

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on June 3, 2024 at the Able Park Building, 8200 Able Street NE, at 7:00 PM.

1. CALL TO ORDER

Mayor Nelson called the meeting to order at 7:00 PM.

2. ROLL CALL

MEMBERS PRESENT

Councilmember Ken Wendling
Councilmember Barbara Goodboe-Bisschoff
Councilmember April Moran
Mayor Bob Nelson

MEMBERS ABSENT

Councilmember Lisa Dircks

STAFF PRESENT

Building Official Jeff Baker, Public Works Director George Linngren, Police Chief Josh Antoine, Attorney John Thames, Engineer Phil Gravel, Administrator Daniel Buchholtz

VISITORS

Tim Workman	8075 Hayes Street NE	Spring Lake Park MN
Dawson Blanck	MYAS – 1011 Osborne RD NE	Spring Lake Park MN

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA

Administrator Buchholtz made a clarification on Item 9E. He stated that the dredging and cleanup of the pond should be the Hayes Pond instead of the Garfield Pond. Administrator Buchholtz requested that the following change be made to the agenda: 1) that item 9B Approval to Purchase Flock Camera System be removed from the agenda.

5. DISCUSSION FROM THE FLOOR

Mayor Nelson requested a Moment of Silence in Honor of Officer Jamal Mitchell.

No residents wished to speak.

6. CONSENT AGENDA

- A. Approval of Minutes – May 6, 2024 City Council Meeting
- B. Approval of Minutes – May 20, 2024 City Council Meeting
- C. Pay Request #4 – City Hall Renovation/Expansion Project
- D. Resolution 2024-39 – Appoint Election Judges for Primary
- E. 2024 3M PGA JPA
- F. Right of Way Application – Xcel Energy
- G. Right of Way Application – Lumen/CenturyLink – P122976A
- H. Right of Way Application – Lumen/CenturyLink – P122976B
- I. Contractor's Licenses
- J. Business License – Ice Cream Truck
- K. Business License – Liquor License

Councilmember Wendling pulled Item 6K, Business License – Liquor License. He inquired about the location of the business. He asked if the business would take up both empty stores at 351 83rd Avenue NE. Administrator Buchholtz answered affirmatively.

The item was re-added to the agenda.

Motion made by Councilmember Wendling to approve the Consent Agenda.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Moran, Mayor Nelson. Motion carried.

7. DEPARTMENT REPORTS**A. Public Works Report**

Public Works Director Linngren gave an overview of the projects undertaken by the Public Works Department for the month of May. He stated that staff has finished up the first round of Ash tree cleanup on Tyler Street and 79th Avenue NE. Director Linngren said that staff are patching the streets.

Public Works Director Linngren stated that staff is half way through the annual sewer jetting process. He stated that staff is getting ready for the Tower Days Festivities.

B. Code Enforcement Report

Building Official Baker gave an update on the reduction in nuisance grass complaints since the City adopted “No Mow May”. He stated that there were 16 administrative offense tickets issued during May.

Building Official Baker updated the City Council on City Hall Renovation Project. He stated that the underground plumbing has had all of its inspections and that the walls are now being put up.

8. ORDINANCES AND/OR RESOLUTIONS

A. Resolution 2024-40, Approving a Variance from the Side Yard Setback for a Driveway Expansion at 8075 Hayes Street

Administrator Buchholtz stated that the City received an application from Tim Workman, 8075 Hayes Street NE, for a variance from the side yard setback for a driveway addition to his property. He stated that the applicant is seeking a variance from the 5-foot side yard setback requirement, as set forth in SLPC 16.40.030 of the Spring Lake Park City Code.

Administrator Buchholtz stated that Mr. Workman is seeking a 1-foot variance from the side yard setback (4-feet from the northern property line instead of 5-feet).

Administrator Buchholtz stated that the Planning Commission held a public hearing on May 28, 2024 to consider the request. He stated that the Planning Commission recommended approval of the variance, subject to the following conditions:

- Driveway modifications must be constructed pursuant to the standards set forth by the City of Spring Lake Park. Applicant must secure a zoning permit from the Code Enforcement Department for the expanded driveway.
- Drainage must be handled in such a way not to deposit storm water or snow onto a neighboring property.

Motion made by Councilmember Wendling to approve Resolution 2024-40, Approving a Variance from the Side Yard Setback for a Driveway Expansion at 8075 Hayes Street NE.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Moran, Mayor Nelson. Motion carried.

B. Resolution 2024-41, Granting Approval of Interim Use Permit and Variance to Allow Second Accessory Building at 1011 Osborne Road NE

Administrator Buchholtz stated that the City received an application from Minnesota Youth Athletic Services (MYAS) at 1011 Osborne Road NE for an Interim Use Permit for a side setback and accessory structure area variance. He stated that the site has a garage and two small storage sheds on site but they need more storage. He said that MYAS is requesting to build another garage the same size as the existing one.

Administrator Buchholtz stated that the zoning code limits the size of accessory structures on site. He stated that the current request would place the site over that limit. He stated that MYAS is requesting an interim use permit that would include variances to allow the

new garage. Administrator Buchholtz said the new garage would be climate controlled, which is needed to protect the materials they which to store into the garage.

Administrator Buchholtz stated that the Planning Commission held a public hearing on May 28, 2024 to consider the request. He stated that the Planning Commission recommended approval of the Interim Use Permit, subject to the following conditions:

- The new garage accessory structure will be compatible in appearance with the existing garage on site. The existing storage sheds will be removed upon approval of the Interim Use Permit for the new garage.
- The applicant will follow City engineering and building code requirements.
- The Interim Use Permit will lapse and the site must be brought into compliance with the accessory structure area requirements once Minnesota Youth Athletic Services no longer owns or occupies the building.
- The Interim Use Permit is conditioned on approval of a variance to the north side setback for a 5-foot setback instead of the required 40-foot setback and a variance to the limit of 1,200 square feet of accessory structures to allow a total 1,440 square feet of accessory structures with the second garage on site.

Attorney Thames recommended that Item #3 read as follows: “The Interim Use Permit will lapse and the site must be brought into compliance with the accessory structure area requirements and the setback requirements once MYAS no longer owns or occupies the building”.

Motion made by Councilmember Goodboe-Bisschoff to approve Resolution 2024-41, Resolution Granting Approval of Interim Use Permit and Variance to Allow Second Accessory Building at 1011 Osborne Road NE, with the recommendation of City Attorney Thames on the Resolution item #3.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Moran, Mayor Nelson. Motion carried.

9. NEW BUSINESS

A. Authorize Purchase of Computers for Phase 1 – Computer Refresh Project

Administrator Buchholtz said that staff is seeking approval to begin the computer refresh. He stated that the computer infrastructure is on a 5-year cycle. He declared the 5-year cycle is in place to maintain operational efficiency and security.

Administrator Buchholtz revealed that all the computers in the Police Department will be replaced as part of Phase 1. He specified that Phase 1 will enable the transition to laptops which will support remote work options. He said once the computers are purchased they will be sent to the City IT Consultant for setup and programming.

Administrator Buchholtz stated that the funds for the computer refresh were included in the City Hall Renovation/Expansion Project budget.

Motion made by Councilmember Wendling to Authorize Purchase of Computers for Phase 1 – Computer Refresh Project.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Moran, Mayor Nelson. Motion carried.

B. Approval to Purchase Flock Camera System

Removed

C. Authorize Purchase of City Hall Emergency Generator

Administrator Buchholtz stated that staff is seeking authority to purchase an emergency generator for City Hall. He said that Stantec drafted a specification for the generator based on the electrical plan for City Hall Renovation/Expansion project. Administrator Buchholtz said that Stantec sent the specifications to vendors for a quote on an appropriately sized generator.

Administrator Buchholtz said that all the vendors are on the Sourcewell Cooperative Purchasing contract, so no competitive bidding law issues are associated with the purchase from the Interstate Power Systems generator. Administrator Buchholtz said three quotes were received and that staff is recommending purchasing the Interstate Power Systems, MTU Model D300. The proposed generator is \$3,720.56 more than the lowest quote, however the Interstate is available at this time.

Administrator Buchholtz said the funds for the generator were included in the budget for the City Hall Renovation/Expansion project.

Motion made by Mayor Nelson to Authorize Purchase of City Hall Emergency Generator.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Moran, Mayor Nelson. Motion carried.

D. City Hall Debris/Dirt Removal

Public Works Director Linngren gave an overview of the rear parking lot at City Hall. He stated that there is more dirt on site than Public Works needs. He said there is debris on site that needs to be disposed of. Director Linngren stated that he is seeking permission to hire Alderink Construction Masters to haul the dirt and debris away.

Director Linngren stated that the cost will be \$10,000.00, and the funds will come from the City Hall Construction fund.

Motion made by Councilmember Goodboe-Bisschoff to Authorize the City Hall Debris/Dirt Removal.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Moran, Mayor Nelson. Motion carried.

E. Approval to Authorize Dredging and Cleanup of Hayes Pond

Public Works Director Linngren gave an overview of the dredging and cleanup project for the Hayes pond. Director Linngren said the pond will be pumped down in order to remove 1,000 cubic yards of sediment. He stated that the two inlets and one outlet will be extended by 20 feet each. Director Linngren stated that several large cottonwood trees will be removed around the inlet and outlet piping.

Director Linngren stated that the lowest bid among the three quotes was submitted by Alderink Construction Masters for a total of \$79,227.65.

Motion made by Councilmember Wendling for Approval to Authorize Dredging and Cleanup of Hayes Pond.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Moran, Mayor Nelson. Motion carried.

10. REPORTS

A. Attorney Report

No report

A. Engineer's Report

Engineer Gravel stated that the Sanburnol Drive Street project will begin on June 10.

C. Administrator Report

Administrator Buchholtz gave an overview of the City hall Renovation/Expansion Project. He stated that Tower Days festivities were coming up June 6-9.

11. OTHER

A. Correspondence

Mayor Nelson gave an update on the Yellow Ribbon and their new location. The Yellow Ribbon will be hosting the Pork Chop Fry at the American Legion in Fridley.

B. Close Meeting to Develop or Consider Offers or Counteroffers for the Purchase of Real or Personal Property Pursuant to M.S. 13D.05, subd. 3(c)(3)

Motion made by Councilmember Goodboe-Bisschoff to close the City Council meeting to Develop or Consider Offers or Counteroffers for the Purchase of Real Property Pursuant to M.S. 13D.05, subd. 3(c)(3) for the property identified as PIN #01-30-24-12-004.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Moran, Mayor Nelson. Motion carried.

Meeting was closed at 7:54 PM.

Meeting Reconvened at 8:26 PM.

Attorney Thames stated that the City Council met in closed session to discuss the purchase of real property PIN #01-30-24-12-0004. He stated that, Council has provided staff with direction.

12. ADJOURN

Motion made by Councilmember Wendling to adjourn.

Voting Aye: Councilmember Wendling, Councilmember Goodboe-Bisschoff, Councilmember Moran, Mayor Nelson. Motion carried.

The meeting was adjourned at 8:30 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer