

**MINUTES OF THE REGULAR MEETING
CITY COUNCIL
LITTLE CANADA, MINNESOTA**

MAY 10, 2023

Pursuant to due call and notice thereof a regular meeting of the City Council of Little Canada, Minnesota was convened on the 10th day of May, 2023 in the Council Chambers of the City Center located at 515 Little Canada Road in said City.

Mayor Tom Fischer called the meeting to order at 7:30 p.m. and the following members of the City Council were present at roll call:

CITY COUNCIL: Mayor Fischer, Council Members T. Miller, Kwapick, Gutierrez and D. Miller.
Absent: None.

ALSO PRESENT: City Administrator Chris Heineman, Code Enforcement Officer/Rental Housing Coordinator Brian Kaden, and City Clerk/HR Manager Heidi Heller.

APPROVAL OF MINUTES

T. Miller introduced the following resolution and moved its adoption:

***RESOLUTION NO. 2023-5-53 – APPROVING THE MINUTES OF THE APRIL 26, 2023
REGULAR MEETING AS SUBMITTED***

The foregoing resolution was duly seconded by D. Miller.
Ayes (5). Nays (0). Resolution declared adopted.

ANNOUNCEMENTS

The City Administrator noted a vacancy on the Planning Commission and advised that the City is still accepting applications. City Hall will be closed the rest of the week to complete the remodel process.

PUBLIC COMMENT

None.

PRESENTATIONS

**ANGIE LEWIS-DMELLO, PRESIDENT AND CEO OF NORTHEAST YOUTH AND
FAMILY SERVICES**

Angie Lewis-Dmello provided background information on her organization which serves youth and the whole family by providing trauma-informed and culturally responsive care with a focus on ensuring access and reducing barriers to care, especially financial barriers. She commented that following the pandemic the organization updated its logo along with its mission, vision, and values. She provided details on the relationships in service within the communities they work with. She reviewed statistics on clients served as well as fiscal details for the organization. She stated that clients have more severe mental health and resource challenges than they have ever seen before and provided more details. She also provided context about the workforce challenges in the mental health industry. She provided information on the different mental health programs and community services programs offered by the organization. She also highlighted the future goals and initiatives for the organization.

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Mayor Fischer thanked Ms. Lewis-Dmello for the presentation and work the organization does for the community. He asked what is driving the explosive growth in this business. Ms. Lewis-Dmello commented that people are not doing as well as they were before following COVID. She commented that social isolation had an impact on people and the stigma that existed before COVID is no longer there, so more people are reaching out for help.

D. Miller asked if telehealth visits are still used following COVID. Ms. Lewis-Dmello commented that telehealth allows people to access care that would have other barriers but believed that it is a lower level of care. She commented that while telehealth is appropriate for some cases, other cases are better served in person.

Kwapick asked for more details on adverse childhood experiences. Ms. Lewis-Dmello commented that while there are ten categories, the two most prevalent are domestic violence and sexual assault.

The City Administrator noted that 16 cities provide support for the organization and asked for details on the formula that is used to determine that funding. Ms. Lewis-Dmello provided details on the formula that is used, noting that last year Little Canada contributed \$21,395 and residents of Little Canada received about \$150,000 in services from the organization during that year.

MARY JO MCGUIRE, RAMSEY COUNTY COMMISSIONER

Mary Jo McGuire commented that NYFS does amazing work in the community, noting that she was a member of that Board for many years. She introduced herself and appreciated the opportunity to provide an update to the Council. She commented that she has recently been meeting with mayors from each city represented in order to gain their input. She provided an update on how the County used its CARES and ARPA funds, legislative priorities, transportation projects, the HRA levy and how it was used in Little Canada, environmental activities, and County-City partnerships.

Mayor Fischer commented related to insurance noting that what is pending is impractical. Commissioner McGuire agreed and noted that the County wants to be at the table with the cities.

Kwapick referenced the healing streets initiative and asked where that is mainly located. Commissioner McGuire commented that although it is a county-wide program, there is a lot of activity near Rice Street and Larpenteur Avenue and within Saint Paul. She stated that she could get more information to provide to the Council.

The City Administrator commented on the great working relationship that has been developed in the last five years between the City and different County departments. He stated that they would like to build more relationships with the County finance department.

D. Miller commented on pedestrian safety related to trail projects. Mayor Fischer commented that pedestrian crossings are a priority as Little Canada is divided by 35E. He stated that there are residents eager to participate in the organics recycling. Commissioner McGuire commented that the drop off locations will continue in addition to the pilot program.

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CONSENT AGENDA

T. Miller introduced the following resolution and moved its adoption:

RESOLUTION NO. 2023-5-54 – APPROVING THE CONSENT AGENDA WHICH CONTAINS THE FOLLOWING:

- Approval of the Vouchers
- Receive 2023 Quarter 1 Financial Update

The foregoing resolution was duly seconded by Gutierrez.
Ayes (5). Nays (0). Resolution declared adopted.

STAFF REPORTS

ADMINISTRATIVE ENFORCEMENT OF CITY CODE VIOLATIONS

The City Clerk explained tonight the Council is asked to consider updates to the City Code related to administrative enforcement of City Code violations. She explained that this new language will add additional steps and provide more tools for staff and residents to address violations. She stated that the goal is to resolve the issue rather than issue a fine and this will provide an additional step in that process.

Mayor Fischer agreed that it will be helpful to have additional steps to avoid going to court. D. Miller agreed that this could provide more motivation to work with staff. He asked how this would work with residents that have already received violations/notices. The City Clerk commented that staff would start the process over with all residents in order to follow the new process. She noted that there are some properties that have had issues for multiple years, and therefore staff does not believe that starting fresh with this process would be of harm and it would give staff more tools and perhaps motivate those property owners.

The Code Enforcement Officer/Rental Housing Coordinator stated that 80 percent of the people that receive violation letters comply, with another ten percent of residents complying after the second notice. He noted that the remainder ignore the letters. He stated that with the existing policy, there is no motivation for those residents to comply, therefore he believes that implementing this policy with the ability to fine will help gain compliance.

The City Administrator commented that the court process is time-consuming and costly, and courts are behind, and therefore would rather see the issue worked out at the local level rather than escalating to the courts.

Gutierrez asked how the City would receive notification of code enforcement issues. The Code Enforcement Officer/Rental Housing Coordinator stated that the City relies solely on complaints or reports through the website or City staff. He commented that he is not actively driving around looking for issues. He stated that he has received three times the number of complaints this year compared to last year.

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Gutierrez asked if there is any difference in the ordinance related to properties within a mobile home park and whether there would be cooperation from the property owner. The City Clerk commented that in that instance they will address the issue with the homeowner, but will also communicate with the park manager.

The City Administrator stated that with an apartment building, the owner of the complex, property manager, and social services may also be involved.

The Code Enforcement Officer/Rental Housing Coordinator stated that he also works with the County Health Department on mobile home parks as some of that regulation falls to that agency.

Kwapick introduced the following resolution and moved its adoption:

RESOLUTION NO. 2023-5-55 – ADOPTING ORDINANCE NO 869 ADDING CHAPTER 3301, ADMINISTRATIVE ENFORCEMENT OF CITY CODE VIOLATIONS, AND APPROVING PUBLICATION OF A SUMMARY ORDINANCE

The foregoing resolution was duly seconded by Gutierrez.
Ayes (5). Nays (0). Ordinance declared adopted.

Kwapick introduced the following resolution and moved its adoption:

RESOLUTION NO. 2023-5-56 – ADOPTING ORDINANCE 873 AMENDING CHAPTER 601, NUISANCE AND APPROVING PUBLICATION OF A SUMMARY ORDINANCE

The foregoing resolution was duly seconded by T. Miller.
Ayes (5). Nays (0). Ordinance declared adopted.

Kwapick introduced the following resolution and moved its adoption:

RESOLUTION NO. 2023-5-57 – ADOPTING ORDINANCE 874 AMENDING THE FEE SCHEDULE TO ADD ADMINISTRATIVE FINES AND APPROVING PUBLICATION OF A SUMMARY ORDINANCE

The foregoing resolution was duly seconded by T. Miller.
Ayes (5). Nays (0). Ordinance declared adopted.

COUNCIL REPORTS AND MEETING UPDATES

The Council noted upcoming meetings they would be attending.

Gutierrez provided an update on the recent Fire Relief Association meeting she attended.

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Mayor Fischer commented that Little Canada recently hosted a meeting of mayors and city managers that he and the City Administrator attended. He reviewed some of the issues the cities in attendance are experiencing.

Gutierrez commented that the Sap Run was very successful this past weekend.

ADJOURN

There being no further business, the meeting was adjourned at 8:57 p.m.

Thomas Fischer, Mayor

Attest:

Christopher Heineman, City Administrator