

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on March 3, 2025 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

Councilmember Ken Wendling

Councilmember Barbara Goodboe-Bisschoff

Councilmember Lisa Dircks

Councilmember April Moran

Mayor Bob Nelson

STAFF PRESENT

Building Official Jeff Baker, Public Works Director George Linngren, Police Chief Josh Antoine, Attorney John Thames, Administrator Daniel Buchholtz

VISITORS

Benjamin Kieffer

546 Rosedale Rd NE

Spring Lake Park MN

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA

None

5. DISCUSSION FROM THE FLOOR

6. CONSENT AGENDA

- A. Approval of Minutes – February 18, 2025 Council Work Session Meeting Minutes
- B. Approval of Minutes – February 18, 2025 City Council Meeting Minutes
- C. Approval of Minutes – February 24, 2025 Special City Council Meeting Minutes
- D. Revenue and Expenditure Report – January 2025
- E. Approval of Public Right of Way Application – Telcom Construction
- F. Approval of Public Right of Way Application – Xcel Energy
- G. Contractor's Licenses

Motion made by Councilmember Wendling to approve the Consent Agenda.

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

7. DEPARTMENT REPORTS

A. Public Works Report

Public Works Director Linngren gave an overview of the projects undertaken by the Public Works Department for the month of February. He stated that plowing operations have been quiet. He noted that the sidewalk plow's lower motor went out and the sweeper on the floor required repairs. Director Linngren stated that the boom truck returned from inspection but failed its electrical inspections.

Director Linngren stated that there was one water main break, located in front of McDonald's. He stated that the staff has been monitoring the hole and filling it daily. He noted that once the asphalt plants are open it will be repaired.

B. Code Enforcement Report

Building Official Baker provided a brief overview of the February Code Enforcement Report, highlighting a few key updates. He stated the rental duplex inspections were completed with five out of six passing without violations, and additional inspections are scheduled for the following week. Building Official Baker mentioned the transition to City Hall and the hiring process for the Fire Instructor/Code Enforcement position, noting a strong pool of applicants. He stated that zoom interviews were conducted on February 27th, with one remaining interview scheduled for March 5th, after which in-person interviews will take place.

Building Official Baker gave an update on construction projects throughout the City. He stated that there have been a few residential projects (furnaces, air conditioners, windows), and the largest ongoing project is the interior remodel at Substance Church, which involves converting larger rooms into smaller classrooms and updating kitchen facilities.

8. ORDINANCES AND/OR RESOLUTIONS

A. Ordinance 501, Amending the City Code to Return the Regular Meetings of the City Council and its Boards and Commissions to City Hall

Administrator Buchholtz announced that the meetings will be moving back to City Hall as of March 17, 2025. He stated that the proposed ordinance will repeal the previous ordinance that allowed the council to move the meetings to the Able Park Building.

Motion made by Mayor Nelson to approve Ordinance 501, Amending the City Code to Return the Regular Meetings of the City Council and its Boards and Commissions to City Hall.

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

- B. Resolution 2025-08, Authorizing Summary Publication of Ordinance 501, An Ordinance Amending the City Code to Return the Regular Meetings of the City Council and its Boards and Commissions to City Hall

Motion made by Mayor Nelson to approve Resolution 2025-08, Authorizing Summary Publication of Ordinance 501, An Ordinance Amending the City Code to Return the Regular Meetings of the City Council and its Boards and Commissions to City Hall.

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

9. NEW BUSINESS

- A. Approval of 2025-2029 Capital Improvement Plan

Administrator Buchholtz presented the 2025-2029 Capital Improvement Plan (CIP) for approval. He stated that the plan outlines investments in infrastructure, facilities, and equipment for the next five years. He stated that the plan focuses on needs, available funding and alignment with the long-term strategic goals of the City.

Administrator Buchholtz noted that the CIP is a total of \$8.3 million in projects is included, with the majority allocated to public utilities and public works. He said that the Council previously reviewed the plan during the February 18, 2025 work session.

Motion made by Councilmember Wendling for Approval of 2025-2029 Capital Improvement Plan.

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

10. REPORTS

- A. Attorney Report

No report

- A. Engineer's Report

Accepted as presented.

- C. Administrator Report

Administrator Buchholtz gave an update on the closing of 8478 Property. He stated that the audit field work was complete. He noted that that the punch list walk through of City Hall will take place this week.

11. OTHER

A. Correspondence

Accepted as presented.

12. ADJOURN

Motion made by Councilmember Wendling to adjourn.

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

The meeting was adjourned at 7:18 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer