

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on June 15, 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  
Councilmember Ken Wendling  
Councilmember Brad Delfs  
Councilmember Barbara Goodboe-Bisschoff  
Councilmember Lisa Dircks

#### STAFF PRESENT:

Public Works Director Randall, Police Chief Ebeltoft, Attorney Thames, Parks and Recreation Director Okey and Administrator Buchholtz

#### VISITORS:

Justine Jones, 8081 Garfield Street NE  
Jerri McMahan, 8073 Garfield Street NE  
Donna and Gene Eiler, 8301 Pierce Street NE

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

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

Administrator Buchholtz requested that a Right of Way Application be added to the agenda as Item 6F and Resolution 20-23, Accepting Monetary Donation, be added as Item 6G to the Consent Agenda.

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

Gene Eiler, 8301 Pierce Street NE, reported that there a number of box trucks in the neighborhood that are parked on residential driveways. He reported that they have been starting up and running late at night. He reported that the house at 8345 Pierce Street is vacant; however, the neighbors have been mowing the lawn.

Mayor Nelson advised Mr. Eiler to call 911 and report to them when the vehicles are running. He reported that the vacant house has been reported to Code Enforcement and is being investigated.

Donna Eiler, 8301 Pierce Street NE, reported that she has noticed a lot more traffic through her residential area since the opening of the Legends of Spring Lake Park. She expressed her concern that if the Police are called, regarding the box trucks running at night, that the caller will not remain anonymous. Police Chief Ebeltoft advised residents that when a call is placed to ask that their information remain anonymous.

## 6. CONSENT AGENDA

- A. Approval of Minutes - June 1, 2020 City Council Meeting
- B. General Operations Disbursements #20-09 \$341,758.01
- C. 2nd Quarter Billing for 2021 Payable 2022 Property Tax Assessment - Ken Tolzmann
- D. Approval of Second Amendment to the Purchase Agreement - 525 Osborne Road NE
- E. Biennial Audit Summary Report
- F. Right of Way Application – Telcom Construction, Inc.
- G. Resolution 20-23 Resolution Accepting Monetary Donation

Motion made by Councilmember Wendling to approve Consent Agenda.

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

## 7. DEPARTMENT REPORTS

### A. Police Report

Police Chief Ebeltoft reviewed the staff report for the month of May.

### B. Parks and Recreation Report

Parks and Recreation Director Okey reviewed the staff report for the month of May.

## 8. PUBLIC HEARING

### A. Public Hearing on Interim Ordinance Establishing a Moratorium on New Rental Housing Licenses

Administrator Buchholtz reviewed the staff memo and reported that Mayor Nelson requested that an Interim Ordinance be drafted placing a six-month moratorium on the conversion of residential properties to rental within the City limits.

Mayor Nelson opened the Public Hearing at 7:25 PM.

Hearing no discussion from the floor, Mayor Nelson closed the Public Hearing at 7:25 PM.

## 9. ORDINANCES AND/OR RESOLUTIONS

### A. Ordinance 468, Establishing A Moratorium on the Conversion of Residential Property to Rental Property in the City of Spring Lake Park

Motion made by Mayor Nelson to approve Ordinance 468 Establishing A Moratorium on the Conversion of the Residential Property to Rental Property in the City of Spring Lake Park.

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

### B. Resolution 20-22, Establishing Precinct and Polling Locations for 2020 Election Year

Administrator Buchholtz reviewed the staff memo. He reported that a large emphasis will be placed on encouraging absentee voting. He reported that having all the precincts at one location it will ease the stress on staff should there be a shortage of election judges on Election Day. He reported that in the past there has been resistance from the school district about using their facilities and staff is hopeful that Emmanuel Christian Center will be a suitable location for future elections. He stated that polling place locations are established on an annual basis.

Motion made by Councilmember Wendling to approve Resolution 20-22 Establishing Precinct and Polling Locations for 2020 Election Year.

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

## 10. NEW BUSINESS

### A. Award Bids for Arthur Street Water Treatment Plant Restoration

Public Works Director Randall reviewed the staff memo and bid results with the City Council. He reported that three bids were received and ranged from the high of \$653,667.00 to a low of \$552,700.00. He reported that that Engineer's Estimate was \$434,000.00 He provided the following bid results:

<u>Contractor</u>	<u>Total Bid</u>
Mangey Construction, Inc.	\$552,700.00
Municipal Builders, Inc.	\$562,000.00
JPMI Construction Co.	\$653,667.00

Mr. Randall reported that Magney Construction, Inc. is the low bidder and SEH has worked with this contractor on several projects of similar or larger sizes. He reported that Magney Construction worked on a lift station for the city previously.

Mr. Randall reported that \$250,000 will be paid from the insurance claim and the remaining funds will be taken from the Public Utility Repair and Replacement Fund. He stated that there were several added safety precautions added with the repairs.

Councilmember Goodboe-Bisschoff inquired as to why the bid results were so much higher than the Engineer's Estimate. Mr. Randall stated that there were several spare parts and extra supplies in the bid however; he feels that those parts will not be needed and the actual amount will be less.

Motion made by Councilmember Delfs to award Magney Construction Inc. the bid for the Arthur Street Water Treatment Plant Restoration in the amount of \$552,700.00.

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

B. Terrace Court Resurface Project

Parks and Recreation Director Okey reviewed the staff memo and reviewed the price quote for resurfacing the Terrace Park court complex. She reported that the Public Works Department would be able to complete the project this summer as the weather permits.

Mayor Nelson inquired if the court would be milled down to the base level if the paint remains in the areas where the paint has not peeled away. Mr. Randall stated that equipment will be used to mill the base down and resurface the courts.

Motion made by Councilmember Wendling to approve Terrace Court Resurface project.

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

## 11. REPORTS

A. Engineer's Report

Councilmember Dircks asked for clarification on the date for the MS4 Permit to be completed. Administrator Buchholtz stated that Engineer Gravel's report should have stated June 30, 2020. He reported that the permit will be completed by June 30, 2020, and will be presented to the City Council on July 20, 2020.

B. Attorney's Report - None

C. Administrator Report- None

**12. OTHER**

Jeri McMahan, 8073 Garfield Street NE, inquired if she could get a copy of the punch list items for the Garfield Pond Improvement project. She inquired on the number and types of trees that will be planted within the next few weeks. She inquired if any prairie grass will be planted as a covering around the trees. Administrator Buchholtz reported that he would get a copy of the punch list items to her as well as the plan set.

Mayor Nelson reminded the residents that the Public Works Department has a limited staff this summer season and to have patience with the mowing and weeding throughout the city.

**13. ADJOURN**

Motion made by Councilmember Wendling to adjourn the City Council meeting.

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

The meeting adjourned at 7:42 PM.

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Robert Nelson, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer