

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on March 16, 2020 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
Council Member Ken Wendling
Council Member Brad Delfs
Council Member Barbara Goodboe-Bisschoff
Council Member Lisa Dircks

STAFF PRESENT:

Public Works Director Randall; Police Chef Ebeltoft; Building Inspector Baker; Attorney Thames; Engineer Gravel; Parks and Recreation Director Okey; Administrator Buchholtz and Executive Assistant Gooden.

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA

Administrator Buchholtz requested that Resolution 20-11, A Resolution Extending the Period of a Mayor-Declared Emergency Pursuant to Minnesota Statutes §12.29 and §12.37 be added to the Agenda as Item 8D.

5. DISCUSSION FROM THE FLOOR

6. CONSENT AGENDA

- A. Approval of Minutes - March 2, 2020 Regular Council Meeting
- B. Approval of Minutes - March 2, 2020 City Council Work Session
- C. General Operations Disbursements #20-03 \$302,763.45
- D. Approval of Animal Control Agreement - North Metro Animal Care and Control
- E. Contractor's License

Motion made by Council Member Wendling to approve the Consent agenda.

Voting Yea: Mayor Nelson, Council Member Wendling, Council Member Delfs, Council Member Goodboe-Bisschoff, Council Member Dircks.

Motion carried.

7. DEPARTMENT REPORTS

A. Police Report

Police Chief Ebeltoft reviewed the Department report for the month of February.

B. Parks and Recreation Report

Parks and Recreation Director Okey provided a summary of the programs and activities for the month of February. She reported that the Senior Valentine luncheon was well attended and thanked the Spring Lake Park Lions for their participation.

Ms. Okey reported that the Parks and Recreation Department has cancelled all activities and programs until April 5, 2020, due to the COVID-19 virus.

8. ORDINANCES AND/OR RESOLUTIONS

A. Ordinance 463 Amending Chapter 112 of the Spring Lake Park City Code Regulating Tobacco

Administrator Buchholtz reviewed the staff memo to the City Council. He reported that the amendments to the City's tobacco ordinance will bring the City Code into compliance with the Federal change in legal purchase age from 18 to 21.

Motion made by Council Member Dircks to approve Ordinance 463 Amending Chapter 112 of the Spring Lake Park City Code Ordinance Relating to Tobacco.

Voting Yea: Mayor Nelson, Council Member Wendling, Council Member Delfs, Council Member Goodboe-Bisschoff, Council Member Dircks.

Motion carried.

B. Resolution 2020-09 A Resolution Approving Title and Summary Publication of Ordinance 463

Motion made by Council Member Wendling to approve Resolution 2020-09 Approving Title and Summary Publication of Ordinance 463.

Voting Yea: Mayor Nelson, Council Member Wendling, Council Member Delfs, Council Member Goodboe-Bisschoff, Council Member Dircks.

Motion carried.

C. Resolution 20-10 Levying Sanctions on Dala 1, Inc's Liquor Licenses for Violations of the City's Liquor Ordinance

Administrator Buchholtz shared the staff memo with the City Council. He reported that the City Council proposed sanctions for Dala One's liquor license. He stated that staff communicated the proposed sanctions to Dala One and they have agreed to accept the sanctions.

Administrator Buchholtz reported that staff recommends approval of Resolution 2020-10 to impose the sanctions.

Mayor Nelson stated that Dala One is a new business and stated that the business has been cooperative in working with City staff. He reported that the business voluntarily closed for one week during the investigation process and that liquor license training is scheduled for the employees at the end of the month.

Motion made by Council Member Dircks approving Resolution 2020-10 Levying Sanctions on Dala 1 Inc.'s Liquor License for Violations of the City's Liquor Ordinance.

Voting Yea: Mayor Nelson, Council Member Wendling, Council Member Delfs, Council Member Goodboe-Bisschoff, Council Member Dircks.

Motion carried.

D. Resolution 2020-11 Extending the Period of a Mayor-Declared Emergency Pursuant to Minnesota Statutes §12.29 and §12.37

Administrator Buchholtz reported Mayor Nelson signed a Proclamation Declaring a Local Emergency on March 16, 2020, in regards to the COVID-19 virus. He reported that Resolution 2020-11 extends the period of time of the Mayor Declared Emergency proclaimed in the proclamation until April 20, 2020.

Administrator Buchholtz reported that City Hall will close on March 17, 2020, to the public until April 6, 2020. He stated that no visitors will be allowed in secured areas of City Hall. He reported that all City parks will be closed to the public and all Park and Recreation programs have been cancelled until April 6, 2020. He reported that signs will be posted in the parks stating that they are closed. He reported that the Police Department is taking precautions and has put new procedures into place to protect the staff. He reported that the Code Enforcement Department has suspended all in-person residential inspections until March 30, 2020.

Administrator Buchholtz reported that the Public Works Department will not be replacing any water meters or radios until after the emergency is over. He stated that water shut offs will not take place during this time. He stated that the Utility bill payments can be made to the payment drop box in the City Hall vestibule.

Administrator Buchholtz stated that City Council meetings will be conducted through telephone or via the web. He stated that instructions will be sent to the Councilmembers and the public for sign in procedures.

Mayor Nelson stated that the goal of the City is keep the basic services running during this time. He requested that the residents respect the warnings that could be placed and reminded everyone to keep a safe social distance.

Motion made by Councilmember Wendling to approve Resolution 2020-11 Extending the Period of a Mayor-Declared Emergency Pursuant to Minnesota Statutes §12.29 and §12.37.

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

9. NEW BUSINESS

A. Approval of Site Development Agreement with JP Brooks Inc. for Monroe Park Addition

Administrator Buchholtz shared the staff report and provided the Council with a copy of the proposed Site Development Agreement.

Motion made by Council Member Wendling to approve Site Development Agreement with JP Brooks Inc. for Monroe Park Addition.

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

B. Terrace Park and Arthur Street Pumphouse Camera System Replacement

Police Chief Ebeltoft shared the staff memo regarding the price quote for the replacement of security cameras in 2020 at various City property locations. He reported that the City Council met and discussed the replacement at the work session meeting held on March 9, 2020. He stated that the consensus of the City Council was to replace all camera and DVR equipment.

Mayor Nelson stated that it was his understanding that the existing equipment is not compatible with the systems in place currently. Chief Ebeltoft agreed.

Councilmember Delfs stated that the existing cameras and equipment are four years old and noted that although technology has changed, the existing systems did fairly well.

Councilmember Delfs inquired if the new equipment will align with Anoka County fiber optic system. Chief Ebeltoft stated that there are not fiber optics in the parks. He stated that the

parks are equipped with internet speed so not all the communication is available to Police Officers cars.

Motion made by Council Member Delfs to approve purchase of camera system replacement in the amount of \$35,715.00.

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

10. REPORTS

A. Engineer's Report

Engineer Gravel reported that the tree removal is complete for the Garfield Pond Improvement project. He stated that the recommendation made by the Council to transfer state aid funding from portion of 81st Avenue and adding it to Able street was view favorably by Engineering staff. He stated that the suggestion has been forwarded the State for approval.

B. Attorney's Report

Attorney Thames had no new items to report.

C. Administrator Report

Administrator Buchholtz reported that interviews for the Accountant position will take place on Wednesday, March 18, 2020. He requested that a Special City Council meeting be held to appoint the chosen candidate to help speed along the hiring process.

Administrator Buchholtz reported that the Neighborhood meeting regarding the 525 Osborne property could be postponed from the March 23, 2020, meeting date due to the COVID-19 virus. He stated that a notice will be mailed to residents should the meeting be postponed.

11. OTHER

A. Correspondence

Mayor Nelson read a letter of appreciation from a resident for the assistance from employees of the Public Works and Police Department. He stated that he is very proud of the employees of Spring Lake Park and how they went out of their way to assist this resident.

12. ADJOURN

Motion made by Councilmember Wendling to adjourn. Voice Vote. Motion carried.
The meeting adjourned at 8:05 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer