



CITY OF SOUTH ST. PAUL MEETING AGENDA

Council Chambers
125 3rd Avenue North
South St. Paul, MN 55075
10:00 A.M.

Tuesday, February 4, 2025

- 1. CALL TO ORDER**
- 2. APPROVAL OF AGENDA**
- 3. APPROVAL OF MEETING MINUTES**
 - A. Civil Service Meeting Minutes of January 6th, 2025
 - B. Civil Service Meeting Minutes of January 28th, 2025
- 4. NEW BUSINESS**
 - A. Election of Officers
- 5. STAFF UPDATES:**
- 6. ADJOURNMENT**



AGENDA REPORT

DATE:

February 4, 2025

DEPARTMENT:

Police

PREPARED BY:

Brian Wicke

AGENDA ITEM NUMBER:

3.A.

MEETING TYPE

Regular Meeting

AGENDA ITEM

Civil Service Meeting Minutes of January 6th, 2025

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Approve as submitted.

OVERVIEW

Approval of Meeting Minutes for the regular meeting held on Monday, January 6th, 2025.

SOURCE OF FUNDS

N/A

ATTACHMENTS

1. 2025 0106 Regular Meeting Minutes

South St. Paul Civil Service Meeting

DATE/ PLACE/ TIME:

Monday, January 6, 2025
City Hall Council Chambers
10:00 AM

RECORDER:

Brianna Rosburg

PERSONS ATTENDING:

Commissioner John Lagoo
Commissioner James Woodburn
Commissioner Kay Francis
Chief Brian Wicke
Commander Mike Running
Commander Dan Salmey
Officer Tori Nelson
Officer Emma Keding
Officer Jon Coello
Officer Payton Powell

Commissioner Lagoo called the meeting to order at 10:00AM.

Motion to approve the civil service regular meeting minutes for December 2nd, 2024, was made by Commissioner Francis and seconded by Commissioner Woodburn. Motion passed (3-0).

Commander Salmey gave an update regarding the entry level police officer applications. Commander Salmey informed the commission that the department is budgeted for 37 officers but the department currently has 34.

Officer Payton Powell gave a brief introduction to the commission.

The Chief then proceeded on with the department update. Officer Powell will be on FTO for the first week with Officer Emma Keding. Officers Coello and Nelson will be the new CRT officers. They will be dealing with the immediate issues and not primary on the radio. Sergeant Matt Case will be the new admin sergeant for 2025 and he is due to attend the Advanced Leadership training in the fall. Officer Todd Waters has retired after a 17.5-year career. Lastly, Officers Powell and Walek will be formally introduced at City Council on January 21st.

Motion to move the Civil Service meeting dates to Tuesday, February 4th, March 4th, April 8th, and May 6th, was made by Commissioner Francis and seconded by Commissioner Woodburn. Motion Passed (3-0).

There was no other business before the Commission.

A motion to adjourn the meeting was made by Commissioner Francis and seconded by Commissioner Woodburn. Motion passed (3-0). The meeting was adjourned at 10:21 AM.

Rosburg / 2116

NEXT MEETING DATE:

Tuesday, February 4th, 2025
City Hall Council Chambers
10:00 AM



AGENDA REPORT

DATE:

February 4, 2025

DEPARTMENT:

Police

PREPARED BY:

Brian Wicke

AGENDA ITEM NUMBER:

3.B.

MEETING TYPE

Regular Meeting

AGENDA ITEM

Civil Service Meeting Minutes of January 28th, 2025

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Approve as submitted.

OVERVIEW

Approval of Meeting Minutes for the special meeting held on Tuesday, January 28th, 2025

SOURCE OF FUNDS

N/A

ATTACHMENTS

1. 2025 0128 Special Meeting Minutes

South St. Paul Special Civil Service Meeting

DATE/ PLACE/ TIME:

January 28, 2025
City Council Chambers
8:00 AM

RECORDER:

Brianna Rosburg

PERSONS ATTENDING:

Commissioner James Woodburn
Commissioner Kay Francis
Commissioner John Lagoo
Chief Brian Wicke
Commander Daniel Salmey
Sergeant Matt Case

Commissioner Lagoo called the meeting to order at 8:00am

Motion to approve the 2025-01 register made by Commissioner Woodburn and seconded by Commissioner Francis. Motion Passed (3-0).

Motion to certify the eligible top three police officer candidates to city council for consideration, Conner Adrian, Collin Conway and Joseph Earl, was made by Commissioner Woodburn and seconded by Commissioner Francis. Motion passed unanimously. (3-0)

There was no other business before the Commission. A motion to adjourn the meeting was made by Commissioner Woodburn and seconded by Commissioner Francis. The motion passed (3-0). The meeting was adjourned at 08:07AM

Rosburg / 2116

NEXT REGULAR MEETING DATE:

Tuesday, February 4th, 2025
City Council Chambers, City Hall
10:00 AM



AGENDA REPORT

DATE:

February 4, 2025

DEPARTMENT:

Police

PREPARED BY:

Brian Wicke

AGENDA ITEM NUMBER:

4.A.

MEETING TYPE

Regular Meeting

AGENDA ITEM

Election of Officers

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Motion to approve Commissioner Francis as Secretary of the Commission.

OVERVIEW

The rules of the Commission state that at the annual meeting, the Commission shall elect one of its members to serve as Secretary. The Chair of the Commission shall be the member who is serving the last year of the member's three-year term. The terms of the Commission are as follows:

Commissioner Lagoo: March 2022 - February 2025

Commissioner Woodburn: March 2023 - February 2026

Commissioner Francis: March 2024 - February 2027

SOURCE OF FUNDS

N/A

ATTACHMENTS

None