

**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 Hearden, 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.

B. April 4, 2023 Regular Council Meeting

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

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

Ayes – 4                      Nays – 0

The resolution was adopted.

**APPROVAL OF CONSENT AGENDA**

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

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

- A. Consider Approving Claims #83433 Through #83498 and Electronic Claims #1871 Through #1874 for Payment
- B. Consider Approving an Application and Permit for a 1-Day to 4-Day Temporary On-Sale Liquor License for the Roseville Lions Foundation for June 20, 2023
- C. Consider Approving Stormwater Operation and Maintenance Agreement with SoNo, LLC
- D. Consider Approving VHEDC Lawful Gambling Permit for November 9, 2023
- E. Accept Quarterly Billing Permit Record – Q1 2023
- F. Accept Drainage and Utility Easements at 2500 Rice Street.”

Ayes – 4                      Nays – 0

The resolution was adopted.

**OPEN TO THE PUBLIC**

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

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

**PRESENTATIONS**

A. Home Improvement Loan Program

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

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

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

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

City Administrator Watson commented that could be an opportunity.

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

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

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

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

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

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

Mr. Wall confirmed that information will be tracked.

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

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

## **PUBLIC HEARINGS**

### **OLD BUSINESS**

### **NEW BUSINESS**

#### A. Westfield Park Bioswale

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

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

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

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

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

Ayes – 4

Nays – 0

The motion was adopted.

#### B. Watershed Study

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

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

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

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

Ayes – 4

Nays – 0

The motion was adopted.

## **COUNCIL AND DEPARTMENT REPORTS**

Deputy City Clerk Lundquist had nothing to report.

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

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

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

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

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

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

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

Council Member Jozwowski had nothing to report.

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

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

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

**ADJOURN MEETING**

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

Respectfully submitted,

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Kevin Watson, City Administrator

Approved