



# City of Saint Paul

City Hall and Courthouse  
15 West Kellogg Boulevard  
Room 330

## Minutes - Final

Racquel Vaske, General  
Manager  
651-266-6815 or  
racquel.vaske@ci.stpaul.mn.us

## Board of Water Commissioners

Mollie Gagnelius,  
Recording Secretary,  
651-266-6275 or  
mollie.gagnelius@ci.stpaul.mn.us

*Chair Mara Humphrey  
Vice Chair Nelsie Yang  
Commissioner Anika Bowie  
Commissioner Rebecca Cave  
Commissioner Saura Jost  
Commissioner John Larkin  
Commissioner Chris Tolbert*

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Tuesday, January 14, 2025

5:00 PM

SPRWS, 1900 Rice St

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### Roll Call

**Present** 5 - Mara Humphrey; Nelsie Yang; Rebecca Cave; Saura Jost and Chris Tolbert

**Absent** 2 - John Larkin and Anika Bowie

1 [RES 25-67](#) Election of Board of Water Commissioners Officers.

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Water Commissioners (BWC) that the following persons are appointed officers of the BWC effective immediately after the passage of this Resolution:

President - Mara Humphrey

Vice President - Nelsie Yang

Board Secretary - Mollie Gagnelius

*Motion made by Commissioner Tolbert and seconded by Commissioner Cave;  
Adopted as amended*

**Adopted As Amended**

**Yea:** 5 - Mara Humphrey; Nelsie Yang; Rebecca Cave; Saura Jost and Chris Tolbert

**Nay:** 0

**Absent:** 2 - John Larkin and Anika Bowie

**Consent Agenda**

**Note:** Items listed under the Consent Agenda will be enacted by one motion with no separate discussion. If discussion on an item is desired, the item will be removed from the Consent Agenda for separate consideration.

**Approval of the Consent Agenda**

*Motion made by Commissioner Cave and seconded by Vice President Yang; Consent Agenda has been approved*

**Adopted Consent Agenda**

**Yea:** 4 - Mara Humphrey;Nelsie Yang;Rebecca Cave and Chris Tolbert

**Nay:** 0

**Absent:** 3 - John Larkin;Anika Bowie and Saura Jost

- 2**     [Min 25-3](#)     Approving the minutes of the December 10, 2024 meeting.

**Attachments:**     [December 10, 2024 Board Minutes](#)

**Adopted**

- 3**     [RES 25-69](#)     Approving the Financial Statements for the month of November 2024.

**Attachments:**     [November 2024 Financial Statements](#)

**Adopted**

- 4**     [RES 25-70](#)     Pertaining to a support and maintenance agreement with Advanced Utility Systems to provide support and maintenance services to the Board's customer information system.

**Attachments:**     [Staff Report](#)  
                              [Agreement](#)  
                              [Resolution 25-70](#)

**Adopted**

5     [RES 25-71](#)     Pertaining to the Issuance of Grant Anticipation Notes for Lead Pipe Replacement Projects.

**Attachments:**     [Staff Report](#)  
                              [Resolution 25-71](#)

**Adopted**

6     [RES 25-72](#)     Pertaining to an application for a loan from the Drinking Water Revolving Fund to fund the continued construction of the McCarron’s Treatment Plant Project.

**Attachments:**     [Staff Report & Report](#)  
                              [Resolution 25-72](#)

**Adopted**

7     [RES 25-73](#)     Requesting the City of Saint Paul, Minnesota to Issue and Sell Water Revenue Bonds in an Aggregate Principal Amount Not to Exceed \$29,000,000 in 2025 and Estimated not to Exceed \$6,000,000 in 2026 for the WTP Modernization Project.

**Attachments:**     [Staff Report & Report](#)  
                              [Resolution 25-73.pdf](#)

**Adopted**

**Action Items**

8     [RES 24-1809](#)     Pertaining to an ordinance amending Chapter 85 of the Legislative Code of the City of Saint Paul regarding Water Rates.

**Attachments:**     [Staff Report](#)  
                              [Proposed code changes in redline form](#)  
                              [Proposed Ordinance](#)  
                              [Resolution 24-1809](#)  
                              [Code Change Presentation](#)

*Motion made by Vice President Yang and seconded by Commissioner Cave; Item is Adopted*

**Adopted**

**Yea:** 5 - Mara Humphrey;Nelsie Yang;Rebecca Cave;Saura Jost and Chris Tolbert

**Nay:** 0

**Absent:** 2 - John Larkin and Anika Bowie

9      [RES 24-1810](#)      Pertaining to an ordinance amending Chapter 87 of the Legislative Code of the City of Saint Paul regarding Water Service Connections.

**Attachments:**      [Staff Report](#)  
                                 [Proposed code changes in redline form](#)  
                                 [Proposed Ordinance](#)  
                                 [Resolution 24-1810](#)

*Motion made by Vice President Yang and seconded by Commissioner Cave; Item is Adopted*

**Adopted**

**Yea:** 5 - Mara Humphrey;Nelsie Yang;Rebecca Cave;Saura Jost and Chris Tolbert

**Nay:** 0

**Absent:** 2 - John Larkin and Anika Bowie

10     [RES 24-1811](#)      Pertaining to an ordinance amending Chapter 88 of the Legislative Code of the City of Saint Paul regarding Water Meters.

**Attachments:**      [Staff Report](#)  
                                 [Proposed code changes in redline form](#)  
                                 [Proposed Ordinance](#)  
                                 [Resolution 24-1811](#)

*Motion made by Vice President Yang and seconded by Commissioner Cave; Item is Adopted*

**Adopted**

**Yea:** 5 - Mara Humphrey;Nelsie Yang;Rebecca Cave;Saura Jost and Chris Tolbert

**Nay:** 0

**Absent:** 2 - John Larkin and Anika Bowie

11     [RES 24-1812](#)      Pertaining to an ordinance amending Chapter 89 of the Legislative Code of the City of Saint Paul regarding Fire Supplies.

**Attachments:**      [Staff Report](#)  
                                 [Proposed code changes in redline form](#)  
                                 [Proposed Ordinance](#)  
                                 [Resolution 24-1812](#)

*Motion made by Vice President Yang and seconded by Commissioner Cave; Item is Adopted*

**Adopted**

**Yea:** 5 - Mara Humphrey;Nelsie Yang;Rebecca Cave;Saura Jost and Chris Tolbert

**Nay:** 0

**Absent:** 2 - John Larkin and Anika Bowie

- 12**    [RES 24-1813](#)    Pertaining to an ordinance amending Chapter 90 of the Legislative Code of the City of Saint Paul regarding Fire Hydrants.

**Attachments:**    [Staff Report](#)  
[Proposed code changes in redline form](#)  
[Proposed Ordinance](#)  
[Resolution 24-1813](#)

*Motion made by Vice President Yang and seconded by Commissioner Cave; Item is Adopted*

**Adopted**

**Yea:** 5 - Mara Humphrey;Nelsie Yang;Rebecca Cave;Saura Jost and Chris Tolbert

**Nay:** 0

**Absent:** 2 - John Larkin and Anika Bowie

- 13**    [RES 24-1814](#)    Pertaining to an ordinance amending Chapter 91 of the Legislative Code of the City of Saint Paul regarding miscellaneous provisions.

**Attachments:**    [Staff Report](#)  
[Proposed code changes in redline form](#)  
[Proposed Ordinance](#)  
[Resolution 24-1814](#)

*Motion made by Vice President Yang and seconded by Commissioner Cave; Item is Adopted*

**Adopted**

**Yea:** 5 - Mara Humphrey;Nelsie Yang;Rebecca Cave;Saura Jost and Chris Tolbert

**Nay:** 0

**Absent:** 2 - John Larkin and Anika Bowie

- 14 [RES 24-1815](#) Pertaining to an ordinance amending Chapter 92 of the Legislative Code of the City of Saint Paul regarding Plumbing.

**Attachments:**    [Staff Report](#)  
                                  [Proposed code changes in redline form](#)  
                                  [Proposed Ordinance](#)  
                                  [Resolution 24-1815](#)

*Motion made by Vice President Yang and seconded by Commissioner Cave; Item is Adopted*

**Adopted**

**Yea:** 5 - Mara Humphrey;Nelsie Yang;Rebecca Cave;Saura Jost and Chris Tolbert

**Nay:** 0

**Absent:** 2 - John Larkin and Anika Bowie

- 15 [RES 24-1816](#) Pertaining to an ordinance amending Chapter 93 of the Legislative Code of the City of Saint Paul regarding Water Service Connections.

**Attachments:**    [Staff Report](#)  
                                  [Proposed code changes in redline form](#)  
                                  [Proposed Ordinance](#)  
                                  [Resolution 24-1816](#)

*Motion made by Vice President Yang and seconded by Commissioner Cave; Item is Adopted*

**Adopted**

**Yea:** 5 - Mara Humphrey;Nelsie Yang;Rebecca Cave;Saura Jost and Chris Tolbert

**Nay:** 0

**Absent:** 2 - John Larkin and Anika Bowie

- 16 [RES 24-1817](#) Pertaining to an ordinance amending Chapter 94 of the Legislative Code of the City of Saint Paul regarding Interior Work.

**Attachments:**    [Staff Report](#)  
                                  [Proposed code changes in redline form](#)  
                                  [Proposed Ordinance](#)  
                                  [Resolution 24-1817](#)

*Motion made by Vice President Yang and seconded by Commissioner Cave; Item is Adopted*

**Adopted**

**Yea:** 5 - Mara Humphrey;Nelsie Yang;Rebecca Cave;Saura Jost and Chris Tolbert

**Nay:** 0

**Absent:** 2 - John Larkin and Anika Bowie

- 17     [RES 24-1818](#)     Pertaining to an ordinance deleting the requirements of Chapter 96 of the Legislative Code of the City of Saint Paul regarding Connection of Air Conditioning Equipment to City Water.

**Attachments:**     [Staff Report](#)  
                          [Proposed code changes in redline form](#)  
                          [Proposed Ordinance](#)  
                          [Resolution 24-1818](#)

*Motion made by Vice President Yang and seconded by Commissioner Cave; Item is Adopted*  
**Adopted**

**Yea:** 5 - Mara Humphrey;Nelsie Yang;Rebecca Cave;Saura Jost and Chris Tolbert

**Nay:** 0

**Absent:** 2 - John Larkin and Anika Bowie

- 18     [RES 24-1819](#)     Pertaining to an ordinance amending Chapter 97 of the Legislative Code of the City of Saint Paul regarding Well Drillers.

**Attachments:**     [Staff Report](#)  
                          [Proposed code changes in redline form](#)  
                          [Proposed Ordinance](#)  
                          [Resolution 24-1819](#)

*Motion made by Vice President Yang and seconded by Commissioner Cave; Item is Adopted*  
**Adopted**

**Yea:** 5 - Mara Humphrey;Nelsie Yang;Rebecca Cave;Saura Jost and Chris Tolbert

**Nay:** 0

**Absent:** 2 - John Larkin and Anika Bowie

- 19     [RES 25-74](#)           Pertaining to Title XI water related fees and charges of the Legislative Code of the City of Saint Paul regarding the organization of fees and charges.

**Attachments:**     [Staff Report](#)  
                          [Resolution 25-74](#)

*Motion made by Vice President Yang and seconded by Commissioner Cave; Item is Adopted*  
**Adopted**

**Yea:** 5 - Mara Humphrey;Nelsie Yang;Rebecca Cave;Saura Jost and Chris Tolbert

**Nay:** 0

**Absent:** 2 - John Larkin and Anika Bowie

- 20     [RES 25-79](#)           Pertaining to revising the Collection Processes Business Plan.

**Attachments:**     [Staff Report](#)  
                          [Collection Processes Business Plan](#)  
                          [Resolution 25-79](#)  
                          [Collection Processes Business Plan Presentation](#)

*Motion made by Commissioner Tolbert and seconded by Vice President Yang; Item is Adopted*  
**Adopted**

**Yea:** 5 - Mara Humphrey;Nelsie Yang;Rebecca Cave;Saura Jost and Chris Tolbert

**Nay:** 0

**Absent:** 2 - John Larkin and Anika Bowie

**Discussion Item**

- 21     [CO 25-3](#)           McCarron's Water Treatment Plant Project Update

**Attachments:**     [Presentation](#)  
**Received and Filed**

**Informational Items**

- 22     [CO 25-4](#)           General Manager's Report

**Attachments:**     [General Managers Report](#)  
**Received and Filed**



23 [CO 25-5](#) 2023 Annual Financial Report

**Attachments:** [2023 Annual Financial Report](#)

Received and Filed

24 [CO 25-6](#) Pipeline Express

**Attachments:** [Pipeline Express - December 13, 2024](#)

Received and Filed

Adjournment