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**REGULAR MEETING
OF THE COUNCIL OF THE
CITY OF VADNAIS HEIGHTS
APRIL 18, 2023**

The meeting of the Council of the City of Vadnais Heights was held on the above date and called to order by Acting Mayor Rogers at 7:04 p.m.

ROLL CALL

Upon roll call, the following members were present: Acting Mayor Steve Rogers and Council Members Erik Goebel, Kelly Jozwowski, and Katherine Doll Kanne.

The following Council members were absent: Mayor Mike Krachmer.

Also present were: Kevin Watson, City Administrator; Kaylin Clement, Assistant City Administrator; Phillip Lundquist, Deputy City Clerk; Jesse Farrell, City Engineer/Public Works Director; Nolan Wall, Planning/Community Development Director; Nick Ousky, Senior Engineering Technician; Chris Hearnden, Fire Chief; and Eric Hartmann City Attorney.

Those present recited the Pledge of Allegiance.

City Administrator Watson provided several announcements.

APPROVAL OF AGENDA

Upon motion by Council Member Goebel, seconded by Council Member Jozwowski, it was

#23-04-062 “RESOLVED that the April 18, 2023 Regular Meeting Agenda be approved as presented with amendment.”

Ayes – 4 Nays – 0

The resolution was adopted.

APPROVAL OF MINUTES

A. April 4, 2023 Regular Workshop Meeting

Upon motion by Council Member Jozwowski, seconded by Council Member Goebel, it was

#23-04-063 “RESOLVED, that the Council approves the April 4, 2023 Regular Workshop Meeting minutes as presented.”

Ayes – 4 Nays – 0

The resolution was adopted.

32 B. April 4, 2023 Regular Council Meeting

33 Upon motion by Council Member Goebel, seconded by Council Member Jozwowski, it
34 was

35 #23-04-064 “RESOLVED, that the Council approves the April 4, 2023 Regular Council
36 Meeting minutes as presented.”

37 Ayes – 4 Nays – 0

38 The resolution was adopted.

39 **APPROVAL OF CONSENT AGENDA**

40 Upon motion by Council Member Goebel, seconded by Council Member Doll Kanne, it
41 was

42 #23-04-065 “RESOLVED, that the Council approves Consent Agenda Items #7A
43 through #7F for the April 18, 2023 meeting as presented as follows:

44 A. Consider Approving Claims #83433 Through #83498 and Electronic
45 Claims #1871 Through #1874 for Payment

46 B. Consider Approving an Application and Permit for a 1-Day to 4-Day
47 Temporary On-Sale Liquor License for the Roseville Lions
48 Foundation for June 20, 2023

49 C. Consider Approving Stormwater Operation and Maintenance
50 Agreement with SoNo, LLC

51 D. Consider Approving VHEDC Lawful Gambling Permit for November
52 9, 2023

53 E. Accept Quarterly Billing Permit Record – Q1 2023

54 F. Accept Drainage and Utility Easements at 2500 Rice Street.”

55
56 Ayes – 4 Nays – 0

57 The resolution was adopted.

58 **OPEN TO THE PUBLIC**

59 Acting Mayor Rogers opened the meeting to the public at 7:09 p.m.

60 There being no one who wished to speak, Acting Mayor Rogers closed the meeting to the public
61 at 7:10 p.m.

62 **PRESENTATIONS**

63 A. Home Improvement Loan Program

64 Planning/Community Development Director Wall provided background information on
65 the previous City Council Workplan goals related to housing as well as the housing
66 information and goals found within the 2040 Comprehensive Plan. He provided
67 information on the City's housing stock and the benefits of investing into that housing
68 stock. He reviewed the existing residential home improvement programs available
69 through other entities, noting that most of those programs are subject to income limits.
70 He provided an overview of the new home improvement loan program including
71 eligibility requirements and eligible improvements. He provided details on the marketing
72 the City is doing to advertise the program and noted that since April 1st staff has already
73 sent out five applications.

74 Council Member Doll Kanne asked if something could be on display advertising the
75 program at the recycling event.

76 Mr. Wall confirmed that he could investigate that option as well as the use of the City
77 signs.

78 Council Member Doll Kanne asked if this could be advertised at Heritage Days.

79 City Administrator Watson commented that could be an opportunity.

80 Acting Mayor Rogers suggested handing out the postcards at the recycling event.

81 Council Member Doll Kanne noted that would be a large number of postcards and
82 perhaps there is a sign with informational brochures that could be grabbed by interested
83 parties.

84 Mr. Wall commented that they are just beginning the marketing and will continue to look
85 for additional opportunities.

86 Council Member Goebel thanked staff for their hard work on this as this is something
87 that will help residents and improve the community. He stated that the postcards
88 promoting the program are great and perhaps the information about the programs offered
89 by other entities should also be included as all the programs promote the same goal to
90 improve the housing stock.

91 Mr. Wall confirmed that a link could be included that brings residents to the City website
92 with that partner information. He stated that the agency assisting the City with program
93 administration is also aware of all the available programs and can help residents reach the
94 right program.

95 Council Member Jozwowski commented that she would be interested to know how the
96 residents reaching out to apply have found out about the program.

97 Mr. Wall confirmed that information will be tracked.

98 Acting Mayor Rogers asked if the average median income (AMI) level is known.

99 Mr. Wall replied that those numbers can change and are set by HUD.

100 **PUBLIC HEARINGS**

101 **OLD BUSINESS**

102 **NEW BUSINESS**

103 A. Westfield Park Bioswale

104
105 Senior Engineering Technician Ousky explained that Westfield Park has been identified in
106 Vadnais Heights meetings with VLAWMO as a good location to improve water quality by
107 reducing Total Water Volume, Total Phosphorus, and Total Suspended Solids with the
108 implementation of a bioswale. Plans and specifications were prepared by the Soil and
109 Water Conservation Division within the Ramsey County Parks and Recreation
110 Department. Upon completion of the plans, Ramsey County advertised the project and
111 received eight bids. He noted that following receipt of bids, the City applied for the
112 VLAWMO ‘Landscape Level 2’ grant, which was awarded and will fund 50% of the
113 project with their cost not to exceed \$15,994.09. The Council is being asked to accept the
114 VLAWMO’s ‘Landscape Level 2’ grant, award the project to Shoreline Landscaping at a
115 bid of \$33,175, and authorize the City Administrator to enter into a construction agreement
116 on behalf of the City.

117
118 Acting Mayor Rogers asked what construction will look like for residents living near the
119 park.

120
121 Mr. Ousky commented that there is an existing swale and provided details on the
122 construction process.

123
124 Upon motion by Council Member Goebel, seconded by Council Member Doll Kanne, it
125 was

126 #23-04-066 “RESOLVED, that the Council accept the VLAWMO’s ‘Landscape Level
127 2’ grant, award the project to Shoreline Landscaping at a bid of \$33,175,
128 and authorize the City Administrator to enter into a construction agreement
129 on behalf of the City.”

130 Ayes – 4 Nays – 0

131 The motion was adopted.

132 B. Watershed Study

133
134 City Engineer/Public Works Director Farrell stated that this is another VLAWMO and
135 City partnership which also involves Ramsey County and Saint Paul Regional Water
136 Services. He provided details on the subwatershed, the path the water flows, and
137 potential flooding issues. He noted that the next step would be to complete this resiliency
138 study which would identify potential improvement projects. He stated that each

139 stakeholder will be contributing funds and provided details on that cost-share. He stated
140 that the City's share would be 28.6 percent, not to exceed \$20,000.

141
142 Upon motion by Council Member Goebel, seconded by Council Member Jozwowski, it
143 was

144 #23-04-066 "RESOLVED, that the Council authorize the City Administrator to sign a
145 memorandum of understanding between VLAWMO and the City of
146 Vadnais Heights in order to share professional services costs to complete a
147 watershed study in an amount not to exceed \$20,000.

148 Ayes – 4 Nays – 0

149 The motion was adopted.

150 COUNCIL AND DEPARTMENT REPORTS

151 Deputy City Clerk Lundquist had nothing to report.

152 Acting Mayor Rogers welcomed Mr. Lundquist to the City on behalf of the City Council.

153 Chief Hearden noted the date of the next Health and Public Safety Committee meeting.

154 Assistant City Administrator Clement shared that the first youth sports and gear swap took
155 place tonight.

156 Mr. Farrell shared that as of today they are beginning pavement repairs and motorists have
157 been warned about the disruption. He stated that street sweeping has begun, and they will
158 then move to watermain flushing. He noted that staff has also been working with
159 homeowners to coordinate yard repairs experienced by plowing.

160 Mr. Wall highlighted some of the new pages and links available on the City website.

161 City Attorney Eric Hartmann provided an update on the work he has been doing with City
162 staff.

163 Council Member Doll Kanne commented that she is excited that they will be entering into
164 slow mow May and encouraged residents to participate. She provided an update on the
165 recent meeting of the Parks and Recreation Commission. She thanked City staff for the
166 partnership opportunity projects they continue to bring forward.

167 Council Member Jozwowski had nothing to report.

168 Council Member Goebel commented that he noticed streets that have been swept and
169 patched.

170 Mr. Watson advised of upcoming meetings that he will be attending.

171 Acting Mayor Rogers provided an update on the Ramsey County League of Minnesota Cities
172 meeting that he attended.

173 **ADJOURN MEETING**

174 There being no further business, the meeting adjourned at 8:00 p.m. motioned by Council
175 Member Goebel, seconded by Council Member Jozwowski.

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Respectfully submitted,

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Kevin Watson, City Administrator

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Draft