

## 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 17, 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, Recreation Director Okey, Attorney Thames, Engineer Gravel, City Assessor Ken Tolzmann, SBM Fire Chief Smith and Administrator Buchholtz

#### OTHERS PRESENT

Gene Cooper, 728 Maple Street NE  
Larry Brunko, 770 Maple Street NE

### **3. PLEDGE OF ALLEGIANCE**

### **4. ADDITIONS OR CORRECTIONS TO AGENDA**

Administrator Buchholtz stated that SBM Fire Chief Smith would like to address the City Council under Discussion From The Floor.

### **5. DISCUSSION FROM THE FLOOR**

Gene Cooper, 728 Maple Street NE, expressed concern for pedestrian safety at the proposed crosswalk at the intersection of Manor Drive and Able Street. He suggested the crosswalk be moved to the intersection of Lund Avenue and Able Street where there is improved visibility and less traffic. He also commented on the height of a retaining wall on the southwest corner of the Manor Drive and Able Street intersection, stating that it impedes visibility. Mayor Nelson asked staff to review Mr. Cooper's concerns.

Chief Charlie Smith, SBM Fire Department, provided a report to the City Council on the happenings of the Fire Department, noting that SBM was exploring adding a volunteer night crew at Station 5, stating that the Centennial Fire Department Steering Committee is reviewing SBM's proposal to provide management services for their Department, reporting that the Department will start a new strategic

planning process this summer, saying that the Department participated in civil unrest planning in conjunction with the Spring Lake Park Police Department and other police agencies, and stated that SBM has added a new duty chief for nights and weekends, which will cut response time.

## **6. CONSENT AGENDA**

- A. Approval of Minutes - May 3, 2021 City Council Meeting
- B. Approval of Minutes - May 10, 2021 Special City Council Meeting
- C. Approval of Minutes - May 10, 2021 City Council Work Session
- D. General Operations Disbursements #21-07 - \$426,554.87
- E. Salary Step Adjustment - Building Official
- F. Resolution 21-19, Authorizing 2020 Year End Transfers and Budget Adjustment
- G. Mayor's Proclamation - Memorial Day - May 31, 2021
- H. Sign Permits
- I. Contractor's Licenses

Mayor Nelson noted that the Mayor's Proclamation will be read at Kraus Hartig VFW on Memorial Day.

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. City Assessor Report - 2021 Pay 2022 Assessment

City Assessor Ken Tolzmann gave an overview of the 2021 assessment for 2022 property taxes payable. He said that the assessment period was from October 2019-September 2020. He said there were 53 qualified sales in the period to base the assessment upon. He said the City's market value increased by 4.3% to \$683,276,300. He noted that while the pandemic had no effect on residential sales, values for restaurants/bars declined 25% and values for bowling alleys, theaters, hotels and other similar uses declined 15%. He stated that no one appealed their property assessment, though property owners can still make an appeal before the Anoka County Board of Appeals.

- B. Police Report

Chief Ebeltoft presented the monthly report for April 2021, where the Police Department responded to five hundred sixty two calls for service in April. He noted that Investigator Bennek is handling a case load of 12 cases, ten of which were felony in nature, one of which was a gross misdemeanor, and one of which was a misdemeanor.

### C. Parks and Recreation Report

Recreation Director Okey stated that Tower Days planning continues in earnest. She reported that Tower Days will have three new events: a medallion hunt where a clue will be given each day over five days for a chance to locate and turn in the medallion for a \$250 cash prize; a dart tournament sponsored by Torg Brewery, and a 5k fund run. Mayor Nelson inquired if there would be a vendor show. Director Okey stated that there would not be a vendor show this year.

## 8. ORDINANCES AND/OR RESOLUTIONS

### A. Resolution 21-18, Extending Expiration Date for a Variance from the Side Yard Setback to Allow the Construction of an Industrial Use at 8457 Sunset Road NE

Administrator Buchholtz stated that Tony Mezzenga has requested an extension of a variance that was granted on May 4, 2020 to reduce the side yard setback to facilitate construction of an industrial building at 8457 Sunset Road. He noted that the Code voids variances if the development does not begin within a year from approval. He said the Code permits the City Council to grant an extension upon the request of the property owner. He said that staff recommends approval of the request to extend the variance until May 4, 2022.

Motion made by Mayor Nelson to approve Resolution 21-18, Extending Expiration Date for a Variance from the Side Yard Setback to Allow the Construction of an Industrial Use at 8457 Sunset Road NE.

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

## 9. NEW BUSINESS

### A. Approval of Law Enforcement Therapy and Consulting Services Agreement with Marie Ridgeway Associates

Chief Ebeltsoft provided an overview of the request. He stated that this consulting agreement will establish a Police Officer Wellness by Enhancing Resiliency (POWER) program to provide our officers with the ability and means to be able to address and cope with traumatic exposures. He stated that the program includes 1) new officer hire mental health check-ins; 2) new office hire healthy family workshop; 3) up to 6 therapy sessions with a licensed therapist; 4) annual mental health check-ins; 5) critical incident check-ins; and 6) ongoing mental health support and information.

Motion made by Mayor Nelson to approve the Law Enforcement Therapy and Consulting Services Agreement with Marie Ridgeway Associates.

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

**B. Award Bid for 2021 Sewer Lining Project**

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

Low	Visu-Sewer	\$200,137.60
#2	Hydro-Klean, LLC	\$209,678.70
#3	Insituform Technologies USA, LLC	\$234,125.70
#4	Veit & Company, Inc.	\$250,394.00
#5	Granite Inliner, LLC	\$332,390.00

He stated that the low bidder of 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.

Motion made by Councilmember Dircks to award the 2021 Sewer Lining Project to Visu-Sewer, Inc for the total base bid amount of \$200,137.60.

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

**C. Accept Letter of Retirement from Police Record Technician LuAnn Larson and Authorize Hiring Process**

Chief Ebeltoft stated that LuAnn Larson has submitted her retirement notice, effective July 16, 2021. He commended her 28 years of dedicated service with the City of Spring Lake Park. He requested the City Council accept her notice of retirement and authorize the search for a new Police Records Technician.

Motion made by Mayor Nelson to accept the notice of retirement from LuAnn Larson and to authorize a hiring process for a new Police Records Technician.

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

## **10. REPORTS**

**A. Attorney's Report – No report**

**B. Engineer's Report** - Engineer Gravel stated that they are working on establishing a timeline for the Garfield Street/ Hayes Street/80<sup>th</sup> Avenue improvements which is scheduled to be constructed in 2021.

- C. Administrator's Report – Administrator Buchholtz provided an overview of projects currently being worked on, including ordinance updates, attending a policing presentation and reviewing the special assessment process.

## **11. OTHER**

- A. Enter into Closed Session to Discuss Potential Sale of City-owned Property Described as Lot 2, Block 1 McKinley Manor Addition

Motion made by Councilmember Delfs to enter into a closed session to discuss the potential sale of City-owned property described as Lot 2, Block 1 McKinley Manor Addition, pursuant to M.S. 13D.05, subdivision 3(c)3.

Voting Yea: Mayor Nelson, Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks. Motion carried. Meeting was closed at 7:55.

The City Council reconvened in open session at 8:11pm.

Attorney Thames provided an overview of the closed session. He stated that the City Council came to consensus on the terms for a purchase agreement to sell property identified as Lot 2, Block 1 McKinley Manor Addition.

Motion made by Councilmember Dircks to enter into a purchase agreement with Hedberg Homes to sell City-owned property described as Lot 2, Block 1 McKinley Manor Addition and to authorize the Mayor and City Administrator to execute all documents associated with the transaction.

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

- B. Correspondence

Mayor Nelson provided an update on the planning for the 75<sup>th</sup> Anniversary of the Kraus Hartig VFW Post.

## **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 8:15 PM.

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Robert Nelson, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer