

## OFFICIAL PROCEEDINGS

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

#### STAFF PRESENT

Public Works Director Terry Randall, Police Chief Josh Antoine, Recreation Director Kay Okey, Attorney John Thames, Administrator Daniel Buchholtz.

### 3. PLEDGE OF ALLEGIANCE

### 4. ADDITIONS OR CORRECTIONS TO AGENDA

Administrator Buchholtz requested that the following additions be made to the agenda: 1) that item 6E be added Public Right of Way Application for TAK Communications: 2) that item 9C be added Request authorization to advertise for bids for Able Park Building. He requested that item 7A be removed Rental License Revocation for Certain Property located at 7919 5<sup>th</sup> Street NE from the agenda.

### 5. DISCUSSION FROM THE FLOOR - None

### 6. CONSENT AGENDA

- A. Approval of Minutes – August 1, 2022 City Council Meeting
- B. Approval of Minutes – August 8, 2022 Worksession
- C. Approval of Claims List - July 2022 General Disbursements - \$684,749.43
- D. Contractor's Licenses
- E. Public Right-Of-Way Application – TAK Cmmunications

Motion made by Councilmember Wendling to approve Consent Agenda.

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

**7. PUBLIC HEARINGS****8. DEPARTMENT REPORTS**A. Recreation Report

Recreation Director Okey stated that staff has been developing programs and creating the fall catalog. She noted that Anne Scanlon began working in the office. She stated that the donated trees have been planted in Terrace Park. Director Okey expressed her thanks to the Beyond the Yellow Ribbon Group for providing the concessions during the Music in The Park Concerts.

B. Police Report

Police Chief Antoine reported that the Police Department responded to 804 calls for service in July 2022 compared to 688 calls for service for the month of July 2021. He noted that Investigator Bennek handled 28 cases for the month of July: 26 felonies and 2 misdemeanors.

Chief Antoine stated that he is continuing to manage the officer hiring process. He noted that he attended Coffee with a Cop along with Officer Smith and Investigator Bennek Cop at HyVee.

Mayor Nelson commented that residents should call 911 if they see something. Please do not interact or intervene.

**9. NEW BUSINESS**A. Planning and Zoning Commission Application

Administrator Buccholtz stated that an application was received by Sharon Weighous expressing interest in the Planning Commission.

Motion made by Councilmember Dircks to appoint Sharon Weighous Application to the Planning and Zoning Commission.

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

B. Accept Letter of Resignation and Authorize Advertisement of Utility Billing Clerk Position

Administrator Buchholtz noted that the City has received a letter of resignation from Dena Brunette, the City's Utility Billing Clerk. He stated her last day of employment will be August 23, 2022.

Staff is asking the City Council to accept Ms. Brunette's resignation and authorize staff to post the position.

Motion made by Councilmember Dircks to accept Ms. Brunette's resignation and to authorize staff to post the position of Utility Billing Clerk.

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

C. Request Authorization for Advertisement for Bids for Able Park Activity Building

Director Okey stated that staff is seeking Council's approval to move forward with the construction bids for the Able Park Activity Building. She stated that the bids would go out in September with possible construction to begin in the Fall.

Director Okey noted that the funding for the building will come from the Parks Improvement Fund, which are funds from development projects. She stated that the project did not qualify for Community Development Block Grant Funds, but she will continue to seek grant funding.

Motion made by Councilmember Delfs to Authorize for Advertisement for Bids for Able Park Activity Building.

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

## 10. REPORTS

A. Attorney Report

No Report

B. Engineer Report

Report accepted as presented. Councilmember Goodboe-Bisschoff inquired about the Take 5 car wash. Administrator Buchholtz stated that the traffic study has been completed and the study found that there would be little impact on the intersection at 83<sup>rd</sup> Avenue NE and University Avenue Service Drive.

C. Administrator Report

Administrator Buchholtz expressed his appreciation to Accounting Clerk Morrison and Deputy Clerk Brown, all the election judges, and to Public Works for their hard work and dedication for the Primary Election.

**11. OTHER**

A. Correspondence

Public Works Director gave an update on the pink water issue that occurred on August 14, 2022. He stated that the pump injected too much Potassium Permanganate. He stated that the chemical has been diluted and that everything is running smoothly.

Mayor Nelson gave an update on the activities of the Beyond the Yellow Ribbon.

**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 7:34 PM.

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Robert Nelson, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer