

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

SEPTEMBER 22, 2021

Pursuant to due call and notice thereof a special meeting of the City Council of Little Canada, Minnesota was convened on the 22nd day of September, 2021 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, Torkelson and Miller.
Absent: None.

ALSO PRESENT: City Administrator Chris Heineman, Public Works Director Bill Dircks, Finance Director Brenda Malinowski and City Clerk/HR Manager Heidi Heller.

MINUTES

Torkelson introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2021-9-103 – APPROVING THE MINUTES OF THE
SEPTEMBER 8, 2021 WORKSHOP AND THE SEPTEMBER 8, 2021 REGULAR
MEETINGS AS SUBMITTED***

The foregoing resolution was duly seconded by Miller.

Ayes (5).

Nays (0). Resolution adopted.

ANNOUNCEMENTS

None.

PUBLIC COMMENTS

Karen Ryan, 2570 McMenemy Street, stated that she has a large house and a large lot, and is thinking about her future and where she will live. She noted that she was happy to hear about the zoning code updates, and is very interested in the consideration of accessory dwelling units.

Jill Winegar, 707 Labore Road, stated that she also has a larger lot and is looking at how she could divide her property in order to continue to remain in Little Canada.

PRESENTATION – SENATOR JASON ISAACSON

Jason Isaacson, stated that he anticipates a large bonding bill coming up, and asked if the Council had any issues or bonding needs that they want him to help with. He expects there to be a lot of discussion in order to move a bill forward, but feels one will get passed. He stated that the Legislature has about \$250 million to divide up for front line workers, but there has not been consensus so far on how to do that.

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Mr. Isaacson stated that he is the lead for the redistricting efforts and after the 2020 Census was completed, Minnesota was able to keep all of our legislative seats by about 84 people. He explained that his district is technically the perfect size, but there are many districts that are off by quite a bit, so there will definitely be changes to district boundaries. He stated that work is being done now to make new maps.

Keis explained that I-35E splits Little Canada in half, and Little Canada Road is the only way across the freeway. He stated that the City would like to have other pedestrian crossings across I-35E and I-694. Mr. Isaacson stated that he would be happy to meet with city staff in order to get more information. Fischer stated that the Little Canada Road bridge over I-35E is very dangerous for any type of pedestrian to use. McGraw stated that he walks almost every day, and drives across the bridge and parks at City Hall in order to walk on the east side of the freeway.

Torkelson asked how long the temporary status will last of keeping the Local Government Aid (LGA) amount the same. Mr. Isaacson stated he will find out and let city staff know. Keis asked what the long-term goal of LGA is for the State. Mr. Isaacson stated that everyone has different opinions, and his goal is to keep it as stable and predictable as possible. He stated he has not heard anything about getting rid of it, but knows that people talk about it going both ways. He asked the Council if they need anything from the Legislature and how things were going for the city during the pandemic.

Keis stated that the intersection at I-35E, Little Canada Road and Country Drive is a mess. He explained that this area has been on and off the State's radar for years, but it will be hard to improve it. Mr. Isaacson stated he will reach out to MNDOT to see if they have any plans and possibly timing, but does not know what the solution is due to the lack of space without losing any existing businesses that are located there.

**PRESENTATION – DR. JENNY LOECK, ROSEVILLE SCHOOL DISTRICT
SUPERINTENDENT**

Dr. Loeck stated that she is a long-time Roseville School District employee and is privileged to now be the new Superintendent. She stated that the last 18 months have had a lot of change. She noted that Little Canada Elementary School was remodeled after the bonding referendum passed in 2017. She stated that this school continues to grow and is the largest elementary school in the district.

She reviewed the levy questions that are on the 2021 General Election ballot.

Fischer asked Dr. Loeck to explain where the funding for the free meals that are being provided for students and families comes from. Dr. Loeck stated that the Federal Government is contributing all of the funds for student meals. Fischer stated that he has heard questions about whether funds were being taken from learning costs to pay for the free meals.

CONSENT AGENDA

Fischer introduced the following resolution and moved its adoption:

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RESOLUTION NO. 2021-9-104 – APPROVING THE CONSENT AGENDA WHICH CONTAINS THE FOLLOWING:

- Approval of the Vouchers
- Approve a Temporary Wage Increase for Building Inspection Coverage
- Approve Pavement Marking Project

The foregoing resolution was duly seconded by Keis.

Ayes (5).

Nays (0). Resolution adopted.

NEW OFF-SALE LIQUOR LICENSE AND GENERAL SALES & DISPLAY TOBACCO LICENSE FOR TAMANG LIQUOR, INC. AT 2760 RICE STREET

The City Clerk explained that Chou Vang, property owner of 2760 Rice Street, opened a new liquor store called CV Liquor in October 2021 in his building after Tierney's Liquor moved next door. She stated that Mr. Vang is now selling the business to Sancha Tamang, who has applied for both an off-sale liquor license and a general sales & display tobacco license. She noted the store name will remain CV Liquor. All required materials and fees have been submitted, and a satisfactory background check by the Ramsey County Sheriff's Department has been received. The City Clerk reported that the Fire Inspector conducted and passed an inspection in July 2021. She recommends approval of the off-sale liquor license and the tobacco license contingent on an inspection by the Building Official and compliance with any orders from him. The Minnesota Department of Public Safety Alcohol & Gambling Enforcement Division will also do an inspection of the building prior to approving the liquor license.

Fischer introduced the following resolution and moved its adoption:

RESOLUTION NO. 2021-9-105 – APPROVING A NEW OFF-SALE LIQUOR LICENSE AND GENERAL SALES & DISPLAY TOBACCO LICENSE FOR THE PERIOD SEPTEMBER 23, 2021 – JUNE 30, 2022, CONTINGENT ON SATISFACTORY INSPECTIONS FROM THE BUILDING OFFICIAL AND MINNESOTA ALCOHOL & GAMBLING ENFORCEMENT DIVISION

The foregoing resolution was duly seconded by Torkelson.

Ayes (5).

Nays (0). Resolution adopted.

CLASSIFICATION & COMPENSATION STUDY

The City Administrator explained that Little Canada has traditionally done an in-house analysis on positions whenever a position became vacant. He stated that staff is proposing a classification and compensation study be done on all positions in order to help with retention of staff and enable the City to attract, hire and retain a high level of talent as future positions become available. He explained that DDA Human Resources was the most competitive proposal and was most tailored to our needs.

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McGraw introduced the following resolution and moved its adoption:

RESOLUTION NO. 2021-9-106 – APPROVE A CONTRACT WITH DDA HUMAN RESOURCES, INC. FOR THE MARKET AND CALIBRATION PART OF THE PROPOSAL FOR \$4,500

The foregoing resolution was duly seconded by Keis.

Ayes (5).

Nays (0). Resolution adopted.

**2022 BUDGET: SET PRELIMINARY LEVY & FINAL BUDGET AND SET FINAL LEVY
PUBLIC HEARING DATE**

The Finance Director stated that tonight the Council needs to adopt the preliminary levy and set the final levy public hearing date. She explained that the city is required to establish a preliminary levy by September 30th each year, which may be decreased before the final adoption in December, not may not be increased. She stated that proposed levies and the budget were discussed at the August 25 and September 8 Council workshops, and based on the feedback, the preliminary levy has been changed to a 5% increase. She explained that the additional funds generated by increasing the levy to 5% have been added to the Council Contingency and can be used if additional expenditures are identified for the 2022 budget before final adoption in December.

Fischer introduced the following resolution and moved its adoption:

RESOLUTION NO. 2021-9-107 – APPROVE SETTING THE PRELIMINARY LEVY AT \$3,761,410 (A 5.0% INCREASE)

The foregoing resolution was duly seconded by McGraw.

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

Fischer introduced the following resolution and moved its adoption:

RESOLUTION NO. 2021-9-108 – APPROVE SETTING THE PUBLIC HEARING DATE ON DECEMBER 15, 2021 AT 7:30PM TO ADOPT THE FINAL 2022 LEVY AND BUDGET

The foregoing resolution was duly seconded by McGraw.

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

Fischer introduced the following resolution and moved its adoption:

RESOLUTION NO. 2021-9-109 – APPROVE THE 2022 BONDED INDEBTEDNESS TAX LEVY REDUCTIONS WHICH WILL RESULT IN A ZERO BONDED INDEBTEDNESS TAX LEVY FOR 2022

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

CONSIDER A REQUEST FOR A CURB CUT AT 2883 CONDIT STREET

The City Administrator explained that Council member Miller is excusing herself from the discussion as this issue pertains to her property.

The Public Works Director explained that Condit Street was reconstructed in 2008 and new concrete curb and gutter was added. The property at 2883 Condit Street was assessed \$7,246.25 for the project. The Public Works Director reported that the property owner of 2883 Condit Street, Teresa Miller, built a garage this year that will have a driveway accessing Condit Street. He explained that the property is on the corner of Condit Street and Nadeau Road, and in the past, cars were parked on the Nadeau side of the property. He stated that staff believes the previous City Engineer did not include a curb cut on Condit Street when the street was reconstructed since the cars were always parked off Nadeau Road, and the property owner was not asked if they wanted a curb cut on Condit Street while the project was underway.

The Public Works Director stated that Ms. Miller has now requested that the City reimburse her for the cost of a curb cut since she was not given the opportunity to have one installed back in 2008. He reported that she received an estimate for the entire new driveway, and the curb cut portion of the driveway cost is \$3,000. The City Engineer has determined that it is a reasonable price for the work proposed, and estimated that it would cost the City more to have a contractor come in and do just the curb cut work. The Public Works Director noted that installing the entire driveway and curb cut at the same time makes for a smoother operation and a better final product.

Staff finds this reimbursement request for a curb cut to be reasonable given the offer was not extended back in 2008. He stated that this was an unfortunate miss during the street projects, but he cannot think of another time that a situation like this has occurred. He noted the funds would come from the Infrastructure Fund. Fischer stated that he does agree that it was mainly the City's responsibility to ask the homeowner during the street reconstruction, but he also feels that the homeowner has some responsibility, and questions the length of time that has passed before this request.

Torkelson introduced the following resolution and moved its adoption:

RESOLUTION NO. 2021-9-110 – APPROVE THE REIMBURSEMENT OF \$3,000 FOR A CURB CUT FOR A NEW DRIVEWAY AT 2883 CONDIT STREET

The foregoing resolution was duly seconded by Keis.
Ayes (4).
Nays (0). Resolution adopted.
Abstain (1). Miller

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There being no further business, the meeting was adjourned at 8:28 p.m.

John T. Keis, Mayor

Attest:

Christopher Heineman, City Administrator