



**MINUTES  
REGULAR MEETING OF THE CITY COUNCIL  
OF THE CITY OF WHITE BEAR LAKE, MINNESOTA  
TUESDAY, JANUARY 9, 2024  
7 P.M. IN THE COUNCIL CHAMBERS**

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

Mayor Dan Louismet called the meeting to order at 7 p.m. The City Clerk took attendance for Councilmembers Kevin Edberg, Steven Engstran, Heidi Hughes, Dan Jones, and Bill Walsh. New councilmember Andrea West. Staff in attendance were City Manager Lindy Crawford, Assistant City Manager Rick Juba, Fire Chief Greg Peterson, Police Chief Dale Hager, Finance Director Kerri Kindsvater, Public Works Director/City Engineer Paul Kauppi, Community Development Director Jason Lindahl, City Clerk Caley Longendyke, and City Attorney Troy Gilchrist.

**PLEDGE OF ALLEGIANCE**

**2. APPROVAL OF MINUTES**

A. Minutes of the Regular City Council Meeting on December 12, 2023

It was moved by Councilmember **Jones**, seconded by Councilmember **Edberg**, to approve the minutes. Motion carried unanimously.

Mayor Louismet and City Manager Crawford presented outgoing Councilmember Jones with a bear plaque and personalized street sign in recognition of his service to the community. Recognition comments were shared by Councilmembers.

The City Clerk administered the Oath of Office to Ward 1 Councilmember Bill Walsh, Ward 3 Councilmember Andrea West, and Ward 5 Councilmember Steven Engstran.

**3. APPROVAL OF THE AGENDA**

It was moved by Councilmember **Walsh**, seconded by Councilmember **Hughes**, to approve the agenda. Motion carried unanimously.

**4. CONSENT AGENDA**

- A. Accept minutes: November Environmental Advisory Council
- B. Resolution designating bank depository, authorizing staff to invest and transfer funds, and designation of brokers for handling city investments **Res. No. 13295**
- C. Resolution authorizing the City Manager to pay claims made against the City **Res. No. 13296**
- D. Resolution fixing amount of surety bonds and providing for approval of the same **Res. No. 13297**
- E. Resolution authorizing employee reimbursement of travel and business expenses while conducting city business **Res. No. 13298**
- F. Resolution approving a massage therapy establishment license for The Carlson Clinic of White Bear Lake **Res. No. 13299**

- G. Resolution authorizing City contributions towards volunteer and employee recognition and promotion of business and cultural activities **Res. No. 13300**
- H. Resolution approving a cooperative agreement with VLAWMO for a Whitaker Pond Iron Enhanced Sand Filter Feasibility Study **Res. No. 13301**
- I. Resolutions approving an encroachment agreement and variance extension at 2338 South Shore Blvd **Res. No. 13302** and **Res. No. 13303**
- J. Resolution establishing regular meeting dates of the White Bear Lake City Council **Res. No. 13304**

It was moved by Councilmember **Engstran**, seconded by Councilmember **Hughes**, to approve the consent agenda. Motion carried unanimously.

**5. VISITORS AND PRESENTATIONS**

None

**6. PUBLIC HEARINGS**

None

**7. UNFINISHED BUSINESS**

None

**8. NEW BUSINESS**

A. 2024 Annual Appointments

City Manager Crawford provided an overview of the proposed appointments for 2024. City Council approves appointments every year for various areas of government, including City Council representatives to various organizations, city attorney, city prosecutor, administrative hearing officer, the official newspaper and members of the Housing and Redevelopment Authority (HRA). The Council elects a Chair of the Council every two years, following a municipal general election. Crawford referenced the descriptions of the various organizations and the City Council representatives who were designated for 2023. The City Charter assigns the Council the responsibility to appoint city attorneys. City Manager Crawford brought attention to a recent amendment of the Charter, allowing Council to appoint city attorneys for terms up to three years. Staff recommended reappointment for both Kennedy & Graven and GDO Law as the City Attorney-Counselor and City Attorney-Prosecutor, respectively, for three-year terms. Staff recommended the City Council reappoint Jim Rathburn as the administrative hearing officer and recommended designating the White Bear Press as the City’s newspaper for another year. Mayor Louismet opened up discussion for each area of the annual appointments. The following changes were proposed for the various positions:

<u>Organization Representatives</u>	<u>Representative</u>	<u>Alternate Rep.</u>
Ramsey County League of Local Governments	Bill Walsh	Steven Engstran
Vadnais Lake Area Water Management Organization	Andrea West	Bill Walsh
Ramsey County Dispatch Policy Committee	Heidi Hughes	Steven Engstran
Northeast Youth and Family Services	Andrea West	n/a
Metro Purple Line Corridor Management Committee	Bill Walsh	Kevin Edberg

Mayor Louismet asked a councilmember to serve as the chair of the HRA. Councilmember Edberg, who has previously been vice chair, offered to serve as chair. Councilmember Walsh offered to serve as vice chair.

Mayor Louismet took nominations for Chair of the City Council. Councilmember Walsh nominated Councilmember Edberg. Councilmember Hughes seconded the motion. Motion carried unanimously.

There was no discussion or opposition to appointing Kennedy & Graven as the City Attorney and GDO Law as the City Prosecutor. Publisher Carter Johnson of Press Publications shared comments about the organization and the White Bear Press. There was no discussion or opposition designating the White Bear Press as the official newspaper. There was no discussion or opposition appointing Jim Rathburn as the administrative hearing officer. Mayor Louismet appointed all Councilmembers as members of the HRA Board.

It was moved by Councilmember **Engstran**, seconded by Councilmember **Hughes**, to approve **Res. No. 13305** approving the 2024 appointments for Chair of the City Council, Council representatives to various organizations, city attorneys, administrative hearing officer, and HRA members, and the designation of the official newspaper. Motion carried unanimously.

B. First reading of an ordinance amending the Zoning Code regarding notice and voting requirements

Community Development Lindahl presented a first reading of a text amendment to the Zoning Code related to notice and voting requirements for zoning amendments and Planned Unit Development (PUD) applications. He said the proposed change will align the Zoning Code with the City Charter and State Statutes. The amendment involves changing the vote of the City Council from super majority (fourth-fifths) vote to a simple majority (three-fifths) vote for zoning amendment changes, rezoning and PUD applications. Per State Statute, applications for rezoning from residential to commercial would still require a super majority vote. The public hearing at the Planning Commission didn't generate any comment.

Councilmember Edberg said he valued the super majority vote for PUD applications. He asked if there is Council discretion to maintain the super majority vote for this item. City Attorney Gilchrist said the type of vote for rezoning and zoning text amendments is outlined in State Statutes, but voting on PUD applications is not specifically outlined in State Statutes. The City Charter requires "majority" vote, which is not consistent with "super majority" vote. Councilmember Walsh expressed his agreement with Councilmember Edberg about changing it from a super majority to simple majority but understands the reason for the change. Councilmember Edberg invited other Councilmembers to express any desire to make changes to the City Charter in the future. The Mayor was interested in future discussions. City Attorney Gilchrist said there is opportunity for these discussions while City staff updates the Zoning Code, and possibly amending the City Charter with review and approval of the Charter Commission.

A second reading of the ordinance and City Council vote is scheduled for the January 23 regular meeting.

**9. DISCUSSION**

None

**10. COMMUNICATIONS FROM THE CITY MANAGER**

City Manager Crawford shared about Governor Tim Walz visiting the City's License Bureau to purchase new license plates and hold a press conference. She recognized Law Enforcement Appreciation Day and thanked the Police Department. She welcomed new Councilmember Andrea West. Mayor Louismet acknowledged the service and professionalism of License Bureau staff during the governor's visit and also welcomed Councilmember West.

**11. ADJOURNMENT**

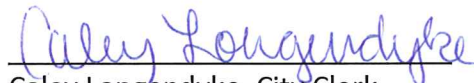
There being no further business before the Council, it was moved by Councilmember **Engstran**, seconded by Councilmember **Hughes**, to adjourn the regular meeting at 7:54 p.m. Motion carried unanimously.



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Dan Louismet, Mayor

**ATTEST:**



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Caley Longendyke, City Clerk