



**MINUTES**  
**REGULAR MEETING OF THE CITY COUNCIL**  
**OF THE CITY OF WHITE BEAR LAKE, MINNESOTA**  
**TUESDAY, NOVEMBER 24, 2020**  
**7:00 P.M. VIA ZOOM OR TELEPHONE**

**1. CALL TO ORDER AND ROLL CALL**

Mayor Jo Emerson called the meeting to order at 7:00 p.m. under MN Statute Section 13D.021, in which the City Council will be conducting its meetings during this emergency by electronic means until further notice. The clerk took roll call attendance for Councilmembers: Doug Biehn, Kevin Edberg, Steven Engstran, Dan Jones and Bill Walsh. Staff in attendance were City Manager Ellen Hiniker, Assistant City Manager Rick Juba (acting clerk), Community Development Director Anne Kane, Public Works Director/City Engineer Paul Kauppi, Finance Director Kerri Kindsvater and City Attorney Troy Gilchrist.

**2. APPROVAL OF MINUTES**

A. Minutes of the Regular City Council Meeting on November 10, 2020

It was moved by Councilmember **Jones** seconded by Councilmember **Edberg**, to approve the Minutes of the Regular City Council Meeting on November 10, 2020.

Biehn Aye  
Edberg Aye  
Engstran Aye  
Jones Aye  
Walsh Aye

Motion carried unanimously.

**3. APPROVAL OF THE AGENDA**

It was moved by Councilmember **Biehn** seconded by Councilmember **Engstran**, to approve the Agenda with the addition of item 9F and the removal of item 10B.

Biehn Aye  
Edberg Aye  
Engstran Aye  
Jones Aye  
Walsh Aye

Motion carried unanimously.

**4. VISITORS AND PRESENTATIONS**

Nothing scheduled

**5. PUBLIC HEARINGS**

Nothing scheduled

## 6. LAND USE

### A. Consent

1. Consideration of a Planning Commission recommendation for approval of a request by Melissa and Brent Peacock for a variance at 2532 Manitou Island (Case No. 20-16-V)

Community Development Director Kane reported that this request was withdrawn by the applicant.

### B. Non-Consent

Nothing scheduled

## 7. UNFINISHED BUSINESS

Nothing scheduled

## 8. ORDINANCES

Nothing scheduled

## 9. NEW BUSINESS

- A. Resolution Authorizing White Bear Lake Area Hockey Association's use of Podvin Park ice rink in order to hold a hockey tournament.

City Manager Hiniker explained this event was held last year and was highly regarded in the hockey community. The current version of the Stay Safe MN order would not permit this event to happen but staff is recommending approval so that the Hockey Association can plan for it in hopes that the pandemic weakens by late January and restrictions are lifted.

It was moved by Councilmember **Engstran** seconded by Councilmember **Jones**, to approve **Resolution No. 12677**, approving use of Podvin Park ice rink for a hockey tournament

Biehn Aye  
Edberg Aye  
Engstran Aye  
Jones Aye  
Walsh Aye

Motion carried unanimously.

- B. Resolution approving 2021 Union Contract with the International Union of Operating Engineers Local No. 49

City Manager Hiniker explained that as reported by Assistant City Manager Juba during the last City Council meeting, all four of the city's union contracts have been negotiated, each containing the following proposed provisions, if approved by the Council:

- 1 year term
- comp time is cashed out by the end of the year to conform with tax laws
- 3% insurance contribution
- 2% wage increase
- vacation cap increase 200 proposed at 240 because people are not taking vacations
- implementation of standard 10 days of parental leave

Ms. Hiniker noted a \$50 increase in the clothing allowance and a proposed increase in standby pay from \$250/week to \$300/week, and weeks with City recognized holidays would be paid \$325.

Assistant City Manager Juba added that a new Memorandum of Understanding was reached, which outlines the process to be followed when an employee loses their commercial driver's licenses for an incident not related to drug and alcohol testing.

It was moved by Councilmember **Jones** seconded by Councilmember **Engstran**, to approve **Resolution No. 12678**, approving 2021 Union Contract with the International Union of Operating Engineers Local No. 49.

Biehn Aye  
 Edberg Aye  
 Engstran Aye  
 Jones Aye  
 Walsh Aye

Motion carried unanimously.

C. Resolution approving 2021 Union Contract with the International Association of Firefighters Local No. 5202

Assistant City Manager Juba explained all of the same provisions are in this contract as for other labor agreements except the higher vacation cap of 320 hours, which was prorated from a standard 40-hour work week to account for 24 hour shifts worked by Firefighter/Paramedics.

It was moved by Councilmember **Edberg** seconded by Councilmember **Jones**, to approve **Resolution No. 12679**, approving 2021 Union Contract with the International Association of Firefighters Local No. 5202.

Biehn Aye  
 Edberg Aye  
 Engstran Aye  
 Jones Aye  
 Walsh Aye

Motion carried unanimously.

D. Resolution approving 2021 Position and Classification Plan

City Manager Hiniker reviewed the annual position and classification plan, which outlines compensation for employees not represented by a bargaining unit. This year staff is recommending a 2% adjustment to the salary schedule after reviewing comparable cities compensation and the state of the economy.

It was moved by Councilmember **Biehn** seconded by Councilmember **Jones**, to approve **Resolution No. 12680**, approving the 2021 position and classification plan.

Biehn Aye  
Edberg Aye  
Engstran Aye  
Jones Aye  
Walsh Aye

Motion carried unanimously.

- E. Resolution authorizing City Manager to execute contract with Center for Policy, Planning and Performance for consultation services

City Manager Hiniker explained that in June of this year, the Mayor and City Council expressed interest in identifying a process and/or a forum through which our community could openly exchange experiences and perspectives related to equity and inclusion. The Mayor, Councilmember Jones, and Councilmember Walsh have since been meeting to put form and structure to this idea, as reflected in the attached proposal.

Staff is asking the Council to consider a proposal from Barbara Raye, Executive Director of the Center for Policy, Planning and Performance, which outlines a process that would guide the community through a series of conversations around this topic of inclusion.

As stated at the beginning of her proposal, White Bear Lake wants to ensure that it is a welcoming and inclusive community to all who live and work here now and into the future. It also wants to ensure that access to services and assets are inclusive, meaning no disparity of access, participation, or results based on issues of longevity, culture, race, gender, physical ability, or other characteristics.

This process would include three components: a community-wide survey, conversations with community organizations and residents, and an assessment of city services, which would include a staff training component. The process will begin with the solicitation of task force members in December, with the work extending through the summer of 2021. At a reduced rate of \$125/hr, Ms. Raye anticipates up to 240 hours of work (6 hrs/wk for 40 weeks); the contract would include a “not to exceed” cost of \$30,000.

Mayor Emerson stated she would be asking the Councilmember’s for recommendations on committee members from the community and affirmed that they should be thinking of ways to reach people who do not typically participate or volunteer.

In response to a question from Councilmember Edberg regarding the role of the consultant, Councilmember Walsh assured the Council that the idea was not to outsource decision making but rather facilitation of this process and discussion.

Councilmember Jones reiterated the importance of this work and felt that Barbara Raye was an excellent fit to help out.

It was moved by Councilmember **Walsh** seconded by Councilmember **Jones**, to approve the **Resolution No. 12681** authorizing City Manager to execute contract with Center for Policy, Planning and Performance for consultation services.

Biehn Aye  
Edberg Aye  
Engstran Aye  
Jones Aye  
Walsh Aye

Motion carried unanimously.

F. Resolution certifying private property assessment for recovery of city expenses

Finance Director Kindsvater explained that the City helps property owners pay for unexpected water, sewer and property maintenance costs by assessing the project costs to their property taxes when there is a financial hardship. The property owner at 1950 Garden Lane had to remove a large hazardous tree that split at the trunk due to severe weather events earlier this year. Adjacent tree limbs supported the tree after the damage and left it suspended over a neighboring property's shed and fence. The tree posed an imminent risk of substantial damage to the neighboring property and potential injury to someone if it fell. Per City Ordinances, the property owner must pay the fees associated with the project. The resident asked to assess the total costs to his property taxes due to a financial hardship in paying the entire amount due at the time the work was done. The total project costs were \$2,924.13.

It was moved by Councilmember **Jones** seconded by Councilmember **Engstran**, to approve **Resolution No. 12682** certifying private property assessment for recovery of city expenses.

Biehn Aye  
Edberg Aye  
Engstran Aye  
Jones Aye  
Walsh Aye

Motion carried unanimously.

**10. CONSENT**

A. Resolution refunding 2019 excess gambling regulatory taxes collected. **Resolution No. 12683**

It was moved by Councilmember **Biehn** seconded by Councilmember **Walsh**, to approve the Consent Agenda as presented.

Biehn Aye  
Edberg Aye  
Engstran Aye  
Jones Aye  
Walsh Aye

Motion carried unanimously.

## 11. DISCUSSION

Nothing scheduled

## 12. COMMUNICATIONS FROM THE CITY MANAGER

- After originally considering cancelling the event, the group planning the BEAR'ly Open golf event on White Bear Lake is now moving forward with a plan to hold the event while golfers keep their distance. There will be no gathering, sponsor tents or community dance associated with the event.
- VLAWMO is hosting a meeting on December 1 for Goose Lake residents to discuss ongoing efforts for improvement of Goose Lake.
- At the December 8, 2020 City Council meeting the 2021 budget and tax levy will be presented and considered.
- Both the Township and City are reaching agreement with Ramsey County on the project scope and turn back terms and conditions for South Shore Boulevard and will be bringing something to council possibly as soon as December 8th.
- City Engineer/Public Works Director Kauppi
  - Staff will prepare a Request for Qualifications to present to the City Council which if approved will be used to gauge interest and expertise from consultants regarding a downtown mobility study. This study is proposed to be done ahead of the downtown street reconstruction project that is currently slated for 2022 but may be recommended to move to 2023 depending on the state of the economy and other City project considerations.
  - The City received \$500,000 legislative funding to complete the Lake Links trail along Highway 96 along the north side of the lake. Staff has started discussions with the township as they were also awarded \$500,000 to complete their segment. This project was studied as a joint project with the City and Township as part of previous legislative funding.
- Community Development Director Kane


- Staff has received a letter from the Met Council verifying that the draft 2040 Comprehensive Plan is complete for review. The final revisions will be presented to the City Council on December 8, 2020 and will require a Special City Council meeting for formal approval before the end of the year.

### 13. ADJOURNMENT

There being no further business before the Council, it was moved by Councilmember **Jones** seconded by Councilmember **Biehn** to adjourn the regular meeting at 7:45 p.m.

Biehn Aye  
Edberg Aye  
Engstran Aye  
Jones Aye  
Walsh Nay

Motion carried unanimously.

  
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Jo Emerson, Mayor

**ATTEST:**

  
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Kara Coustry, City Clerk