

**MINUTES OF THE REGULAR MEETING
CITY COUNCIL
LITTLE CANADA, MINNESOTA**

MARCH 8, 2023

Pursuant to due call and notice thereof a regular meeting of the City Council of Little Canada, Minnesota was convened on the 8th day of March 2023 in the Council Chambers of the City Center located at 515 Little Canada Road in said City.

Mayor Tom Fischer called the meeting to order at 7:30 p.m. and the following members of the City Council were present at roll call:

Mayor Fischer provided an overview of the discussion the Council and staff had in the worksession meeting prior to this regular meeting.

CITY COUNCIL: Mayor Fischer, Council Members T. Miller, Kwapick, Gutierrez and D. Miller.
Absent: None.

ALSO PRESENT: City Administrator Chris Heineman, Parks & Rec/Community Services Director Bryce Shearen, Public Works Director Bill Dirks, Community Development Director Corrin Wendell, City Engineer Eric Seaburg and City Clerk/HR Manager Heidi Heller.

OATH OF OFFICE

The City Clerk administered the Oath of Office was administered to newly appointed Council Member Chris Kwapick.

APPROVAL OF MINUTES

Gutierrez introduced the following resolution and moved its adoption:

RESOLUTION NO. 2023-3-28 – APPROVING THE MINUTES OF THE FEBRUARY 22, 2023 REGULAR MEETING AS SUBMITTED

The foregoing resolution was duly seconded by T. Miller.
Ayes (5). Nays (0). Resolution declared adopted.

ANNOUNCEMENTS

None.

PUBLIC COMMENT

None.

CONSENT AGENDA

T. Miller introduced the following resolution and moved its adoption:

RESOLUTION NO. 2023-3-29 – APPROVING THE CONSENT AGENDA WHICH CONTAINS THE FOLLOWING:

- Approval of the Vouchers

The foregoing resolution was duly seconded by D. Miller.

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Ayes (5). Nays (0). Resolution declared adopted.

EXTENSION OF CITY ENGINEERING CONTRACT WITH BOLTON & MENK

The Public Works Director stated that Bolton & Menk was chosen in 2019, through an RFP process, to providing engineering services and has provided excellent service since that time. He highlighted some of the efficiencies that Bolton & Menk was able to provide through an update of the City's GIS system and implementation of new public works software. He noted that the previous engineer from Bolton & Menk retired and the transition to Eric Seaburg was seamless and he has developed a great relationship with staff and residents. He stated that all of the projects thus far have gone very well, and staff recommends extension of the contract with Bolton & Menk for engineering services for an additional two years with the option to extend for two additional one-year terms after that if desired.

Mayor Fischer commented that Eric Seaburg is the face of Bolton & Menk at the City and with residents, but also recognized the team behind him that provide additional resources and expertise as part of the contract.

T. Miller introduced the following resolution and moved its adoption:

RESOLUTION NO. 2023-3-30 – APPROVING THE EXTENSION OF THE ENGINEERING SERVICES CONTRACT WITH BOLTON & MENK

The foregoing resolution was duly seconded by Fischer.
Ayes (5). Nays (0). Resolution declared adopted.

RESOLUTION OF SUPPORT FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING FOR SIDEWALK IMPROVEMENTS

The Parks & Rec/Community Services Director noted an update that has been made to the staff report noting that the original intent was to request a resolution of support to apply for this funding but in follow up conversations with Ramsey County and the City Engineer, the City has decided to pull the funding application for this cycle. He stated that no action is requested but staff will still provide an update on the potential project.

The City Engineer stated that with the recent information from the County it appears the timeline for the proposed project would not fit well with the current solicitation as there is a tight window of when the funds would be awarded and would be required to be spent. He stated that the City may need to do some work this summer to get the project ready for the next cycle. He stated that CDBG funding is a great source and provided a brief explanation of that grant program. He stated that the City will continue to look at opportunities and will most likely come back to the Council in the next few months with a recommendation.

The Parks & Rec/Community Services Director provided additional details on where the proposed sidewalk location would be.

T. Miller urged staff to keep this project and potential funding source on the radar.

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The City Administrator noted that the City has been benefactors of CDBG funds twice already and will continue to look at opportunities.

ADDITIONS - APPOINT NEW PLANNING COMMISSION CHAIR

The City Clerk stated that Chris Kwapick was the Chair of the Planning Commission before his appointment to the Council. She stated that Taelor Johnson has served as Vice Chair of the Commission last year and was appointed for this year as well and therefore it is recommended that she be appointed to the position of Chair.

Mayor Fischer commented that he did speak with Taelor Johnson, and she is interested in serving as Chair.

Fischer introduced the following resolution and moved its adoption:

RESOLUTION NO. 2023-3-31 – APPOINTING TAEOR JOHNSON AS THE PLANNING COMMISSION CHAIR

The foregoing resolution was duly seconded by Kwapick.
Ayes (5). Nays (0). Resolution declared adopted.

COUNCIL REPORTS AND MEETING UPDATES

D. Miller provided an update on recent communication he received from the North Suburban Cable Commission (NSCC) related to digital discrimination. He stated that if the Council agrees, he will provide his support of the comments from NSCC in representation of Little Canada.

T. Miller stated that the Ramsey County League of Local Government Skilled Workforce Panel is scheduled for Friday, March 10th. She stated that they are also seeking volunteers to serve on the Collective Action Committee.

Mayor Fischer noted that the League of Women Voters hosted a mayors and local government representatives open house on January 19th. He stated that it was hosted via Zoom and provided an opportunity for people to submit questions and receive feedback. He noted that there was a lot of participation and reviewed some of the topics covered. He stated that last week he had the opportunity to go to the Ramsey County Sheriff's Office in Arden Hills and reviewed the presentations that were provided relating to public safety, the service model, and staffing.

D. Miller noted that recent League of Minnesota Cities training that he and Gutierrez attended.

Josh Blauer, Bishop of the Church of Jesus Christ Latter-Day Saints in Little Canada, noted that the church has been in the community for over 60 years. He stated that he brought some young men from the church to attend the Council meeting tonight and offered their support to the City.

ADJOURN

The meeting was adjourned at 7:59 p.m.

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Thomas Fischer, Mayor

Attest:

Christopher Heineman, City Administrator