are being held by the Police and Fire Departments to give positive support to the community. He added 50 parades have been scheduled, and parades are being held daily, with participation from the North St. Paul Snowman. He thanked the City Council for their help and support for this effort. He noted parades are being held for people of all ages.

Mr. Duddeck stated several development projects are moving forward and City Staff will ensure they continue to do so.

Finance Director Jason Zimmerman stated he has been working with the City Manager on several finance issues, including MSA funding allocations received from the State and related TIF District 4-8. He added a new Finance Department employee has been hired, who has background in auditing and government accounting, and will add value to the efforts of City Staff and to the community.

Council Member Thorsen requested progress updates on the BP gas station and the veteran’s home on Margaret Street and 12th Avenue.

Mr. Duddeck stated, with regard to the BP gas station site, there are pending issues related to the title that need to be resolved. He agreed to follow up with the City Council.

Mr. Duddeck stated City Staff are reviewing an updated agreement that has been modified by the other three groups involved in the project. He added a final draft was received, and will be signed this week, pending City Council approval, with construction to begin on May 1, 2020.
XI. REPORTS OF COUNCIL, COMMISSIONS & COMMITTEES

Council Member Petersen stated the League of Minnesota Cities has cancelled their annual conference originally scheduled for June 2020, although there will be some awards. She added the League will plan for its next annual conference in Rochester in 2021.

XII. GENERAL BUSINESS

Council Member Petersen stated that many residents are out walking, biking and using the City’s parks, while observing social distancing guidelines. She added the City has many green spaces for people to enjoy.

Council Member Thorsen stated it would make sense to have an HRA meeting to get an update on the current home and plans for next year’s project. Mayor Furlong agreed and requested that Mr. Duddeck look into scheduling an HRA meeting.

Mr. Duddeck stated a letter of intent and extension request have been received from the developer of the 17th Avenue and Delaware Avenue development project, that will be reviewed by the Planning Commission for recommendation to the City Council.

Mayor Furlong stated the Fire Department will be hosting a face mask collection event on Saturday April 25, 2020 from 10:00 a.m. – 2:00 p.m. Residents can donate face masks that will be distributed to those in the community that need them.

Mr. Duddeck stated City Staff are actively working towards a resolution related to activity in the area of 19th Avenue and Helen Street.

Mayor Furlong stated North St. Paul Police apprehended individuals who have been stealing catalytic converters.

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 Sonnek, with all present voting aye (5-0), Mayor Furlong adjourned the meeting at 7:23 p.m.

/s/ Terrence J. Furlong, Mayor

Attest: /s/ Scott A. Duddeck, City Manager