

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 05, 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, Engineer Gravel, Attorney Thames, Parks and Recreation Okey and Administrator Buchholtz

VISITORS

Matt Nelson, Fish-Lectronics
Ebrima Jallow, Cargreen LLC
Joseph Biegler, Home Pro America

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA – None

5. DISCUSSION FROM THE FLOOR – None

6. CONSENT AGENDA

- A. Approval of Minutes - March 15, 2021 City Council Meeting
- B. Mayor's Proclamation - Administrative Professionals Day - April 21, 2021
- C. Right of Way Permit Applications - Centerpoint Energy (3)
- D. Contractor's Licenses

Mayor Nelson read Item 6B, Mayor's Proclamation - Administrative Professional's Day - April 21, 2021. He thanked the Administrative staff for their contributions to the City.

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 has been trimming trees along the streets and storm water ponds. He reported that the tennis court nets and basketball hoops are installed at the parks as well as new slide at Able Park. He reported that the wet wells at the lift stations were cleaned and water meters were read.

Mr. Randall reported that the Public Works Department plowed one time in March and they continue to collect garbage and recycling from the parks. He stated that signs are currently being fixed throughout the City from winter damage.

Mayor Nelson thanked Mr. Randall for installing the no littering signs along Manor Drive and stated that he has noticed less on street parking on Manor Drive.

B. Code Enforcement Report

Building Official Baker reviewed his staff memo.

8. ORDINANCES AND/OR RESOLUTIONS

A. Resolution No. 21-13, Authorizing Execution of Amendment to Funding Loan Agreement in Connection with the Multifamily Housing Revenue Funding Note, Series 2017A and Taxable Multifamily Housing Revenue Funding Note, Series 2017B (Legends of Spring Lake Park Project)

Administrator Buchholtz reviewed the staff memo. He reported that the process of the selling shares in a loan portfolio to other investors, Citibank frees up some of their cash that can then be used to originate new affordable multi-family housing loans. He compared this process to when a home mortgage is sold to another mortgage company once the loan has been established.

Administrator Buchholtz stated that there is no obligation placed on the City and this amendment is a financial amendment only. He stated that this process is becoming a popular practice with lenders.

Motion made by Councilmember Delfs to approve Resolution 21-13, Authorizing Execution of Amendment to Funding Loan Agreement in Connection with the Multifamily Housing Revenue Funding Note, Series 2017B (Legends of Spring Lake Park Project).

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

B. Resolution 21-14, Approving a Rear Yard Variance to Allow Construction of a Deck at 7768 Lakeview Lane NE

Administrator Buchholtz reviewed the staff memo and reviewed the Planning Commission recommendations. He reported that there were no public comments received from neighboring properties.

Motion made by Councilmember Wendling to approve Resolution 21-14, Approving a Rear Yard Variance to Allow Construction of a Deck at 7768 Lakeview Lane NE.

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

C. Resolution 21-15, Granting Approval of Conditional Use Permit for Cargreen LLC at 1103 County Highway 10 NE

Administrator Buchholtz reviewed the staff memo and reviewed the recommendations from the Planning Commission for the approval of a Conditional Use Permit for Cargreen LLC.

Mayor Nelson inquired if the business owner is comfortable with the recommendations made by the Planning Commission and if he was aware of the signage requirements and knew that another new tenant will be moving into the same building. Mr. Jallow stated that he is aware of the conditions and the new tenant.

Councilmember Delfs inquired if there would any servicing of vehicles would be done on site and if there would be any hazardous waste. Mr. Jallow reported that any servicing of vehicles would be completed off site.

Councilmember Goodboe-Bisschof inquired if all the vehicles will be rentals and asked that no vehicles will be sold on the property. She asked that a condition be added to the motion to include that there be no selling of vehicles on the property. Mr. Jallow stated that no vehicles would be sold.

Motion made by Councilmember Goodboe-Bisschoff to approve Resolution 21-15, Granting Approval of a Conditional Use Permit for Cargreen LLC with the following conditions:

- 1.) The applicant shall apply for and receive all applicable building permits prior to beginning work.
- 2.) The applicant shall conduct all vehicle cleaning inside the building, with the garage door shut.
- 3.) The applicant shall ensure that rental, customer and staff cars are parked only in spots designated for use by Cargreen LLC.
- 4.) The number of rental cars at this site is limited to ten (10) vehicles.
- 5.) No vehicle sales will take place on site.

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

D. Resolution 21-16, Granting Approval of Conditional Use Permit for DPG Inc, dba Fish-lectronics, at 1109 County Highway 10 NE

Administrator Buchholtz reviewed the staff memo and reviewed the recommendations from the Planning Commission for the approval of a Conditional Use Permit for Fish-lectronics.

Mayor Nelson stated that he is concerned with the possible theft of boats and trailers or equipment from the boats. Matt Nelson, Fish-lectronics, stated that he is fully insured and he will assure that the boats are locked and equipment is removed to prevent thefts. He stated that he will look into additional lighting and security measures at the site.

Councilmember Delfs inquired if there was enough room for large boats such as a pontoon to be worked on outside the building. Mr. Nelson stated that large boats could not be stored outside but there is room inside the building. He stated that boats will not be on site for long periods of time as repairs will be done quickly and the turnaround time for drop off and pick up will be quick.

Councilmember Goodboe-Bisschoff inquired if any boats would be stored over the winter. Mr. Nelson stated that will be no boat storage.

Motion made by Councilmember Wendling to approve Resolution 21-15, Granting Approval of Conditional Use Permit for DPG Inc, dba Fish-lectronics, at 1109 County Highway 10 NE with the following conditions:

- 1.) The applicant shall apply for and receive all applicable building permits prior to beginning work.
- 2.) The applicant shall conduct marine installation and repair work inside the building, with the garage door shut.
- 3.) The applicant shall ensure that customer cars, boats and employee cars are parked only in spots designated for use by Fish-Lectronics.
- 4.) No more than ten (10) boats can be parked overnight outside.

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

9. NEW BUSINESS

A. Authorize Hiring Process for Recreation Program Supervisor

Parks and Recreation Director Okey reported that the City received Recreation Program Supervisor Jessica Abt letter of resignation effective April 9, 2021. Ms. Okey requested authorization to begin the hiring process to fill the vacant position.

Motion made by Councilmember Delfs to authorize hiring process for Recreation Program Supervisor.

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

B. Authorize Hiring Process for Recreation Registration Specialist

Parks and Recreation Director Okey reported that she is seeking authorization to hire a Part-time Registration Specialist. She stated that this position will provide customer service, registration and clerical support to the Recreation Department staff.

Motion made by Councilmember Wendling to authorize the hiring process for Recreation Registration Specialist.

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

C. Award Bid for 2021 Seal Coat Project

Engineer Gravel reported that bids were opened on March 26, 2021. He reported that two bids were received. The following summarizes the results of the Bids received:

	Contractor	Total Base Bid
Low	Allied Blacktop Company	\$95,190.00
#2	Pearson Bros., Inc.	\$104,345.00

Mr. Gravel reported that the low bidder on the project was Allied Blacktop Company. He reported that the bids have been reviewed and are found to be in order. He stated that staff recommends the project be awarded to Allied Blacktop Company.

Mr. Gravel stated that the bid included the annual street markings for all streets in the City. He reported that the Public Works Department will be completing approximately \$25,000 in spot patching in the project area prior to the placement of the seal coat.

Motion made by Councilmember Dircks to award 2021 Seal Coat Project bid in the amount of \$95,190.00 to Allied Blacktop Company.

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

D. Approve Proposal for Risk and Resiliency Assessment and Emergency Response Plan Preparation

Public Works Director Randall reviewed the staff memo. He reported that staff recommends approval to request Stantec to prepare a Risk and Resiliency Assessment and Emergency Plan as required.

Mayor Nelson stated that he is not in favor unfunded mandates such as this plan.

Councilmember Delfs stated that he views the plan as part of a continuation plan to keep the city running smoothly and it is good that a plan is in place.

Motion made by Councilmember Dircks to approve preparation of a Risk and Resiliency Assessment and Emergency Plan by Stantec in an amount not to exceed \$17,500.

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

E. Approval to Excavate Pond at 83rd Avenue and Fillmore Street NE

Public Works Director Randall reviewed the staff memo. He reported that staff recommends the second option to complete the project. He stated that only one pipe from the pond has been able to be located and believes that over time the second pipe has been buried by debris and plant growth.

Councilmember Goodboe-Bisschoff stated that she is in favor of first option with dredging the pond to restore to the original footprint. She stated that she would like the neighboring properties to be fully aware of the improvements being done to the pond and suggested that the additional proposed 25 feet be marked with spray paint so that the residents can visualize the new footprint.

Mr. Randall stated that communication to the adjacent neighbors will be sent and he will mark the proposed area around the pond. He stated that the City owns the pond and it is required maintenance that needs to be done. He stated that by increasing the pond the flooding that takes place in the area should subside. He stated that he would like to get the project started soon. He noted the pond needs to be excavated and the contractor wants to temporarily store the sediment on the property to give the sediment time to dry. He stated that the increased pond size is within 30 feet of the Right of Way. He stated that no trees will be removed with the project.

Councilmember Dircks inquired on how many gallons of storage would be gained by increasing the pond. Engineer Gravel was unsure. Mr. Randall stated that he feels the pond has not functioned properly in the past 10 years as flooding has been a problem in the area.

Motion made by Mayor Nelson to approve excavating the pond at 83rd Avenue and Fillmore Street NE and to notify residents of the improvements.

Voting Yea: Mayor Nelson, Councilmember Wendling, Councilmember Delfs, Councilmember Dircks.

Voting Nay: Councilmember Goodboe-Bisschoff. Motion carried.

F. Request to Schedule Council Work Session

Administrator Buchholtz requested a City Council work session on April 12, 2021 at 5:30 PM. He stated that the Rental Housing Ordinance and a meeting with the Hy-Vee general manager will be on the agenda. The consensus of the Council was to meet on April 12, 2021.

10. REPORTS

A. Attorney's Report

Attorney Thames had no report.

B. Engineer's Report

Engineer Gravel provided his report in the Council packet.

C. Administrator Report

Administrator Buchholtz reminded residents that the Recycling Day at City Hall is April 24, 2021 from 8:00 AM – Noon. He provided an update regarding the 2022 Anoka County assessments and reported that Assessor Tolzmann will be giving the Assessor Report at a May City Council meeting.

11. OTHER

A. Request for Closed Session to Discussion Possible Sale of City Owned Property at Lot 2 Block 1 McKinley Manor Addition

Motion by Councilmember Delfs to close the meeting to discuss possible sale of City owned property at Lot 2 Block 1 McKinley Manor Addition.

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

The meeting closed at 8:15 PM.

The City Council reconvened at 8:30 PM.

Attorney Thames reported that the City Council went into closed session to give direction to staff as the possible sale of this property.

12. ADJOURN

Motion made by Councilmember Wendling to adjourn.

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

The meeting adjourned at 8:32 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer