

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on April 17, 2023 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

#### MEMBERS PRESENT

Mayor Robert Nelson

Councilmember Ken Wendling

Councilmember Barbara Goodboe-Bisschoff

Councilmember Lisa Dircks

Councilmember April Moran

#### STAFF PRESENT

Police Chief Josh Antoine, Public Works Director Terry Randall, Recreation Director Kay Okey, City Attorney John Thames, City Engineer Phil Gravel, Administrator Daniel Buchholtz

### 3. PLEDGE OF ALLEGIANCE

### 4. ADDITIONS OR CORRECTIONS TO AGENDA

Administrator Buchholtz noted that there is a correction for Resolution 2023-17 on Exhibit A. The last three lines of the legal description are clarifying that the resolution affects Lot 4 Block 1 of McKinley Addition.

### 5. DISCUSSION FROM THE FLOOR - None

### 6. CONSENT AGENDA

- A. Approval of Minutes – April 3, 2023 Council Meeting
- B. Approval of Minutes – April 10, 2023 City Council Work Session
- C. Approval of Claims – General Disbursement No 23-05 - \$504,240.96
- D. Mayor’s Proclamation – Arbor Day – April 28, 2023
- E. Mayor’s Proclamation – Municipal Clerks Week – April 30 - May 6, 2023
- F. Temporary Liquor License – Kraus Hartig VFW – Tower Days
- G. Contractor’s Licenses
- H. Business License

Motion made by Councilmember Wendling to approve Consent Agenda.

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

## 7. DEPARTMENT REPORTS

### A. Police Report

Chief Antoine reported that the Police Department responded to 829 calls for service in March 2023 compared to 645 calls for service for the month of March 2022. He said that School Resource Officer Imig reported handling 65 calls for service in March, as well as handling 26 student contacts, 21 student escorts and 8 follow-up investigations. Investigator Bennek reported handling 33 cases for the month of March, 31 of which are felony in nature, 2 misdemeanor cases, while monitoring 5 forfeiture cases.

### B. Recreation Report

Recreation Director Okey reported that the work continues on the reconstruction project at Able Park. Director Okey stated that the Recreation Department sent out the summer catalog. She also expressed her thanks to the volunteers who have committed to helping with the flowers in the parks.

## 8. ORDINANCES AND/OR RESOLUTIONS

### A. Resolution 23-16, Expressing Support for SF 2590/HF 2676, A Bill Limiting Rent Increases in Low-Income Rental Projects that Use Residential Rental Bonds

Administrator Buchholtz discussed the concerns of residents about the rental increases in low-income rental housing. He stated that there was legislative action taken, and the resolution would support the legislation.

Motion made by Councilmember Dircks to approve Resolution 23-16, Expressing Support for SF 2900/HF 2676, A Bill Limiting Rent Increases in Low-Income Rental Projects that Use Residential Rental Bonds.

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

### B. Resolution 23-17, Cancelling Developer's Agreement

Administrator Buchholtz gave an overview of the Developer's Agreement from 1994. He stated that the Developer's Agreement handled utilities that covered the McKinley Street Lots. Administrator Buchholtz said that all obligations have been met and that the Developer's Agreement is no longer needed. He stated that the buyers of Lot 4, Block 1 McKinley Manor requested this action to clear a title objection.

Motion made by Councilmember Wendling to approve Resolution 23-17, Cancelling Developer’s Agreement.

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

**9. NEW BUSINESS**

**A. Approve Bid Results and Award Contract for 2023 Street Seal Coat and Crack Repair Project**

Engineer Gravel provided an overview of the project. He stated that the City received two bids:

Low	Allied Blacktop Company	\$ 92,770.00
#2	Pearson Bros., Inc.	\$157,350.00

He stated that the low bidder for the project is Allied Blacktop Company. He said the bids were reviewed and found to be in order. He recommended awarding the project to Allied Blacktop Company.

Mayor Nelson inquired about the expansion joints to prolong the cut lines. Engineer Gravel said if the sealants are okay they stay, and if not, they are removed and new sealant is placed in the crack. Mayor Nelson asked which streets are included in the project. Public Works Director Randall stated the project area includes streets East of Able Street and North of 81<sup>st</sup> Avenue to the Service Road.

Motion made by Councilmember Goodboe-Bisschoff to award the 2023 Street Seal Coat and Crack Repair Project to Allied Blacktop Company for the total base bid of \$92,770.00.

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

**B. Approve Bid Results and Award Contract for 2023 Sanitary Sewer Lining Project**

Engineer Gravel provided an overview of the project. He stated that the City received five bids:

Low	Visu-Sewer	\$1,047,746.00
#2	Insituform Technologies USA, LLC	\$1,408,622.00
#3	Hydro-Klean, LLC	\$1,480,681.19
#4	SAK Construction, LLC	\$1,632,592.50
#5	Veit & Company, Inc.	\$1,672,885.00

He stated that the low bidder for the project is Visu-Sewer, Inc. He said the bids were reviewed and found to be in order. He recommended awarding the project to Visu-Sewer, Inc.

Councilmember Goodboe-Bisschoff inquired about the cost putting stress on the City Budget. Administrator Buchholtz stated that the City had cash on hand for the project, as it will be spread out over a few years.

Motion made by Councilmember Goodboe-Bisschoff to award the 2023 Sewer Lining Project to Visu-Sewer, Inc for the total base bid amount of \$1,047,746.00.

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

C. Discuss July 3, 2023 City Council Meeting/City Hall Closure

Administrator Buchholtz reported that with the fourth of July holiday on a Tuesday this year, staff is polling the City Council to see if the Council would like to either cancel or postpone the July 3, 2023 City Council meeting.

Administrator Buchholtz stated that in the past the City Council has cancelled the first meeting of July when the fourth of July falls on a Tuesday. He stated that the City Council has also previously authorized City Hall to be closed on July 3, so long as staff used vacation or comp time to cover the absence.

Councilmember Dircks inquired if the meeting would be rescheduled. Administrator Buchholtz said that it will depend on the items for the agenda at that time, but he did not anticipate the meeting needing to be rescheduled.

Motion made by Mayor Nelson to Cancel the July 3, 2023 Council Meeting and Close City Hall.

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

## 10. REPORTS

A. Attorney's Report

Attorney Thames updated the Council on the closing of Lot 4 McKinley Property and that he will be moving forward with serving and filing the enforcement action of the hazardous structure order of 8064 Garfield since it has not been abated.

B. Engineer's Report - None

C. Administrator Report

Administrator Buchholtz updated the Council on the phone upgrade project. He informed Council that the phones will transfer from the current system to the new cloud system on April 24, 2023, so there may be some downtime.

Administrator Buchholtz discussed the seal coat and crack repair project. He stated that he, Engineer Gravel and Public Works Director Randall will begin evaluating streets in future project areas to see if the streets need just seal coat or if the streets need mill and overlay work to extend their life.

**11. OTHER**

A. Correspondence - None

**12. ADJOURN**

Motion made by Councilmember Wendling to adjourn.

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

The meeting was adjourned at 7:57 PM.

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Robert Nelson, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer