

**City of Robbinsdale
CITY COUNCIL MINUTES
January 3, 2023
Meeting No. 1**

CALL TO ORDER

1. Mayor William A. Blonigan called the meeting to order at 7:00 p.m.

ROLL CALL

2. Present: Webb, Parisian, Wagner, Mayor Blonigan
Staff: Tim Sandvik, City Manager; Dustin Leslie, City Clerk; Kayla Kirtz,
Assistant to City Manager – Communications.

**OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE CITY COUNCIL ON
MATTERS NOT ON THE AGENDA**

3. Mayor Blonigan opened the floor to anyone wishing to speak on any items not on the agenda. No one spoke.

**OATHS OF OFFICE ADMINISTERED BY THE CITY CLERK TO COUNCIL
MEMBER WARD 3 AND COUNCIL MEMBER WARD 4**

4. Leslie administered the oath of office to Councilmembers Parisian and Wagner.

APPROVAL OF THE JANUARY 3, 2023 MEETING AGENDA

5. Leslie reported the following update to the agenda:
 - The Voucher Report was added to Other Business A.
6. **Member Webb MOVED, seconded by Member Parisian to approve the January 3, 2023 Agenda with the update given to Council by the City Clerk. The vote was unanimous and the motion carried.**

CONSENT AGENDA

7. Mayor Blonigan removed items E, N, and R from the Consent Agenda for further consideration.
8. **Member Parisian MOVED, seconded by Member Wagner to approve the January 3, 2023 Consent Agenda with the exception of items E, N, and R which were pulled for further consideration. The vote was unanimous and the motion carried.**

- A. Motion to receive advisory commission minutes:
 - Planning Commission meeting minutes on 10/27/22
- B. Motion to approve issuance of licenses dated 1/3/23.
- C. Motion to acknowledge the Robbinsdale Wine & Spirits' financial reports for the month of November 2022.
- D. Motion to acknowledge the Deputy Registrar's financial reports for the month of November 2022.
- E. (Removed).
- F. Motion to waive the reading and order the adoption of Resolution #8020 "A RESOLUTION AUTHORIZING THE FINANCE DIRECTOR TO PAY CERTAIN CLAIMS."
- G. Designation of Depositories for City Funds in 2023:
 - 1) Motion to designate US Bank and Citizens Independent Bank as depositories for the City of Robbinsdale for 2023.
 - 2) Motion to designate UBS Wealth Management to safe-keep the City's investments for 2023.
 - 3) Motion to direct Tim Sandvik, City Manager, and Diaa Tahoun, Finance Director, to execute the necessary documents to assure continuity of banking services.
- H. Motion to acknowledge receipt of the Electronic Funds Transfer Policy and direct the City Manager, Finance Director, and Accountant to sign the Electronic Funds Transfer Authorization Form for 2023 for staff to distribute to U.S. Bank, UBS, and Citizens Independent Bank.
- I. Motion to waive the reading and order the adoption of Resolution #8021 "A RESOLUTION ACKNOWLEDGING AND AUTHORIZING LISTED CITY EMPLOYEES TO BE ISSUED CITY CREDIT CARDS."
- J. Motion to affirm the action of the City Manager's appointment of Dustin Leslie as City Clerk and Sherry O'Donnell as Deputy City Clerk for the year 2023.
- K. Motion to designate the Crystal/Robbinsdale *Sun Post* as the official newspaper for the City of Robbinsdale for 2023 with notices and ordinances appearing in the *Sun Post* as required by Charter or Minnesota Statutes.

- L. Motion to appoint the City's License Center Manager, Jeff Lenarz, as the Deputy Registrar for the Robbinsdale Motor Vehicle Office.
- M. Motion to acknowledge receipt of the Fair Housing Policy and direct any questions to staff for review.
- N. (Removed).
- O. Motion to acknowledge receipt of the Social Media Policy.
- P. Motion to approve adoption of the General Records Retention Schedule for Minnesota Cities.
- Q. 2023 Council Appointments:
 - 1) Motion to appoint the Mayor Pro Tem for the year 2023 as chosen at the 1/3/23 Council Work Session.
 - 2) Motion to appoint appropriate representatives to the legislative bodies as shown in Exhibit 1 determined during the 1/3/23 Council Work Session.
 - 3) Motion to waive the reading and order the adoption of Resolution #8022 "A RESOLUTION APPOINTING RICHARD MCCOY AS DIRECTOR AND WILLIAM A. BLONIGAN AS ALTERNATE DIRECTOR TO THE SUBURBAN RATE AUTHORITY FOR 2023."
- R. (Removed).
- S. Motion to approve the 2023 health, dental, life insurance contribution for the City's Union groups and non-represented employees.
- T. Motion to authorize staff to execute Master Service Agreement with Lexipol and acknowledge receipt of the purchase of the Lexipol Annual Law Enforcement Policy Manual & Daily Training Bulletins with Supplemental Publication Service w/ Procedures and Tier I – V implementation.
- U. Motion to direct the City Manager to contract with the League of Minnesota Cities Insurance Trust Fund for the workers' compensation insurance at a fixed cost regular premium option rate of \$388,894.

CONSENT ITEM E: ACCEPTING DONATIONS DURING 2022 FROM VARIOUS INDIVIDUALS, BUSINESSES, AND ORGANIZATIONS

9. Mayor Blonigan thanked those who donated to the City during 2022.
10. **Member Webb MOVED, seconded by Member Parisian to waive the reading and order the adoption of Resolution #8023 "A RESOLUTION ACCEPTING DONATIONS." The vote was unanimous and the motion carried.**

CONSENT ITEM N: ELECTED OFFICIAL OUT-OF-STATE TRAVEL POLICY

11. Mayor Blonigan stated he would like to table approval of the policy so the new Council could discuss at a future work session. Sandvik suggested holding a discussion at the February 15 regular work session and tabling the vote until the February 21 City Council meeting.
12. **Mayor Blonigan MOVED, seconded by Member Webb to table approval of the Elected Official Out-of-State Travel Policy to the February 21, 2023 City Council meeting and to discuss the policy at the February 15 regular City Council work session. The vote was unanimous and the motion carried.**

CONSENT ITEM R: APPOINTMENT OF PARKS, RECREATION, & FORESTRY (PRF); PLANNING; SENIOR; AND HUMAN RIGHTS COMMISSIONERS

13. Mayor Blonigan thanked Commissioners for volunteering and listed the names of appointments for the PRF and Planning Commissions. Mayor Blonigan noted that Council held a work session before the meeting to discuss appointments.
14. Member Wagner thanked his appointees for agreeing to be on the commissions and volunteering their time.
15. **Member Parisian MOVED, seconded by Member Wagner to appoint commissioners as determined at the 1/3/23 City Council work session and as seen in Attachment 1. The vote was unanimous and the motion carried.**

NEW BUSINESS A: 2023 MEETING DATES

16. Sandvik and Leslie gave the report. Leslie noted staff was recommending canceling the 7/4/23 Council meeting due to the Independence Day holiday and moving the first meeting in August to 7/31/23.
17. **Member Wagner MOVED, seconded by Member Webb to approve the recommended meeting dates for the 2023 City Council meeting, Robbinsdale Economic Development Authority meetings, and regular City Council work sessions as seen in attachment 2 with the suggestions given to Council by the City Clerk. The vote was unanimous and the motion carried.**

OTHER BUSINESS A: VOUCHER REQUESTS PENDING APPROVAL FOR DISBURSEMENT

18. Member Wagner MOVED, seconded by Member Parisian to approve disbursement requests for period ending 1/3/2023. The vote was unanimous and the motion carried.

ADMINISTRATIVE REPORTS

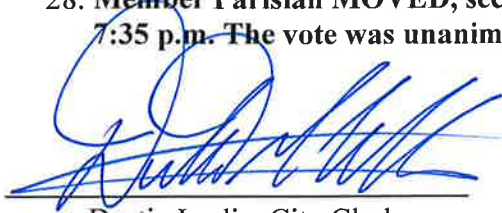
19. Leslie gave an update about early voting and the special election.
20. Sandvik spoke about open positions at the City and encouraged residents to apply.

COUNCIL GENERAL COMMUNICATIONS

21. Member Webb congratulated and welcomed new Councilmembers Parisian and Wagner.
22. Member Webb stated that she and Member Parisian would work with staff to put together a public forum for residents to attend in the near future.
23. Member Parisian thanked residents for voting in the General Election. Member Parisian also gave thanks to family, friends, Councilmembers, and city staff for their help and support.
24. Member Wagner thanked campaign staff, those who endorsed him, city staff, Councilmembers, and those who voted for him in the election.
25. Mayor Blonigan welcomed new Councilmembers.
26. Mayor Blonigan spoke about recent tax increases and of the expected increase in aid from the State Legislature.
27. Mayor Blonigan noted it was the first time in which there was two females on the City Council and that the new diversity was good for the city.

Adjournment:

28. Member Parisian MOVED, seconded by Member Wagner to adjourn the meeting at 7:35 p.m. The vote was unanimous and the motion carried.



Dustin Leslie, City Clerk



William A. Blonigan, Mayor



City of Robbinsdale

Parks, Recreation & Forestry Commission	Planning Commission	Senior Commission	Human Rights Commission
Raymond Blackledge, Ward 1	Melissa Markfort, W1	David Bjorkquist	Rita Fox
Jennifer Hill, Ward 2	Julie Ralston Aoki, W2	Diane Jorde	Krystyn Lee
_____, Ward 3	Rebecca Allen, Ward 3	Mary Mennenga	Julie Ralston
Damien Rochon-Washington, ward 4	Jane Montemayor, W4	Carol Kile	Sarah Vanausdall-Smith
Danny Sussman, At-Large	_____, At-Large	Claudia Fuglie	Carissa Wyant
Michelle Vaith, At-Large			Jonathan Hanson
Nicholas Erdos-Thayer, At-Large			Molly Beahen
			Patrick Nailon

2023 Council Assignments/Appointments

1	<i>Mayor Pro Tem</i>	Aaron Wagner
2-A	<i>League of Minnesota Cities</i>	Mia Parisian
		Aaron Wagner
B	<i>National League of Cities</i>	Aaron Wagner
		Mia Parisian
C	<i>Metro Cities (formerly AMM)</i>	Sheila Webb
		Mia Parisian
D	<i>School District 281 Government Advisory Committee</i>	Sheila Webb
		Mia Parisian
E	<i>Suburban Rate Authority</i>	Richard McCoy
		William A. Blonigan
F	<i>NW Suburbs Cable Communications Commission</i>	William A. Blonigan
		Sheila Webb
G	<i>Northwest Community Television Board of Directors</i>	
H	<i>NWCTV Coordinators Advisory Committee</i>	Kayla Kirtz
		Dustin Leslie
I	<i>Corridor Management Committee</i>	William A. Blonigan
		Aaron Wagner
J	<i>Bottineau Works Committee</i>	Aaron Wagner
		Mia Parisian