

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

JANUARY 12, 2022

Pursuant to due call and notice thereof a regular meeting of the City Council of Little Canada, Minnesota was convened on the 12th day of January, 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 and City Clerk/HR Manager Heidi Heller.

MINUTES

McGraw introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2022-1-4 – APPROVING THE MINUTES OF THE DECEMBER 15
2021 REGULAR MEETING AND DECEMBER 22, 2021 SPECIAL MEETING AS
SUBMITTED***

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

ANNOUNCEMENTS

None.

PUBLIC COMMENTS

None.

CONSENT AGENDA

Torkelson introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2022-1-5 – APPROVING THE CONSENT AGENDA WHICH
CONTAINS THE FOLLOWING:***

- Approval of the Vouchers
- Approve 2022 Designation of Data Practices Responsible Authority – Compliance Official & Ratify City Procedures for Access to Public & Private Data
- Approve 2022 Designation of Deposit and Investment of Local Public Funds
- Approve 2022 Designation of Pioneer Press as the Legal Newspaper
- Approve Partial Pay Request No. 1 to Albrecht Company for the Spooner Park Lower Shelter
- Approve Final Partial Pay Request No. 7 to OMG Midwest, Inc. for Allen Avenue Street Improvement Project No. 2020-01

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- Approve 2022 Health Insurance and Opt-Out Employee Benefits and Amend Personnel Policy to Add an Opt-Out Benefit for Part-time Employees Eligible for Health Insurance

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

ECONOMIC DEVELOPMENT AUTHORITY MEETING

At this point in the meeting, the City Council temporarily adjourned and convened as the Economic Development Authority.

McGraw introduced the following resolution and moved its adoption:

RESOLUTION NO. 2022-1-6 – RECESSING THE CITY COUNCIL MEETING AND CONVENING AS THE ECONOMIC DEVELOPMENT AUTHORITY

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

EDA - 2022 ELECTION OF OFFICERS

The City Administrator explained that City Council members are also the Economic Development Authority officers and are annually appointed. He stated the annual budget is typically at \$0.

Fischer asked what would cause money to put money into this budget. The City Administrator explained that adopting a higher budget would enable the EDA to be proactive on economic development efforts. He stated that since the City Council is the EDA, funds can be moved in and out of this budget.

Fischer introduced the following resolution and moved its adoption:

RESOLUTION NO. 2022-1-7 – APPOINTING THE FOLLOWING ECONOMIC DEVELOPMENT AUTHORITY OFFICERS FOR 2022 AND ADOPT THE 2022 BUDGET AT \$0

***John Keis, President
Teresa Miller, Vice President
Mike McGraw, Treasurer
Chris Heineman, Assistant Treasurer
Chris Heineman, Secretary
Tom Fischer, Director
Christian Torkelson, Director***

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

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Fischer introduced the following resolution and moved its adoption:

RESOLUTION NO. 2022-1-8 – ADJOURNING THE ECONOMIC DEVELOPMENT AUTHORITY MEETING AND RECONVENING AS THE CITY COUNCIL

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

NEW TATTOO/BODY ART LICENSE FOR OVERTIME TATTOO COLLECTIVE AT 37 LITTLE CANADA ROAD EAST

The City Clerk reported that David Thao is proposing to open a new tattoo business in the Thunder Ball Mall at 37 Little Canada Road East. She stated that Mr. Thao has submitted all of the required application materials and the fee for a Tattoo/Body Art city license, and is waiting to receiving his state establishment license. The City Clerk noted that the city license will not be issued until staff receives a copy of the state tattoo establishment license for this business. She stated that the City Code allows for one tattoo business license to be issued at a time and there are currently no licenses issued to a tattoo business.

Torkelson introduced the following resolution and moved its adoption:

RESOLUTION NO. 2022-1-9 – APPROVE A NEW TATTOO BUSINESS LICENSE FOR DAVID THAO, OWNER OF OVERTIME TATTOO COLLECTIVE AT 37 LITTLE CANADA ROAD EAST FOR THE PERIOD JANUARY 1, 2022 TO JUNE 30, 2022, CONTINGENT ON SUBMITTING HIS STATE OF MN TATTOO LICENSE

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

2022 COUNCIL COMMITTEE APPOINTMENTS

The City Clerk reported that staff report contains the list of who held the positions in 2021 and suggested appointments for 2022. She noted that there are no suggested changes this year. The City Administrator recommended adding a representative for the Historical Society since they will be doing long-range planning this year.

Keis introduced the following resolution and moved its adoption:

RESOLUTION NO. 2022-1-10 – APPROVING THE FOLLOWING APPOINTMENTS FOR THE CITY OF LITTLE CANADA IN 2022:

- ***TOM FISCHER AS ACTING MAYOR***
- ***TERESA MILLER AS RAMSEY COUNTY LEAGUE OF LOCAL GOVERNMENTS BOARD MEMBER AND JOHN KEIS AS ALTERNATE;***
- ***MIKE MCGRAW AS CABLE TV COMMISSION REPRESENTATIVE AND CHRISTIAN TORKELSON AND CHRIS HEINEMAN AS ALTERNATES;***

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- ***JOHN KEIS AND TOM FISCHER AS FIRE RELIEF ASSOCIATION REPRESENTATIVES;***
- ***JOHN KEIS AND TOM FISCHER AS FIRE DEPARTMENT LONG RANGE PLANNING COMMITTEE REPRESENTATIVES;***
- ***CHRISTIAN TORKELSON AS RUSH LINE TASK FORCE REPRESENTATIVE AND TERESA MILLER AS ALTERNATE;***
- ***TERESA MILLER AS NORTHEAST YOUTH & FAMILY SERVICES BOARD MEMBER;***
- ***MIKE MCGRAW AND TOM FISCHER AS PERSONNEL COMMITTEE REPRESENTATIVES***
- ***JOHN KEIS AS COUNCIL REPRESENTATIVE TO LITTLE CANADA HISTORICAL SOCIETY AND MIKE MCGRAW AS ALTERNATE***

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

COUNCIL REPORTS

McGraw announced that Dana Healey, the Executive Director of NineNorth, has resigned from her position. He stated that she did a great job and it will be difficult to find a replacement, and it will likely take several months.

There being no further business, the meeting was adjourned at 7:53 p.m.

John T. Keis, Mayor

Attest:

Christopher Heineman, City Administrator