



**DRAFT**

Approved: January 10, 2022

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**CITY OF ARDEN HILLS, MINNESOTA  
SPECIAL CITY COUNCIL MEETING  
DECEMBER 6, 2021  
ARDEN HILLS CITY COUNCIL CHAMBERS**

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**CALL TO ORDER/ROLL CALL**

Pursuant to due call and notice thereof, Mayor David Grant called to order the Special City Council meeting at 5:40 p.m.

**Present:** Mayor David Grant, Councilmembers Brenda Holden, Fran Holmes and Steve Scott

**Absent:** None

**Also present:** City Administrator Dave Perrault and City Clerk Julie Hanson

**1. APPROVAL OF AGENDA**

**MOTION:** Councilmember Holden moved and Councilmember Holmes seconded a motion to approve the meeting agenda. The motion carried (4-0).

**2. NEW BUSINESS**

**A. Resolution 2021-067 Declaring a Vacancy on the City Council**

Councilmember Holden moved and Councilmember Holmes seconded a motion to approve Resolution 2021-067 Declaring a Vacancy on the City Council. The motion carried (4-0).

**City Administrator Perrault** stated that the process to appoint an individual to the vacancy would be similar to the process followed when Councilmember Woodburn passed away.

**City Administrator Perrault** proposed that applications be taken through December 29, 2021 with interviews occurring the first week of January 2022. He stated that an appointment would take place as soon as possible thereafter, noting the individual's appointment will end December 31, 2022. He also stated that there will be a special seat on the ballot for the November 2022 election and that the special seat would fulfill the remainder of the term beginning January 1, 2023 and ending December 31, 2024.

**Mayor Grant** stated that while the Council had previously discussed potentially dispensing with the January 10, 2022 meeting, there is language in the City's ordinances that states the City must

take action on particular items at that particular meeting. He indicated that Council could clarify that language in the future, but due to the current circumstances with the vacancy, he recommends holding the January 10, 2022 meeting.

**Councilmember Holden** asked if this was enough time to publish the notice for the vacancy and perform interviews.

**City Administrator Perrault** stated a blurb would be included in the December newsletter and a notification would be included on the City's website. He also said that the Pioneer Press contacted him regarding the process for declaring the vacancy and he thought an article would possibly appear in the Pioneer Press.

**Councilmember Holden** suggested notifying the various Committees and coaches that the City would be taking applications.

**Mayor Grant** confirmed the information was included in the December Arden Hills Notes and asked when the newsletter would hit mailboxes.

**City Administrator Perrault** stated that Allegra was working on the file proof and that the newsletter could arrive in mailboxes by the end of the week.

**Councilmember Holmes** asked for clarification of the process to fill the vacancy.

**City Administrator Perrault** explained that per statute, if there is less than two (2) years of the term remaining, the Council can appoint an individual to the full, remaining length of the term. However, if there is more than two (2) years of the term remaining, the City needs to have a special election. He noted that in this situation, because there are more than two (2) years remaining on Councilmember McClung's term (there are three (3) years remaining), the Council can appoint an individual until such time the special election is conducted. He said in this case, the election for the special seat will coincide with the regular election in November 2022. The elected individual would then fulfill the term for the remaining two (2) years (January 1, 2023 to December 31, 2024).

A discussion ensued regarding the process for filling the vacancy.

**Councilmember Scott** noted this is the same scenario as when he first came to be on the City Council. He stated that Jonathan Wicklund was appointed for essentially the first year and then he (Councilmember Scott) was elected to the special seat in November to fulfill the additional two (2) remaining years of Councilmember Woodburn's term.

**MOTION:** **Councilmember Holden moved and Councilmember Holmes seconded a motion to approve Resolution 2021-067 Declaring a Vacancy on the City Council. The motion carried (4-0).**

## **B. Contract Cities Letter Discussion**

**City Administrator Perrault** stated he had provided a letter to the Council for review that is being circulated amongst the contract cities regarding the Ramsey County Sheriff's Office (RCSO) contract for the State Fair. He explained that previously Sheriff Fletcher had notified the City of Falcon Heights that the RCSO would be ending its contract with Falcon Heights and would no longer provide policing services unless Falcon Heights contributed more money toward hiring additional deputies for the State Fair. This would mean that in 2023 Falcon Heights would have to find new police services.

**City Administrator Perrault** discussed how State Fair policing could affect the Sheriff's contract with Falcon Heights, and the possible ripple effect of Falcon Heights not being part of the contract cities anymore.

**Councilmember Holmes** asked for clarification about the articles published in the Star Tribune and Pioneer Press.

**City Administrator Perrault** stated that a story was released a couple of hours before this Council meeting about the State Fair hiring a Police Chief. He indicated that this person happened to be a Ramsey County Sheriff Commander, but would be performing the State Fair Police Chief duties separately from the RCSO and on his own time, so there would be no affiliation between the State Fair and Ramsey County. He went on to explain how the State Fair police coverage generally functions each year.

**City Administrator Perrault** noted there was no mention of this letter from the contract cities in the newspaper articles, even though the letter is public. He also noted the cities of Shoreview and Little Canada have already signed the letter and that the additional contract cities were expected to sign it within the coming days. He said the letter effectively requests that the Ramsey County Board reconsider its decision and that they provide police coverage to the State Fair due to the financial impact to the contract cities.

A discussion ensued regarding the letter from the contract cities and the charts contained therein.

**Mayor Grant** commented that this could be a snowball that rolls downhill and the contract cities may decide that they need to do something different.

**Councilmember Holden** stated that on top of the current upcoming 2.5% increase from the Sheriff's Department and considering this additional possible increase for Arden Hills of 4.5%, the City could be looking at a total increase of nearly 8%.

**Councilmember Holmes** asked why Ramsey County does not want its Sheriff's Department to police the State Fair.

**City Administrator Perrault** stated that politics and liability could possibly be the main reasons for the County's decision.

A discussion ensued about the articles published by the Star Tribune and Pioneer Press.

A discussion ensued regarding a Ramsey County Sheriff's employee also serving as the State Fair Police Chief and the function of police coverage at the State Fair in general.

The background regarding police services at the State Fair was further discussed, noting that Ramsey County provided police service at the State Fair in 2021, that there was no State Fair held in 2020, and in 2019 and in prior years, the State Fair had its own police department.

**Councilmember Scott** pointed out that the Ramsey County Board was floating the idea of eliminating the Sheriff as an elected official as that position does not report directly to the Ramsey County Board.

**Councilmember Holden** indicated that the Sheriff's position reports to the Charter Commission.

The Council consensus was for **Mayor Grant** to sign the letter from the contract cities to Ramsey County as drafted on behalf of Arden Hills.

## 5. COUNCIL/STAFF COMMENTS

**Councilmember Scott** stated that his wife has had a number of community members approach her expressing their regrets regarding the passing of Councilmember McClung and so he was passing this on to the City Council.

**Councilmember Holmes** stated she would like to know who, such as a paraprofessional, is directing traffic at Mounds View High School. She suggested that **City Administrator Perrault** respond to the letter the Council received asking for clarification of this situation and find out what training the staff member that is directing traffic has received.

**Councilmember Holmes** questioned who would be responsible should any problems or accidents occur.

**City Administrator Perrault** stated that the City Attorney had indicated that the "traffic generator", in this case, the School District, would be responsible.

**Councilmember Holmes** commented on an email received from Northern Soda, stating she forward it to Jessica Jagoe, City Planner.

**Councilmember Holmes** asked if the City provides New Resident packets to new residents of Arden Hills.

**City Administrator Perrault** said that currently this is not the case, but that this could be brought forward to a future work session for discussion.

**Councilmember Holden** stated she has received emails from residents about the pedestrian crossing at County Road F and Snelling Avenue. She has contacted **Public Works Director Swearingen** about this.

**Councilmember Holden** indicated there is an opportunity for an Emerald Ash Borer grant.

**Councilmember Holden** stated she had the chance to spend time with Councilmember McClung the day before he passed away and that he was very peaceful.

A short discussion ensued regarding the Fire Department Board meeting on Wednesday, December 8. **City Administrator Perrault** indicated he would attend and report back to the City Council.

**Mayor Grant** reminded the Council to forward their choices to him for the 2022 Committees and Commissions liaisons.

A short discussion ensued about the various Committees and Commissions.

**ADJOURN**

**MOTION: Councilmember Holden moved and Councilmember Holmes seconded a motion to adjourn. The motion carried (4-0).**

**Mayor Grant** adjourned the Regular City Council Meeting at 6:29 p.m.

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Julie Hanson  
City Clerk

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David Grant  
Mayor