

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

MARCH 9, 2022

Pursuant to due call and notice thereof a regular meeting of the City Council of Little Canada, Minnesota was convened on the 9th day of March, 2022 in the Council Chambers of the City Center located at 515 Little Canada Road in said City.

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

CITY COUNCIL: Mayor Keis, Council Members McGraw, Fischer, Miller and Torkelson.
Absent: None.

ALSO PRESENT: City Administrator Chris Heineman, Public Works Director Bill Dircks, Parks & Rec/Community Services Director Bryce Shearen and City Clerk/HR Manager Heidi Heller.

MINUTES

McGraw introduced the following resolution and moved its adoption:

RESOLUTION NO. 2022-3-34 – APPROVING THE MINUTES OF THE FEBRUARY 23, 2022 WORKSHOP AND THE FEBRUARY 23, 2022 REGULAR MEETINGS AS SUBMITTED

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

ANNOUNCEMENTS

None.

PUBLIC COMMENTS

None.

CONSENT AGENDA

Fischer introduced the following resolution and moved its adoption:

RESOLUTION NO. 2022-3-35 – APPROVING THE CONSENT AGENDA WHICH CONTAINS THE FOLLOWING:

- Approval of the Vouchers
- Approve a Temporary Liquor License for St. John's Church on April 22, 2022
- Approve a Temporary Gambling License for St. John's Church on April 22, 2022
- Approve Resolution Supporting Minnesota DNR Grant Application for Pioneer Park
- Call for a Strategic Planning Session on April 22 & 23, 2022
- Call for a Workshop on April 27, 2022 to Discuss a Potential Housing TIF District

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

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PURCHASE NEW PARK ENTRANCE SIGNS

The Parks & Rec/Community Services Director stated that new park entrance signs have been scheduled in the Capital Improvement Plan (CIP) for replacement for the last two years. He explained that the plastic sign materials have been very difficult to get due to supply chain issues and the project has been moved forward each year until the sign company could get materials. He stated that staff has been working with a local sign company on a design for the new signs. He explained the current signs are made of wood and need to be replaced, and one is missing due to vandalism. He noted that since wood signs require additional maintenance and have a shorter lifespan, staff would like to install low maintenance signs moving forward. He stated once the signs are completed, city staff will do the work removing the existing signs and installing the new signs. He explained that the new signs will cost \$23,120 from Vacker Sign and \$33,250 has been budgeted for the new signs. He noted that other supplies will be needed for the installation, but it will stay within the total budgeted amount.

Keis asked if new city entrance signs are in the budget. The Parks & Rec/Community Services Director explained that a subcommittee was formed to decide on new city entrance signs, and then determine how much will need to be budgeted.

Torkelson introduced the following resolution and moved its adoption:

RESOLUTION NO. 2022-3-36 – APPROVE THE PURCHASE OF NEW PARK ENTRANCE SIGNS FROM VACKER SIGN FOR \$23,120

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

GERVAIS MILL PARK IMPROVEMENTS

The Parks & Rec/Community Services Director explained that in 2021, the City was awarded \$97,000 in grant funds from the Minnesota Department of Natural Resources for improvements to Gervais Mill Park along Noel Drive. He stated this project previously received quotes in 2020 which were higher than expected and led to seeking additional funding opportunities. He stated that staff and Bolton & Menk are working on finalizing the grant agreement and would like to get the project out to bid as soon as the agreement is executed. He reported that \$135,500 has been budgeted for in the General Capital Improvement Fund, with \$97,000 coming from the grant.

McGraw clarified that the total project cost is estimated to be \$135,500, but the grant will contribute \$97,000 of that.

McGraw introduced the following resolution and moved its adoption:

RESOLUTION NO. 2022-3-37 – AUTHORIZE STAFF TO ENTER INTO AN AGREEMENT WITH THE STATE OF MINNESOTA AND AUTHORIZE THE REBIDDING FOR THE GERVAIS MILL PARK IMPROVEMENT PROJECT

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

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**RESOLUTION SUPPORTING A COMMUNITY DEVELOPMENT BLOCK GRANT
APPLICATION FOR FUNDING FOR A NEW TWIN LAKE BOULEVARD SIDEWALK**

The Public Works Director reported that City staff has been in communication with Ramsey County Community Development staff regarding the availability of Community Development Block Grant funding for a sidewalk along Twin Lake Boulevard. He noted this is the same program that the city received funding from for the sidewalk installation along Allen Avenue in 2020. He explained that Twin Lake Boulevard is scheduled in the Capital Improvement Plan for roadway improvements in 2023 by both Little Canada and Vadnais Heights. He stated there is also a new multi-family housing development scheduled to begin construction this summer, and as part of the development agreement for that project, the developer will likely be installing sidewalk or trail along the road in front of the development. He noted that the City has heard from numerous residents in the area that are in favor of a pedestrian amenity along Twin Lake Boulevard for safety purposes, and the increased number of potential walkers and bikers from the multi-family housing development increases the need for some type of amenity.

The Public Works Director stated that staff has prepared a conceptual layout and cost estimate for a pedestrian amenity along the roadway. He reported the total conceptual cost is \$1 million with the cost being split almost evenly between Little Canada and Vadnais Heights. He stated the City will be submitting the application for \$500,000 in CDBG funds; however, it is likely that an award amount would be less than the amount requested. He noted that City staff will continue to look for other grants to help fund this project. Additionally, Vadnais Heights city staff supports Little Canada's efforts in pursuing funds.

Torkelson introduced the following resolution and moved its adoption:

RESOLUTION NO. 2022-3-38 – APPROVE THE RESOLUTION IN SUPPORT OF TWIN LAKE BOULEVARD SIDEWALK IMPROVEMENTS COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION

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

RE-ESTABLISHING LITTLE CANADA VOTING PRECINCTS AND POLLING PLACES

The City Clerk explained that following the 2020 Census, each state is required to go through a re-districting process to establish boundaries for 8 seats in the US House of Representatives, and the State House and Senate. She reported that the state legislature is given the first opportunity to establish potential boundaries, but the legislature did not meet their obligation and district boundaries were established by a court ordered panel. She stated State statute 204B.14 Election Precincts, then gives authority to municipalities to consider re-establishing existing precincts, or update them. She stated that Little Canada will see changes at the state level, but the new Senate and Legislative districts still keep the entire city within their boundaries, so there is no reason that Little Canada has to make any precinct boundary changes. She explained that cities can make their own determinations on how many precincts there are and where the polling places are based on their ability to manage that number. She stated that staff does not recommend making any changes to the three current precincts, boundaries or the polling places.

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Fischer introduced the following resolution and moved its adoption:

RESOLUTION NO. 2022-3-39 – APPROVE THE RESOLUTION REESTABLISHING THE CURRENT LITTLE CANADA PRECINCTS AND POLLING PLACES AFTER THE STATE OF MINNESOTA HAS BEEN REDISTRICTED

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

STAFF REPORTS

The Parks & Rec/Community Services Director announced that Ramsey County was holding their second virtual open house for the new Vadnais Boulevard trail. He reported the open house will be on March 22 at 7:00 p.m. He stated there is more information on the city's website.

There being no further business, the meeting was adjourned at 7:57 p.m.

John T. Keis, Mayor

Attest:

Christopher Heineman, City Administrator