

**REGULAR MEETING
OF THE COUNCIL OF THE
CITY OF VADNAIS HEIGHTS
JANUARY 3, 2023**

The meeting of the Council of the City of Vadnais Heights was held on the above date and called to order by Mayor Mike Krachmer at 7:05 p.m.

OATHS OF OFFICE

City Administrator Watson administered the Oath of Office to Mayor Mike Krachmer, and Council Members Kelly Jozwowski, and Katherine Doll Kanne.

ROLL CALL

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

The following Council members were absent: None.

Also present were: Kevin Watson, City Administrator; Kaylin Clement, Assistant City Administrator; Jesse Farrell, City Engineer/Public Works Director; Nolan Wall, Planning/Community Development Director; Chris Hearnden, Fire Chief; and Caroline Beckman, City Attorney.

Those present recited the Pledge of Allegiance. City Administrator Watson provided several announcements.

APPROVAL OF AMENDED AGENDA

Upon motion by Goebel, seconded by Rogers, it was

#23-01-001 “RESOLVED that the January 3, 2023 Regular Meeting Agenda be approved as amended.”

Ayes – 5 Nays – 0

The resolution was adopted.

APPROVAL OF MINUTES

A. December 30, 2022 Regular Council Meeting

Upon motion by Goebel, seconded by Rogers, it was

#23-01-002 “RESOLVED, that the Council approves the December 20, 2022 Regular Council Meeting minutes as presented.”

Ayes – 5 Nays – 0

The resolution was adopted.

APPROVAL OF CONSENT AGENDA

Upon motion by Jozwowski, seconded by Goebel, it was

#23-01-003 “RESOLVED, that the Council approves Consent Agenda Items #8A through #8C for the January 3, 2023 meeting as amended as follows:

- A. Consider Approving Claims #83033 Through #83068 and Electronic Claims #1840 Through #1842 for Payment
- B. Consider Hiring Liam Saunders as Probationary, Part-time, Paid-on-call, Duty Crew Firefighter
- C. Consider Approving Updated 2024 Security Fee – Vadnais Heights Commons”

Ayes – 5

Nays – 0

The resolution was adopted.

OPEN TO THE PUBLIC

Mayor Krachmer opened the meeting to the public at 7:16 p.m. There being no one that wished to speak, Krachmer closed the meeting to the public at 7:16 p.m.

PRESENTATIONS:

Planning/Community Development Director Nolan Wall presented a 2022 Community Development Report, which outlined permits issued, inspections made, construction projects underway/completed, planning applications reviewed, and more. Mayor Krachmer thanked the Planning/Community Development Director for his report. Council Member Rogers also thanked him for all the work the department has done.

PUBLIC HEARINGS:

None

OLD BUSINESS:

None

NEW BUSINESS:

A. Annual Designations

1. 2023 Council Assignments

City Administrator Watson stated that each Council Member will be assigned liaison roles for the year. He stated that Mayor Krachmer had conversations with each Council Member to decide where they would serve.

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

#23-01-04 “RESOLVED, that the 2023 Council assignments are assigned as presented.”

Ayes – 5

Nays – 0

The resolution was adopted.

2. Official Newspaper Designation

City Administrator Watson noted that every year we have to designate the official legal newspaper for publishing our legal notices, budget, and land use applications. Watson felt the Vadnais Heights Press’ proposal was a good deal and they do a great job publishing our news.

Upon motion by Rogers, seconded by Goebel, it was

#23-01-05 “RESOLVED, that the Council designates the Vadnais Heights Press as the City’s Official Newspaper for 2023.”

Ayes – 5

Nays – 0

The resolution was adopted.

3. Designation of Official Depository and Investment Institutions

City Administrator Watson introduced the item before the Council which is to consider designating the official depository and investment institutions for 2023. He mentioned that we invest the City’s money in a variety of places. Council Member Jozwowski mentioned that there is an incorrect name in the memo to the Mayor. City Administrator Watson said he would get it corrected.

Upon motion by Goebel, seconded by Jozwowski, with the correction, it was

#23-01-06 “RESOLVED, that the Council designates the following financial institutions as official depository and investment institutions of the City’s funds for 2023: League of MN Cities/4M Fund/PMA Financial, Farmers & Merchants Savings Bank, Premier Bank, Dain Rauscher/RBC Capital, Comerica Securities, US Bank, Flagship Bank Minnesota, Bremer Bank, BNC National Bank, Frandsen Bank & Trust, and Raymond James and Associates.”

Ayes – 5

Nays – 0

The resolution was adopted.

4. Elected Official Out-of-State Travel Policy

City Administrator Watson noted that the City has to approve an annual Elected Official Out-of-State Travel Policy.

Upon motion by Rogers, seconded by Goebel, it was

#23-01-07 “RESOLVED, that the Council adopts the elected official out-of-state travel policy for 2023.”

Ayes – 5 Nays – 0

The resolution was adopted.

5. Accept Statutory Limits for Insurance Coverage

City Administrator Watson noted that this is standard language that the City needs to accept every year for the insurance we get through the MCIT.

Upon motion by Jozwowski, seconded by Goebel, it was

#23-01-08 “RESOLVED, that the Council accepts the statutory tort limits for coverage as provided by the League of Minnesota Insurance Trust.”

Ayes – 5 Nays – 0

The resolution was adopted.

6. Designation of Official Signatories

Upon motion by Jozwowski, seconded by Goebel, it was

#23-01-09 “RESOLVED, that the Council designates Mayor Mike Krachmer and City Administrator Kevin Watson as official signatories in 2023 by adopting the Resolution of Designation of Bank Signatories.”

Ayes – 5 Nays – 0

The resolution was adopted.

COUNCIL AND DEPARTMENT REPORTS

City Engineer/Public Works Director Farrell congratulated the new Mayor and Council Members and welcomed them. He educated those present on how staff takes many different variables into account when deploying their resources to tackle a heavy snow event. They take a custom approach with each storm and have the benefit of very experienced staff to help in making these decisions. After storms have passed, they review what they could have done better. They take a lot of pride in doing a great job. He reminded residents to keep garbage cans on their driveways to make plowing easier. He also stated that no overnight parking is allowed from November 1 to April 1, and cars found in violation can get towed, although they'd prefer not to have to do it.

Planning/Community Development Director Wall thanked the Mayor and Council, and stated that he looks forward to working with them in coming years.

City Attorney Beckman congratulated the new Mayor and Council Members, and wished them a Happy New Year.

Fire Chief Hearden welcomed the new Mayor and Council Members and stated he looks forward to working with them. He encouraged residents to help during the winter months by clearing a 3-foot path of snow around fire hydrants. Those efforts will save valuable time in the event of an emergency. He appreciates any help in that regard.

Assistant City Administrator Clement echoed the sentiment of others present by welcoming the new Mayor and Council Members aboard.

City Administrator Watson welcomed the new Mayor and Council Members, and stated that he is looking forward to working with them. He stated that there are some exciting things lined up such as a goal-setting session and legislative partners coming to a future meeting. Plus, a big healthy workshop was held. He is excited to see where the Council goes from here.

Council Member Jozwowski thanked staff for being so welcoming, patient, and detail-oriented. She is looking forward to getting to know everyone.

Council Member Goebel congratulated the new Mayor and Council Members and welcomed them. He also thanked City Engineer/Public Works Director Farrell and the Public Works Department for the great job plowing.

Council Member Doll Kanne said it's been great onboarding and getting to know staff better. She said she's really looking forward to working with everyone over the next four years.

Council Member Rogers welcomed the new Mayor and Council Members, and stated he looks forward to working with them to see what they can do together to improve Vadnais Heights.

Mayor Krachmer said that he too is very grateful to the staff and said the experience has been great so far. He felt their first workshop was productive and interesting. He's looking forward to a great term in working with this group.

Motion to adjourn by Council Member Rogers, seconded by Goebel, at 7:53 p.m. Meeting adjourned.

Respectfully submitted,

Kevin Watson, City Administrator