

## 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 2, 2022 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 Bob Nelson

Councilmember Ken Wendling

Councilmember Brad Delfs

Councilmember Barbara Goodboe-Bisschoff

Councilmember Lisa Dircks

#### STAFF PRESENT

Building Official Jeff Baker, Public Works Director Terry Randall, Police Chief Josh Antoine, Engineer Phil Gravel, City Attorney John Thames, Administrator Daniel Buchholtz.

VISITORS - None

### 3. PLEDGE OF ALLEGIANCE

### 4. ADDITIONS OR CORRECTIONS TO AGENDA

Administrator Buchholtz requested that the following addition to the agenda: 1) that item 6.I. be added to the agenda: HyVee's request to reduce the letter of credit.

Councilmember Wendling inquired what the letter of credit was. Administrator Buchholtz noted that the letter of credit can be used to fulfill the obligations Developer's Agreement if a developer fails to fulfill their obligation.

### 5. DISCUSSION FROM THE FLOOR - None

### 6. CONSENT AGENDA

- A. Mayor's Proclamation - Administrative Professionals Day - April 27, 2022
- B. Mayor's Proclamation - Municipal Clerks Week May 1-7, 2022
- C. Mayor's Proclamation - National Police Week - May 11-17, 2022
- D. Mayor's Proclamation - Public Works Week - May 15-21, 2022
- E. Mayor's Proclamation - Building Safety Month - May 2022
- F. Contractor's Licenses
- G. Business Licenses

- H. Approval of Minutes - April 18, 2022 City Council Meetings
- I. HyVee's Request to Reduce Letter of Credit

Motion made by Councilmember Wendling to approve the Consent Agenda.

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

## 7. DEPARTMENT REPORTS

### A. Public Works Report

Public Works Director Randall stated that the Spring street sweeping is complete along with all the hydrant flushing. He said he assisted Visu-Sewer with the installation of sewer liners and that the Engineer Gravel, Administrator Buchholtz and himself attended the Pre-Construction Meeting for the upcoming street project.

### B. Code Enforcement Report

Building Official Baker stated that Inspector Morris, Officer Fiske of Spring Lake Park and Firefighter Krepsky conducted a fire and life safety education class at the Legends and Oak Crest. He said they are looking at holding the classes quarterly.

## 8. ORDINANCES AND/OR RESOLUTIONS

### A. Resolution No. 22-20, Promoting the Use of Local and Intrastate Mutual-Aid Agreement

Police Chief Antoine stated that he would like to move the City towards the National Incident Management System (NIMS). He said NIMS was developed by the Department of Homeland Security to provide a consistent template for all communities to work together. He stated that NIMS is related to the City's Emergency Operations Plan. He said the State and Anoka County have designated NIMS as the basis under which all incidents are managed.

Chief Antoine recommended that NIMS be utilized to align the City with Anoka County and cities within the County and outside the County.

Motion made by Councilmember Delfs to Approve Resolution No. 22-20, Promoting the Use of Local and Intrastate Mutual-Aid Agreement.

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

B. Resolution No. 22-21, Designation of The National Incident Management System (NIMS) as The Basis for All Incident Management in The City of Spring Lake Park

Motion made by Councilmember Goodboe-Bisschoff to Approve Resolution No. 22-21, Designation of The National Incident Management System (NIMS) as The Basis for All Incident Management in The City of Spring Lake Park.

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

C. Resolution No. 22-22, Authorizing Updates to The City of Spring Lake Park Emergency Operations Plan

Motion made by Councilmember Dircks Approving Resolution No. 22-22, Authorizing Updates to The City of Spring Lake Park Emergency Operations Plan.

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

9. NEW BUSINESS

A. 2022 Street Seal Coat and Crack Repair Bid Results

Administrator Buchholtz informed the Council that the City received two bids on April 28, 2022 for the Street Seal Coat and Crack Repair Project. He stated that Allied Blacktop Company was the low bidder at \$149,821.00. He said staff is recommending that the bid be awarded to Allied Blacktop Company.

Engineer Gravel stated that \$20,000 of the bid included the pavement markings. Buchholtz clarified that the \$20,000 would come from MSA Maintenance Funds.

Motion made by Councilmember Wendling to Approve 2022 Street Seal Coat and Crack Repair Bid Results.

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

B. 2023 CDBG Urban Requalification - Opt-In with Anoka County

Administrator Buchholtz explained that Anoka County has to do an Urban Requalification every three years, and they requested Spring Lake Park to inform them of its intent to continue with the program.

Buchholtz explained that there are three courses that Spring Lake Park could follow:

- Designate the entire city be included as part of one urban county entitlement (Anoka or Ramsey) and excluded from the other;
- Designate the city will participate in more than one “urban county” provided that a single portion of a split city cannot be included in more than one entitled urban county at a time; or
- Opt-out of either urban county, thereby becoming eligible to apply for grants through HUD’s small cities program or the State of Minnesota program.

He said Staff is recommending opting-in and remaining a participant with Anoka County programs.

Motion made by Councilmember Delfs to Opt-in with Anoka County 2023 CDBG Urban Requalification.

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

C. Authorize Gun Range Repairs

Police Chief Antoine noted that during the yearly inspection and cleaning of the gun range some flaws were detected in the backstop of the range. He said he had InVeris Ranges come out to inspect the damage.

He said InVeris provided three options to fix the range:

- Replace all the components of the range including the backstop for \$98,700.
- Replace just the existing backstop and keep all current range components for \$38,155.
- Fix the existing range backstop for \$9,605.

He said his recommendation is to replace the existing backstop and keep all the current range components, at a cost of \$38,155.

Motion made by Mayor Nelson to Authorize Gun Range Repairs, Option Two Replace the existing backstop and keep current range components for \$38,155.

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

D. Request for Council Work Session on May 9, 2022

Administrator Buchholtz requested that Council schedule a work session for May 9, 2022 at 5:30 PM. Consensus of the City Council was to schedule the May 9 work session at 5:30 PM.

## 10. REPORTS

- A. Attorney Report -- No report
- B. Engineer Report - Report in Packet
- C. Administrator Report

Administrator Buchholtz reminded the Council that the City participates in a JPA with Anoka County for painting traffic signals. He said since MnDOT is planning to replace the signal lights in 2024 at 85<sup>th</sup> Avenue, he asked to have the project deleted from the schedule, as it would not be advantageous for the City to have the stoplight painted. The City's share of the new signals' cost is \$65,000, and that the project should be eligible for MSA Funds.

## 11. OTHER

- A. Correspondence - None

## 12. ADJOURN

Motion made by Councilmember Wendling to adjourn.

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

The meeting was adjourned at 7:48 PM.

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Robert Nelson, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer