



**CITY COUNCIL REGULAR AGENDA**  
**MONDAY, NOVEMBER 02, 2020**  
**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 - October 19, 2020 City Council Meeting
  - [B.](#) Contractor's Request for Payment No. 1 - 525 Osborne Road Project
  - [C.](#) Contractor's Request for Payment No. 4 - Garfield Pond Project
  - [D.](#) Administrator, Clerk/Treasurer Performance Evaluation Statement
  - [E.](#) Contractor's Licenses
- 7. DEPARTMENT REPORTS**
  - A. Public Works Report
  - [B.](#) Code Enforcement Report
- 8. ORDINANCES AND/OR RESOLUTIONS**
  - [A.](#) Resolution 20-32 Approving Issuance of General Obligation Improvement Refunding Bonds, Series 2020A
- 9. NEW BUSINESS**
  - [A.](#) Award Spring Lake Park Business Relief Grant to Dala One, Inc.
  - [B.](#) Award Quote to CIT to Replace 2-48 Port Network Switches
  - [C.](#) Schedule November Work Session
  - [D.](#) Schedule Special Meeting to Canvass 2020 Election Results
- 10. REPORTS**
  - A. Attorney's Report
  - [B.](#) Engineer's Report
  - C. Administrator's Report
- 11. OTHER**
  - [A.](#) Correspondence
- 12. 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 81<sup>st</sup> 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 October 19, 2020 at the City Hall, at 7:00 PM.

### **1. CALL TO ORDER**

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

### **2. ROLL CALL**

#### PRESENT

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

#### STAFF PRESENT

Police Chief Ebeltoft, Attorney Thames, Parks and Recreation Director Okey, Administrator Buchholtz and Executive Assistant Gooden

#### VISITORS

Michael and Diane Domino, 8029 Garfield Street NE

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

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

Administrator Buchholtz requested that a request for authorization to purchase no littering signs on Manor Drive be added to the agenda as New Business Item 8C.

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

Diane and Mike Domino, 8049 Garfield Street NE, expressed their frustration with the Garfield Pond project and the damage that was done to their property. She stated that work was done beyond the said setback and the area was stripped of trees and vegetation. She stated that the new plantings does not resolve the damage that was done to the property during the project. She invited Councilmembers to tour and visit the property to see what can be done to resolve the issues caused by the contractors on their property.

Attorney Thames reported that the City has been in conversation with the Domino's for possible solutions however; at this time, he felt it was best not to discuss the matter publicly.

Mayor Nelson stated that he will be in contact with the Domino's and will schedule a time to visit the property.

**6. CONSENT AGENDA**

- A. Approval of Minutes - October 5, 2020 City Council Meeting
- B. General Operation Disbursements #20-17 \$209,042.69
- C. Right of Way Application - CenterPoint Energy
- D. Contractor's Licenses

Motion made by Councilmember Wendling to approve the Consent Agenda.

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

**7. DEPARTMENT REPORTS****A. Police Report**

Police Chief Ebeltoft reviewed the monthly staff report. He reported that there has been a hold on new vehicles being ordered for cities due to the pandemic and shortage of government vehicles. He reported that the City has been notified that orders are now being accepted.

Chief Ebeltoft reported that two squad cars were ordered on October 6, 2020. He stated that they will be outfitted and delivered in late January or February of 2021. He reported that one of the vehicles will replace the vehicle that should have been replaced in 2019 and the second vehicle will be the 2021 replacement vehicle. He reported that the total cost for the vehicles is \$54,944.00.

Chief Ebeltoft reported that he has applied and received approval for a grant with the Department of Justice for the purchase of new safety vests for the officers. He reported that vests are replaced every five years and the City pays half of the cost of the vest while the other half is provided by State funds. He reported that the grant amount will be reimbursed to the city.

Councilmember Wendling inquired if the lights and equipment from the existing squads could be used in the new vehicles. Chief Ebeltoft stated that the equipment can be used in the new vehicles.

Mayor Nelson inquired if the trade in amount on the used squad cars will be less since the city was not able to purchase the new squads until now. Chief Ebeltoft stated that he does not think there will not be a loss since the make of the vehicles are in demand.

**B. Parks and Recreation Report**

Parks and Recreation Director Okey reviewed the monthly staff report. She reported that Recreation Programmers Abt and Goldberg have been with the City one year and she congratulated them on their year of service.

**8. NEW BUSINESS****A. Authorization to Purchase Riot Helmets and Gas Mask Respirators**

Police Chief Ebeltoft reviewed the staff memo regarding the purchase of Officer Safety Gear including gas masks and respirators. He stated that the Police Department is requesting to purchase officer riot helmets with shields and gas masks/respirators with a "First Responder Kit" for the continued issues of civil unrest and the COVID-19 pandemic which has been affected the community.

Chief Ebeltoft requested that the items be purchased from Streicher's Police Equipment with a quoted price of \$7,399.90. He reported that the First Responder Gas Mask/Responder Kit qualifies under the Care Act however; the riot helmet/visor does not qualify.

Councilmember Wendling inquired if all the officers will be receiving their own gear. Chief Ebeltoft stated that all 11 officers would receive their own equipment.

Councilmember Dircks inquired as to who will provide the training and fit the officers for the respirators. Chief Ebeltoft stated that the Spring Lake Park Blaine Mounds View Fire Department will provide the training to the officers and perform the fit testing at no cost to the department.

Motion made by Mayor Nelson to Authorize the Purchase of Riot Helmets and Gas Mask Respirators in the amount of \$7,399.90.

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

**B. Approve Issuance of RFP for Park Master Plan**

Parks and Recreation Director Okey reviewed the staff memo for authorization for staff to issue a Request for Proposals (RFP) for a Park Master Plan. Ms. Okey reviewed the criteria that will be required in the proposals. She reported that the Councilmembers had toured the parks to see the condition of the City's park building and infrastructure where improvements are necessary.

Mayor Nelson stated that the tour was informative and he was surprised at the improvements needed. He stated that it is important to plan for the future of the parks.

Councilmember Delfs inquired as to who the RFP request will be sent to and if Stantec would be a candidate for the proposal. Ms. Okey stated that the RFP request could be sent to several companies and placed on the League of Minnesota website. She stated that the proposal submission is an open invitation to any firm.

Motion made by Councilmember Dircks to approve RFP for Park Master Plan.

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

C. Authorize Purchase of No Littering Signs

Administrator Buchholtz reported that the Council held a work session prior to the October 19, 2020 Council meeting and discussed complaints of litter along Manor Drive and Lakewood Drive. He stated that the consensus of the Council was to place signs along those streets to inform the public that littering is prohibited.

Motion made by Councilmember Wendling to Authorize Purchase of No Littering Signs in the amount of \$350.00.

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

## 10. REPORTS

A. Engineer's Report

Administrator Buchholtz reported that a neighborhood meeting will be scheduled in the future once clarification on the Fillmore Street and 83rd Avenue Pond project has been received from the Coon Creek Watershed. He reported that the 2020 Sewer Lining Project will be starting at the end of October.

Administrator Buchholtz reported that the utility work for the 525 Osborne Road project has started. He reported that sewer work will be starting the week of October 26, 2020. He stated that the looping of the water will take place in a few weeks.

B. Administrator Reports

Administrator Buchholtz reported that nine COVID Care Act grants were awarded to local businesses in Spring Lake Park. He reported that he has received a new application and inquired if the Council was supportive of issuing one more grant for a total of 10. He stated that the application period is closed. He reported that there is remaining grant money available to issue the grant to the business.

The consensus of the Council was to allow the application to be submitted and issue the grant.

## 11. OTHER

### A. Administrator's Performance Evaluation (Closed Session)

Motion made by Councilmember Dircks to close Council meeting to discuss the City Administrator's Performance Evaluation.

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

Mayor Nelson closed the meeting at 7:35 PM.

Mayor Nelson opened the Council meeting at 8:50 PM.

## 12. ADJOURN

Motion made by Councilmember Wendling to adjourn the Council meeting.

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

The meeting adjourned at 8:52 PM.

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Robert Nelson, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer







**Stantec Consulting Services Inc.**  
733 Marquette Avenue, Suite 1000  
Minneapolis, MN 55402  
Tel: (612) 712-2000

October 28, 2020

Mr. Daniel Buchholtz, Administrator  
City of Spring Lake Park  
1301 81st Avenue NE  
Spring Lake Park, MN 55432

Re: 2020 Utility Improvements for 525 Osborne Project  
Project No. 193805012  
**Contractor's Request for Payment No. 1**

Dear Dan:

Attached for city approval is Contractor's Request for Payment No. 1 for the 2020 Utility Improvements for 525 Osborne Project. The prime Contractor on this project is New Look Contracting from Rogers.

This request includes partial payment for water main and storm sewer.

We have reviewed the contractor's payment request and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to New Look Contracting in the amount of \$195,595.50.**

Please execute the payment request documents. Keep one copy for your records, forward a copy to New Look Contracting and return one copy to me.

Feel free to contact me if you have any questions.

Regards,  
**STANTEC**

A handwritten signature in black ink that reads "Phil Gravel".

Phil Gravel  
City Engineer

Enclosures

cc: Terry Randall, Public Works Director



Owner: City of Spring Lake Park, 1301 81st Ave. NE, Spring Lake Park, MN 55432	Date: October 27, 2020
For Period: 9/1/2020 to 10/23/2020	Request No: 1
Contractor: New Look Contracting, 14045 Northdale Blvd., Rogers, MN 55376	

### CONTRACTOR'S REQUEST FOR PAYMENT

SLP 2020 UTILITY IMPROVEMENTS FOR 525 OSBORNE PROJECT  
STANTEC PROJECT NO. 193805012

#### SUMMARY

1	Original Contract Amount		\$ 302,555.00
2	Change Order - Addition	\$ 0.00	
3	Change Order - Deduction	\$ 0.00	
4	Revised Contract Amount		\$ 302,555.00
5	Value Completed to Date		\$ 205,890.00
6	Material on Hand		\$ 0.00
7	Amount Earned		\$ 205,890.00
8	Less Retainage 5%		\$ 10,294.50
9	Subtotal		\$ 195,595.50
10	Less Amount Paid Previously		\$ 0.00
11	Liquidated damages -		\$ 0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. 1		\$ 195,595.50

Recommended for Approval by:  
**STANTEC**

*Phil Gravel*

10-28-20

Approved by Contractor:  
**NEW LOOK CONTRACTING**

*10-28-20*

Approved by Owner:  
**CITY OF SPRING LAKE PARK**

Specified Contract Completion Date:

Date:

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
<b>BASE BID</b>							
1	MOBILIZATION	LS	1	55000.00	0.8	0.8	\$44,000.00
2	TRAFFIC CONTROL	LS	1	2300.00	1	1	\$2,300.00
3	EROSION AND SEDIMENT CONTROL	LS	1	3500.00	0.5	0.5	\$1,750.00
4	CLEARING AND GRUBBING - STORM	EA	5	650.00	4	4	\$2,600.00
5	SALVAGE AND REINSTALL FENCE	LF	30	55.00			\$0.00
6	REMOVE BITUMINOUS PAVEMENT (INCLUDES SAWCUTS)	SF	2130	2.50	2500	2500	\$6,250.00
7	REMOVE CONCRETE CURB (INCLUDES SAWCUTS)	LF	120	6.00	130	130	\$780.00
8	REMOVE CONCRETE SIDEWALK (INCLUDES SAWCUTS)	SF	150	3.00	100	100	\$300.00
9	4' DIAMETER STORM SEWER MH-1, INCL. CSTG AND ADJ RINGS	EA	1	3500.00	1	1	\$3,500.00
10	4' DIAMETER STORM SEWER CBMH-2, INCL. CSTG AND ADJ RINGS	EA	1	3400.00	1	1	\$3,400.00
11	4' DIAMETER STORM SEWER MH-3, INCL. CSTG AND ADJ RINGS	EA	1	3400.00	1	1	\$3,400.00
12	15" RC PIPE SEWER DESIGN 3006 CLASS V	LF	374	65.00	370	370	\$24,050.00
13	TOPSOIL BORROW (LV)	CY	250	35.00			\$0.00
14	SOD - TYPE LAWN	SY	1200	14.00			\$0.00
15	B618 CONCRETE CURB AND GUTTER	LF	120	41.00			\$0.00
16	4" CONCRETE SIDEWALK WITH BASE	SF	150	14.00			\$0.00
17	BITUMINOUS PARKING LOT PATCH (with 4" BIT. & 8" CLASS 5)	SF	1030	6.00			\$0.00
18	BITUMINOUS STREET PATCH (with 6" BIT. & 12" CLASS 5)	SF	1100	8.00			\$0.00
	TOTAL BASE BID						\$92,330.00
<b>ALTERNATE B - DIRECTIONAL DRILL WATER MAIN:</b>							
36	CLEARING AND GRUBBING - DRILL WATER MAIN	EA	2	550.00	2	2	\$1,100.00
37	POTHOLE EXISTING SEWER SERVICE	EA	2	700.00	2	2	\$1,400.00
38	REMOVE BITUMINOUS PAVEMENT (INCLUDES SAWCUTS)	SF	1700	2.50	1400	1400	\$3,500.00
39	REMOVE CONCRETE CURB (INCLUDES SAWCUTS)	LF	230	6.00	135	135	\$810.00
40	MISCELLANEOUS WATER MAIN REMOVAL AND ABANDONMENT	LS	1	760.00	1	1	\$760.00
41	6" PVC C900 DR 18 WATER MAIN, OPEN CUT	LF	325	30.00	275	275	\$8,250.00
42	6" PVC C900 DR18 WATER MAIN, DIRECTIONAL DRILLED	LF	725	60.00	750	750	\$45,000.00
43	6" GATE VALVE & BOX	EA	9	2200.00	9	9	\$19,800.00
44	5" HYDRANT	EA	4	5000.00	4	4	\$20,000.00
45	1" WATER SERVICE, TYPE K COPPER	LF	50	31.00	40	40	\$1,240.00
46	1" CURB STOP & BOX	EA	2	400.00	1	1	\$400.00
47	1" CORPORATION STOP	EA	4	350.00	2	2	\$700.00
48	DIP WATER MAIN FITTINGS	LB	900	7.50	500	500	\$3,750.00
49	CONNECT TO EXISTING WATER MAIN	EA	6	1200.00	5	5	\$6,000.00
50	CONNECT TO EXISTING WATER SERVICE	EA	4	425.00	2	2	\$850.00
51	B618 CONCRETE CURB AND GUTTER	LF	230	42.00			\$0.00
52	BITUMINOUS PARKING LOT PATCH (with 4" BIT. & 8" CLASS 5)	SF	1700	6.00			\$0.00
53	SOD - TYPE LAWN	SY	500	14.00			\$0.00
	TOTAL ALTERNATE B - DIRECTIONAL DRILL WATER MAIN						\$113,560.00
TOTAL BASE BID							\$92,330.00
TOTAL ALTERNATE B - DIRECTIONAL DRILL WATER MAIN							\$113,560.00
<b>WORK COMPLETED TO DATE:</b>							<b>\$205,890.00</b>

**PROJECT PAYMENT STATUS**

OWNER CITY OF SPRING LAKE PARK  
STANTEC PROJECT NO. 193805012  
CONTRACTOR NEW LOOK CONTRACTING

**CHANGE ORDERS**

No.	Date	Description	Amount
Total Change Orders			

**PAYMENT SUMMARY**

No.	From	To	Payment	Retainage	Completed
1	09/01/2020	10/27/2020	195,595.50	10,294.50	205,890.00

**Material on Hand**

Total Payment to Date		\$195,595.50	Original Contract	\$302,555.00
Retainage Pay No. 1		10,294.50	Change Orders	
Total Amount Earned		\$205,890.00	Revised Contract	\$302,555.00



Stantec Consulting Services Inc.  
733 Marquette Avenue, Suite 1000  
Minneapolis, MN 55402  
Tel: (612) 712-2000

October 20, 2020

Mr. Daniel Buchholtz, Administrator  
City of Spring Lake Park  
1301 81st Avenue NE  
Spring Lake Park, MN 55432

Re: Garfield Pond Improvements Project  
Project No. 193804750  
**Contractor's Request for Payment No. 4**

Dear Dan:

Attached for city approval is Contractor's Request for Payment No. 4 for the Garfield Pond Improvements Project. The prime Contractor on this project is Jacon, LLC from Vadnais Heights.

This request includes payment for all work completed in the project including all final quantities. This payment maintains a 5% retainage (\$20,747.78) until final project closeout documents are submitted and the city is ready to accept the work subject to warranty conditions.

The total final construction cost is set with the final quantities included in this payment. The final construction cost is \$414,955.75. The original bid amount was \$410,789.00. The final cost is slightly higher due to some pipe field modifications and the substitution of native plant seeding.

We have reviewed the contractor's payment request and found it to be in order. We recommend approval. **If the City wishes to approve this request, then payment should be made to Jacon, LLC in the amount of \$25,735.27.**

Please execute the payment request documents. Keep one copy for your records, forward a copy to Jacon, LLC, and return one copy to me.

Feel free to contact us if you have any questions.

Regards,  
**STANTEC**

A handwritten signature in black ink that reads "Phil Gravel".

Phil Gravel  
City Engineer

Enclosures

cc: Charlie Igo, Jacon, LLC  
Terry Randall, Public Works Director



Owner: City of Spring Lake Park, 1301 81st Ave. NE, Spring Lake Park, MN 55432	Date: October 13, 2020
For Period: 4/30/2020 to 10/13/2020	Request No: 4
Contractor: Jacon, LLC, 3900 LaBore Rd., Vadnais Heights, MN 55110	

**CONTRACTOR'S REQUEST FOR PAYMENT**  
2019 GARFIELD POND IMPROVEMENTS PROJECT  
STANTEC PROJECT NO. 193804750

SUMMARY

1	Original Contract Amount		\$ 410,789.00
2	Change Order - Addition	\$ 0.00	
3	Change Order - Deduction	\$ 0.00	
4	Revised Contract Amount		\$ 410,789.00
5	Value Completed to Date		\$ 414,955.75
6	Material on Hand		\$ 0.00
7	Amount Earned		\$ 414,955.75
8	Less Retainage 5%		\$ 20,747.78
9	Subtotal		\$ 394,207.97
10	Less Amount Paid Previously		\$ 368,472.70
11	Liquidated damages -		\$ 0.00
12	AMOUNT DUE THIS REQUEST FOR PAYMENT NO. 4		\$ 25,735.27

Recommended for Approval by:  
**STANTEC**

Phil Havel 10/20/20

Approved by Contractor:  
**JACON, LLC**

Chaei Igo

Approved by Owner:  
**CITY OF SPRING LAKE PARK**

\_\_\_\_\_  
\_\_\_\_\_

Specified Contract Completion Date:

\_\_\_\_\_

Date:

\_\_\_\_\_

No.	Item	Unit	Contract Quantity	Unit Price	Current Quantity	Quantity to Date	Amount to Date
<b>GENERAL</b>							
1	MOBILIZATION	LS	1	15600.00		1	\$15,600.00
2	TRAFFIC CONTROL	LS	1	2500.00		1	\$2,500.00
3	DEWATERING	LS	1	14393.00		1	\$14,393.00
4	EROSION AND SEDIMENT CONTROL	LS	1	5500.00	1	1	\$5,500.00
5	COMMON EXCAVATION, GRADING (P)	LS	1	25000.00	0.2	1	\$25,000.00
6	COMMON EXCAVATION, POND EXCAVATION (LV)	CY	2200	9.00	(783)	1817	\$16,353.00
7	CLEARING AND GRUBBING	LS	1	44840.00		1	\$44,840.00
8	SALVAGE AND REINSTALL APRON	EA	3	2500.00		3	\$7,500.00
9	SALVAGE AND REINSTALL PIPE	LF	28	30.00		28	\$840.00
10	REMOVE PIPE	LF	12	14.00		12	\$168.00
11	REMOVE STORM CBMH OR CB	EA	2	1200.00		2	\$2,400.00
12	REMOVE BITUMINOUS PAVEMENT (INCLUDES SAWCUTS)	SF	900	2.00	348	848	\$1,696.00
13	REMOVE CONCRETE CURB (INCLUDES SAWCUTS)	LF	50	4.00	21	61	\$244.00
14	REMOVE CONCRETE SIDEWALK (INCLUDES SAWCUTS)	SF	110	4.00	375	475	\$1,900.00
15	REMOVE RETAINING WALL	LF	260	3.00		220	\$660.00
16	2' X 3' CB, INCL R-3067 CSTG AND ADJ RINGS	EA	1	3400.00		1	\$3,400.00
17	4' DIA STORM SEWER CBMH, INCL. CSTG AND ADJ RINGS	EA	1	4400.00		1	\$4,400.00
18	5' DIA STORM SEWER CBMH, INCL. CSTG AND ADJ RINGS	EA	1	5800.00		1	\$5,800.00
19	6' DIA STORM SEWER CBMH, INCL. CSTG AND ADJ RINGS	EA	2	8200.00		2	\$16,400.00
20	5' DIA STORM SEWER MH SPECIAL, INCL. CSTG AND ADJ RINGS	LS	1	6450.00		2	\$12,900.00
21	12" RC PIPE SEWER DESIGN 3006 CLASS V	LF	16	42.50		16	\$680.00
22	18" RC PIPE SEWER DESIGN 3006 CLASS V	LF	69	57.00		60	\$3,420.00
23	24" RC PIPE SEWER DESIGN 3006 CLASS V	LF	32	105.00		32	\$3,360.00
24	36" RC PIPE SEWER DESIGN 3006 CLASS III	LF	24	185.00		24	\$4,440.00
25	42" RC PIPE SEWER DESIGN 3006 CLASS II	LF	567	270.00		567	\$153,090.00
26	42" RC PIPE BEND DESIGN 3006 CLASS II	EA	12	1525.00		12	\$18,300.00
27	12" RC PIPE - APRON (INCL. TRASH GUARD)	EA	1	876.00		1	\$876.00
28	24" RC PIPE - APRON (INCL. TRASH GUARD)	EA	1	2011.00		1	\$2,011.00
29	42" RC PIPE - APRON (INCL. TRASH GUARD)	EA	2	8704.00		2	\$17,408.00
30	HAND-PLACED RIPRAP - CLASS 3	CY	90	100.00		50	\$5,000.00
31	TOPSOIL BORROW (LV)	CY	25	24.00			\$0.00
32	SELECT GRANULAR BORROW (MODIFIED) - INFILTRATION TRENCH (CV)	CY	180	21.00	8	128	\$2,688.00
33	MULCH, TYPE 1	LB	2600	0.50			\$0.00
34	EROSION CONTROL BLANKET, CATEGORY 3 STRAW	SY	2700	3.00	1550	1550	\$4,650.00
35	MNDOT SEED MIX 33-261	SY	2700	0.25	1550	1550	\$387.50
36	MNDOT SEED MIX 25-131	SY	3100	0.25	198	198	\$49.50
37	B618 CONCRETE CURB AND GUTTER	LF	50	20.00	61	61	\$1,220.00
38	4" CONCRETE SIDEWALK WITH BASE	SF	110	5.00	475	475	\$2,375.00
39	BITUMINOUS STREET PATCH (with 6" BIT. & 12" CLASS 5)	SF	900	3.00	848	848	\$2,544.00
40	PIPE AND GRADING CHANGES, HAULING	LS	1	6044.00	1	1	\$6,044.00
41	MNDOT SEED MIX 35-241	SY	2850	1.375	2850	2850	\$3,918.75
	TOTAL						\$414,955.75

TOTAL

\$414,955.75

**WORK COMPLETED TO DATE:**

**\$414,955.75**

**PROJECT PAYMENT STATUS**

OWNER CITY OF SPRING LAKE PARK  
STANTEC PROJECT NO. 193804750  
CONTRACTOR JACON, LLC

**CHANGE ORDERS**

No.	Date	Description	Amount
Total Change Orders			

**PAYMENT SUMMARY**

No.	From	To	Payment	Retainage	Completed
1	01/27/2020	02/12/2020	9,929.40	522.60	10,452.00
2	02/13/2020	03/30/2020	247,932.71	13,571.69	271,433.80
3	04/01/2020	04/29/2020	110,610.59	19,393.30	387,866.00
4	04/30/2020	10/13/2020	25,735.27	20,747.78	414,955.75

**Material on Hand**

Total Payment to Date		\$394,207.97	Original Contract	\$410,789.00
Retainage Pay No. 4		20,747.78	Change Orders	
Total Amount Earned		\$414,955.75	Revised Contract	\$410,789.00





# Memorandum

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**To:** Mayor Nelson and Members of the City Council

**From:** Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

**Date:** October 29, 2020

**Subject:** City Administrator Performance Evaluation Statement

Here is the public statement that is required to be read the meeting after which a closed session is held to conduct a performance evaluation.

“The City Council went into closed session to conduct a performance evaluation on the City Administrator’s job performance. An evaluation was given by the Council. The evaluation focused on various performance areas. The City Council, as a whole, believes the City Administrator’s job performance meets or exceeds the job requirements of the position and that he is serving the City of Spring Lake Park well.”



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

## Contractor's Licenses

November 2, 2020

### General Contractor

Great Lakes Fence Co.

### Mechanical Contractor

Airics Heating and Air

Majestic Custom Heating and Air





**City of Spring lake Park**  
**Code Enforcement Division**  
1301 Eighty First Avenue Northeast  
Spring Lake Park, Minnesota 55432  
(763) 783-6491 Fax: (763) 792-7257

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## REPORT

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**TO:** Spring Lake Park City Council  
**FROM:** Jeff Baker, Code Enforcement Official  
**RE:** Code Enforcement Monthly Report for October 2020  
**DATE:** October 28, 2020

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The Spring Lake Park Code Enforcement department is the authority having jurisdiction for all fire, rental, property, nuisance, and zoning codes within Spring Lake Park.

In October, a total of 14 building, 1 Fire Suppression, 12 mechanical, 3 plumbing and 6 Certificate of Occupancy for a total of 36 permits issued compared to a total of 53 in 2019. Code Enforcement conducted 201 inspections in the month of October including 46 building, 26 rental, 11 zoning, 32 nuisance and 86 fire. 12 Admin tickets were issued.

I have completed my plan review for Hy-Vee. I am waiting on Mounds Views building official to finish so that we can collaborate and get them started.

Osborne apartments remodel is going along quite well, the kitchen renovation of the 5<sup>th</sup> floor is complete. The contractor gets 10 days to remove and install each kitchen per floor.

JP Brooks, Monroe project has both footings and foundations poured as of now.

527 82<sup>nd</sup> Ave has been demolished. All that remains is the driveway, the rear yard has been sloped down and seeded.

In October of 2020, I also attended the following appointments:

- City Council meeting on October 5<sup>th</sup>
- City Council Work Shop on October 19<sup>th</sup>.
- Department Head meeting on October 6<sup>th</sup>.
- ICC zoom seminar on October 8<sup>th</sup>.
- Meeting at the Legends on October 9<sup>th</sup>.

This concludes the Code Enforcement monthly report for October 2020. If anyone has any questions or concerns regarding my report, I would be happy to answer them at this time.





# Memorandum

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**To:** Mayor Nelson and Members of the City Council

**From:** Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

**Date:** October 28, 2020

**Subject:** Trigger Resolution – GO Improvement Refunding Bonds, Series 2020A

The City Council has asked staff to explore the possibility of refunding the 2014A GO Improvement Bonds that financed the City's 2014-2015 Street Improvement projects.

In August, Staff received an initial projection of savings for the refunding of \$52,490 over the remaining five years of the bond, or a net present value savings of 3.30%. Interest rates have begun to rise since that time, eroding the savings to \$42,185, reducing the net present value savings to 2.638%. The increase in interest rates is due to an increased volume of debt in the market right now. In consultation with the City's financial advisor, Staff is hopeful that once this volume pushes through the market, rates will settle closer to where they were in August, thus increasing our savings.

In order to allow us the ability to respond to market changes and lock in the best rate, Staff is requesting the City Council approve a "trigger resolution" which confirms the City Council's desire to refinance the bonds and authorizes the Mayor and City Administrator to approve the sale of the bonds provided the net present value savings is at least 3.00%, which would provide savings to the City of \$50,000. The resolution obligates the City Council to approve the issuance at its next regularly scheduled City Council meeting after the Mayor and City Administrator approve the bond sale. The trigger resolution will expire on April 30, 2021.

Staff recommends approving the resolution. If you have any questions, please don't hesitate to contact me at 763-784-6491.

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**CERTIFICATION OF MINUTES  
RELATING TO GENERAL OBLIGATION IMPROVEMENT  
REFUNDING BONDS, SERIES 2020A**

ISSUER: City of Spring Lake Park, Minnesota

BODY: City Council

KIND, DATE, TIME AND PLACE OF MEETING:

A regular meeting held on Monday, November 2, 2020, at 7:00 p.m., in the City Offices

MEMBERS PRESENT:

MEMBERS ABSENT:

Documents Attached: Extract of Minutes of said meeting.

**RESOLUTION 20-32**

**RESOLUTION APPROVING THE ISSUANCE OF  
GENERAL OBLIGATION IMPROVEMENT  
REFUNDING BONDS, SERIES 2020A**

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the obligations referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said obligations; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS MY HAND officially as such recording officer on November 2, 2020.

\_\_\_\_\_  
City Administrator

EXTRACT OF MINUTES OF A MEETING  
OF THE CITY COUNCIL OF THE CITY OF SPRING LAKE PARK, STATE OF  
MINNESOTA

HELD: Monday, November 2, 2020

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Spring Lake Park, State of Minnesota, was duly held on Monday, November 2, 2020 at 7:00 p.m.

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION 20-32**

**RESOLUTION APPROVING THE ISSUANCE OF  
GENERAL OBLIGATION IMPROVEMENT  
REFUNDING BONDS, SERIES 2020A**

BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota (herein, the “City”), as follows:

1. The City Council hereby finds and declares that it is necessary and expedient for the City to sell and issue its fully registered general obligation improvement refunding bonds in the total aggregate principal amount not to exceed \$1,550,000 (herein, the “Bonds”). The proceeds will be used to finance a current refunding of all or part of the December 15, 2021 through 2025 maturities, aggregating up to \$1,485,000 in principal amount, of the City’s General Obligation Improvement Bonds, Series 2014A, dated June 15, 2014 as date of original issue (the “Refunded Bonds”) and to pay the costs of issuing the Bonds.
2. The City Council desires to proceed with the sale of the Bonds by direct negotiation to Northland Securities, Inc. (herein, “NSI”). NSI will purchase the Bonds in an arm’s-length commercial transaction with the City.
3. The Mayor and City Administrator are hereby authorized to approve the sale of the Bonds in an aggregate principal amount not to exceed \$1,550,000 and to execute a bond purchase agreement for the purchase of the Bonds with NSI, provided the total net present value savings is at least 3%.
4. Upon approval of the sale of the Bonds by the Mayor and the City Administrator:
  - a. The City Council will take action at its next regularly scheduled or special meeting thereafter to adopt the necessary approving resolutions as prepared by the City's bond counsel (the “Ratifying Resolutions”); and

- b. The Refunded Bonds will be redeemed and prepaid in accordance with the terms and conditions set forth in the Ratifying Resolutions and Northland Trust Services Inc., as registrar and paying agent on the Refunded Bonds, is hereby authorized and directed to cause notice of such redemption to be given to each registered holder of the Refunded Bonds not less than thirty (30) days prior to the redemption date, and to notify DTC.
5. NSI is authorized to prepare an Official Statement related to the sale of the Bonds.
6. If the Mayor and the City Administrator have not approved the sale of the bonds to NSI and executed the related bond purchase agreement by April 30, 2021 this resolution shall expire.

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

## City of Spring Lake Park, Minnesota

\$1,525,000 G.O. Improvement Refunding Bonds, Series 2020A

(Preliminary AA Rates as of 8/7/20)

Current refunding of the \$2,845,000 General Obligation Improvement Bonds, Series 2014A

## Sources & Uses

Dated 11/01/2020 | Delivered 11/01/2020

### Sources Of Funds

Par Amount of Bonds	\$1,525,000.00
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<b>Total Sources</b>	<b>\$1,525,000.00</b>
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### Uses Of Funds

Costs of Issuance	38,775.00
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Deposit to Current Refunding Fund	1,485,000.00
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Rounding Amount	1,225.00
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<b>Total Uses</b>	<b>\$1,525,000.00</b>
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## City of Spring Lake Park, Minnesota

\$1,525,000 G.O. Improvement Refunding Bonds, Series 2020A

(Preliminary AA Rates as of 8/7/20)

### Debt Service Comparison

Date	Total P+I	Existing D/S	Net New D/S	Old Net D/S	Savings
12/15/2020	-	319,668.75	318,443.75	319,668.75	1,225.00
12/15/2021	324,561.83	-	324,561.83	333,337.50	8,775.67
12/15/2022	318,425.00	-	318,425.00	327,337.50	8,912.50
12/15/2023	312,795.00	-	312,795.00	321,337.50	8,542.50
12/15/2024	302,020.00	-	302,020.00	315,337.50	13,317.50
12/15/2025	281,120.00	-	281,120.00	292,837.50	11,717.50
<b>Total</b>	<b>\$1,538,921.83</b>	<b>\$319,668.75</b>	<b>\$1,857,365.58</b>	<b>\$1,909,856.25</b>	<b>\$52,490.67</b>

#### PV Analysis Summary (Net to Net)

Gross PV Debt Service Savings.....	50,828.18
Net PV Cashflow Savings @ 0.298%(Bond Yield).....	50,828.18
Contingency or Rounding Amount.....	1,225.00
Net Present Value Benefit	\$52,053.18
Net PV Benefit / \$1,575,828.18 PV Refunded Debt Service	3.303%
Net PV Benefit / \$1,485,000 Refunded Principal...	3.505%
Net PV Benefit / \$1,525,000 Refunding Principal..	3.413%

#### Refunding Bond Information

Refunding Dated Date	11/01/2020
Refunding Delivery Date	11/01/2020

## City of Spring Lake Park, Minnesota

\$1,525,000 G.O. Improvement Refunding Bonds, Series 2020A

(Preliminary AA Rates as of 8/7/20)

## Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/01/2020	-	-	-	-	-
06/15/2021	-	-	2,529.33	2,529.33	-
12/15/2021	320,000.00	0.200%	2,032.50	322,032.50	324,561.83
06/15/2022	-	-	1,712.50	1,712.50	-
12/15/2022	315,000.00	0.200%	1,712.50	316,712.50	318,425.00
06/15/2023	-	-	1,397.50	1,397.50	-
12/15/2023	310,000.00	0.250%	1,397.50	311,397.50	312,795.00
06/15/2024	-	-	1,010.00	1,010.00	-
12/15/2024	300,000.00	0.300%	1,010.00	301,010.00	302,020.00
06/15/2025	-	-	560.00	560.00	-
12/15/2025	280,000.00	0.400%	560.00	280,560.00	281,120.00
<b>Total</b>	<b>\$1,525,000.00</b>	<b>-</b>	<b>\$13,921.83</b>	<b>\$1,538,921.83</b>	<b>-</b>

### Date And Term Structure

Dated	11/01/2020
Delivery Date	11/01/2020
First available call date	
Call Price	-

### Yield Statistics

Bond Year Dollars	\$4,666.39
Average Life	3.060 Years
Average Coupon	0.2983427%
Net Interest Cost (NIC)	0.2983427%
True Interest Cost (TIC)	0.2981957%
All Inclusive Cost (AIC)	1.1488854%

### IRS Form 8038

Net Interest Cost (NIC)	0.2983427%
Weighted Average Maturity	3.060 Years
Bond Yield for Arbitrage Purposes	0.2981957%

## City of Spring Lake Park, Minnesota

### G.O. Improvement Bonds, Series 2014

## Debt Service To Maturity And To Call

Date	Refunded Bonds	D/S To Call	Principal	Coupon	Interest	Refunded D/S	Fiscal Total
11/01/2020	-	-	-	-	-	-	-
12/15/2020	1,485,000.00	1,485,000.00	-	2.000%	-	-	-
06/15/2021	-	-	-	-	16,668.75	16,668.75	-
12/15/2021	-	-	300,000.00	2.000%	16,668.75	316,668.75	333,337.50
06/15/2022	-	-	-	-	13,668.75	13,668.75	-
12/15/2022	-	-	300,000.00	2.000%	13,668.75	313,668.75	327,337.50
06/15/2023	-	-	-	-	10,668.75	10,668.75	-
12/15/2023	-	-	300,000.00	2.000%	10,668.75	310,668.75	321,337.50
06/15/2024	-	-	-	-	7,668.75	7,668.75	-
12/15/2024	-	-	300,000.00	2.500%	7,668.75	307,668.75	315,337.50
06/15/2025	-	-	-	-	3,918.75	3,918.75	-
12/15/2025	-	-	285,000.00	2.750%	3,918.75	288,918.75	292,837.50
<b>Total</b>	<b>\$1,485,000.00</b>	<b>\$1,485,000.00</b>	<b>\$1,485,000.00</b>	<b>-</b>	<b>\$105,187.50</b>	<b>\$1,590,187.50</b>	<b>-</b>

### Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	11/01/2020
Average Life	3.102 Years
Average Coupon	2.2834582%
Weighted Average Maturity (Par Basis)	3.102 Years
Weighted Average Maturity (Original Price Basis)	3.102 Years

### Refunding Bond Information

Refunding Dated Date	11/01/2020
Refunding Delivery Date	11/01/2020

## City of Spring Lake Park, Minnesota

\$1,525,000 G.O. Improvement Refunding Bonds, Series 2020A

(Preliminary AA Rates as of 10/13/20)

## Sources & Uses

Dated 12/08/2020 | Delivered 12/08/2020

### Sources Of Funds

Par Amount of Bonds	\$1,525,000.00
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<b>Total Sources</b>	<b>\$1,525,000.00</b>
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### Uses Of Funds

Total Underwriter's Discount (1.100%)	16,775.00
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Costs of Issuance	21,000.00
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Deposit to Current Refunding Fund	1,485,000.00
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Rounding Amount	2,225.00
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<b>Total Uses</b>	<b>\$1,525,000.00</b>
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## City of Spring Lake Park, Minnesota

\$1,525,000 G.O. Improvement Refunding Bonds, Series 2020A

(Preliminary AA Rates as of 10/13/20)

## Debt Service Comparison

Date	Total P+I	Existing D/S	Net New D/S	Old Net D/S	Savings
12/15/2020	-	319,668.75	317,443.75	319,668.75	2,225.00
12/15/2021	322,867.56	-	322,867.56	333,337.50	10,469.94
12/15/2022	316,615.00	-	316,615.00	327,337.50	10,722.50
12/15/2023	315,375.00	-	315,375.00	321,337.50	5,962.50
12/15/2024	308,825.00	-	308,825.00	315,337.50	6,512.50
12/15/2025	286,995.00	-	286,995.00	292,837.50	5,842.50
<b>Total</b>	<b>\$1,550,677.56</b>	<b>\$319,668.75</b>	<b>\$1,868,121.31</b>	<b>\$1,909,856.25</b>	<b>\$41,734.94</b>

### PV Analysis Summary (Net to Net)

Gross PV Debt Service Savings.....	39,028.94
Net PV Cashflow Savings @ 0.565%(Bond Yield).....	39,028.94
Contingency or Rounding Amount.....	2,225.00
Net Present Value Benefit	\$41,253.94
Net PV Benefit / \$1,564,028.94 PV Refunded Debt Service	2.638%
Net PV Benefit / \$1,485,000 Refunded Principal...	2.778%
Net PV Benefit / \$1,525,000 Refunding Principal..	2.705%

### Refunding Bond Information

Refunding Dated Date	12/08/2020
Refunding Delivery Date	12/08/2020

## City of Spring Lake Park, Minnesota

\$1,525,000 G.O. Improvement Refunding Bonds, Series 2020A

(Preliminary AA Rates as of 10/13/20)

## Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
12/08/2020	-	-	-	-	-
06/15/2021	-	-	4,008.81	4,008.81	-
12/15/2021	315,000.00	0.350%	3,858.75	318,858.75	322,867.56
06/15/2022	-	-	3,307.50	3,307.50	-
12/15/2022	310,000.00	0.400%	3,307.50	313,307.50	316,615.00
06/15/2023	-	-	2,687.50	2,687.50	-
12/15/2023	310,000.00	0.500%	2,687.50	312,687.50	315,375.00
06/15/2024	-	-	1,912.50	1,912.50	-
12/15/2024	305,000.00	0.600%	1,912.50	306,912.50	308,825.00
06/15/2025	-	-	997.50	997.50	-
12/15/2025	285,000.00	0.700%	997.50	285,997.50	286,995.00
<b>Total</b>	<b>\$1,525,000.00</b>	<b>-</b>	<b>\$25,677.56</b>	<b>\$1,550,677.56</b>	<b>-</b>

### Date And Term Structure

Dated	12/08/2020
Delivery Date	12/08/2020
First available call date	
Call Price	-

### Yield Statistics

Bond Year Dollars	\$4,539.65
Average Life	2.977 Years
Average Coupon	0.5656283%
Net Interest Cost (NIC)	0.9351499%
True Interest Cost (TIC)	0.9416829%
All Inclusive Cost (AIC)	1.4213117%

### IRS Form 8038

Net Interest Cost (NIC)	0.9351499%
Weighted Average Maturity	2.977 Years
Bond Yield for Arbitrage Purposes	0.5652086%

## City of Spring Lake Park, Minnesota

### G.O. Improvement Bonds, Series 2014

## Debt Service To Maturity And To Call

Date	Refunded Bonds	D/S To Call	Principal	Coupon	Interest	Refunded D/S	Fiscal Total
12/08/2020	-	-	-	-	-	-	-
12/15/2020	1,485,000.00	1,485,000.00	-	2.000%	-	-	-
06/15/2021	-	-	-	-	16,668.75	16,668.75	-
12/15/2021	-	-	300,000.00	2.000%	16,668.75	316,668.75	333,337.50
06/15/2022	-	-	-	-	13,668.75	13,668.75	-
12/15/2022	-	-	300,000.00	2.000%	13,668.75	313,668.75	327,337.50
06/15/2023	-	-	-	-	10,668.75	10,668.75	-
12/15/2023	-	-	300,000.00	2.000%	10,668.75	310,668.75	321,337.50
06/15/2024	-	-	-	-	7,668.75	7,668.75	-
12/15/2024	-	-	300,000.00	2.500%	7,668.75	307,668.75	315,337.50
06/15/2025	-	-	-	-	3,918.75	3,918.75	-
12/15/2025	-	-	285,000.00	2.750%	3,918.75	288,918.75	292,837.50
<b>Total</b>	<b>\$1,485,000.00</b>	<b>\$1,485,000.00</b>	<b>\$1,485,000.00</b>	<b>-</b>	<b>\$105,187.50</b>	<b>\$1,590,187.50</b>	<b>-</b>

### Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	12/08/2020
Average Life	2.999 Years
Average Coupon	2.3617075%
Weighted Average Maturity (Par Basis)	2.999 Years
Weighted Average Maturity (Original Price Basis)	2.999 Years

### Refunding Bond Information

Refunding Dated Date	12/08/2020
Refunding Delivery Date	12/08/2020





# Memorandum

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**To:** Mayor Nelson and Members of the City Council

**From:** Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

**Date:** October 29, 2020

**Subject:** Coronavirus Relief Fund Business Grants

The City of Spring Lake Park received \$482,931 in Coronavirus Relief Funds (CRF) from the State of Minnesota as a pass-through from the Federal Government.

The CARES Act requires that payments from the CRF can only be used to cover expenses that:

1. Are necessary expenditures incurred dur to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. Were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. Were incurred during the period that begins on March 1, 2020 and ends on November 15, 2020.

Additional guidance from the Department of Treasury states that CRF funds can be used to provide grants to small businesses to reimburse the costs of business interruption caused by required closures.

To this end, the City Council, at its August 3, 2020 meeting, authorized the use of up to \$100,000 in CRF funds for a small business grant program with the maximum grant award per recipient being \$10,000. The City previously received 9 applications for grant assistance. Those grant applications were reviewed and recommended for approval to the City Council. The grants were awarded by the City Council on September 21, 2020.

Staff had received an additional grant inquiry from Dala Thai Restaurant. The City Council expressed support to consider this application at the last City Council meeting. Staff has reviewed their application and recommends awarding a business relief grant in the amount of \$10,000.

The grant award is conditioned upon the applicants signing a grant agreement with the City (see attached) submitting a completed W-9 form and submitting a business relief grant reporting form within 60 days of the date of the executed grant agreement.

If you have any questions regarding the City's Business Relief Grant Program, please don't hesitate to contact me at 763-784-6491.





# Memorandum

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**To:** Mayor Nelson and Members of the City Council

**From:** Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

**Date:** October 28, 2020

**Subject:** IT Request – Switching Proposal

At the October 19, 2020 meeting, the City Council authorized the replacement and installation of our new computer firewall and access points to facilitate remote work access for employees.

Staff is seeking approval of a second component of this project, which is to replace two 48 port switches that manage the traffic of our entire network. These switches are at end of life and are required to facilitate remote work access for employees.

The cost of these switches, including installation, is \$11,024.00, which will be covered with funds from the CARES Act.

I have attached the quote for your review. If you have any questions, please don't hesitate to contact me at 763-784-6491.

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We have prepared a quote for you

Wireless Proposal

Quote # 004975  
Version 1

Prepared for:

City of Spring Lake Park

Daniel Buchholtz  
[dbuchholtz@slpmn.org](mailto:dbuchholtz@slpmn.org)



## Service Descriptions

### Executive Summary



City of Spring Lake park is currently in the process of replacing their WiFi infrastructure to accommodate needs and funding from the CARES act. CIT is recommending as the 2nd part of the project to replace their 2 core switches on the City hall side. Their current infrastructure is outdated and in need of replacement.

### Scope of Work

- Configure and install two Aruba 6200F switches for City Hall
- Configure VSF Stacking
- Install latest firmware.
- Create vlans and port assignments.
- Remove old switches, and install new.
- Patch network connections and verify functionality.



## Hardware/Software

Description	Price	Qty	Ext. Price
Aruba 6200F 48G Class4 PoE 4SFP+ 740W Switch - 48 Ports - Manageable - 3 Layer Supported - Modular - 740 W PoE Budget - Twisted Pair, Optical Fiber - PoE Ports - Lifetime Limited Warranty 	\$4,120.00	2	\$8,240.00
Aruba 10G SFP+ to SFP+ 1m DAC Cable - 3.28 ft SFP+ Network Cable for Network Device, Switch, Transceiver - SFP+ Network - SFP+ Network - 10 Gbit/s 	\$67.00	2	\$134.00

**Subtotal:** \$8,374.00

## Services (T&M)

*This is NOT a fixed bid. Services will be billed on a time and materials basis. We will work closely with you and give you as much advance notice as possible if the project is likely to exceed this estimate.*

Mft Part #	Description	Hrs.	Std. Rate	Discount	Price	Ext. Price
Service-Standard	CIT Standard Engineer Service	8	185	0	\$185.00	\$1,480.00
Service-PM	Project Management	2	130	0	\$130.00	\$260.00
Service - After Hours	After Hours	4	227.5	0	\$227.50	\$910.00

**Subtotal:** \$2,650.00



## Wireless Proposal



### Prepared by:

Computer Integration Technologies,  
Inc.

Tim Mangle  
651.255.5752  
Fax 651.450.0300  
tim.mangle@cit-net.com

### Prepared for:

City of Spring Lake Park

1301 81st Ave NE  
Spring Lake Park, MN 55432  
Daniel Buchholtz  
(763) 784-6491  
dbuchholtz@slpmn.org

### Quote Information:

Quote #: 004975

Version: 1  
Delivery Date: 10/19/2020  
Expiration Date: 10/15/2020

## Quote Summary

Description	Amount	
Hardware/Software	\$8,374.00	
Services (T&M)	\$2,650.00	
Total:		\$11,024.00

Please do not pay from quote; taxes, shipping, handling and other fees may apply. Not all items are available for refund or exchange and must be approved by CIT prior to product return. Customers may need to work directly with manufacturers for item returns.

Computer Integration Technologies, Inc.

City of Spring Lake Park

Signature:

*Tim Mangle*

Name: Tim Mangle

Title: Account Manager

Date: 10/19/2020

Signature:

Name: Daniel Buchholtz

Date:



# Memorandum

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**To:** Mayor Nelson and Members of the City Council

**From:** Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

**Date:** October 28, 2020

**Subject:** November Work Session

Staff is requesting to schedule a work session for November 9, 2020 at 5:30pm to discuss the following items:

- Receive Kick-off Presentation on MnDOT Highway 65 and Highway 47 PEL Study
- Discuss request from Anoka County Family Promise regarding a zoning code text amendment to allow a family shelter as a permitted or conditional use in the C-1 Zoning District (1628 Highway 10 NE).
- Manor Drive Sidewalk Update
- Administrator Reports

If there are other items to discuss, please let me know and I can add them to the agenda.

If you have any questions, please don't hesitate to contact me at 763-784-6491.

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# Memorandum

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**To:** Mayor Nelson and Members of the City Council

**From:** Daniel R. Buchholtz, MMC, Administrator, Clerk/Treasurer

**Date:** October 28, 2020

**Subject:** Election Canvassing Meeting

The 2020 Election cycle is underway. As part of the election process, the City Council must meet between the third and tenth day after the election to canvass the results and declare the winners of the General Election (City Council seats) and Special Election (Mayor) on this year's ballot (M.S. 205.185, subd. 3).

This year, the COVID-19 pandemic has tightened timelines considerably. The Secretary of State has entered into a consent decree that allows ballots postmarked on election day and received seven days after the election to be counted. Due to this consent decree, we will not have final election numbers until end of day on November 10. Anoka County will provide the official numbers to City staff on November 11.

We would like to schedule a short special City Council meeting on Thursday, November 12 at 4:30pm. The City Council will consider a resolution that will certify the results. If that wouldn't work, we can schedule something either on the morning of November 12 or on Friday, November 13.

If you have any questions, please don't hesitate to contact me at 763-784-6491.

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City of Spring Lake Park  
Engineer's Project Status Report

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To: Council Members and Staff  
From: Phil Gravel

Re: **Status Report for 11.02.20 Meeting**  
File No.: R-18GEN

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**Note:** Updated information is shown in *italics*.

**2020 MS4 Permit (193802936).** MS4 deadlines: Annual Report and Public Meeting due by June 30<sup>th</sup>. (Annual Report was submitted to MPCA on June 26, 2020). Pond, structural BMP, and outfall inspections by July 31<sup>st</sup>. City held Public Meeting on July 20<sup>th</sup>. *Annual Training and program analysis due in December. New MS4 Permit application due in April 2021.*

**2019 Sanitary Sewer Lining Project (193804547).** This project includes lining in the area near TH65 and Osborne Rd. Warranty televising has been completed. *Need close-out information from contractor.*

**Garfield Pond Improvements Project (193804750).** Construction started in March and is complete. A punch-list was sent to the contractor on July 24<sup>th</sup>. Contractor has completed remaining punch-list items. *RCWD has processed a partial grant reimbursement.*

**Fillmore & 83<sup>rd</sup> Pond Improvements Project (193805029).** This possible project includes expanding an existing pond and adding treatment features. CCWD partial funding is available. Preliminary drawings have been prepared. A wetland delineation has been prepared and geotechnical borings have been completed. *We are still working with CCWD on possible options for this pond – may just be a small project.*

**2020 Sewer Lining Plan (193804980).** Sewer lining in western portion of city, also includes lining the 36-inch diameter storm sewer on Monroe south of 81<sup>st</sup> Ave. Contractor is Visu-Sewer Inc. *Monroe Street storm sewer lining was completed the week of October 26<sup>th</sup>. Sanitary sewer lining will begin in late November. Residents will be notified with information left at their doors.*

**Anoka County Osborn Road Project.** Agreements approved in June. Contract in the amount of \$1,766,913 awarded to Park Construction on July 28<sup>th</sup>. *Construction scheduled to be completed by November 19<sup>th</sup>. County updates: <https://www.anokacounty.us/1578/Construction-Weekly>*

**Utilities for 525 Osborn Road Project (193805012).** This city project is for off-site utilities for 525 Osborne Rd. (water main looping and storm sewer). *Construction started on October 5<sup>th</sup> and is essentially complete. Pavement restoration and seeding will be completed over the next few weeks.*

**Hy-Vee Project:** Initial inspection lists for the building site, 81<sup>st</sup> Avenue/Highway 65, and CSAH 35 work have been prepared and sent to Hy-Vee. Waiting to hear from Hy-Vee before scheduling follow-up inspection. Final documents for the Hwy 65 traffic signal and 81<sup>st</sup> Avenue have been submitted to MnDOT.

**JP Brooks Housing Project (on Monroe):** Site work stated on August 10<sup>th</sup>. Work is substantially complete. Two building permits have been pulled.

Feel free to contact Harlan Olson, Phil Carlson, Jim Engfer, Peter Allen, or me if you have questions or require additional information.



# **CORRESPONDENCE**



## **North Metro Telecommunications Commission Meeting Talking Points**

October 21, 2020

- ▶ The North Metro TV News Team produced 40 “Meet the Candidate” forums across three weeks. The forums included candidates for local mayoral, city council, school board, county board, and state house and senate seats. Production staff also recorded League of Women Voters and Ham Lake Chamber of Commerce sponsored debates. Election related programming has gotten over 14,400 views on the NMTV YouTube page.
- ▶ The North Metro TV Sports Team has set the goal of producing every high school sporting event, for all three of the high schools they cover, LIVE. With attendance at sporting events limited, it seemed like providing a live feed of every game would be a service the community valued. This is being accomplished with the production truck and several single camera packages. The single camera feed is sent over the internet to the studio where a remote director adds graphics and then sends it out over the system. Only one feed can go out live on the cable and streaming channels at a time, but all feeds are available via a live Facebook and YouTube feed.
- ▶ The annual youth football championship bowls were recorded. The 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup> grade games went out live on all formats. There are many orders for blu-ray copies of the games and there will be a youth football marathon on the channels on Thanksgiving.
- ▶ NMTV staff is gearing up to assume responsibility for providing staff to tape city meetings starting in January. Staff is organizing schedules and starting the interview process for several freelancers.
- ▶ A tentative settlement agreement has been reached regarding the Franchise and PEG Fee Review. A few final details are still being discussed. There should be a final recommendation to present to the Operations Committee and Cable Commission at the next meetings.
- ▶ The North Metro Telecommunications Commission is going through franchise renewal. A draft franchise document has been submitted to Comcast. We are waiting for their response to the document.
- ▶ All briefs have been filed in the FCC’s 621 Order. We are not waiting for oral arguments to be scheduled.
- ▶ CenturyLink has filed notice that they plan to leave the cable TV market, in the North Metro, by December 16, 2020. They will still provide broadband and telephone service.
- ▶ Blaine Commission member, Richard Swanson, was recognized for his 23 years serving on the Cable Commission.

**PLEASE encourage your council members to call me if they have any questions you can’t answer. I would be happy to answer any questions they may have. Heidi Arnson at NMTV. Direct line is 763-231-2801. Email is [harnson@northmetrotv.com](mailto:harnson@northmetrotv.com).**





1025 Eldorado Blvd Interlocken 2000  
Ste 23-316  
Broomfield, CO 80021  
Phone: (303) 992-5828  
Rick.Gutierrez@CenturyLink.com

**Rick Gutierrez**  
Public Policy

September 16, 2020

City of Spring Lake Park  
1301 81st Ave. NE  
Spring Lake Park, MN 66432

*RE: Expiration of Prism Franchise Agreement and termination of Prism product*

Good day,

As indicated in our letter of January 29<sup>th</sup>, CenturyLink will soon be terminating our Prism product in your community. As we approach the expiration of the cable franchise agreement, and as required in the settlement agreement, we wanted to take this opportunity to provide official 90-day notice regarding our Prism exit.

Over the coming months we will reach out to each of the remaining Prism subscriber areas in your community via email, letter, set top box message and telephone outreach to explain the exit and offer each customer a video alternative to Prism. While we will provide return kits for each set top box, the return of the equipment will not be required, and no fees will be assessed if our Prism subscribers decided to dispose of the equipment on their own.

While we are ending the Prism product, CenturyLink will continue to provide reliable high speed digital services to the residential and small business customers in your community, and we look forward to a productive and positive relationship with you going forward.

If you have any questions or would like to set up a meeting to discuss the transition, please reach out to your local affairs director Kirstin Sersland (763) 400-5746.

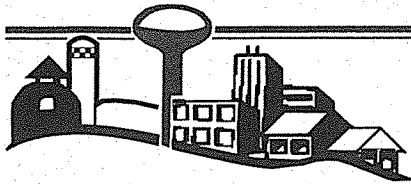
Sincerely,

Rick Gutierrez  
CenturyLink  
Public Policy

Cc/Kirstin Sersland  
Mike Bradley







# WATERLINE

NEWS AND INFORMATION

FOR PUBLIC WATER SUPPLIERS IN MINNESOTA

## Response to Coronavirus Disease 2019

Though the coronavirus disease 2019 (COVID-19) pandemic has necessitated changes in how work is done, the Drinking Water Protection (DWP) program at the Minnesota Department of Health (MDH) has sustained its work to keep drinking water safe for everyone, everywhere in Minnesota, in partnership with 6,724 public water systems (PWSs) across the state.

The Drinking Water Protection Section has continued to seek out and implement the most effective ways to help provide safe drinking water while following social distancing and face-covering requirements.

### Program Activities

DWP continues to support PWSs through ongoing operations and new activities. Its approach has been to anticipate PWS needs and proactively address potential issues. It has:

- Established new webpages to house information about COVID-19 and drinking water.
- Created and shared new guidance and policy to respond to changing needs.
- Adapted sampling plans to protect the health of DWP and PWS staff while ensuring that all PWSs continue to meet Safe Drinking Water Act (SDWA) requirements for monitoring.
- Connected PWSs with resources to procure face masks.
- Modified requirements for water operator certification (e.g., grace period for submitting certification renewals) to ensure PWSs continue to have staff capacity.
- Contracted with a vendor to provide certified water operators as needed. This could happen if all staff at a PWS got sick and were unable to work, neighboring systems were unable to help, and the Minnesota Water/Wastewater Agency Response Network (MnWARN) was unable to assist at the time due to the potential volume of requests.
- Conducted internal planning, including for the procurement of protective equipment (face masks, gloves, hand sanitizers, etc.) and for re-entry into the field to protect the health and wellbeing of employees.
- Connected water operators to online training opportunities.
- Engaged with PWSs through individual contacts and mass communications to provide technical assistance and support (more details below).
- Revised criteria under which public water systems could request extensions to wellhead protection planning activities in order to account for disruptions experienced during COVID-19 response.
- Researched and communicated alternatives to in-person public information meetings and public hearings that satisfied open meeting requirements.
- During March and April 2020, contributed to the MDH COVID-19 response; 15 DWP staff were reassigned to non-drinking water response activities, and numerous others volunteered for the COVID-19 public hotline.



**Delano Municipal Utilities got started early and had preparedness plans in place even before the world began shutting down in mid-March. General manager Paul Twite and his staff developed a number of protective measures for employees and customers, including relationships with partners. "I cannot stress this one enough," Twite said, "Communication with neighboring utilities. Help is available if needed."**

## Opt-in to be Required to Remain on Mailing List for Printed Copies of *Waterline*

The Minnesota Department of Health *Waterline* newsletter will continue to be available on-line at <https://www.health.state.mn.us/communities/environment/water/waterline/index.html> (tinyurl: <https://tinyurl.com/y324ylsl>).

Readers can sign up for email notifications each time a new edition is put on the web. Go to [https://service.gov-delivery.com/accounts/MNMDH/subscriber/new?topic\\_id=MNMDH\\_30](https://service.gov-delivery.com/accounts/MNMDH/subscriber/new?topic_id=MNMDH_30) (tinyurl: <https://tinyurl.com/y6a9rzwj>) and enter your email address.

Whereas many online subscribers have opted out of receiving printed copies in the mail. Others have continued to receive them.

Next year, however, readers will have to opt-in to continue receiving a printed copy. Those who don't will be dropped from the mailing list. The next *Waterline* should have a link to a website to sign up to continue to receive printed copies.

Readers can also opt-in by sending their mailing label (or a copy of it) from a current *Waterline* to Stew Thornley, MDH, P. O. Box 64975, St. Paul, Minnesota 55164-0975.

## Calm under Pressure in Moorhead

Chris "Knut" Knutson was alone on the overnight shift at the Moorhead Public Service (MPS) water treatment plant last October, filling the ground-storage tanks and monitoring other activities. Shortly after 1:00 a.m., Knutson noticed a drop in pressure in the system, and an additional high-service pump automatically turned on.

Knutson began turning on ground tank pumps in the distribution system to maintain pressures, and, over the next few minutes, two more high-service pumps started automatically. "I knew there was an issue," Knutson later said, noting that it was unusual to need more than one pump operating at that time of year and especially in the early hours of the morning. Knutson said high usage can happen when industrial customers are using water at the same time, but with this situation he said, "You could tell it was something different. I thought, 'Oh, this isn't good.'"

Knutson called lead water plant operators, on-call distribution personnel, and Marc Pritchard, the water plant supervisor. He also alerted police and fire dispatch centers and checked with the city's wastewater operators to see if their lift-station pumps were cycling. They weren't.

As employees flocked in, Knutson saw that the Woodlawn Park water tower was trending downward more quickly than the other water towers, giving a clue to the location of the problem. Not far away from the tower, the city was excavating a railroad underpass on 20th Street, and crews headed for the construction site. As they suspected, the site was the source.

The slope created by the earthwork for the grade separation had failed, causing a separation in a 20-inch PVC transmission line, the largest finished-water main in the MPS system. Within an hour, more than a million gallons of water spilled from the pipe, and the pressure briefly dropped to nearly 20 pounds per square inch (psi), according to Pritchard. A drop below 20 psi would create the potential for back-siphonage, and Kris Knutson, then the water division manager, got in touch with the Minnesota Department of Health.

Back at the plant, Knutson fine-tuned the set points on the high-service pumps. By this time, all four of them were in service at 100 percent capacity (a first for the utility), and Knutson manually adjusted the set points to keep the stop-stage pressure high enough to keep all high-service pumps running consistently rather than toggling on and off.

He also communicated with crews at the site as they turned off valves to isolate the break. Knutson cycled down three of the four high-service pumps and the three ground-tank pumps while communicating with the crews via radio on closing the valves in a manner to avoid water hammer.



Shifting soil at a construction site in Moorhead caused a separation of a main that spilled more than a million gallons of treated water and required middle-of-the-night action from Moorhead Public Service crews.

"He was triple-tasking," Pritchard said of Knutson. "We needed a smooth transition or we would have had pipes bursting all over."

The crisis was handled within two hours. When all pumps were fully engaged with set points adjusted, pressures maintained in the high 30s. With the break isolated, the pressure increased quickly to 45 psi, slightly below the utility's normal pressure of 46 to 51 but enough to keep the water flowing to homes and businesses. Most of Moorhead's residents slept through it all, unaware of the quick response and work of others to prevent a catastrophe.

A native of Ada and graduate of Bemidji State University, Knutson worked for a Minneapolis engineering firm. He later returned to school, earned an Associates Degree in Applied Science, and joined Moorhead Public Service in May of 2011. The utility is happy to have him.

Said Pritchard, "He really saved the day that night."

## Future of Minnesota Drinking Water Report Now Available

The University of Minnesota Water Resources Center and Humphrey School of Public Affairs, with funding from the Minnesota Department of Health, has issued a report, *The Future of Minnesota Drinking Water: A Framework for Managing Risk*.

The report addresses the regulatory, technological, behavioral, and cost barriers that need to be addressed to develop public health policies and actions to address emerging threats to Minnesota drinking water supplied by municipal systems and private wells.

A PDF version of the report is at [https://www.wrc.umn.edu/sites/wrc.umn.edu/files/future\\_of\\_drinking\\_water\\_2020feb3.pdf](https://www.wrc.umn.edu/sites/wrc.umn.edu/files/future_of_drinking_water_2020feb3.pdf)

## Professors Present Pertinent Pandemic Poop

University of Minnesota researchers are studying the potential impacts of the coronavirus disease 2019 (COVID-19) related to wastewater and drinking water as well as in buildings closed due to COVID-19. On July 14, Professors Raymond Hozalski and Timothy LaPara presented the latest news about pandemic-related research being conducted this summer at a virtual event hosted by the University's Minnesota Water Research Fund (MWRF). Links for more information about the presentations are below.

MWRF was established in 2015 by longtime water industry leader Bernie Bullert to support research projects at the University of Minnesota that seek to find solutions for water quality problems while training future engineers to lead the water industry in the years ahead. More than 45 guests from the water industry joined this invitation-only event, which was the first one hosted by the MWRF advisory committee.

For more information on MWRF and future events or to be added to the MWRF mailing list, contact Shannon Wolkerstorfer, [swolkers@umn.edu](mailto:swolkers@umn.edu).

Timothy LaPara: *Tracing the Fate of SARS-CoV-2*

[http://www.cege.umn.edu/news-events/in-the-news/Summer2020/covid19\\_LaPara.html](http://www.cege.umn.edu/news-events/in-the-news/Summer2020/covid19_LaPara.html)

Raymond Hozalski: *Return to Safe Buildings*

[http://www.cege.umn.edu/news-events/in-the-news/Summer2020/covid19\\_Hozalski.html](http://www.cege.umn.edu/news-events/in-the-news/Summer2020/covid19_Hozalski.html)

### WUTT's Coming Up

The Water Utilities Treatment and Technology (WUTT) Advisory Committee is planning to present its first module at St. Paul College this fall. WUTT was created after St. Cloud Technical College ended a satellite program for water environment technologies that had been held in Eden Prairie.

WUTT leader Carol Kaszynski explained that a need for such a course in the Twin Cities, especially with workforce challenges faced by utilities in the metro area, prompted a search for a new school and location. St. Paul College is centrally located and accessible via public transportation, which will help with WUTT's mission to "To provide a pathway for a diverse metropolitan population of students to enter the water utility and treatment industry workforce in order to meet the growing staffing demands of the metropolitan communities."

### One-Day School in Moorhead October 22

The Northwest District of the Minnesota Section of American Water Works Association will hold an operator school at the Courtyard by Marriott in Moorhead Thursday, October 22. The operator school had been scheduled for three days but shortened because of the pandemic.

An exam prep session and exam will be held and limited to nine people. The main training session will be limited to 30 people.

The topics planned include breakpoint chlorination, safety, wells, emergency response plans, towers, and lead and copper.

More information, including a link to a registration form, is at <https://www.health.state.mn.us/communities/environment/water/wateroperator/northwest.html> (tiny url: <https://preview.tinyurl.com/y63xpcv3>).

### Reminder to All Water Operators

When submitting water samples for analyses, remember to do the following:

- Take coliform samples on the distribution system, not at the wells or entry points.
- Write the Date Collected, Time Collected, and Collector's Name on the laboratory request form.
- Attach the label to each bottle (do not attach labels to the lab form).
- Include laboratory request forms with submitted samples.
- Use something other than a rollerball or gel pen (the ink may run).
- Consult your monitoring plan(s) prior to collecting required compliance samples.

Notify your Minnesota Department of Health district engineer of any changes to your systems.

If you have questions, call the Minnesota Department of Health contact on the back of all sample instruction forms.



**Environmental Health Division**  
625 North Robert Street  
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St. Paul, Minnesota 55164-0975

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C/O MR. DAN BUCHHOLTZ, ADMINISTRATOR  
SPRING LAKE PARK CITY HALL  
1301 81ST AVE NE  
SPRING LAKE PARK, MN 55432-2116

## CALENDAR

### Minnesota Section, American Water Works Association

\*October 22, Northwest Water Operators School, Courtyard  
by Marriott, Moorhead. Contact Dean Sletten, 701-373-7998.

Information for all district schools, including agendas:

<https://www.health.state.mn.us/communities/environment/water/wateroperator/schoolagendas.html>

### Minnesota Rural Water Association (MRWA)

Contact Bob Klug, 800-367-6792.

- \*October 7-9, Certification Exam Refresher, St. Cloud
- \*November 4, Water Operation & Maintenance, Clarks Grove

**Note:** Only the workshops with water operator certification exams are listed above. For more workshops, go to:  
<http://mrwa.com/trainingcalendar.html>

### Other Exams

Contact Noel Hansen, [noel.hansen@state.mn.us](mailto:noel.hansen@state.mn.us).

- \*September 29, Eden Prairie Water Plant
- \*September 30, Eden Prairie Water Plant
- \*October 21, Champlin

**Note:** Each exam will be limited to nine people.

**\*Includes a water operator certification exam.**

*For an up-to-date list of events, see the training calendar on the MDH web site:*

[https://www.health.state.mn.us/communities/environment/water/wateroperator/wat\\_op\\_sched.html](https://www.health.state.mn.us/communities/environment/water/wateroperator/wat_op_sched.html)

