

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on May 03, 2021 at the City Hall, at 7:00 PM.

1. CALL TO ORDER

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

2. ROLL CALL

PRESENT

Mayor Robert Nelson
Councilmember Ken Wendling
Councilmember Brad Delfs
Councilmember Barbara Goodboe-Bisschoff
Councilmember Lisa Dircks

STAFF PRESENT

Public Works Director Randall, Police Chief Ebeltoft, Building Official Baker, Attorney Thames, Engineer Gravel and Administrator Buchholtz

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA - None

5. DISCUSSION FROM THE FLOOR - None

6. CONSENT AGENDA

- A. Approval of Minutes - April 19, 2021 City Council Meeting
- B. Mayor's Proclamation - National Police Week - May 9-15, 2021
- C. Mayor's Proclamation - Public Works Week - May 16-22, 2021
- D. Mayor's Proclamation - Building Safety Month - May 2021
- E. Contractor Licenses
- F. On Sale Intoxicating License
- G. Sign Permit

Mayor Nelson read the three proclamations and expressed appreciation to the various departments.

Motion made by Councilmember Wendling to approve the Consent Agenda.

Voting Yea: Mayor Nelson, Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks. Motion carried.

7. DEPARTMENT REPORTS

A. Public Works Report

Public Works Director Randall reported that the Public Works Department is in the process of cleaning up the parks and put crabgrass preventer down on City properties. He reported that the aerator has been removed from Lakeside Park and the fountain has been installed at Triangle Park. He stated that a temporary fence along the ballfield at Terrace Park. He reported that the streets have been swept and compost is available for residents.

Mr. Randall reported that the pond at 83rd Avenue and Fillmore Street has been cleaned and the Arthur Street water plant is operating again. He reported that the road restrictions have been lifted.

Councilmember Goodboe-Bisschoff thanked Engineer Gravel and Public Works Randall for the work to the pond on 83rd Avenue and Fillmore Street. She stated it looks very nice. Mayor Nelson agreed.

B. Code Enforcement Report

Building Official Baker reviewed the monthly statistics and reported that he has completed the plan review for the last house in the Manor Park addition. He reported that the temporary Certificate of Occupancy was issued to Hy-Vee so training of employees and stocking of the store can start. He stated that he has noticed an increased number of sheds and fences being built and has been reminding residents of the requirements.

Mayor Nelson inquired when the 525 Osborne Road/Suite Living project will break ground for construction. Mr. Baker stated that by the end of the May the project should be starting. Mayor Nelson inquired on progress of the driveway extension for the property located on Osborne Road and Monroe Street. Mr. Baker stated that the owners have until the end of May 2021 to complete the project. He stated that the plans or a permit application have not been submitted yet.

8. ORDINANCES AND/OR RESOLUTIONS

A. Ordinance 473, Amending Chapter 12 of the Spring Lake Park Code of Ordinance Relating to Building Regulations, Construction

Administrator Buchholtz reviewed the City Code amendments outlined in the ordinance.

Motion made by Councilmember Wendling to approve Ordinance 473, Amending Chapter 12 of the Spring Lake Park Code of Ordinance Relating to Building Regulations, Construction.

Voting Yea: Mayor Nelson, Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks. Motion carried.

B. Resolution 21-17, Authorizing Summary Publication of Ordinance 473, An Ordinance Amending Chapter 12 of the Spring Lake Park Code of Ordinance Relating to Building Regulations; Construction

Motion made by Councilmember Delfs to accept Resolution 21-17, Authorizing Summary Publication of Ordinance 473, An Ordinance Amending Chapter 12 of the Spring Lake Park Code of Ordinance Relating to Building Regulations; Construction.

Voting Yea: Mayor Nelson, Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks. Motion carried.

9. NEW BUSINESS

A. Adoption of Rental Property Enforcement Policy

Building Official Baker reviewed the Housing Maintenance Inspection Policy and explained the proposed changes to the policy. He stated that the policy will take effect on May 10, 2021 and apply to any new rental applications and will apply to all rental properties starting in 2022. He reported that a change to the policy states that the owner or a representative must be present at the time of the inspection.

Councilmember Goodboe-Bisschoff inquired if an inspection could be done after a tenant leaves the rental unit. Building Official Baker stated that there is not enough staff to monitor the coming and going of tenants as some properties have a lot of turn around and varying lengths of leases.

Motion made by Councilmember Goodboe-Bisschoff to adopt the Rental Property Enforcement Policy.

Voting Yea: Mayor Nelson, Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks. Motion carried.

B. Accept Resignation from Executive Assistant Jenny Gooden

Motion made by Councilmember Wendling to accept the letter for resignation from Executive Assistant Gooden.

Voting Yea: Mayor Nelson, Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks. Motion carried.

C. Request for Work Session - May 10, 2021

Administrator Buchholtz requested that a Council Work Session be scheduled for May 10, 2021 at 5:30 PM. Councilmember Goodboe-Bisschoff inquired if the Work Session could be

scheduled at 4:30 PM so that the Councilmembers could attend the Music in the Park. The consensus of the Council was to meet at 4:30 PM on May 10, 2021.

10. REPORTS

A. Attorney Report – No report

B. Engineer's Report

Engineer Gravel provided his report in the council packet. He reported that bids will be received on May 4, 2021 for the 2021 Sewer Lining Project.

Councilmember Goodboe-Bisschoff inquired on the sidewalk project near Triangle Park. Mr. Gravel reported that he and Public Works Director Randall are looking into the possibility of dividing the project up into smaller portions to make the bidding process more successful.

C. Administrator Report

Administrator Buchholtz reported that the auditors had high praise for the Utility Billing Clerk Burnette, Accountant Barker and Accounts Payable Clerk Brown for their work on the audit preparation work. He reported that Assessor Tolzmann will be at the next Council meeting on May 17, 2021, to present the tax assessments payable in 2022.

Administrator Buchholtz reported that the City is waiting for guidance on the American Rescue Plan funds. He reported that City Hall has reopened to the public as of May 3, 2021.

11. OTHER

A. Redistricting Update

Administrator Buchholtz reviewed the staff memo regarding the redistricting timeline sent out by the Anoka County Elections office.

B. Correspondence

Mayor Nelson reported that the Beyond the Yellow Ribbon committee will be offering mental health training for soldiers at the Kraus-Hartig VFW on May 14, 2021.

12. ADJOURN

Motion made by Councilmember Wendling to adjourn the meeting.

Voting Yea: Mayor Nelson, Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks. Motion carried.

The meeting adjourned at 7:52 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer