



SOUTH ST. PAUL CITY COUNCIL MINUTES OF DECEMBER 16, 2024

1. CALL TO ORDER

Mayor Jimmy Francis called the regular meeting of the City Council to order at 7:00 PM on Monday, December 16th, 2024.

2. ROLL CALL

Present: Tom Seaberg, Matt Thompson, Joe Kaliszewski, Jimmy Francis, Pam Bakken, Lori Hansen

Absent: Todd Podgorski - arrived at 7:28 PM, present for all votes after

Staff Present:

Ryan Garcia, City Administrator

Deanna Werner, City Clerk

Amanda Johnson, City Attorney

Nick Guilliams, City Engineer

Kelsey Gelhar, Asst. City Engineer

Michael Healy, City Planner

3. INVOCATION

4. PLEDGE OF ALLEGIANCE

5. PRESENTATIONS: NONE

6. CITIZEN'S COMMENTS: NONE

Comments are limited to 3 minutes in length.

7. AGENDA

Moved by: Tom Seaberg / Pam Bakken

Moved: To Approve Agenda as presented.

Vote: 6 ayes / 0 nays, motion Passed

8. CONSENT AGENDA

All items listed on the Consent Agenda are items, which are considered routine by the City Council and will be approved by one motion. There will be no separate discussion of these items unless a Council member or citizens requests, in which case the item will be removed from the consent agenda and considered at the end of the Consent Agenda.

Resolved, the City Council of South St. Paul does hereby approve the following:

- A. City Council Meeting Minutes of December 2, 2024 Special Meeting and December 2, 2024 Regular Meeting

- B. Accounts Payable
- C. Business Licenses
- D. City of South St. Paul Emergency Operations Plan - 2025
- E. Approve Conditional Job Offer for Finance Support Specialist
- F. Amendment to Fee Schedule for Electrical Permits
- G. Create Construction LLC - Final Payment for the 2024 Misc. Concrete Repair Project
- H. Approve 2025 City T-Hangar Leases at the South St. Paul Airport
- I. Policies and Procedures for Federal Awards Administration
- J. Award City/ County Facilities Landscape Maintenance Services to CurbSide Landscape & Irrigation
- K. Approve Conditional Job Offer for General Facility Maintenance Worker
 - Moved by: Joe Kaliszewski / Lori Hansen
 - Moved: To approve consent agenda as presented.
 - Vote: 7 ayes / 0 nays, motion Passed

9. PUBLIC HEARINGS:

- A. Massage Therapy License - Thomas Benrowski, DBA: Myosports Massage Therapy, LLC, at 224 20th Ave S, South St. Paul
 - Moved by: Lori Hansen / Joe Kaliszewski
 - Moved: To Approve Resolution 2024-155, approving a massage therapy license in the City of South St. Paul.
 - Vote: 6 ayes / 0 nays, motion Passed
- B. Liquor License Renewal
 - Moved by: Lori Hansen / Joe Kaliszewski
 - Moved: To Approve Resolution 2024-156, renewing all licensees who have completed the renewal process.
 - Vote: 6 ayes / 0 nays, motion Passed

10. GENERAL BUSINESS:

- A. South St. Paul Rod and Gun Club Noise Testing
 - Moved by: Tom Seaberg / Matt Thompson
 - Moved: To acknowledge receipt of the 2024 Noise test condition #12 of the Interim Use Permit for the Club.
 - Vote: 6 ayes / 0 nays, motion Passed
- B. Local Affordable Housing Aid (LAHA) Administration Commitment - Dakota County Community Development Agency, Resolution 2024 - 153
 - Moved by: Tom Seaberg / Joe Kaliszewski

Moved: To approve Resolution 2024-153, to administer City Local Affordable Housing Aid Funds.

Vote: 6 ayes / 0 nays, motion Passed

C. Appointment of Council Members to Boards and Commissions

Mayor Jimmy Francis assigned Council Member Pam Bakken to continue as the Council Liaison for the Parks & Recreation Board.

Moved by: Joe Kaliszewski / Pam Bakken

Moved: To approve the appointment of Council Member Tom Seaberg to the South Metro Fire Board.

Vote: 5 ayes / 0 nays, motion Passed

Moved by: Tom Seaberg / Matt Thompson

Moved: To approve the appointment of Council Member Lori Hansen to the Dakota County 911 Board of Directors and Council Member Todd Podgorski to serve as an alternate.

Vote: 5 ayes / 0 nays, motion Passed

D. 4th Street S Rehabilitation Project – Receive Feasibility Report and Call for Public Hearing

Moved by: Pam Bakken / Matt Thompson

Moved: To approve Resolution 2024-154, to receive feasibility report & call for public hearing on 1/21/2025.

Vote: 6 ayes / 0 nays, motion Passed

E. Approval of Performance Recognition Awards

Moved by: Lori Hansen / Pam Bakken

Moved: To approve performance pay for members of the Supervisory Association.

Vote: 7 ayes / 0 nays, motion Passed

F. Second Reading: Ordinances Establishing Zoning and Registration Requirements for Cannabis Businesses

Moved by: Lori Hansen / Joe Kaliszewski

Moved: To approve Ordinance 1428, establishing zoning rules for cannabis businesses.

Vote: 7 ayes / 0 nays, motion Passed

Moved by: Pam Bakken / Joe Kaliszewski

Moved: To approve Ordinance 1429, establishing registration requirements for cannabis retail businesses.

Vote: 7 ayes / 0 nays, motion Passed

G. First Reading: Ordinance Amending City Code Chapter 38 Regarding Administrative Citation Appeals

Council Member Tom Seaberg introduced for the first reading an Ordinance amending South St. Paul City Code Chapter 38 regarding Administrative Citations.

11. MAYOR AND COUNCIL COMMUNICATIONS:

12. CLOSED SESSION: CLOSED SESSION PURSUANT TO MINNESOTA STATUTES § 13D.05, SUBD. 3(B) FOR A CONFIDENTIAL ATTORNEY-CLIENT DISCUSSION

**REGARDING ACTIVE LITIGATION IN THE MATTER SANIMAX USA, LLC V.
CITY OF SOUTH ST. PAUL – NO ATTACHMENT**

Motion to close the meeting pursuant to MN Statutes 13D.05, Subd. 3(b) for a confidential attorney-client discussion regarding active litigation in the matter Sanimax USA, LLC v City of South St. Paul.

Moved by: Tom Seaberg / Pam Bakken
Moved: To close the meeting at 8:41 PM.
Vote: 7 ayes / 0 nays, motion Passed

Moved by: Joe Kaliszewski / Todd Podgorski
Moved: To reopen meeting at 9:24 PM.
Vote: 7 ayes / 0 nays, motion Passed

13. ADJOURNMENT:

Moved by: Matt Thompson / Lori Hansen
Moved: To adjourn
Vote: 7 ayes / 0 nays, motion Passed
The meeting was adjourned at 9:25 PM.

/s/: Deanna Werner
City Clerk