

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on July 6, 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**

#### MEMBERS PRESENT

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

#### STAFF PRESENT

Police Chief Antoine, Public Works Director Randall, Recreation Director Okey, Attorney Thames, Engineer Gravel, Peter Allen (Stantec), Administrator Buchholtz

#### OTHERS PRESENT:

Members of the Spring Lake Park Beyond the Yellow Ribbon Committee:  
Ryan and Kelsey Hollihan, 518 Rosedale Rd NE  
Jerry Sallberg, 517 Rosedale Rd NE  
Bonnie Dircks, 773 83<sup>rd</sup> Ave NE

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

### **4. ADDITIONS OR CORRECTIONS TO AGENDA -- None**

### **5. DISCUSSION FROM THE FLOOR – None**

### **6. PRESENTATION**

#### A. Beyond the Yellow Ribbon Committee Recognition

Mayor Nelson presented certificates of appreciation to members of the Spring Lake Park Beyond the Yellow Ribbon Committee, including: Bob Nelson (Chair), Ken Wendling (Vice Chair), Doug Ebeltoft (Police Chief), Josh Antoine (Police Chief), Doug Eischens (Secretary), Lynn Eischens, Shawn Webb, Bill Nash, Tony Bulau (Treasurer), Rich Williams, Don Westling, Lynn King, Deb Hanney, Ray Ray, Chuck Jones, Justin Whitehead, Neal Whitehead, Sarah Whitehead, Kitty Emanuel, Bobby Britz, Candy Britz, Kevin Britz and Tommy Thompson.

**7. CONSENT AGENDA**

- A. Approval of Minutes - July 21, 2021 City Council Meeting
- B. Right of Way Permit - Centerpoint Energy - 7955 Van Buren St NE
- C. Mayor's Proclamation - Kraus Hartig VFW Day - July 6, 2021
- D. Contractor's Request for Payment No. 1 - 2021 Seal Coat Project
- E. Sign Permit
- F. Contractor's License

Mayor Nelson presented Kraus Hartig VFW Vice Commander Don Westling the Mayor's Proclamation declaring July 6, 2021 as Kraus Hartig VFW Day in the City of Spring Lake Park, commemorating 75 years of outstanding service to veterans and the community.

Motion made by Councilmember Wendling to approve the Consent Agenda.

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

**8. DEPARTMENT REPORTS****A. Public Works Report**

Public Works Director Randall reported that the 2021 Seal Coat Project is nearing completion as the contractor has concluded the first sweeping of the seal coat area. He reported there was a water main break at 8423 University Avenue. He stated that the water main showed significant signs of deterioration. He said if there are future main breaks in the area, additional work will need to be completed on the main. He thanked volunteers from Emmanuel Christian Center for their volunteerism in the city parks.

Mayor Nelson inquired if it is feasible to line the water mains. Director Randall stated that the technology is not at a point yet where it is feasible.

**9. PUBLIC HEARING****A. MS4 Annual Report**

Mayor Nelson opened the Public Hearing at 7:25 PM. Peter Allen, Stantec, gave an overview of the City's compliance activities for 2020 conducted in conjunction with its Municipal Separate Storm Sewer System (MS4) system.

Mayor Nelson asked if there were any comments from the public. Hearing none, Mayor Nelson closed the Public Hearing at 7:35 PM.

Mayor Nelson lamented the fact that the MS4 program represented a large unfunded mandate upon the residents and businesses of the City of Spring Lake Park and encouraged lawmakers to provide funding to address municipal stormwater needs.

## **10. ORDINANCES AND/OR RESOLUTIONS**

### **A. Ordinance 474 - Amending Chapter 16 Establishing Specific Development Standards for Bulk Deicer Storage Facilities**

Administrator Buchholtz reviewed the staff memorandum. He stated that the adoption of an ordinance regulating Bulk Deicer Storage Facilities is a requirement of the City's new MS4 permit.

Motion made by Councilmember Dircks to approve Ordinance 474, Amending Chapter 16 Establishing Specific Development Standards for Bulk Deicer Storage Facilities.

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

### **B. Resolution 21-23, Authorizing Summary Publication of Ordinance 474, Amending Chapter 16 of the City Code Establishing Specific Development Standards for Bulk Deicer Storage Facilities**

Motion made by Councilmember Dircks to approve Resolution 21-23, Authorizing Summary Publication of Ordinance 474, Amending Chapter 16 of the City Code Establishing Specific Development Standards for Bulk Deicer Storage Facilities.

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

### **C. Ordinance 475, Amending Chapter 12 of the City Code Relating to Construction Site Runoff Control**

Administrator Buchholtz reviewed the staff memorandum. He stated that the proposed ordinance is technical in nature, correcting a typographical error in existing code and correcting references to the new NPDES Construction Stormwater General Permit.

Motion made by Councilmember Delfs to approve Ordinance 475, Amending Chapter 12 of the City Code Relating to Construction Site Runoff Control.

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

D. Resolution 21-24, Authorizing Summary Publication of Ordinance 475, Amending Chapter 12 of the City Code Relating to Construction Site Runoff Control

Motion made by Councilmember Wendling to approve Resolution 21-24, Authorizing Summary Publication of Ordinance 475, Amending Chapter 12 of the City Code Relating to Construction Site Runoff Control.

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

E. Resolution 21-25, Approving a Variance from the Front Yard Setback to Allow the Construction of a Covered Porch at 518 Rosedale Road NE

Administrator Buchholtz reviewed the staff memo. He stated that the applicant is requesting a 12-foot variance to the front yard setback to permit the construction of a covered front porch that will stretch over the entire width of the house. He stated that below the front porch would be a vault that will store firearms in accordance with the applicants Federal Firearms License (FFL).

Kelsey Hollihan, 518 Rosedale Rd NE, stated that she wanted a space where she could watch her kids play in the front yard as well as a place to store firearms that she sells under her FFL. She stated that she currently stores them off-site. She said they have been active in the community through being a sponsor of the Spring Lake Park Trap Team. She said she loves the neighborhood and wants to stay in her home. She stated that this variance would permit the expansion of her business and allow her business to grow in her current home.

Mayor Nelson expressed concerns about parking. Ryan Hollihan, 518 Rosedale Rd NE, noted that the construction trailer would be removed from the property by the end of August, which will replace the parking space eliminated as a result of the construction of the porch.

Councilmember Wendling inquired about insurance. Ms. Hollihan stated that she has had conversations with their insurance agent about insurance for the new addition.

Councilmembers expressed concern that there was not a lot of information included with the application that showed what the porch would look like. Mayor Nelson suggested tabling the resolution to provide the applicant time to provide additional information and drawings associated with the construction of the front porch.

Motion by Mayor Nelson to table Resolution 21-25, Approving a Variance from the Front Yard Setback to Allow the Construction of a Covered Porch at 518 Rosedale Road NE.

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

**11. NEW BUSINESS****A. Accept Letter of Retirement from Officer Dave Chlebeck**

Mayor Nelson expressed his appreciation to Officer Chlebeck for his many years of service to the City and wished him the best in his retirement.

Motion made by Mayor Nelson to accept the letter of retirement from Officer Dave Chlebeck.

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

**B. Authorize Conditional Job Offer for Police Officer Candidate**

Chief Antoine stated that with the unexpected retirement notice of Officer Dave Chlebeck, the Police Department will be short staffed. He stated that there is a qualified applicant within the City's reserve program. He recommended that the City Council issue a conditional job offer to Corbin Peterson, subject to passing the psychological, medical and drug testing.

Motion made by Mayor Nelson to extend a conditional job offer to Corbin Peterson to serve as a Police Officer with the Spring Lake Park Police Department.

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

**C. Authorize Hiring Process for a Police Officer Position**

Chief Antoine requested that the City Council authorize the Police Department to begin a hiring process to fill two open Police Officer positions.

Motion made by Councilmember Delfs to authorize the Police Department to begin a hiring process to fill two open Police Officer positions.

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

**D. Approve Hire of Recreation Support Specialist**

Recreation Director Okey reported that the previously selected candidate for the Recreation Support Specialist declined the City's offer. She stated that staff expanded its interview list and concluded that Mara Olden has met the qualifications for the position. She

recommended the City Council issue a conditional offer of employment to Ms. Olden contingent on her passing a criminal background check.

Motion made by Councilmember Dircks to extend a conditional offer of employment to Mara Olden, contingent on her passing a criminal background check.

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

#### E. Recycling Contract Negotiations for 2022-2026

Administrator Buchholtz reported that the City issued a request for proposal for qualified firms to provide residential recycling collection for 2022-2026. He stated that the low bid for the five-year contract was Walters Recycling and Refuse. He noted that there would be an increase in the quarterly recycling fee from \$11.21/quarter to \$12.96/quarter as a result of the new contract. He requested approval from the City Council to engage into contract negotiations with the successful vendor.

Motion made by Councilmember Wendling to authorize staff to begin negotiations with Walters Recycling and Refuse on a new five-year recycling contract.

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

#### F. Request for July 12 Work Session

Administrator Buchholtz requested a work session for July 12, 2021 at 5:30pm. Consensus of the City Council was to authorize the Administrator to schedule the work session.

## **12. REPORTS**

### A. Attorney Report

Attorney Thames extended his heartfelt congratulations to Officer Chlebeck on his retirement.

### B. Engineer Report

Engineer Gravel had no additional items to report except what was included in his report in the City Council packet.

### C. Administrator Report

Administrator Buchholtz reported that due to the length of the meeting, several agenda items, including the Storm Water Utility Fee ordinance, were moved to the July 19, 2021 agenda.

**13. OTHER**

A. Correspondence

There were no reports or other business.

**14. ADJOURN**

Motion made by Councilmember Wendling to adjourn.

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

The meeting adjourned at 8:35 PM.

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Robert Nelson, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer