



CITY COUNCIL REGULAR AGENDA
TUESDAY, JANUARY 17, 2023
CITY HALL at 7:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ADDITIONS OR CORRECTIONS TO AGENDA**
- 5. DISCUSSION FROM THE FLOOR**
- 6. CONSENT AGENDA**
 - [A.](#) Approval of Minutes - December 19, 2022 City Council Meeting
 - [B.](#) Approval of Minutes - January 3, 2023 City Council Minutes
 - [C.](#) Approval of Minutes - January 9, 2023 Work Session
 - [D.](#) Approval of Claims - General Disbursement No. 22-23 - \$803,763.01
 - [E.](#) Resolution 2023-03 Accepting Donation from Lisa Dircks
 - [F.](#) Resolution 2023-04 Accepting Monetary Donation from Firehouse Sub's Public Safety Foundation
 - [G.](#) Contractor's License
 - [H.](#) Sign Permits
- 7. DEPARTMENT REPORTS**
 - [A.](#) Police Report
 - [B.](#) Recreation Report
- 8. NEW BUSINESS**
 - [A.](#) Approve Quote for Design and Construction Services - City Hall Renovation and Expansion Project
- 9. REPORTS**
 - A. Attorney's Report
 - B. Engineer's Report
 - C. Administrator's Report
- 10. OTHER**
 - [A.](#) Correspondence
- 11. ADJOURN**

**SEE REVERSE SIDE FOR RULES FOR PUBLIC HEARINGS AND
DISCUSSION FROM THE FLOOR**

Individuals with disabilities needing auxiliary aid(s) may request assistance by contacting the City Clerk at 1301 81st Avenue NE, Spring Lake Park, MN 55432. Ph.763-784-6491 at least 48 hours in advance.

RULES FOR DISCUSSION FROM THE FLOOR AND PUBLIC HEARINGS

DISCUSSION FROM THE FLOOR

- Discussion from the floor is limited to three minutes per person. Longer presentations must be scheduled through the Administrator, Clerk/Treasurer's office.
- Individuals wishing to be heard must sign in with their name and address. Meetings are video recorded so individuals must approach the podium and speak clearly into the microphone.
- Council action or discussion should not be expected during "Discussion from the Floor." Council may direct staff to research the matter further or take the matter under advisement for action at the next regularly scheduled meeting.

PUBLIC HEARINGS

The purpose of a public hearing is to allow the City Council to receive citizen input on a proposed project. This is not a time to debate the issue.

The following format will be used to conduct the hearing:

- The presenter will have a maximum of 10 minutes to explain the project as proposed.
- Councilmembers will have the opportunity to ask questions or comment on the proposal.
- Citizens will then have an opportunity to ask questions and/or comment on the project. Those wishing the comment are asked to limit their comments to 3 minutes.

In cases where there is a spokesperson representing a group wishing to have their collective opinions voiced, the spokesperson should identify the audience group he/she is representing and may have a maximum of 10 minutes to express the views of the group.

- People wishing to comment are asked to keep their comments succinct and specific.
- Following public input, Councilmembers will have a second opportunity to ask questions of the presenter and/or citizens.
- After everyone wishing to address the subject of the hearing has done so, the Mayor will close the public hearing.
- The City Council may choose to take official action on the proposal or defer action until the next regularly scheduled Council meeting. No further public input will be received at that time.

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on December 19, 2022 at the City Hall, at 7:00 PM.

1. CALL TO ORDER

Acting Mayor Wendling called the meeting to order at 7:00 PM.

2. ROLL CALL

MEMBERS PRESENT

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

MEMBERS ABSENT

Mayor Bob Nelson

STAFF PRESENT

Recreation Director Kay Okey, Police Chief Josh Antoine, Building Official Jeff Baker, Attorney John Thames, Administrator Daniel Buchholtz

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA

Administrator Buchholtz reported that there was an updated liquor license sheet available on the dais. He also stated that staff revised the memo concerning the keyless entry access system.

5. DISCUSSION FROM THE FLOOR - None

6. PRESENTATION

A. Mayor's Proclamation – Honoring Anoka County Attorney Tony Palumbo

Administrator Buchholtz and Acting Mayor Wendling presented Anoka County Attorney Palumbo with a Mayor's Proclamation declaring December 19, 2022 as Tony Palumbo Day in the City of Spring Lake Park.

Police Chief Antoine thanked County Attorney Palumbo for his wealth of knowledge and for being a great resource. Chief Antoine also thanked Mr. Palumbo for his tireless efforts to serve all crime victims in Anoka County.

B. Police Department Awards

Police Chief Antoine presented Sgt. Kramer, Sgt. Fiske, Officer Lohse-Johnson, Officer Imig and Officer Smith with the Life Saving Award for their actions throughout 2022. Chief Antoine also presented the Meritorious Service Award to Officer Dustin Lemke. Reserve Officer Schmidt was presented with the Chief's Achievement Award.

7. CONSENT AGENDA

- A. Approval of Minutes - November 21, 2022 City Council Meeting
- B. Approval of Minutes - December 5, 2022 Council Meeting
- C. Approval of Claims - November 2022 General Disbursements - \$293,264.99
- D. Resolution 22-66 Accepting A Donation to the City from the Spring Lake Park Lions
- E. Resolution 22-67 Accepting Donation from Barbara Yawn
- F. Approval of Safe Assure Annual Contract
- G. Contractor's Request for Payment No. 2 - Able Park Building
- H. Approval of Able Park Cameras Quote
- I. Approval of Funding for Keyless Entry Access Control System at Able Park Shelter
- J. Contractor's License
- K. Business Licenses

Motion made by Councilmember Delfs to approve the Consent Agenda.

Voting Aye: Councilmember Delfs, Councilmember Goodboe-Bischoff, Councilmember Dircks, Acting Mayor Wendling. Motion carried.

8. DEPARTMENT REPORTS**A. Police Report**

Police Chief Antoine reported that the Police Department responded to 693 calls for service in November 2022 compared to 713 calls for service for the month of November 2021. He said that School Resource Officer Imig reported handling 7 calls for service in November, as well as handling 17 student contacts, 34 student escorts and 13 follow-up cases. He said that Investigator Bennek reported handling 23 cases for the month of November, 21 of which are felony in nature, 2 misdemeanors. Police Chief Antoine stated Investigator Bennek monitored 6 forfeiture cases

Chief Antoine thanked Hy-Vee for inviting the officers to the Veterans Breakfast on November 11. He reported that the gun range will be operational on December 20, 2022.

B. Recreation Report

Park and Recreation Director Okey reported that the Able Park Shelter Renovation Project is 30% completed and moving forward. Director Okey thanked the Lions Club for the donation to the building fund. She noted that Wesley Goldberg completed the Emerging Recreation Leaders Institute.

9. ORDINANCES AND/OR RESOLUTIONS**A. Resolution 22-63, Adopting Final 2022 Taxes Collectable in 2023**

Administrator Buchholtz presented the proposed tax levy for 2023. He noted that the resolution established the general revenue levy of \$3,885,625 and debt service levy of \$80,000 for a total levy of \$3,965,625. He noted that the 2022 tax levy represents an increase of 4.99% over the current fiscal year tax levy.

Administrator Buchholtz stated that from the General Revenue, \$3,685,047 will be used to fund general operations of the City, \$176,500 will support the City's equipment fund (replacing the 5-year equipment certificate) and \$24,078 will reimburse the Revolving Construction fund for the City's portion of the 2022 Street Improvement project. He said \$80,000 debt service levy covers the repayment of the 2021A G.O. Improvement Refunding Bonds.

Motion made by Councilmember Delfs to approve Resolution 22-63, Adopting Final 2022 Taxes Collectable in 2023.

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

B. Resolution 22-64, Adopting 2023 General Fund Budget

Administrator Buchholtz presented the final proposed 2023 General Fund Budget, with revenues and expenditures set at \$5,039,057. He recommended approval of the 2023 General Fund Budget.

Motion made by Councilmember Goodboe-Bisschoff to approve Resolution 22-64, Adopting 2023 General Fund Budget.

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

C. Resolution 22-65, Ordering the Correction of Hazardous Conditions and Further for the Abatement of Public Nuisances, Safety and Health Hazards with Respect to that Real Estate Located at 8064 Garfield Street NE, Spring Lake Park, Minnesota

Building Official Baker states that staff has been working to address complaints with this property since 2012. There has been no water usage on the property since 2012. Code Enforcement revoked the certificate of occupancy in 2012. He stated that after numerous unsuccessful attempts by Public Works to access the property to determine the status/condition of the water meter, water service was disconnected in 2021. He said the property was posted "Do Not Occupy" once water was disconnected. He noted that the exterior of the property is in severe disrepair.

Building Official Baker requested the City Attorney obtain an administrative search warrant to authorize staff to enter the property and to inspect the property in connection with City ordinances, the International Property Maintenance Code and the Minnesota State Fire Code. He said the administrative search warrant was issued on September 6, 2022 and Code Enforcement, with the assistance of the Spring Lake Park Police Department and SBM Fire, executed the warrant on September 12, 2022.

Building Official Baker said that the Resolution orders the property owner to correct and abate the hazardous condition of 8064 Garfield Street, which could include either razing and removing the dwelling or repair or rebuilding the dwelling in accordance with law. He stated that the Resolution gives the property owner 30 days from the date of service of the order to comply. He noted if the property owner does not comply, a motion for summary enforcement of the resolution shall be made to Anoka County District Court.

Councilmember Goodboe-Bisschoff inquired how the owner would be notified. Attorney Thames stated that the order generally needs to be served in person, but if it could not be served in person there are alternative ways to serve. One option is working through a representative, and if no representative is available the City would need to publish the request in the newspaper.

Motion made by Councilmember Dircks to Approve Resolution 22-65, Ordering the Correction of Hazardous Conditions and Further for the Abatement of Public Nuisances, Safety and Health Hazards with Respect to that Real Estate Located at 8064 Garfield Street NE, Spring Lake Park, Minnesota.

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

10. NEW BUSINESS**A. Approval of 2023 -2027 Capital Improvement Plan**

Administrator Buchholtz presented the proposed 2023-2027 Capital Improvement Plan. He stated that the plan identifies \$17 million in projects over the next five years. He noted that this is a financial planning document and that approval of the plan does not mean approval of an individual project in the plan or the year in which a particular project will take place.

Motion made by Councilmember Delfs to approve the 2023-2027 Capital Improvement Plan.

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

B. Authorize Preparation of Plans and Bidding – 2023 Seal Coat and Crack Repair Project

Administrator Buchholtz reviewed the streets for the 2023 construction project. The streets for 2023 include streets east of Able Street NE and north of 81st Avenue NE. The streets scheduled for completion were last done in 2016. Staff is recommending that the City Council authorize preparation of plans/specifications and bidding for the 2023 Seal Coat and Crack Repair project.

Motion made by Councilmember Delfs to Authorize Preparation of Plans and Bidding – 2023 Seal Coat and Crack Repair Project.

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

C. Consideration of BCA Netwirx Quote

Police Chief Antoine reminded the Council about the MN BCA CJIS security audit conducted in July of 2022. He stated that the department passed the audit but there were some items that needed to be put into effect in order to be in full compliance. He noted that one of the requirements for CJIS and MN BCA is to have a Logging-Audit and Event component for the Police Department computer systems. He said the City has sixty days to come up with a plan for compliance and six months to implement the plan.

Chief Antoine stated that after researching and reviewing several companies he found Netwirx a web-based auditing and compliance tool would be the best option for the Police Department. He noted that Netwirx meets all the CJIS and MN BCA requirements.

Chief Antoine said that signing a three-year contract would provide the City a 20% discount, saving the city \$3,356.10 over the term of the contract. He stated the cost of the program

would be divided over three years. Chief Antoine requested City Council approval to purchase the Netwirx computer system program for \$13,523.40.

Councilmember Delfs inquired if there are other communities using the Netwirx system. Chief Antoine indicated the City of Blaine currently utilizes Netwirx.

Motion made by Councilmember Delfs to approve the Quote from Netwirx.

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

- A. Attorney Report - None
- B. Engineer Report – None
- C. Administrator Report

Administrator Buchholtz noted that City Hall will be closed at 1:00 pm on Wednesday, December 21 for the staff Christmas Party. He expressed his gratitude and well wishes to outgoing Councilmember Delfs.

12. OTHER

- A. Recognition of Outgoing Councilmember Brad Delfs

Acting Mayor Wendling presented Councilmember Delfs a plaque honoring him for his 6 years of service to the citizens of Spring Lake Park. Councilmember Delfs expressed his appreciation to the staff and Council.

- B. Beyond the Yellow Ribbon

Administrator Buchholtz gave the Beyond the Yellow Ribbon Update: 1) there will be no Pork Chop Dinner served in December; and 2) the Beyond the Yellow Ribbon Committee would like to express their appreciation for everyone that donated to the toy collection.

- C. Correspondence

13. ADJOURN

Motion made by Acting Mayor Wendling to adjourn.

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

The meeting adjourned at 7:54 PM.

Kenneth Wending, Acting Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on January 03, 2023 at the City Hall, at 7:00 PM.

1. CALL TO ORDER

Mayor Nelson called the meeting to order at 7:00 PM.

2. ADMINISTER OATHS OF OFFICE

- A. Mayor Nelson
- B. Councilmember Moran
- C. Councilmember Wendling

Administrator Buchholtz administered the Oaths of Office.

3. 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 Terry Randall, Police Chief Josh Antoine,
Administrator Daniel Buchholtz

4. PLEDGE OF ALLEGIANCE

5. ADDITIONS OR CORRECTIONS TO AGENDA -- None

6. DISCUSSION FROM THE FLOOR - None

7. CONSENT AGENDA

- A. Contractor's License

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.

8. DEPARTMENT REPORTS

A. Public Works Report

Public Works Director Randall stated that the Department plowed 11 times. He said staff is plowing more and using less salt. Director Randall noted that staff is working on skating rinks and doing maintenance on equipment.

B. Code Enforcement Report

Building Official Baker stated that the Code Enforcement Department conducted 2,111 inspections for 2022, which includes 694 building, 420 rentals, 770 nuisance and 227 fire inspections. He noted that 31 rental properties have not paid for the 2023 rental housing license.

Building Official Baker gave an update on the construction projects located at 525 Osborne Road NE, 8457 Sunset Road NE and 8301 University Avenue NE.

9. ORDINANCES AND/OR RESOLUTIONS

A. Resolution 2023-01, Approving 2023 Appointments

Administrator Buchholtz stated that the Mayor's recommendations for committee appointments are incorporated into Resolution 2023-01.

Councilmember Goodboe-Bisschoff inquired about the appointments to the Planning Commission. Administrator Buchholtz said the recommendations presented to the Council were based on the strengths of the applicants.

Councilmember Goodboe-Bisschoff submitted her name for Acting Mayor.

Motion made by Councilmember Goodboe-Bisschoff to amend the 2023 Appointment List for Acting Mayor replacing Ken Wendling with Barbara Goodboe-Bisschoff.

Voting Aye: Councilmember Goodboe-Bisschoff, Councilmember Dircks, Councilmember Moran. Voting Nay: Councilmember Wendling, Mayor Nelson. Motion carried 3-2.

Motion made by Councilmember Goodboe-Bisschoff to approve Resolution 2023-01, Approving 2023 Appointments with the change to replace Ken Wendling with Barbara Goodboe-Bisschoff as Acting Mayor.

Voting Aye: Councilmember Goodboe-Bisschoff, Councilmember Dircks, Councilmember Moran. Motion carried. Voting Nay: Councilmember Wendling, Mayor Nelson. Motion carried 3-2.

B. Resolution 2023-02-02, Authorizing Fund Closure of 2018A G.O. Equipment Certificate – Debt Service and 2018A G.O. Equipment Certificate Project Funds and Establishing Equipment Capital Project Fund

Administrator Buchholtz gave an overview of Resolution 2023-02. He stated that the resolution closes the debt service fund and the capital project fund associated with the paid off 2018A G.O. Equipment Certificate. Administrator Buchholtz mentioned that the remaining money will be transferred to a new Equipment Fund. He also specified that the resolution will transfer additional funds from the Revolving Construction Fund.

Administrator Buchholtz said that the new Equipment Fund will begin with \$300,000 to finance the 2023-2027 capital project funds. He noted that the 2023 property tax levy will add an additional \$176,500 to the equipment fund.

Motion made by Councilmember Wendling to approve Resolution 2023-02-02, Authorizing Fund Closure of 2018A G.O. Equipment Certificate – Debt Service and 2018A G.O. Equipment Certificate Project Funds and Establishing Equipment Capital Project Fund

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

10. NEW BUSINESS

A. Schedule Work Session

Administrator Buchholtz requested that Council schedule a work session on January 9 at 5:30 PM. He stated the topics would include review statement of value policy, review of the design proposal for City Hall renovation and goal setting.

11. REPORTS

A. Attorney Report -- No report

B. Administrator Report

Administrator Buchholtz stated that the City is working on providing service to the owner of 8064 Garfield Street NE as well as publishing the notice in the paper for three weeks. He said that if the City receives no communication, the item will be brought to the Anoka County Court for further action by a judge.

C. Engineer Report – No report

12. OTHER

A. BTYR Report

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

B. Correspondence

13. 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 7:48 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Work Session was held on January 09, 2023 at the City Hall, 1301 81st Ave NE, at 5:30 PM.

1. CALL TO ORDER

Acting Mayor Goodboe-Bisschoff called the meeting to order at 5:30 PM.

MEMBERS PRESENT

Councilmember Ken Wendling
Councilmember Barbara Goodboe-Bisschoff
Councilmember Lisa Dircks
Councilmember April Moran

MEMBERS ABSENT

Mayor Robert Nelson

STAFF PRESENT

Administrator Buchholtz
Building Official Jeff Baker
Recreation Director Okey

2. DISCUSSION ITEMS

A. Statement of Values Policy

Consensus of the City Council was to postpone discussion of this item until the next work session.

B. Review Design Proposal for City Hall Renovation/Expansion

Administrator Buchholtz reviewed the quotation from Stantec for the next phase of the City Hall Renovation/Expansion project. He stated that the design phase, which includes preparation of construction documents, specifications, and bidding documents, would be performed on an hourly basis, with the total fee not to exceed \$221,800, with estimated reimbursable expenses of \$2,500. He stated that the bidding phase would be performed on an hourly basis, with the total fee not to exceed \$12,600, with reimbursable expenses estimated at \$1,500. He said the construction phase, which includes construction administration and communication, project observation and inspections, would be performed on an hourly basis, with the total fee not to exceed \$175,800, with reimbursable expenses estimated at \$3,000.

Administrator Buchholtz stated that the proposed schedule for the City Hall project would be as follows:

Start Design	January 17, 2023
Issue for Bidding	November 10, 2023
Start Construction	February 2024
Substantial Completion	October 2024
Final Completion	November 2024

Administrator Buchholtz presented a quotation for public relations consulting services from Jill Brown PR Consulting to assist with the communication strategy for the project.

Administrator Buchholtz presented Option #4 and Option #5 for potential bathroom layouts, showing separate men's and women's facilities, along with two handicap accessible bathrooms that would be available to all. He said Option #5 shows urinals in the men's bathrooms, which increases the size of the men's rooms at the expense of the mechanical room.

Councilmembers discussed the bathroom layouts and recommended Option #5. The Council asked Administrator Buchholtz to inquire if the mechanical room shown in Option #5 is of adequate size.

Councilmembers reviewed the proposal from Jill Brown PR Consulting and asked staff to obtain an updated quote around assisting with developing informational materials and facilitating the public meetings.

Councilmembers evaluated the architectural services proposal from Stantec and recommended adding the proposal to the next City Council meeting for possible adoption.

Administrator Buchholtz stated that the next City newsletter will include an article informing the public of the need for City Hall improvements to start the conversation.

C. McKinley Street Lot Inquiry

Administrator Buchholtz stated that he received an inquiry about selling the last lot on McKinley Street. City Council consensus was to authorize the Administrator to offer the lot for sale at \$125,000.

3. REPORT

A. Council Reports (an opportunity for Councilmembers to share reports/information from meetings they have attended)

No reports.

B. Administrator Report

Administrator Buchholtz stated that he received word that the owner of Rent-N-Travel informed him that they were in the process of closing the business this Spring. He stated that he has been informed that the owners of Dala Thai has placed their restaurant up for sale and that there is a purchase agreement in place.

4. ADJOURN

Acting Mayor Goodboe-Bisschoff adjourned the work session at 7:00pm.

Barbara Goodboe-Bisschoff, Acting Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

CITY OF SPRING LAKE PARK
CLAIMS LIST APPROVED AND PAID
GENERAL OPERATIONS

Date: December 2022
Page: 1
Claim Res. #22-23

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
73067	AMERTIAS	PAYROLL	\$ 43.54
73068	CENTRAL PENSION FUND	PAYROLL	\$ 866.70
73069	DEARBORN LIFE INSURANCE COMPANY	PAYROLL	\$ 152.87
73070	DELTA DENTAL	PAYROLL	\$ 1,109.50
73071	L.E.L.S.	PAYROLL	\$ 325.00
73072	LOCAL 49	PAYROLL	\$ 87.50
73073	MN CHILD SUPPORT PMNT CENTER	PAYROLL	\$ 235.50
73074	NPERS GROUP LIFE INS	PAYROLL	\$ 16.00
73075	PREFERRED ONE INSURANCE COMPANY	PAYROLL	\$ 14,196.88
73076	AMERICAN MESSAGING	PW PAGER	\$ 5.01
73077	ANOKA COUNTY	LANGUAGE LINE	\$ 11.33
73078	ANOKA COUNTY	RECORDING OF VARIANCE 511 BALLANTYNE	\$ 46.00
73079	ASPEN MILLS	UNIFORM ALLOW-KILEY/ INITIAL UN.-MCDONOUGH	\$ 1,384.65
73080	CAROUSEL MOTOR GROUP	AUTO SERVICE & REPAIR	\$ 224.21
73081	CARSON, CLELLAND & SCHREDER	ATTORNEY SERVICES	\$ 8,559.77
73082	CENTERPOINT ENERGY	MONTHLY UTILITIES	\$ 1,253.25
73083	CHANHASSEN DINNER THEATRE	JERSEY BOYS DEPOSIT	\$ 270.00
73084	CINTAS	FLOOR MATS	\$ 247.88
73085	CITY OF ROSEVILLE	DATA SERVICES	\$ 150.13
73086	COTTENS INC	PARTS	\$ 70.25
73087	DOUG EISCHENS	2022 PLANNING COMMISSION STIPEND	\$ 35.00
73088	ECM PUBLISHERS, INC	LEAF DROP OFF/ DEC 5 PH 2023 FEE SCHED.	\$ 458.00
73089	EMERGENCY AUTOMOTIVE TECHNOLOGIES	SQUAD CAR ELECTRIC PLUG IN PARTS	\$ 1,521.06
73090	ERIC JULIEN	2022 PLANNING COMMISSION STIPEND	\$ 280.00
73091	FASTENAL COMPANY	PARTS	\$ 3.50
73092	FLEETPRIDE	PANEL AIR ELEMENT, LUBE, FILTER	\$ 67.23
73093	GOPHER STATE ONE-CALL, INC	LOCATES	\$ 28.35
73094	HANS HANSEN	2022 PLANNING COMMISSION STIPEND	\$ 280.00
73095	HAWKINS WATER TREATMENT	WATER CHEMICALS	\$ 3,678.02
73096	INNOVATIVE OFFICE SOLUTIONS	SUPPLIES	\$ 295.23
73097	INSTRUMENTAL RESEARCH	NOVEMBER WATER TESTING	\$ 80.00
73098	JEFF BERNHAGEN	2022 PLANNING COMMISSION STIPEND	\$ 350.00
73099	NANCY KELM	2HR UTILITY BILLING TRAINING	\$ 70.00
73100	KELSEY HOLLIHAN	2022 PLANNING COMMISSION STIPEND	\$ 175.00
73101	LISA MURPHY	LORI RETIREMENT PARTY SUPPLIES REIMBURS.	\$ 30.80
73102	MANSFIELD OIL COMPANY	DIESEL FUEL	\$ 1,109.44
73103	MARIE RIDGEWAY LISS, LLC	SLP POWER PROGRAM	\$ 350.00
73104	MCFOA	MCFOA MEMBERSHIP RENEWAL-BUCHHOLTZ	\$ 50.00
73105	METROPOLITAIN COUNCIL	WASTE WATER SERVICES DEF REV	\$ 48,236.75
73106	MHSRC/RANGE	4 HR REFRESHER COURSE	\$ 780.00
73107	MN NURSES ASSOCIATION	RENTAL DEPOSIT RETURN	\$ 100.00
73108	ON SITE SANITATION	STD CONSTRUCTION RESTROOM	\$ 43.00
73109	PANTHER BASKETBALL PROGRAM	YOUTH BASKETBALL CLINIC	\$ 354.00
73110	PATRICK OLSON	LORI BRAHS RETIREMENT SHADOW BOX	\$ 268.00
73111	RICK COBBS	2022 PLANNING COMMISSION STIPEND	\$ 350.00
73112	SARA HYNES	MUG FOR CONNIE BERNARDY	\$ 30.00
73113	SHARON WEIGHOUS	2022 PLANNING COMMISSION STIPEND	\$ 70.00
73114	SIDEKICK THEATER	ROCKIN' AROUND THE CHRISTMAS TREE	\$ 1,645.00
73115	SLP FIRE DEPARTMENT	FIRE PROTECTIN SERVICE DEC 2022	\$ 21,260.00
73116	TERRENCE HALVORSON	UTILITY OVERPMNT REFUND	\$ 45.97
73117	KENNETH A. TOLZMANN, SAMA	4TH QTR BILLNG-2023 PYBL 2024 PROP TAX ASSES.	\$ 9,446.25
73118	TWIN CITIES BMEU WEST	PARK & REC CATALOG POSTAGE	\$ 3,842.58
73119	VADIM MUNICIPAL SOFTWARE	ANNUAL MAINTENANCE FEES	\$ 5,071.57
73120	WALTER'S RECYCLING & REFUSE SERV	ORGANICS & TRASH	\$ 587.03

CITY OF SPRING LAKE PARK
CLAIMS LIST APPROVED AND PAID
GENERAL OPERATIONS

Date: December 2022
Page: 2
Claim Res. #22-23

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
73121	RS PROPERTIES, INC. DBA THE SUNSET GRILL	DEPOSIT FOR 2022 HOLIDAY PARTY	\$ 500.00
73122	AMERTIAS	PAYROLL	\$ 37.42
73123	CENTRAL PENSION FUND	PAYROLL	\$ 866.70
73124	DEARBORN LIFE INSURANCE COMPANY	PAYROLL	\$ 144.37
73125	DELTA DENTAL	PAYROLL	\$ 1,026.42
73126	L.E.L.S.	PAYROLL	\$ 325.00
73127	LOCAL 49	PAYROLL	\$ 87.50
73128	MN CHILD SUPPORT PMNT CENTER	PAYROLL	\$ 235.50
73129	NPERS GROUP LIFE INS	PAYROLL	\$ 16.00
73130	PREFERRED ONE INSURANCE COMPANY	PAYROLL	\$ 13,416.29
73131	ABSEY ENTERTAINMENT	DEPOSIT FOR FREE & EASY TOWER DAYS 2023	\$ 300.00
73132	AID ELECTRIC SERVICE, INC	ARTHUR WELL HEATER/ CITY HALL PKG LOT LIGHTS	\$ 1,594.43
73133	AMERICAN ENGINEERING TESTING	ABLE PARK SHELTER IMPROVEMENTS	\$ 2,609.30
73134	JOSH ANTIONE	CELL PHONE REIMB/ UNIFORM ALLOW REIMB	\$ 90.36
73135	ASPEN MILLS	EQUIPMENT REPAIR (CASE # 22272669/ 2272765)	\$ 68.95
73136	AT & T MOBILITY	CELL PHONE SERVICES	\$ 1,045.31
73137	BARBARA GOODBOE-BISSCHOFF	2022 MILEAGE REIMBURSEMENT	\$ 65.13
73138	CITY OF BLAINE	FIRE BOND LEVY	\$ 33,258.38
73139	CENTERPOINT ENERGY	MONTHLY UTILITIES	\$ 1,365.95
73140	CHRIS LAMMERS	2022 RECREATION COMISSION STIPEND	\$ 350.00
73141	COMCAST	8251 ARTHUR ST MONTHLY SERVICES	\$ 107.92
73142	COMPUTER INTEGRATION TECHNOLOGIES	GENERAL CABLING SERVICE	\$ 578.00
73143	CONNEXUS ENERGY	MONTHLY UTILITIES- 8463 TERRACE/ 8500 CENTRAL	\$ 360.01
73144	CORPRO COMPANIES INC	TANK INSPECTION	\$ 1,810.00
73145	COTTENS INC	BOXED CAPSULES/ OIL DRY	\$ 53.46
73146	CRYTEEL TRUCK EQUIPMENT INC	CUTTING EDGES	\$ 564.30
73147	ECM PUBLISHERS, INC	ORDINANCE 485 / ORDINANCE 484	\$ 134.37
73148	ERIC OLSEN	2022 RECREATION COMISSION STIPEND	\$ 175.00
73149	FASTENAL COMPANY	PARTS	\$ 19.92
73150	KAREN FISKE	MILEAGE REIMBURSEMENT	\$ 137.50
73151	FLEETPRIDE	FILTERS FOR WATER TRUCK	\$ 47.70
73152	GREENHAVEN PRINTING	2023 RECYCLING MAILER POSTAGE	\$ 818.28
73153	BARBARA HARLAN	2022 RECREATION COMISSION STIPEND	\$ 420.00
73154	HEALTH PARTNERS OCCUPATIONAL HEALTH	MEDICAL EXPENSES-MCDONOUGH	\$ 744.00
73155	MANSFIELD OIL COMPANY	UNLEADED FUEL	\$ 1,094.25
73156	MARK HOARD	2022 RECREATION COMISSION STIPEND	\$ 280.00
73157	METROPOLITAIN COUNCIL	SAC DEFERRAL PROGRAM	\$ 2,771.44
73158	MICHELLE BOEDIGHEIMER	ROCKIN' AROUND THE CHRISTMAS TREE REFUND	\$ 89.00
73159	MINNESOTA PETROLEUM SERVICES	SUPPLIES	\$ 330.70
73160	CAR WAS PARTNERS (DBA MISTER CAR WASH)	CAR WASHES	\$ 36.00
73161	MODERN HEATING & AIR	RANGE HEATER	\$ 395.00
73162	MUNICIPAL PAVING PLANT	ASPHALT MIX	\$ 127.29
73163	OFFICE OF MN.IT SERVICES	FIBER OPTICS	\$ 44.60
73164	QC DANCE	2022 FALL CLASSES	\$ 476.00
73165	TERRY RANDALL	STATE OF MN JURY DUTY MILEAGE REIMB	\$ 20.52
73166	RDO EQUIPMENT CO	SUPPLIES	\$ 504.97
73167	SAFEASSURE CONSULTANTS INC	SAFETY TRAINING/CONSULTING	\$ 7,413.81
73168	SCHMITTY & SONS TRANSPORTATION	ROCKIN' AROUND THE CHRISTMAS TREE TRANS	\$ 1,194.05
73169	SLP RECREATION	PETTY CASH REQUEST	\$ 315.33
73170	STANTEC	CONSULTING SERVICES	\$ 1,631.32
73171	TIMOTHY & JANET FOSSUM	2022 ST IMPROV PROJ. ASSESD TO 2023 PRP TX	\$ 447.36
73172	TRI STATE BOBCAT INC	BOBCAT WIPER ARM/ CENTER TOOTH X6	\$ 113.19
73173	WALTER'S RECYCLING & REFUSE SERV	FALL LEAF DROP OFF-DNR	\$ 11,282.55
73174	WENDEL	ABLE PARK SHELTER PROJECT	\$ 2,175.00

CITY OF SPRING LAKE PARK
CLAIMS LIST APPROVED AND PAID
GENERAL OPERATIONS

Date: December 2022
Page: 3
Claim Res. #22-23

<u>VOUCHER</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
73175	HENNEPIN THEATRE GROUP	HAIRSPRAY TICKETS FOR 01/10/23 SHOW	\$ 713.00
73176	ASPEN MILLS	UNIFORM ALLOWANCE-MCDONOUGH	\$ 32.85
73177	AUTOMATIC SYSTEMS CO	SCADA SYSTEM UPGRADE/12/15 SERVICE	\$ 118,706.20
73178	GLENN BAUER	GYM REIMBURSEMENT	\$ 149.87
73179	BOYER FORD TRUCKS	PARTS / WATER TRUCK STEP	\$ 352.94
73180	BUSINESS ESSENTIALS	SUPPLIES	\$ 1,367.39
73181	CHAMPION YOUTH	FALL KARATE SESSIONS 2022	\$ 655.20
73182	CINTAS	FLOOR MATS	\$ 247.88
73183	COMPUTER INTEGRATION TECHNOLOGIES	AGREEMENTS / DP TO VGA ADAPTER	\$ 2,653.00
73184	COTTENS INC	PARTS	\$ 106.86
73185	CUTTER SALES, INC	SUPPLIES	\$ 115.66
73186	PEGGY DECKER	CORDERED RUG CLASS 11/15/22	\$ 60.00
73187	DERING PIERSON GROUP	PROGRESS BILLING APPLICATION NO. 2	\$ 146,881.70
73188	CITY OF FRIDLEY	FALL 2022 VOLLEYBALL LEAGUE	\$ 43.26
73189	HAWKINS WATER TREATMENT	WATER CHEMICALS	\$ 100.00
73190	IDC AUTOMATIC	GARAGE DOOR REPAIR	\$ 562.00
73191	JSB SURVEILLANCE	PARK CAMERAS	\$ 10,597.00
73192	LEAGUE OF MN CITIES	LMC MEMBERSHIP DUES	\$ 8,239.00
73193	MICHAEL LEDMAN	ADULT YOGA DECEMBER SESSION	\$ 573.75
73194	MANSFIELD OIL COMPANY	UNLEADED & DIESEL FUEL	\$ 2,609.75
73195	JILL MASON	TOMATO CAGE GNOMES/ GRANDPARENTS & ME	\$ 994.00
73196	MUNICIPAL PAVING PLANT	ASPHALT MIX	\$ 339.44
73197	NEW BRIGHTON PARKS & RECREATION	FALL 2022 VOLLEYBALL LEAGUE	\$ 1,206.91
73198	NORTHLAND TRUST SERVICES, INC	GEN OBL. EQUIP CERTS OF INDEBTEDNESS 2017 A	\$ 233,450.00
73199	NORTHWEST ASPHALT, INC	2022 ST IMPROV PROJECT FINAL PMNT	\$ 26,312.58
73200	PLUNKETT'S INC	PEST CONTROL	\$ 96.30
73201	RAMSEY COUNTY-PRR	ALLOCATION OF 2023 TRUTH IN TAXATION NOTICE	\$ 21.94
73202	REVOLUTIONARY SPORTS	FALL 2022 SESSION II CLASS	\$ 1,228.68
73203	SHRED-IT USA	SHREDDING SERVICE	\$ 145.99
73204	TASC	COBRA ADMIN FEE	\$ 31.04
73205	TOLL GAS & WELDING SUPPLY	OXYGEN TANK FOR TORCHES	\$ 35.32
73206	USS MINNEOSTA ONE MT LLC	SOLAR	\$ 3,754.36
73207	WALTER'S RECYCLING & REFUSE SERV	ORGANICS & TRASH / RECYCLING SERVICES	\$ 10,724.30
73208	WATER CONSERVATION SERVICE INC	LEAK DETECTION	\$ 321.88
73209	XCEL ENERGY	MONTHLY UTILITIES	\$ 3,999.36
73210	TWIN CITIES BMEU WEST	JAN 1 2023 WATER BILL POSTAGE	\$ 970.00
		TOTAL DISBURSEMENTS	\$ 802,763.01

WHEREAS,

the City Council of the City of Spring Lake Park has considered the foregoing itemized list of disbursements; and

WHEREAS,

the City Council has determined that all disbursements, as listed, with the following exceptions:

are proper.

NOW, THEREFORE BE IT RESOLVED:

that the City Council directs and approves the payment of the aforementioned disbursements this _____ day of _____, 20_____.

Signed: _____
Mayor

Councilmembers:

ATTEST:

Daniel Buchholtz, Admin/Clerk-Treasurer

CITY OF SPRING LAKE PARK, MINNESOTA

RESOLUTION NO. 2023-03

RESOLUTION ACCEPTING MONETARY DONATION

WHEREAS, Lisa Dircks graciously made a monetary donation of \$1,000.00 to the Spring Lake Park Police Department; and

WHEREAS, the donation will be placed in the General Fund for use by the Police Department for Interaction Kits.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Spring Lake Park expresses the gratitude of the members of the Police Department and citizens of Spring Lake Park to Lisa Dircks for her generous donation.

The foregoing Resolution was moved for adoption by

Upon Vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereupon the Mayor declared said Resolution duly passed and adopted this the 17th day of January, 2023.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator

CITY OF SPRING LAKE PARK, MINNESOTA

RESOLUTION NO. 2023-04

RESOLUTION ACCEPTING MONETARY DONATION

WHEREAS, Firehouse Sub's Public Safety Foundation graciously made a monetary donation of \$6,500.00 to the Spring Lake Park Police Department; and

WHEREAS, the donation will be placed in the General Fund for use by the Police Department to replace AED's and accessories

NOW, THEREFORE, BE IT RESOLVED that the City Council of Spring Lake Park expresses the gratitude of the members of the Police Department and citizens of Spring Lake Park to Firehouse Sub's Public Safety Foundation for the generous donation.

The foregoing Resolution was moved for adoption by

Upon Vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereupon the Mayor declared said Resolution duly passed and adopted this the 17th day of January 2023.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator

City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Contractor's Licenses

January 17, 2023

General Contractor

YB Construction, LLC.

Mechanical Contractor

Krinkie Heating & Air Conditioning, LLC.

Plumbing Contractor

Krinkie Heating & Air Conditioning, LLC.

Peterson Salt & Water Treatment

Ravenrock Plumbing, LLC. dba Spring Plumbing

2023-2024 Garbage Haulers

Aspen Waste Systems of MN, Inc.

Ace Solid Waste

Curbside Waste, Inc.

LePage & Sons, Inc.

Republic Services

Walters Recycling & Refuse

Waste Management, Inc.

City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Sign Permit

January 17, 2023

Sign Permit

Mazaj 369, Inc.

8484 Central Ave NE



CITY OF SPRING LAKE PARK
1301 81st Avenue N E
Spring Lake Park, MN 55432
763-784-6491

Sign Permit Application

DATE: 12/28/22
NAME OF APPLICANT: Tim Olson DeMars Signs
ADDRESS OF APPLICANT: 410 93rd ave nw Coon Rapids Mn 55433
TELEPHONE NUMBER OF APPLICANT: 763-786-5545

NAME OF BUSINESS AND LOCATION of building structure, or lot to which or upon which the sign is to be attached or erected 8484 Central Ave NE

New Construction: _____ Remodel: Word Change Only: _____

Attach a drawing or sketch showing the position of the sign in relation to the nearest building, structures, public streets, right-of-way and property lines. Said drawing to be prepared to scale.

Attach two (2) blueprints or ink drawings of the plans and specifications and method of construction or attachment to the building or in the ground, including all dimensions. Show location of all light sources, wattage, type and color of lights and details of light shields or shades.

Attach a copy of stress sheets and calculations showing the structure is designed for dead load and wind velocity in the amount required by this and all other Ordinances of the City, if requested by the Building Inspection Department.

Name of person, firm or corporation erecting the structure: DeMars Signs

Address: 410 93rd ave Coon Rapids Mn 55433

Is an Electrical Permit required? NO

I, the undersigned applicant, do further make the following agreement with the City of Spring Lake Park Mn:

- 1) To authorize and direct the City of Spring Lake Park to remove and dispose of any signs and sign structures on which a Permit has been issued but which was not renewed, if the owner does not remove the same within thirty (30) days following the expiration of the Permit.
- 2) To authorize and direct the City of Spring Lake Park to remove said sign and sign structure, at the expense of the applicant, where maintenance is not furnished, but only after a hearing and after notice of sixty (60) days, specifying the maintenance required by the City.
- 3) To provide any other additional information which may be required by the Building Inspection Department.

SIGNATURE OF APPLICANT

FOR OFFICE USE ONLY:*****

FEE: \$ 100.⁰⁰

RECEIPT NUMBER: _____

DATE OF APPROVAL: _____ DATE OF ISSUE: _____

REASON FOR DENIAL: _____

ADDITIONAL REQUIREMENTS FOR SIGN PERMIT:

SQUARE FOOTAGE OF FRONT OF BUILDING: 14' tall x 150' wide 1540 sqft 1724

SQUARE FOOTAGE OF ALL EXISTING SIGNS: 122 175

SQUARE FOOTAGE OF PROPOSED SIGN OR SIGNS: 60

INCLUDE A DRAWING SHOWING LOCATION AND MESSAGE ON SIGN.

IF YOU ARE NOT THE OWNER OF THE PROPERTY, INCLUDE A SIGNED LETTER FROM THE OWNER GIVING PERMISSION TO ERECT THE SIGN.

NOTE: ALL APPLICATIONS ARE DUE BY NOON ON THE TUESDAY PRECEEDING THE COUNCIL MEETING.

DRAWING:



Existing building

20'
3' **TOBACCO**

New sign



Existing
 W.B. tattoo's 32 sq ft
 Don Goyd 32 sq ft
 incoln Pawn 111 sq ft
 (- 60 sq ft)
 (- 60 sq ft)
 (- 9 sq ft)
 (- 36 sq ft)

60 sq ft

Proposed
 60 sq ft - \$75 + 20(1.25) = \$25
 \$100

517 sq ft - 30%
 175 sq ft - Existing
 60 sq ft proposed
 282 sq ft - Remaining

3' 20' **TOBACCO**



EXISTING



Police Report

December 2022

Submitted for Council Meeting January 17, 2023

The Spring Lake Park Police Department responded to six-hundred and eighty-four calls for service in December 2022. Compared to responding to seven hundred one calls for service in December 2021.

Our School Resource Officer, Officer Imig, reports handling six calls for service in December 2022 at our local school. Officer Imig also conducted ten student contacts, six escorts, and seventeen follow-up investigations. Officer Imig also attended several staff meetings at the High School and visited Park Terrace Elementary several times. See Officer Imig's attached report.

Investigator Bennek reports handling twenty-nine cases in December 2022. Twenty-seven felony and two misdemeanor cases. Investigator Bennek continues to monitor six forfeiture cases. Investigator Bennek also assisted in running the department's adverse weather and low light qualification shoot in December. See Investigator Bennek's attached report.

The Spring Lake Park Police Department, Administrative Office Staff, remains busy daily. Our administrative staff, Lisa Murphy and Kim Kiley, attended the administrative professional appreciation lunch hosted by the Anoka County Chiefs Association on December 21st, along with Sgt. Fiske and Investigator Bennek. I am grateful to our administrative staff, Lisa Murphy and Kim Kiley. Thank you, Lisa and Kim, for all you do for this police department.

I stayed busy in December, attending several meetings, including several Anoka Chiefs of Police meetings, park camera meetings, and several fencing consortium meetings. I also had the privilege of handing out our officer awards at the December 19th council meeting.

The week of December 12th, our long-awaited range construction started. InVeris ranges completed that work on December 20th, and the range is now fully operational. Thank you, City council, for recognizing our range's value and being willing to invest in repairing the range.

As most of you know, the Spring Lake Park Police Department participates in the prescription drug take back, and drug drop off program. I am happy to report that this year the police department took in and destroyed over three hundred pounds of prescription drugs. That is three hundred pounds of prescription drugs that did not either get flushed down the toilet or fall into the wrong hands. This program is vital to keeping our kids and drinking water safe in the City of Spring Lake Park.

With 2022 in the rearview mirror, I want to personally thank my officers and Sergeants for all their work during 2022. Although our calls for service increased this year through our officers and Sergeant's hard work, we saw a drop in reportable crimes in the City of Spring Lake Park. I look forward to working on a year-end report for the city council in the near future and will bring the results to you at a future council meeting.

This concludes my report for December 2022. Are there any questions?

Spring Lake Park Police/ School Resource Officer Report

Incidents by School Location	Reports (ICRs)	Student Contacts*	Escorts/Other	Follow Up Inv.
Spring Lake Park High School	6	10	6	17
Discovery Days (pre-school)				
Lighthouse School				
Park Terrace Elementary School			7	
District Office				
Able and Terrace Parks (School Related)				
School Related				
Miscellaneous Locations				
Totals:	6	10	13	17



Investigator

Tony Bennek

Spring Lake Park Police Department

Monthly Report

December 2022

Total Case Load

Case Load by Level of Offense: 29

Felony	27
Gross Misdemeanor	0
Misdemeanor	2

Case Dispositions:

County Attorney	26
Juvenile County Attorney	0
City Attorney	3
Forward to Other Agency	0
SLP Liaison	0
Carried Over	0
Unfounded	0
Exceptionally Cleared	0
Closed/Inactive	0

Forfeitures:

Active Forfeitures	6
Forfeitures Closed	0

Parks and Recreation Department

December 2022 Report

Recreation Programs

- Youth recreational activities offered during the month included:
 - Dance Classes
 - Basketball Programs for young people ages 3-5, 4-6, 6-9
 - Karate
 - Dungeons & Dragons
 - Grandparent and Me art class
 - Winter Break Activities:
 - Conquer Ninja Gym
 - Shoreview Water park
 - Wargo Nature Center
 - Art Classes
- Adult recreational activities held during the month included:
 - Bean Bag Toss League
 - Indoor Pickleball
 - Art painting classes
 - Yoga
 - Travel Show for Extended Tours
 - Day Trip to MN Heritage Center
 - Make and Take Cookie Class
 - Life Size Gnome making Class
 - Adult women's and coed volleyball leagues
 - Book, Bingo and Card Clubs
 - Indoor Walking
 - Lake Superior Loop Tour – SOLD OUT -Waitlist only

Parks

- Able Park Building reconstruction project - Work continues on the doors and frames, walls, insulation, roofing, siding, lighting, and carpentry. Roof insulation, window frames, security camera wiring and HVAC system installed in December. The Staff is working closely with the architects on finalizing wall colors and style cabinets and countertop. Expecting delivery of glass windows third week of January.

- Rinks being flooded by Public Works.
- Aeration public notice for Spring Lake was scheduled to appear in the BSLP Life newspaper per permit requirements. The DNR recommends to annually run the aerator every January until ice melt to maintain the oxygen levels in the lake to support the fish.

Tower Days - June 8-11, 2023

- Musical groups (Jonah and the Whales on Saturday evening and Free and Easy on Sunday evening), Lumberjacks and fireworks vendor contacted and contracts were reviewed
- The Committee's next meeting will be held on Tuesday, January 31 at 6:30pm City Hall. If interested in joining the committee please contact Kay at kokey@slpmn.org

Department Activity

- Staff has taken time between programming to inventory games, crafts, and supplies removed from Able Park storage.
- Staff continue to develop partnerships with local communities on program opportunities - for example Mounds View is now partnering with us on all of our Rev Sports youth basketball and soccer programs. This increases our market base and increases the participation numbers for the activity. Sessions will be held at Mounds View Community Center.
- The Winter Volleyball Leagues that starts in January has 14 Co-Ed teams registered and 11 Women's teams registered. The Volleyball League program was first developed in the fall of 2021 with only 4 co-ed teams.
- Staff have been reconnecting with community senior living apartments and facilities to promote our programs to their residents.
- Director Okey attended the following meetings and events during the month:
 - City Council session
 - Staff team building session
 - Construction meetings on Able Park Building
 - Park and Recreation Commission monthly meeting
 - Staff holiday gathering

Upcoming Activities

- All Winter sessions, programs and activities are available online.
- Polar Trek fitness challenge starts in January
- Snowbuddy scavenger hunt in February. Solve the clue, find Snowbuddy, post picture!

- Sweetheart Dance at HS School Friday, Feb 10. Co - sponsored by SLP Lions
- Easter Egg Hunt April 1
- Registration open for the following extended tours:
 - *oHio* And Then Some - March 13-18, 2023
 - Mystery Tour – May 5-7, 2023
 - Branson Holiday – November 2023



Memorandum

To: Mayor Nelson and Members of the City Council
From: Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer
Date: January 12, 2023
Subject: City Hall Renovation/Expansion

The City has received a quote from Stantec for the City Hall Renovation and Expansion Design and Construction Services. The proposal is included with this memorandum for your review and discussion.

A summary of the quotation is below:

Task	Not to Exceed Fee	Reimb. Expenses
Public Presentations	\$ 8,500.00	\$1,000.00
Design Phase	\$221,800.00	\$2,500.00
Bidding Phase	\$ 12,600.00	\$1,500.00
Construction Phase	\$175,800.00	\$3,000.00
Total	\$418,700.00	\$8,000.00

The proposed timeline for the City Hall project would be:

Start Design	January 17, 2023
Issue for Bidding	November 10, 2023
Start Construction	February 2024
Substantial Completion	October 2024
Final Completion	November 2024

The preliminary opinion of probable construction costs for the City Hall renovation/expansion project is \$8,106,000. Design and construction services, as outlined in the quote, would represent approximately 5.25% of construction costs. For purposes of comparison, the 2017 space needs study estimated design and construction costs at 7.8% of the total project cost.

The City Council discussed the quotation at the January 9 work session and recommended forwarding the proposal for formal approval.

If you have any questions, please do not hesitate to contact me at 763-784-6491.



Stantec Architecture Inc.
733 Marquette Avenue, Suite 1000, Minneapolis, MN 55402

December 21, 2022

Mr. Daniel R. Buckholtz
Administrator, Clerk/Treasurer
City of Spring Lake Park
1301 81st Avenue NE
Spring Lake Park, MN 55432

Reference: Spring Lake Park City Hall Renovation and Expansion Design and Construction Services Proposal

Dear Mr. Buckholtz,

Thanks for the opportunity to submit this proposal to provide architectural and engineering design services, bidding phase services and construction phase services for the Spring Lake Park City Hall Renovation and Expansion.

This proposal is based on the plans and elevations presented at the October 10, 2022, City Council work session.

We are proposing the following work scope:

PUBLIC PRESENTATIONS

1. We will participate in up to three public relations presentations during the design phase to present the planned renovations and expansion of City Hall with colored floor plans, elevations, and renderings of the main public spaces within City Hall and gather feedback from the residents of Spring Lake Park.

Work noted above will be performed under an hourly not-to-exceed fee of \$8,500.00. Reimbursable expenses will include mileage and printing/reproduction costs and are estimated to be no more than \$1,000.00.

DESIGN PHASE

1. Project kick-off meeting at the City Hall to review the project scope and schedule. Attending this meeting will be the project architect, structural, mechanical, and electrical engineers. At this meeting, we will discuss the renovation and expansion in detail so we understand what the City wants in terms of layout, access, interior finishes, building mechanical and electrical systems.
2. Based on the information gathered during the kick-off meeting, we will prepare construction documents and specifications for this project. Project plans, specifications and bidding documents shall include the work noted above.
3. We will meet with City staff to review the drawings and specifications on a monthly basis during the design phase to keep everyone apprised of the design progress. All discussions will be documented and incorporated into the drawings and specifications prior to issuing for bidding.



December 21, 2022
Mr. Daniel R. Buckholtz
Page 2 of 4

Reference: Spring Lake Park City Hall Renovation and Expansion Design and Construction Services Proposal

4. We will attend a City Council meeting to present the bidding documents and request approval to issue the project for bidding.
5. Electrical will include lighting, lighting controls, power such as receptacles and power to other equipment or items furnished by the Owner, and fire alarm systems as required per code. The electrical documents will show empty conduit and boxes for special electrical systems such as voice/data, door access systems, security systems, CCTV systems, and AV systems. Stantec will coordinate with the special electrical systems vendor as chosen by the City for locations of empty conduit and boxes and power related to the special electrical systems.

Items 1 through 5 above will be performed under an hourly not-to-exceed fee of \$221,800.00. Reimbursable expenses will include mileage and printing/reproduction costs and are estimated to be no more than \$2,500.00.

BIDDING PHASE

1. Print drawings and specifications (bidding documents) – provide PDF copy of each
2. Advertise project per bidding requirements.
3. Organize, coordinate, and lead pre-bid conference.
4. Contact potential bidders to alert them to this project.
5. Upload bidding documents to QuestCDN.
6. Respond to bidders' questions.
7. Issue addenda to bidding documents, if required.
8. Attend bid opening and prepare bid tabulation.
9. Evaluate bids and prepare letter of contract award recommendation.
10. Prepare contracts, based on direction from Town Board.

Items 1 through 10 above will be performed under an hourly not-to-exceed fee of \$12,600.00. Reimbursable expenses will include mileage and printing/reproduction costs and are estimated to be no more than \$1,500.00.

In addition to our proposed design services, we are proposing the following work scope during construction:

CONSTRUCTION PHASE

1. Provide construction contract administration and communication with Owner staff.
2. Organize, coordinate, and lead pre-construction conference.
3. Review contractor submittals and shop drawings for compliance with construction documents.



December 21, 2022
Mr. Daniel R. Buckholtz
Page 3 of 4

Reference: Spring Lake Park City Hall Renovation and Expansion Design and Construction Services Proposal

4. Conduct project progress meetings (every other week).
5. Process requests for information, issue contract clarifications, process change orders.
6. Review and provide status of contractor submitted progress schedules.
7. Process contractor pay requests.
8. Provide bi-weekly observation during construction with written field report.
9. Provide review of start-up reports, be on site for start-ups during construction.
10. Provide substantial completion inspection and punch list for contractor and issue certificate of substantial completion.
11. Provide final inspection and punch list for contractor.
12. Review final submittal from contractor with respect to conformance with contract documents.
13. Provide and verify record drawings (as-builts) based upon contractor's mark-up and field observation.
14. Final walk-through with Owner when all punchlist items have been addressed.
15. Process final pay requests and project closeout.
16. Provide special inspections per 2020 Minnesota State Building Code.

We are anticipating the construction phase for this work will require up to 10 months. We propose to complete the Construction Phase tasks on an hourly basis. We propose a Not-to-Exceed amount of \$175,800.00 for items 1 through 16 above, plus Reimbursable Expenses. Reimbursable expenses are estimated at no more than \$3,000.00 for the entire construction phase. We understand that the value of this Not-to-Exceed amount, totaling \$178,800.00, cannot increase without further authorization from the City of Spring Lake Park.

PROPOSED SCHEDULE

Submit Proposal	December 21, 2022
Start Design	January 17, 2022
Issue for Bidding	November 10, 2023
Start Construction	February 2024
Substantial Completion	October 2024
Final Completion	November 2024

Should you wish to discuss any of the information above in further detail, please do not hesitate to call me at (612) 712-2108. If this proposal is acceptable, please sign and return a copy of the attached Standard Terms and Conditions.



December 21, 2022
Mr. Daniel R. Buckholtz
Page 4 of 4

Reference: Spring Lake Park City Hall Renovation and Expansion Design and Construction Services Proposal

Regards,

STANTEC CONSULTING SERVICES INC.

A handwritten signature in blue ink that reads "Bruce P. Paulson".

Bruce P. Paulson, RA
Senior Project Manager/Architect
Phone: (612) 712-2108
Cell: (651) 492-9089
Bruce.Paulson@stantec.com

c. File

CORRESPONDENCE



Spring Lake Park – Blaine – Mounds View Fire Department

www.SBMFIRE.ORG

Administrative Headquarters

Station One

1710 County Highway 10 NE
Spring Lake Park, MN 55432
763-786-4436 • 763-786-9617 Fax

Training Facility

Station Three

11920 Ulysses Street
Blaine, MN 55434
763-767-4003 • 763-767-4001 Fax

MEMO # 1

DATE: January 5, 2023

TO: All Personnel

SUBJECT: Deputy Fire Chief Appointment

FROM: Chief Retka

All,

Effective January 5th, 2023, Matt Grantz is appointed to the rank of Deputy Fire Chief. Matt has served several rolls during his time here that have prepared him for this role. As Deputy Fire Chief, Matt is second in command and in charge / command in my absence. I have complete faith and confidence in his abilities and ask that you join me in wishing him congratulations.

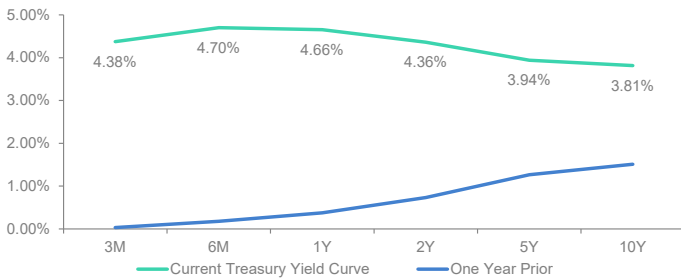
Thank you

TERMINATE 12/31/2023

MARKET UPDATE

JANUARY 2023

Treasury Yield Curve



Source: Bloomberg Finance L.P. 12/29/22

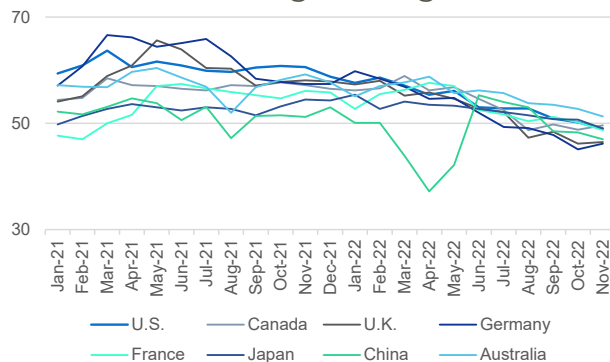
FEATURED MARKET DATA

Tighter Financial Conditions Slow Growth

During 2022, global central banks tightened monetary policy in an effort to combat heightened inflation. This tightened financial conditions and has resulted in manufacturers slowing production globally. In the U.S., economic activity in the manufacturing sector contracted in November for the first time since May 2020 and the index remained below 50 in December. The survey has reported softening new order rates over the previous six months. Overall, the declining trend reflects companies preparing for future lower output. A similar trend can be seen in falling purchasing manager indices for manufacturers across major economies.

Sources: www.ismworld.org, Bloomberg

Global Purchasing Manager Indices



Source: Bloomberg

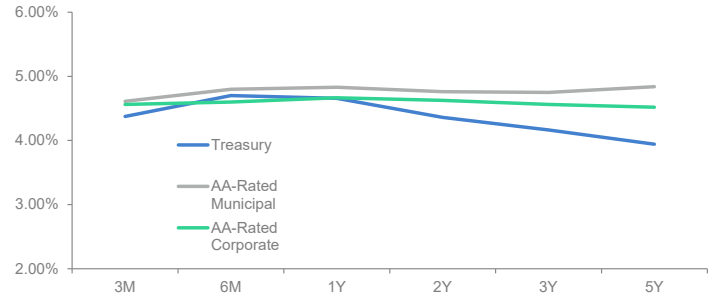
RECENT NEWS

Value Stocks Outperformed Growth in 2022

The Fed's rate hikes in 2022 were a primary driver of lower stock prices, along with slowing economic growth, EPS contraction and inflation pressures. The S&P 500 was down 18.1% for the year. Value stocks outperformed in 2022 due to their comparative lack of sensitivity to rate movements. The Russell 1000 Value was down just 7.5%. The magnitude of outperformance for value, as demonstrated by the 24.2% difference in returns for the S&P 500 growth and value indices, was a level not seen since 2000. Looking forward, slower economic growth may present continued opportunities for value versus growth stocks in the next 12-18 months.

Source: FactSet

Market Yields



Source: Bloomberg Finance L.P. 12/29/22

U.S. Economic Indicators

Event	Event Date	Period	Survey	Actual	Prior / Revised (R)
Consumer Price Index (MoM)	12/13/22	NOV	0.3%	0.1%	0.4%
Consumer Price Index (YoY)	12/13/22	NOV	7.3%	7.1%	7.7%
Existing Home Sales (MoM)	12/21/22	NOV	-5.2%	-7.7%	-5.9%
Consumer Confidence	12/21/22	DEC	101.0	108.3	101.4 (R)
Personal Income	12/23/22	NOV	0.3%	0.4%	0.7%
Personal Spending	12/23/22	NOV	0.2%	0.1%	0.9% (R)
Core PCE (MoM)	12/23/22	NOV	4.6%	4.7%	5.0%
Change in Nonfarm Payrolls	01/06/23	DEC	200K	--	263K
Unemployment Rate	01/06/23	DEC	3.7%	--	3.7%

Source: Bloomberg Finance L.P. 12/29/22. Glossary terms on following page.

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5298 Kyler Ave. NE, 2nd Floor | Albertville, MN 55301 | 763.497.1490

Glossary of Terms

Term	What is it:
Building Permits	Records the number of permits for future housing construction.
Capacity Utilization	Tracks the extent to which capacity is being used in the production of goods and services.
Change in Nonfarm Payrolls	This indicator measures the change in the number of employees on business and government payrolls.
Chicago Fed National Activity Index	A nationwide measure of economic activity and inflation pressures. An index value of zero indicates that the national economy is expanding at its historical trend rate of growth.
Consumer Confidence	Index examines how consumers feel about jobs, the economy and spending.
Consumer Price Index (CPI)	Measures the average change in retail prices over time for a basket consisting of more than 200 categories of assorted goods and services paid directly by consumers.
Core Consumer Price Index (Core CPI)	This measure of CPI excludes food and energy costs.
Durable Goods Orders	A measure of new orders placed with domestic manufacturers for durable goods, which are items that last three years or more.
Existing Home Sales	Measures monthly sales of previously owned single-family homes.
GDP Annualized QoQ	Measures the annualized quarterly growth of the final market value of all goods and services produced within a country. GDP is the foremost report on how fast or slow the economy is growing.
Housing Starts	Records the number of new housing units started during a period.
Index of Leading Economic Indicators (LEI)	An index designed to predict the direction of the economy.
Initial Jobless Claims	Tracks new filings for unemployment insurance benefits.
ISM Manufacturing	Measures manufacturing activity based on a monthly survey of purchasing managers.
MBA Mortgage Applications	The Mortgage Bankers Association's weekly mortgage application survey includes home loan application activity for conventional and government loans for home purchases and refinances.
Mortgage Delinquencies	A measure of the percent of total conventional and government loans which are at least one payment past due, but not in the process of foreclosure.
Personal Consumption Expenditure (PCE)	The Federal Reserve's preferred measure of inflation tracks overall price changes for goods and services. Core PCE excludes food and energy.
Personal Income and Spending	Index records the income Americans receive, how much they spend, and what they save.
Retail Sales	Tracks the sale of new and used goods for personal or household consumption.
Retail Sales Ex. Auto	Retail sales excluding motor vehicles and parts.
S&P Case-Shiller Home Price Index	Tracks the value of single-family housing within the U.S. There are multiple indexes including the 20-City Composite.
Unemployment Rate	The U-3 unemployment rates tracks the percentage of the civilian workforce that is unemployed.

Source: Bloomberg, The Secrets of Economic Indicators by Bernard Baumohl; PMA Asset Management, LLC

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Providing Direction
Producing Results

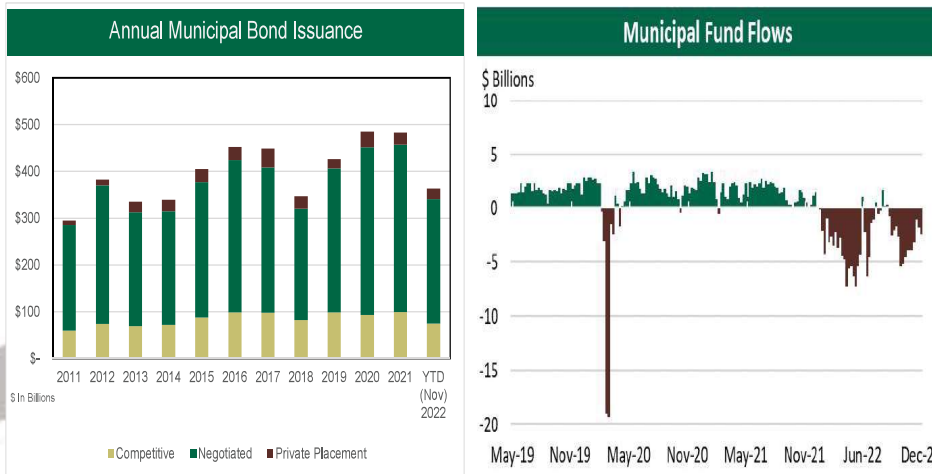
Newsletter | January 2023

2022 was a bumpy ride!

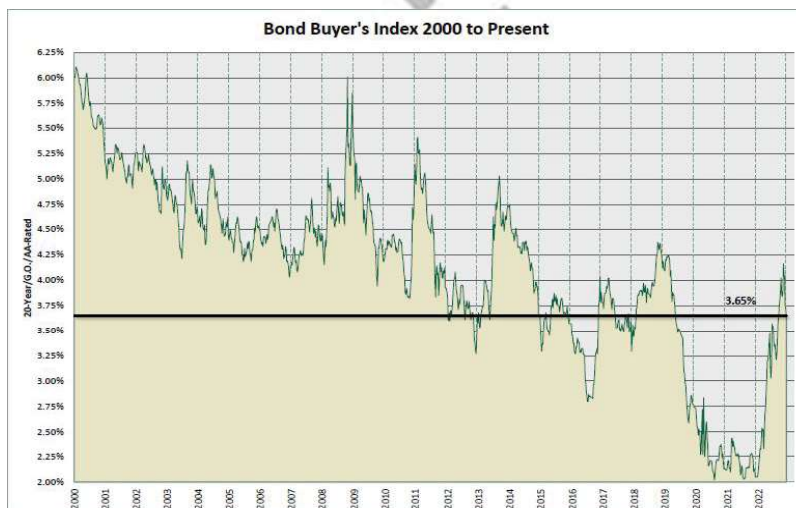
2022 brought tremendous change to the bond market. The year was highlighted by the Fed’s swiftest tightening of U.S. monetary policy in 40 years. The Fed Funds rate began at .08% in January and swelled to 4.33% in December 2022. The increases to the Fed Funds rate created ongoing volatility throughout 2022, which impacted overall bond supply and demand. Overall supply was down year over year and mutual funds consistently sold off bonds throughout the year. As we head into 2023, all the attention will be on the Fed as they set the course for the municipal marketplace.

What lies ahead for 2023?

If the Fed eases tightening in early 2023, the municipal bond market may rally lowering borrowing costs for issuers. Municipal bonds have a history of stability due to strong credit ratings and typically outperform other asset classes in a down market or recession. If fund outflows begin to abate and supply remains low in 2023, issuers may find a cooperative market to issue bonds in 2023. If inflation remains stubbornly high, however, and continues to exceed the 2% Fed target range, the Fed may find justification to continue its restrictive monetary policy well into 2023. Any additional restrictive fed monetary policy above expectation in 2023 could create ongoing market volatility.



Source: SIFMA, Dec 2022



Source: Data compiled by Northland Securities from published Bond Buyer's GO 20-Bond Index

Municipal bond rates still remain low by historical standards.

Please contact a Minnesota Northland public finance professional with any questions about how Northland can serve your community.

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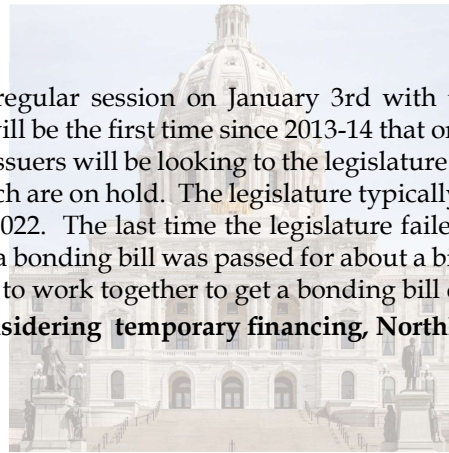
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RC 22-647 / Muni 22-557

Bonding Bill in 2023?

The Minnesota legislature will begin its regular session on January 3rd with the Democratic-Farmer-Labor Party holding a narrow governing majority. It will be the first time since 2013-14 that one party has a trifecta majority. With no bonding bill in 2022, local government issuers will be looking to the legislature to pass a bonding bill to fund capital projects throughout the state, many of which are on hold. The legislature typically passes a larger bonding bill in even years, which obviously didn't happen in 2022. The last time the legislature failed to pass a larger bonding bill in an even year was in 2016. The following year a bonding bill was passed for about a billion dollars. Bonding bills require a 2/3 majority vote so both parties will need to work together to get a bonding bill done. **If your project is on hold due to a delayed bonding bill and you are considering temporary financing, Northland can help! Give us a call today.**



Bond Rates:

Estimated Level Debt Service \$1,000,000 Assuming Average BQ Bond Rates as of 12/14/2022

Years	Final Maturity	AAA		AA		A	
		Average Coupon	Annual Debt Service	Average Coupon	Annual Debt Service	Average Coupon	Annual Debt Service
5	2027	2.62%	\$215,991	2.91%	\$217,794	3.18%	\$219,478
10	2032	2.78%	\$115,918	3.20%	\$118,430	3.30%	\$119,032
15	2037	3.44%	\$86,455	3.75%	\$88,376	3.74%	\$88,314
20	2042	3.76%	\$72,027	3.93%	\$73,126	3.91%	\$72,997
30	2052	4.01%	\$57,900	4.18%	\$59,101	4.20%	\$59,243

Source: Bloomberg, Dec 2022

MCFOA Conference - March 21-24 in St. Cloud

Northland is very excited to present, "Financing Options for Your City: Implementing the CIP Process Step by Step" at the MCFOA conference. This session will identify the various options for financing capital improvement projects and provide guidance on how to evaluate the different options. We'll look at how bonding impacts the CIP with a focus on estimating the amount of debt, structuring the debt, the term, and statutory factors. We'll talk about the management of existing debt and accounting for other revenue sources. Specific time will be spent on understanding why it's important to update a CIP annually and how it factors into the rating process. The information in the session will be relevant for cities of all sizes. [We'll see you there!](#)



"And it looks like it's gonna be a looong winter"

- Charlie Brown

Northland's Public Finance Group specializes in the public finance needs of municipalities and governmental agencies across the Upper Midwest and in Colorado. Our public finance professionals bring a depth of experience and attentive service that navigates our clients through the complexities of local government finance and economic development. Our mission is to "provide direction and produce results." Northland Public Finance is committed to developing long-term client relationships by providing sound advice, creative solutions, and the desired results.



Helping you take the *chance* out of **CHANGE**

Debt Management

- Competitive Bond Sales
- Bond Underwriting
- Bank Private Placement
- Debt Refinancing
- Continuing Disclosure
- Referendum Assistance

Economic Development

- Tax Increment Financing
- TIF Reporting
- Tax Abatement Programs
- Pro-Forma Analysis
- Development Agreement Negotiation
- Special Service Districts
- Housing Improvement Areas

Strategic Financial Planning

- Utility Rate Studies
- User Fee Studies
- Capital Improvement Plans
- Financial Management Plans
- Strategic Plans
- Annexation Fiscal Impacts
- Merger Fiscal Impacts
- Goal Setting Workshops
- Property Tax Impact Analysis

Providing Direction | Producing Results

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THE TECHNICAL ASSISTANCE TIMES



MRWA Water & Wastewater Technical Conference

MRWA's 39th Annual Water and Wastewater Technical Conference will be held March 7-9, 2023 at the River's Edge Convention Center in St. Cloud, MN. MRWA has a conference agenda filled with training topics in the fields of water, wastewater mechanical systems, wastewater collection and pond systems, management, groundwater, source water, very small systems, finance, and water and wastewater exam refresher courses. 16 water or 16 wastewater certification hours (or a combination) will be awarded for full conference attendance.

with old and new friends, share ideas, network with peers, and participate in a wide variety of educational sessions. Ask those questions that are vital to your utility of our expert and knowledgeable industry members.

We are pleased to announce Joe Schmit will be our keynote speaker for the conference. Please plan to attend the 39th Annual MRWA Technical Conference. Register Today!

Don't miss your chance to win great prizes at our Sports Raffle. We have amazing vendors who donate outstanding prizes to the raffle. The grand prizes are a Dream Outdoors Package donated by Hawkins Water Treatment Group and MRWA and the Ultimate Fishing Prize Package donated by Team Lab Chemical. Thank you, Hawkins & Team Lab!

The Great Minnesota Water Taste Test will be judged at this year's conference sponsored by RMB Environmental Labs and MRWA. A Yeti Cooler and \$100 cash prize will be awarded to the winning water sample submitter. During the conference you'll have the opportunity to visit



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Conference Hotels

Closest to the St. Cloud River's Edge:

Kelly Inn:
320-253-0606

Courtyard by Marriot:
320-654-1661

Grandstay Suites:
320-251-5400

Country Inn:
320-252-8282

MRWA 39th Annual Water & Wastewater



TECHNICAL CONFERENCE

March 7-9, 2023 - River's Edge Convention Center
St. Cloud, MN - Tentative Agenda



Tuesday, March 7, 2023

- 8:15am** Color Guard Ceremony
- 8:30am** Opening Session: Quality on Tap! Our Commitment, Our Profession
- 8:45am** Introduction of MRWA Diamond Plus, Diamond, Ruby, & Emerald Corporate Partners
- 9:00am** MDH, MPCA, & Legislative Updates
- 10:30am** Exhibit Hall Opens - Enjoy the latest innovations, technology, and new products in the industry!
- 11:45am** Luncheon

Concurrent Mini-Sessions Begin (3 tracks)

	Water/Wastewater Track	Booth Demonstrations	Groundwater/WHP Protection Track
1:00pm	Backflow Prevention	Hydrant Operation & Maintenance	Benefits of Solar for Protecting Drinking Water
1:30pm	Water Treatment Optimization	Trench Safety	Wellhead Protection Rule Update
2:00pm	Smart Gateway: Going Beyond the Meter	Televising Sewer Lines	Funding Sources for Protecting Drinking Water
2:30pm	Balancing Water Use Demands	Future of Valve Exercising	Mining and Drinking Water Protection - Can They Coexist?
3:00pm	WW Maintenance Structure Lining	Pump Demonstration	The Good, the Bad and the Ugly with Identifying Old Wells
3:30pm	Wastewater Sludge Management	Water Tank and Tower Inspections	What's in Your Water? MDH Initiatives

- 4:00pm** Refreshments, Door Prizes, Exhibitor Gift - Last Chance to Tour Exhibit Hall!
- 5:00pm** Exhibit Hall Closes - Meet and Greet and Sports Raffle Begin in Glenn Carlson Hall

2023 Grand Prizes: A DREAM OUTDOORS PRIZE PACKAGE & AN ULTIMATE ICE FISHING PRIZE PACKAGE

Thank you, Team Lab & Hawkins, for Donating to MRWA's Sports Raffle!



TEAM LAB
"INNOVATIVE SOLUTIONS"

2023 Sports Raffle Prize: Ice Fishing Package donated by Team Lab!



2023 DREAM OUTDOORS PACKAGE



Donated by Hawkins, Inc. & MRWA!





- 8:15am** Leaders in the Industry: NRWA & MRWA We Work For YOU! Awards & Poster Contest
- 8:45am** Keynote Speaker- Joe Schmit
- 9:45am** Taste Test Contest

Concurrent Sessions Begin

Water Operation & Maintenance Session

- 10:00am** No Sweat: Aerogel-Infused Thermal Insulating Coatings for Condensation Control
- 11:00am** Advances in Meter Technology
- 12:00pm** Luncheon & Door Prizes
- 1:00pm** Optimizing Iron & Manganese Filtration
- 2:00pm** When Sip Happens
- 3:00pm** Catch Leaks Before They Catch You
- 4:00pm** Basic Lab Tips & Tricks

Wastewater Mechanical Operation & Maintenance Session

- 10:00am** Leveraging Artificial Intelligence to Streamline Design In Wastewater Systems
- 11:00am** Biological Process Control
- 12:00pm** Luncheon & Door Prizes
- 1:00pm** Why Have My Chemical Treatment Costs Increased
- 2:00pm** Wastewater Network Security
- 3:00pm** Calibrations for Your System
- 4:00pm** Wastewater Cybersecurity

Wastewater Collections/Ponds Operation & Maintenance Session

- 10:00am** How to Remove Biosolids Through BioAugmentation
- 11:00am** Conditioning Wastewater for Effective Pumping
- 12:00pm** Luncheon & Door Prizes
- 1:00pm** Lift Station Maintenance & Controls
- 2:00pm** Manhole Rehabilitation & Poly Pigging
- 3:00pm** Mississippi River Forcemain Crossing
- 4:00pm** Pond Optimization Program Update

Management Session

- 10:00am** Getting the Lead Out - LSL Inventories Made Easy
- 11:00am** Planning Long-Term Infrastructures Needs
- 12:00pm** Luncheon & Door Prizes
- 1:00pm** Using GIS to Inventory Water Services
- 2:00pm** Implementing True Asset Management in a Utility
- 3:00pm** LCRR Inventory/Overview
- 4:00pm** LCRR Funding

Groundwater Session

- 10:00am** Hydrogeology of Minnesota: A Tour of Minnesota's Aquifers
- 11:00am** Minnesota's Extreme Weather & Its Impact On Drinking Water
- 12:00pm** Luncheon & Door Prizes
- 1:00pm** Per-and Polyfluoroalkyl Substances (PFAS) Facts, Findings & Funding
- 2:00pm** Work Smarter, Not Harder. Wellhead Protection Implementation Panel
- 3:00pm** Saving Our Water Supplies - One Forest at a Time

Wednesday, March 8, 2023

Session Time: 8:00am - 12:00pm

Class E Small Water Systems Session
(Non Transient, Non Community and Non Municipal)

Topics covered include:

**Water Sampling for Small Systems
Lead & Copper Revised Rule
Source Water Protection Plans & Grants
Groundwater Wells**

4 water certification hours awarded for attendance.

**Ultimate Fishing Package
donated by Team Lab!**



TEAM LAB
"INNOVATIVE SOLUTIONS"

**DREAM Outdoors Package
donated by Hawkins!**



HAWKINS

Exam Refresher Sessions

These sessions will run 10:00am - 5:00pm

- 10:00am** A&B Water Certification Exam Refresher
C&D Water Certification Exam Refresher
- 10:00am** A&B Wastewater Certification Exam Refresher
C&D Wastewater Certification Exam Refresher



**Keynote Speaker:
Joe Schmit**



Concurrent Sessions Begin

	Water Track	Wastewater Track
8:30am	Locating & GPS Data	PFAS and Wastewater Biosolids
9:15am	Infrastructure & the History of Meter Reading	Lab Applications
10:00am	Break	Break
10:15am	Water Distribution Project Design to End	Advances in Trenchless Technologies
11:00am	Impacts of Biological Activity on Iron & Manganese Filtration	Air Release Valves 101
11:45am	Wrap-Up and Drawings	
12:45pm	MRWA Annual Meeting	

Thursday, March 9, 2023
Water and Wastewater Exams will be given at 8:30 am

Exam Refresher Session Offered at Technical Conference

The Minnesota Rural Water Association will be sponsoring an Exam Refresher Session on Wednesday, March 8, 2023, as part of the MRWA Technical Conference. The exam refresher session will give the attendee an opportunity to review information that will be part of the certification testing. **The certification test will be given Thursday, March 9, 2023, at 8:30am.**

- YES, I will be attending the **A&B WATER Exam Refresher**, March 8, 2023, from 10:00am - 5:00pm.
 - YES, I will be attending the **C&D WATER Exam Refresher**, March 8, 2023, from 10:00am - 5:00pm.
 - YES, I will be attending the **A&B WASTEWATER Exam Refresher**, March 8, 2023, from 10:00am - 5:00pm.
 - YES, I will be attending the **C&D WASTEWATER Exam Refresher**, March 8, 2023, from 10:00am - 5:00pm.
 - YES, I will be attending the entire Technical Conference.
- (If not, please fill out the registration information below)**
- Yes, Please send me an exam application - circle one: WATER or WASTEWATER
 - Yes, Please send me a Minnesota Department of Health **CLASS D WATER** Study Guide.

There is no charge for this session if you are attending the Technical Conference (See Technical Conference registration form.) If you are **NOT** attending the Technical Conference, there is a fee of \$150.00 for the Exam Refresher Session. The following registration is required.

WEDNESDAY EXAM REFRESHER ONLY: Includes Refresher Class & Luncheon - \$150.00

Please make check payable to Minnesota Rural Water Association or pay online at: www.mrwa.com ("Make a Payment" at top of page.)

Name (please print) _____

Address _____

City _____ State _____ Zip _____

Employer _____

E-mail: _____

If you have any questions, call 800-367-6792, or e-mail: mrwa@mrwa.com. Register online at www.mrwa.com

***You MUST fill out and mail an exam application to the Minnesota Department of Health (Water Exam) OR the Minnesota Pollution Control Agency (Wastewater Exam) 15 days prior to the exam date.** The exam fee, payable to MDH is \$32.00 and to MPCA is \$55.00. Exam applications can be downloaded at: <https://www.mrwa.com/training/trainingcalendar/>.

MRWA TECHNICAL CONFERENCE PRE-REGISTRATION FORM

This form must be received no later than February 17, 2023 for pre-registration rates to apply.
Mail to: Minnesota Rural Water Association, 217 12th Avenue SE, Elbow Lake, MN 56531.

***** One attendee per form *****

System or Organization:

First Name:

Last Name:

Address:

City:

State:

Zip:

Phone:

Fax:

E-mail address:

Please check one of the following:

Manager/Operator _____

Council/Board _____

Mayor _____

Administrative/Clerk _____

Industry _____

Other _____

Don't Miss This Special!

\$25.00 discount registration for Mayors, Clerks, Board Members, or Councilpersons attending for the first time. Must be accompanied by system operator or manager.

If attending an Exam Refresher, please include the form on page 4.

Full Registration

Includes access to all sessions, Exhibit Halls, and luncheons.

Postmarked prior to February 17, 2023

On-Site Registration

\$ _____ MRWA Member

\$275.00 (per person)

\$300.00 (per person)

\$ _____ Non-Member

\$325.00 (per person)

\$350.00 (per person)

\$ _____ **Total Due (make checks payable to Minnesota Rural Water Association)**



Please send your registration form with payment by February 17, 2023 to:

Minnesota Rural Water Association
217 12th Ave SE
Elbow Lake, MN 56531
E-mail: mrwa@mrwa.com
Web: www.mrwa.com

Questions? Please call (800) 367-6792

MRWA handles credit card payments online!

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To complete your payment online, go to www.mrwa.com and click on the 'pay now' icon on our home page.

Thank you!

Let's Recognize Our Peers! Your Input Is Requested...



At the 39th Annual MRWA Technical Conference Awards, we will recognize those individuals who have made a difference with their systems this past year. Please take the time to nominate someone. We appreciate your input!

Henry Walraven Award: Individual responsible for a significant contribution to the improvement of a water/wastewater system.

NOMINEE: _____

Achievement Award: System and/or person who has applied innovative ideas, inventions, or procedures that has benefited the operation of a public water/wastewater system and/or its customers.

NOMINEE: _____

Extra Mile Award: Efforts put forth by an individual above and beyond his/her normal scope of responsibilities in assisting water/wastewater systems and their personnel (supplier, government personnel, engineer, etc.).

NOMINEE: _____

Send nominations to us by e-mail at: mrwa@mrwa.com by **February 15, 2023.**

Lyle Trautman Scholarship

MRWA will be awarding two Lyle Trautman Scholarships at the 39th Annual Water & Wastewater Technical Conference on March 8, 2023, in St. Cloud. These scholarships of \$500.00 each will be made to a student to defray the cost of tuition, books, or room and board to an accredited institution of higher learning approved by MRWA. Scholarship money will be paid directly to the student upon presentation of the winner's college invoice as proof of enrollment. Decisions are final. No transfer of scholarship is permitted. Applicants must be currently enrolled in college. For the scholarship application, call the MRWA office at: 800-367-6792 or download from our website at www.mrwa.com. **Postmark deadline: February 21, 2023.**





IT'S ALL ABOUT Good Taste

**Do you have the
best tasting water
in Minnesota?**

Prove it!



Bring a water sample; get a prize!

MRWA Water Taste Test Contest

Wednesday, March 8, 2023 at 9:45am
River's Edge Convention Center - St. Cloud, MN

Bring a one-quart (glass container) sample of your system's water to the conference.

Water samples will be accepted until 4:00pm on Tuesday, March 7th at the MRWA registration desk. We will refrigerate the sample. Only one sample per system. (Do not label the sample, we will provide a code.)

Decisions of the judges are final. The winner's sample will go on to represent Minnesota at the National Great American Taste Test in Washington, DC in 2024.



YETI® Prize Package!
Sponsored by: RMB Environmental Laboratories, Inc.

MRWA WASTEWATER OPERATION & MAINTENANCE TRAINING SESSION



AGENDA

- 8:00am MRWA Updates and Services**
See what's new in the industry and learn about the changes in store for wastewater operations specialists. Get the latest on MRWA training, events, and technology. Learn about resources available to wastewater operations specialists.
- 8:30am MPCA Compliance & Enforcement**
Discover a better understanding of the process Minnesota Pollution Control Agency uses when reviewing systems for compliance and enforcement issues.
- 9:00am Data Integrity and Record Keeping**
Learn how to effectively keep your wastewater data and results and how it could come in handy in case of an MPCA site visit. See examples of incorrect data enforcement.
- 10:00am Sewer Evaluation and Rehabilitation**
We will be discussing different technologies for sewer maintenance along with technologies for sewer rehabilitation.
- 11:00 am How to Calibrate Lift Stations and Flow Meters**
Learn the importance of flow meters and calibration. See the correct procedure of lift station calibrations.
- 12:00pm Lunch (On Your Own)**
- 1:00pm Failing Wastewater Infrastructure**
With changing regulations, degrading systems, and fewer operations specialists, this industry has never been more challenged. Learn approaches to keeping your system running and get tips to prepare for the future.
- 2:00pm Liftstation Controls & Communications**
Learn the technology of communication in the wastewater field and how you can have the controls to solve problems and see issues before they start. The instructor will also demonstrate a DERAGGER pump control available to eliminate clogging wastewater pumps.
- 3:00pm MPCA Updates on Sewer Service Laterals**
MPCA will provide updates and information regarding sewer lateral maintenance and implementation.
- 3:30pm End of Day**

February 15, 2023
Big Lake Water Plant
17991 203rd Ave
Big Lake, MN



Course Instructors:

AE2S
Calibrations & Controls, Inc.
(a subsidiary of First Systems
Technology, Inc.)
League of Minnesota Cities
Minnesota Pump Works
Minnesota Pollution Control
Agency
Visu-Sewer
and
Minnesota Rural Water
Association

**Six Wastewater Certification
Hours for Full Day
Attendance**

There is **NO** charge for this
session

To Register For Any Training Session: Call the MRWA Office at 800-367-6792 or online at www.mrwa.com. Use the Training Calendar link.

MRWA WATER OPERATION & MAINTENANCE TRAINING SESSION



AGENDA

- 8:00am Low Income Household Water Assistance Program**
Gain a better understanding of LIHWAP which will include the purpose of the program, legislative authority over the program, government appropriations, eligible applicant of the program and what the program funds can be used for.
- 9:00am Utility Line Locating and Operator Safety**
Locating is done in every system and is consistently evolving with better technology. We will discuss the proper way to efficiently locate your water mains and service lines to help eliminate damage from other utilities and contractors. Aspects of tracer wire specifications will be explained to help operations specialists understand proper installation of locating infrastructure.
- 10:00am Where do Chemicals Come From, and How Do Supply Challenges Impact You?**
Chemicals are an integral part of every water system. Chemical supply challenges and impacts to utilities and operations will be discussed at this session.
- 11:00am Minnesota Department of Health Updates**
Minnesota Department of Health will discuss what you should be doing to keep your water system in compliance and what to do in certain emergency situations. New requirements regarding the Revised Lead and Copper Rule will also be discussed.
- 12:00pm Lunch (On Your Own)**
- 1:00pm Source to Tap: What You Need to Know**
It's never been more important than now to understand and review your system and its chemistry. We will cover: emerging contaminants, chemical availability and costs fluctuations and new regulations.
- 2:00pm Groundwater Filtrations Basics**
We will cover an overview of water treatment filter components and operations to help you get the best use out of your system.
- 3:00pm Asset Management**
An asset management plan can be used to help effectively manage the water system assets to maintain the desired level of service and ensure long term sustainability. Attendees will learn the five core components of asset management, how to get started on a plan, and review MRWA's free asset management template.
- 4:00pm End of Day**

**February 16,
2023**

**Big Lake Water
Plant
17991 203rd Ave
Big Lake, MN**

About the Class:

Get valuable information you need from our expert trainers to maintain compliance with the Safe Drinking Water Act (SDWA) and state regulations.

Technical assistance to address compliance issues is available from Minnesota Rural Water Association at no cost.

Support Minnesota Rural Water Association
Training | Technical Assistance

6 WATER certification hours |
FREE of charge!

Instructors:

AE2S
Apex Engineering Group
Hawkins Chemical Company
Minnesota Department of Health
UtilityLogic
and
Minnesota Rural Water Association

This Safe Drinking Water Act training is brought to you through a grant by the National Rural Water Association and US EPA.

Attend this session and learn how to keep your water system in compliance with state and federal drinking water regulations!

To Register For Any Training Session:

Call the MRWA Office at 800-367-6792 or online at:

<https://www.mrwa.com/training/trainingcalendar/>



LEAD & COPPER RULE REVISION WEBINAR

Feb. 21, 2023

10:00 am - 11:00 am

“An Informational Overview of the Lead and Copper Rule Revisions”

There is no charge for this session.

You **MUST** watch the full session **on your own device** to get 1 Water Certification Hour awarded.

Minnesota Rural Water Association (MRWA) is providing webinars for public water systems.

These online training webinars are accredited and can be used towards your water operator certification renewal.

Our next webinar will be held on February 21, 2023, at 10am. John Nelson, MRWA Lead and Copper Technical Advisor, will be the presenter at this training session. This training session will provide an overview of the Lead and Copper Rule Revisions. Topics will include identification of service lines, the inventory process, the replacement procedures, and financial resources.

If you have any questions that you would like to email us prior to the webinar, please send them to us at mrwa@mrwa.com and we will include them in the webinar.

To register for this webinar, please click on the link below. Each operator must register and sign-in separately to receive credit for attending the webinar. If you have any questions about the webinar or how to register, please feel free to call our office at 800-367-6792. We hope you will join us!

Instructor: John Nelson, Minnesota Rural Water Association

TO REGISTER FOR ZOOM MEETING:

<https://us02web.zoom.us/j/89123375697?pwd=TVJsdWJLUkRKWWEvWTMrOktHM0hNdz09>

After registering, you will receive a confirmation email containing information about joining the meeting.

MRWA Sustainable Utility Management



Minnesota Rural Water Association in conjunction with USDA Rural Development, invite you to attend this Sustainable Management Workshop.

Workshop Agenda

- * Introductions & Workshop Objectives
- * Overview of Key Management Areas
- * Energy Efficiency
- * Asset Management
- * Compliance and Case Studies
- * Workshop Feedback

Objectives:

- ◆ *How to deliver increasingly efficient, and higher quality services.*
- ◆ *How to improve long-term sustainability and increase resiliency.*
- ◆ *How to set rates and pay for your projects!!!*
- ◆ *How to use the Small Systems Guidebook to Effective Utility Management to make improvements at your system.*

Workshop Details:

Date: February 23, 2023

Time: 8:00 am to 11:30 am

Location: Two Harbors Community Center
417 South Ave
Two Harbors, MN 55616

Fee: There is **NO** fee for this session

Register: Call 800-367-6792 or online at:
<https://www.mrwa.com/training/trainingcalendar/>

Speakers:

Advanced Utility Solutions
Minnesota Pollution Control Agency
and Minnesota Rural Water Association

This workshop will help utilities address a full range of challenges and improve the management of their operation and infrastructure.

Utilities will learn to make improvements in the ten key management areas, focusing first on their most pressing challenges.

Ten Key Management Areas:

1. Product Quality
2. Customer Satisfaction
3. Employee Leadership & Development
4. Operational Optimization
5. Financial Viability (including setting rates)
6. Operational Resiliency
7. Infrastructure Stability
8. Community Sustainability
9. Water Resource Adequacy
10. Customer Understanding & Support

3 credit hours awarded for full attendance.





February 23, 2023

EMERGING CONTAMINANTS: PFAS WORKSHOP

12:30 pm - 4:00 pm

Introductions and PFAS Basics

Speaker: Joe Janson, MRWA

Learn about Per- and Polyfluoroalkyl Substances and how they affect your wastewater systems.

Managing PFAS in your Community

Speakers: Scott Schaefer & Aaron Vollmer, AE2S

Sampling approaches and its impact on outcome, alternative water source evaluation, liquid stream treatment and bio-solids implications of Per- and Polyfluoroalkyl Substances.

TO REGISTER:

Call the MRWA office at 800-367-6792 or go online to www.mrwa.com.
Use the Training Calendar link.

**EMERGING
CONTAMINANTS:
PFAS WORKSHOP**

**3 DIRECT
WASTEWATER
CREDITS**

**There Is
No Charge For
This Session!**

LOCATION:

Two Harbors
Community Center
417 South Ave
Two Harbors, MN



FY23 Appropriations Bill Includes \$18.6 Million for Lewis & Clark

Tea, SD - The FY23 Appropriations Bill that was signed into law on December 29, 2022 by President Biden includes \$18.6 million for ongoing construction of the Lewis & Clark Regional Water System (L&C). This total includes the \$6.6 million proposed by the Administration, as well as the \$12 million congressionally directed spending request made by Senators Amy Klobuchar, Mike Rounds and Tina Smith.

"This critically needed funding will be used to cover the remaining costs of four projects currently under construction that were planned to be paid for over two fiscal years. These projects include two segments of the Madison service line (combined 32 miles), the one-million gallon water tower just west of Sheldon and improvements at the water treatment plant. The latter includes adding more high service pumps among other things. No new contracts will be awarded with these funds. Our thanks and appreciation to Senators Klobuchar, Rounds and Smith for requesting the additional funding on our behalf, as well as to the rest of the tristate congressional delegation for their continued strong support to get us across the finish line," said Executive Director Troy Larson.

The Bureau of Reclamation is expected to soon announce how much funding L&C will receive in FY23 from the Bipartisan Infrastructure Law. L&C officials anticipate it will be in the range of \$55 million to \$65 million. These funds will be used to award new projects that are part of the "base system" of 44.19 million gallons a day.

Contact: Troy Larson, Executive Director - 605-368-2400 (work) and 605-310-0560 (cell)



MDH/PFAS Dashboard and Roadmap

The Minnesota Department of Health (MDH) is testing for per- and polyfluoroalkyl substances (PFAS) in community water systems across the state to evaluate whether Minnesotans are exposed to PFAS at levels above MDH health-based guidance values in drinking water.

In addition, the U. S. Environmental Protection Agency (EPA) is developing maximum contaminant level goals for perfluorooctanoic acid and perfluorooctane sulfonic acid and will release proposed maximum contaminant levels (MCLs) before the end of 2022. Final MCLs, which will be enforceable, are expected to be announced in the fall of 2023.

In some states, including Minnesota, agreements have been reached with accountable entities to provide funds for addressing PFAS in the water. At the federal level, the Bipartisan Infrastructure Law addresses funding to water utilities, including significant contributions to the Drinking Water Revolving Fund.

MDH and the EPA have a dashboard and roadmap for status updates and other information:

[MDH Interactive Dashboard for PFAS Testing in Drinking Water](#)

[PFAS Strategic Roadmap: EPA's Commitments to Action 2021-2024](#)

Reprinted from Minnesota Department of Health Waterline Winter 2022-2023

Clean Water & Drinking Water Revolving Funds Intended Use Plan Approval Notice

On December 16, 2022, the Minnesota Public Facilities Authority (PFA) approved its 2023 Intended Use Plans (IUPs) for the Clean Water Revolving Fund (CWRF) and Drinking Water Revolving Fund (DWRF). The IUPs identify the projects and activities the PFA intends to fund from the CWRF and DWRF in state fiscal year 2023 (July 1, 2022 to June 30, 2023), including the use of federal funds from Year 1 of the Infrastructure Investment and Jobs Act (IIJA).

The IUPs are available on the PFA webpage under “Infrastructure Funds and Programs” and then either Clean Water Revolving Fund or Drinking Water Revolving Fund.

If you have any questions about the CWRF or DWRF, please contact your PFA loan officer shown on the map. Questions about the environmental and technical review process should be directed to the assigned review engineer at the appropriate agency, or Bill Dunn at the MPCA (651-757-2324) or Chad Kolstad at the MDH (651-201-3972).



BWSR awards \$11.6 million in Clean Water Fund grants

34 grants will support projects to improve water quality in Minnesota

St. Paul, Minn. – The Minnesota Board of Water and Soil Resources (BWSR) approved \$11.6 million in Clean Water Fund grants today to improve water quality in streams, lakes and groundwater across the state. Most of the grant funding is allocated for voluntary conservation projects throughout Minnesota, including funding for projects that focus on improving and protecting drinking water.

“Local governments are ready to work with private landowners across Minnesota to implement projects that will make meaningful progress toward improving water quality,” said BWSR Executive Director John Jaschke. “These grants support our valuable water resources by keeping our lakes, rivers and streams healthy.”

An example of expected outcomes includes the Pelican Lake Watershed District restoring function to the partially drained Rice Lake wetland. The project will reduce the largest phosphorous tributary loading source to downstream Detroit Lake, a high value recreational lake.

Another example is a soil health initiative in the city of Goodhue’s 2,500-acre municipal water supply to reduce nitrate contamination. A suite of soil health practices will be promoted and installed on agricultural lands in the drinking water supply management area to help reduce nitrogen leaching through the groundwater system.

The \$11.6 million will fund 34 grants. [Learn more](#) about the grant recipients:

- [Projects and Practices](#) (19 grants)
- [Drinking Water Projects and Practices](#) (8 grants)
- [Multipurpose Drainage Management](#) (4 grants)
- [Soil Health](#) (3 grants)

About the Minnesota Clean Water Fund

Minnesota voters approved the Clean Water, Land and Legacy Amendment in 2008 to protect, enhance, and restore wetlands, prairies, forests, and fish, game, and wildlife habitat; to preserve arts and cultural heritage; to support parks and trails; and to protect, enhance, and restore lakes, rivers, streams, and groundwater. The Clean Water Fund receives 33 percent of the sales tax revenue generated by the Legacy Amendment. More information about the Clean Water Fund is available [here](#).