



CITY COUNCIL REGULAR AGENDA
MONDAY, JANUARY 03, 2022
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 20, 2021 Council Meeting
 - [B.](#) Resolution 22-04, Amending 2022 General Fund Budget
 - [C.](#) Resolution 22-05, Accepting Monetary Donation
- 7. DEPARTMENT REPORTS**
 - [A.](#) Public Works Report
 - [B.](#) Code Enforcement Report
- 8. ORDINANCES AND/OR RESOLUTIONS**
 - [A.](#) Resolution 22-01, Approving 2022 Appointments
 - [B.](#) Resolution 22-02, Approving the Tentative Agreement Between the City of Spring Lake Park and LELS Local #265, Representing the Patrol Sergeants Bargaining Unit, for Calendar Years 2022-2023
- 9. NEW BUSINESS**
 - [A.](#) Able Park Basketball Court Reconstruction
 - [B.](#) Authorize Preparation of Plans and Specifications - 2022 Seal Coat and Crack Repair Project
- 10. REPORTS**
 - A. Attorney Report
 - [B.](#) Engineer Report
 - C. Administrator 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 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 20, 2021 at the City Hall, at 7:00 PM.

1. CALL TO ORDER

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

2. ROLL CALL

MEMBERS PRESENT

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

STAFF PRESENT

Recreation Director Kay Okey, Police Chief Josh Antoine, Public Works Director Terry Randall, Officer Charlie Bloomer, Officer Sam Klimmek, Officer Karen Fiske, Officer Aaron Imig, Sergeant Mike Long, Administrator Daniel Buchholtz

OTHERS PRESENT

Randy and Lynn Brown
Kathy Bennek
Gordy Fiske
Mark Bonesteel
Kim, Emily, Maddy and Nick Long
Angie Ashoff
Sommer Hietbrink
Brook Wood
Mona and Benny Hietbrink
Ellen Hinrichs
Tammy Nelson

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA -- None

5. PRESENTATION

A. Police Officer Meritorious Service Award Presentations

Mayor Nelson read a statement commending Officer Randy Brown (retired), Officer Karen Fiske, and Chief Antoine for their actions during a firearm incident and ensuring standoff at the

7700 block of Jackson Street on June 26, 2021. Chief Antoine presented the Meritorious Service Award Certificate and Pin to each officer.

Mayor Nelson read a statement commending Investigator Tony Bennek, Sergeant Mike Long, Officer Aaron Imig, and Officer Mark Bonesteel (retired) for their actions responding to a firearms incident and ensuing standoff at the 7700 block of Jackson Street on July 6, 2021. Chief Antoine presented the Meritorious Service Award Certificate and Pin to each officer.

Chief Antoine presented a Life Saving Award to Sergeant Mike Long for actions he took on October 18, 2020 which resulted in the saving of the life of Sommer Hietbrink.

6. DISCUSSION FROM THE FLOOR -- None

7. CONSENT AGENDA

- A. Approval of Minutes - December 6, 2021 City Council Meeting
- B. Approval of Claims - November 2021 - General Operations Disbursements - \$200,693.21
- C. Approval of Safe Assure Annual Contract
- D. Receive Body Worn Camera Biennial Audit
- E. Business Licenses
- F. Contractor Licenses

Motion made by Councilmember Wendling to approve the Consent Agenda.

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

8. DEPARTMENT REPORTS

A. Police Report

Chief Antoine reported that the Police Department responded to 713 calls for service in November 2021, compared to 625 calls for service in November 2020. He stated that Investigator Bennek reported handling 21 cases for the month of November, 20 of which are felony in nature. He said that School Resource Officer Imig reported handling 17 calls for service in November, as well as handling 22 student contacts, 18 student escorts and 10 follow-up investigations. He reported that he has managed the hiring process for the current officer opening and attending several meetings and trainings.

Councilmember Delfs inquired about the schedule, noting that the Department is short-staffed. Chief Antoine stated that he has modified the schedule to ensure at least minimum levels of coverage 24 hours per day.

B. Recreation Report

Recreation Director Okey reported that the new recreation website is live. She said that the Able Park warming house is scheduled to open on December 30. She said an open house will be held on the Park Master Plan on January 18 from 5:00-7:00pm.

9. ORDINANCES AND/OR RESOLUTIONS**A. Resolution 21-56, Adopting Final 2021 Taxes Collectable in 2022**

Administrator Buchholtz presented the proposed property tax levy for 2022. He stated that the final tax levy increase is 4.02% higher than the current 2021 property tax levy and is \$52,593 less than the preliminary tax levy approved in September. He said the final property tax levy is proposed at \$3,777,244.

Motion made by Councilmember Goodboe-Bisschoff to approve Resolution 21-56, Adopting Final 2021 Taxes Collectable in 2022.

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

B. Resolution 21-57, Adopting 2022 General Fund Budget

Administrator Buchholtz presented the final 2022 General Fund budget, which was set at \$4,838,072. He recommended approval of the proposed budget.

Motion made by Councilmember Delfs to approve Resolution 21-57, Adopting 2022 General Fund Budget.

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

C. Resolution 21-58, Approving the Tentative Agreement Between the City of Spring Lake Park and LELS Local #7, Representing the Patrol Officer Bargaining Unit, for Calendar Years 2022-2023

Administrator Buchholtz stated that the Patrol Negotiation Team reached a tentative agreement with the LELS Local #7, representing the Patrol Officer Bargaining Unit for calendar years 2022-2023. He stated that the Patrol Negotiation Team recommended approval of the tentative agreement.

Motion made by Councilmember Wendling to approve Resolution 21-58, Approving the Tentative Agreement Between the City of Spring Lake Park and LELS Local #7, Representing the Patrol Officer Bargaining Unit, for Calendar Years 2022-2023.

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

D. Resolution 21-59, Approving the Memorandum of Agreement (MOA) Between the State of Minnesota and Local Governments and Authorizing Participation in National Opioid Settlements

Administrator Buchholtz stated that the Attorney General and the opioid manufacturers and distributors have reached an agreement to settle litigation for misconduct associated with the manufacture, marketing, promotion, distribution and dispensing of opioids. He stated that the LMC is recommending cities approve the Memorandum of Agreement.

Councilmember Goodboe-Bisschoff inquired about the split of settlement funds. Administrator Buchholtz stated that 75% of the funds will go to local governments, primarily counties, and 25% of the funds will go to the State. He said the funds must be used to combat the opioid epidemic.

Motion made by Councilmember Dircks to approve Resolution 21-59, Approving the Memorandum of Agreement (MOA) Between the State of Minnesota and Local Governments and Authorizing Participation in National Opioid Settlements

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

10. NEW BUSINESS

A. Approval of 2022-2026 Capital Improvement Plan

Administrator Buchholtz presented the proposed 2022-2026 Capital Improvement Plan. He stated the plan identifies nearly \$15.4 million in projects over the next five years. He stated that this is a financial planning document where 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.

Councilmember Goodboe-Bisschoff inquired about the Triangle Memorial Park sidewalk project. Administrator Buchholtz stated that the project was inadvertently left out of the proposed plan but that staff can add it at City Council request.

Motion made by Councilmember Goodboe-Bisschoff to approve the 2022-2026 Capital Improvement Plan, with the addition of the Triangle Memorial Park sidewalk improvements.

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

B. Approval of 2022 Recycling Budget

Administrator Buchholtz presented the 2022 recycling budget for approval.

Motion made by Councilmember Dircks to approve the 2022 Recycling Budget.

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

C. Approval of 2022 Pay Plan - Non-bargained Employees

Administrator Buchholtz presented the 2022 pay plan for non-bargained employees. He said this is the result of the Classification and Compensation Study. He made the following recommendations on the pay plan:

- Approve the proposed salary schedule as outlined in the Classification and Compensation Study prepared by Baker Tilly.
- Approve the recommended position assignments as shown in the Classification and Compensation Study prepared by Baker Tilly.
- Implement the plan by 1) moving employees whose current wage is below the minimum of the new salary range to Step 1 of their salary range; 2) provide adjustment for employees whose current wage falls within the salary range in which their position has been assigned. Employees will be moved to the step closes to their current wage, which provides an increase to the employee; and 3) allow for step movement upon employees' anniversary date.
- Provide support for ongoing administration of the salary schedule via a series of annual adjustments.

Administrator Buchholtz recommended approval of the proposed 2022 pay plan.

Motion made by Councilmember Delfs to approve the 2022 Pay Plan – Non-bargained Employees, as presented.

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

D. Deputy City Clerk Appointment

Administrator Buchholtz stated that the previously selected candidate had withdrawn her name from consideration for the position. He recommended the City Council promote Accounting Clerk/Special Projects Coordinator Wanda Brown to the Deputy City Clerk position. He recommended placing Ms. Brown at Step 3 of the Salary Schedule.

Councilmembers expressed their full support of the selection.

Motion made by Mayor Nelson to appoint Wanda Brown as Deputy City Clerk and to place her at Step 3 of the Salary Schedule.

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

E. Approval of Amendments to City Personnel Policy

Administrator Buchholtz presented amendments to the City's Personnel Policy, based on law changes and suggestions prepared by the League of Minnesota Cities. He stated that City Attorney Thames has reviewed the proposed amendments and concurs with Staff's recommendation of approval.

Motion made by Councilmember Wendling to approve the Amendments to the City's Personnel Policy.

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

11. REPORTS

A. Attorney Report – No report

B. Engineer Report – No additional report other than report included in City Council packet.

C. Administrator Report

Administrator Buchholtz stated that the new City website is now live. He noted that the City employee Christmas party was scheduled for December 21 at 12:30pm. He said City Hall would be closing early in observance of the Christmas party.

12. OTHER

A. Correspondence

Mayor Nelson provided a report of the activities of the Beyond the Yellow Ribbon Committee. He stated there would be no pork chop fry or hamburger nights during the week between Christmas and New Year's. He stated that the Beyond the Yellow Ribbon Committee purchased and served 160 boxed lunches to members of the National Guard about to be deployed.

B. Close City Council Meeting to Discuss Union Negotiation Strategies Pursuant to M.S. 13D.03

Motion made by Councilmember Wendling to close the City Council meeting to discuss union negotiation strategies pursuant to M.S. 13D.03.

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

Meeting was closed at 8:05 PM.

Meeting reconvened at 8:23 PM.

Attorney Thames stated that the City Council discussed union negotiation strategies and provided staff with requested direction.

13. ADJOURN

Motion made by Councilmember Wendling to adjourn.

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

Meeting adjourned at 8:25 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

RESOLUTION NO. 22-04

RESOLUTION AMENDING 2022 GENERAL FUND BUDGET

WHEREAS, due to the approval of negotiated labor agreements, the City Council has found that resources must be reallocated in the 2022 budget to fund commitments made under those agreements; and

WHEREAS, funds are available in the Contingency line item.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park that the City Council does hereby approve the following budget adjustment:

General Fund Budget Adjustment #2022-01				
Account Number	Budget Line Item	Original Budget	Adjustment	Amended Budget
101-42100-1010	Salaries	\$1,149,958	\$ 7,894	\$1,157,852
101-42100-1210	PERA Employer Contribution	201,129	1,397	202,526
101-42100-1220	FICA & Medicare	30,751	115	30,866
101-42100-3300	Clothing & Personal Equipment	10,960	550	11,510
101-43000-2280	Uniforms	1,300	675	1,975
101-45200-2280	Uniforms	1,300	775	2,075
101-49000-4389	Contingency	50,000	(11,406)	38,594

The foregoing resolution was moved for adoption by Councilmember .

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon, the Mayor declared said resolution duly passed and adopted this 3rd day of January, 2022.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator



Date: 12/21/2021

To: Administrator Buchholtz

From: Chief Antoine

Re: Donation to PD

Dan,

The Police Department received a donation from Dennis and Ramona Heitbrink on December 20, 2021. They are the parents of Sommer Heitbrink. Sommer had a heart attack in October of 2020. Sgt. Long responded to the medical and was able to save Sommer's life with the use of the AED and CPR. Sgt. Long received the Life Saving Award at the City Council on December 20, 2021. I feel an appropriate use for the \$1,500 donation would be to replace worn medical equipment in squad cars.

Thank you,

Chief Antoine

RESOLUTION NO. 22-05
RESOLUTION ACCEPTING MONETARY DONATION

WHEREAS, Ramona Hietbrink and Dennis Heitbrink graciously made a monetary donation 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 worn medical equipment in the squad cars.

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 Ramona Hietbrink and Dennis Heitbrink for their 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 3rd day of January, 2021.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator



Memorandum

To: Mayor Nelson and Members of the City Council
From: Terry Randall, Public Works Director
Date: December 30, 2021
Subject: December Public Works Report

During the month of December, the Public Works Department was busy doing the following activities:

- Continued to pick up garbage and recycling throughout the City along with doing general cleaning of all City Properties. With little or no snow, we were able to trip trees in the parks
- Process of flooding all of the rinks.
- Have plowed four (4) times and sanded twice (2). Cleaned all the sidewalks after each snow event.
- Routine maintenance on equipment after each snow fall.
- The Water Department has completed blowing out all of the gate valves in the City, which are the main line shut offs

December Appointments:

- December 15 – MS4 Training on Storm water



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

REPORT

TO: Spring Lake Park City Council
FROM: Jeff Baker, Code Enforcement Official
RE: Code Enforcement Monthly Report for December 2021
DATE: December 29, 2021

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

In December, a total of 5 building, 3 Certificate of Occupancy, 8 mechanical, 0 plumbing and 0 Zoning for a total of 24 permits issued compared to a total of 37 in 2020. Code Enforcement conducted 124 inspections in the month of December including 54 building, 25 rental, 30 nuisance and 15 fire inspections.

In December of 2021, the Code Enforcement Department issued 4 administrative offense tickets, pertaining to nuisance violations.

With it being the end of the year, the Code Enforcement department has been working hard trying to finish up all the rental license inspections. We currently have 4 needing their initial inspections and 22 wrapping up the re-inspections.

As of December 29, 2021, there are 50 properties that have not applied and paid for their 2022 rental license. The new rental policy will be in effect starting January 1, 2022 for ALL rental properties. Ample amount of notification has been sent for all properties.

Construction Update:

525 Osborne continues to move along – Not much to update on.

8457 Sunset – City Moving and Storage, applied for their building permit and plan review has been completed.

In December of 2021, I also attended the following appointments:

- City Council meeting on December 6th.
- Department head meeting December 7th.
- City Holiday Party December 21st.

This concludes the Code Enforcement Department monthly report for December 2021. If anyone has any questions or concerns regarding my report, I would be happy to answer them at this time.



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: December 20, 2021

Subject: 2022 Appointments

Included with this memorandum is the Mayor's recommendations for committee appointments for 2022. Mayor Nelson tried to consider each Councilmember's strengths and interests when making these appointments, as well as the meeting time for each committee.

Here are the appointments broken down by Councilmember.

Mayor Bob Nelson	
Anoka County Joint Law Enforcement Council	4 th Wednesday of January, April, July and October at 2pm - varying locations
Beyond the Yellow Ribbon	2 nd Wednesday of each month at 6:00pm - Kraus Hartig VFW
Negotiations - Patrol	As needed
Negotiations - Sergeants	As needed
Non-Bargained Personnel Committee	As needed
North Metro Mayor's Association	Wednesdays at 5:30pm: Jan. 16, March 20, May 15, Sept. 18, Nov. 20 - various locations
Councilmember Ken Wendling	
Acting Mayor	
Anoka County Joint Law Enforcement Council - Alternate	4 th Wednesday of January, April, July and October at 2pm - varying locations
Parks & Recreation Commission Liaison	1 st Tuesday of each month at 6:00pm - City Hall
Beyond the Yellow Ribbon	2 nd Wednesday of each month at 6:00pm - Kraus Hartig VFW
Anoka County Fire Protection Council - Alternate	4 th Thursday of January, April, July and October at 7pm - varying locations
North Metro Cable Communications Commission - Alternate	3 rd Wednesday of each month at 6:00pm - SLP City Hall

Negotiations – Sergeants	As needed
Negotiations – Patrol	As Needed
Tower Days Committee – Alternate	4 th Tuesday of January through June at 6:30pm – SLP City Hall
North Metro Mayor’s Association-Alternate	Wednesdays at 5:30pm: Jan. 16, March 20, May 15, Sept. 18, Nov. 20 – various locations
Councilmember Lisa Dircks	
Planning Commission Alternate	4 th Monday of the month at 7:00pm – SLP City Hall
Fire Department Liaison	As needed
Anoka County Fire Protection Council	4 th Thursday of January, April, July and October at 7pm – varying locations
Non-Bargained Personnel Committee	As needed
Councilmember Brad Delfs	
Parks & Recreation Commission – Alternate	1 st Tuesday of each month at 6:00pm – City Hall
Planning Commission Liaison	4 th Monday of each month (except December) at 7:00pm – City Hall
Negotiations – Public Works	As needed
Tower Days Committee – Liaison	4 th Tuesday of January through June at 6:30pm – SLP City Hall
Councilmember Barbara Goodboe-Bisschoff	
Coon Creek Watershed District Citizens Advisory Commission	2 nd Wednesday of each month at 5:00pm, Coon Creek Watershed District Office
North Metro Cable Communications Commission	3 rd Wednesday of each month at 6:00pm – SLP City Hall
Trunk Highway 65 Corridor Coalition	4 th Thursday of January, March, May, July, September and November at 7:00pm at Isanti County Government Center
School Board Liaison	As needed

Commissioner Hans Hansen is recommended for reappointment to the Planning Commission. There are two vacancies on the Planning Commission (one full member & one student member) and three vacancies on the Parks and Recreation Commission.

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

CITY OF SPRING LAKE PARK, MINNESOTA

RESOLUTION NO. 22-01

RESOLUTION APPROVING 2022 APPOINTMENTS

BE IT RESOLVED that the City Council of the City of Spring Lake Park does hereby approve the appointment list as outlined in Exhibit A of this Resolution.

The foregoing resolution was moved for adoption by Councilmember .

Upon roll call, the following voted aye:

And the following voted nay:

Whereupon the Mayor declared said resolution duly passed and adopted this 3rd day of January, 2022.

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, Administrator

State of Minnesota)
Counties of Anoka and Ramsey)ss
City of Spring Lake Park)

I, Daniel R. Buchholtz, duly appointed and qualified City Administrator in and for the City of Spring Lake Park, Anoka and Ramsey Counties, Minnesota, do hereby certify that the foregoing is a true and correct copy of Resolution No. 22-01, A Resolution Approving 2022 Appointments, adopted by the Spring Lake Park City Council at their regular meeting on the 3rd day of January 2022.

Daniel R. Buchholtz, Administrator

(SEAL)

Dated: _____



CITY OF SPRING LAKE PARK

1301 Eighty First Avenue NE

Spring Lake Park, MN 55432

Ph: 763-784-6491 Fax: 763-792-7257

2022 APPOINTMENTS

I. ELECTED OFFICIALS

POSITION	TERM	NAME	TERM EXPIRES
Mayor	4 Years	Bob Nelson	1/3/23
Councilmember	4 Years	Lisa Dircks	1/6/25
Councilmember	4 Years	Ken Wendling	1/3/23
Councilmember	4 Years	Barbara Goodboe-Bisschoff	1/6/25
Councilmember	4 Years	Brad Delfs	1/3/23

II. ANNUAL APPOINTMENTS AT FIRST MEETING OF THE YEAR

POSITION	TERM	NAME	TERM EXPIRES
Acting Mayor	Annual	Ken Wendling	1/3/23
Official Newspaper	Annual	Blaine/SLP Life	1/3/23
Official Depository	Annual	U.S. Bank	1/3/23
		4M Fund	1/3/23
		Wells Fargo Bank	1/3/23
		UBS	1/3/23
		RBS Wealth Management	1/3/23
Agent of Record	Annual	Corporate Four Ins. Agency	1/3/23
Attorney	Annual	Carson, Clelland & Schreder	1/3/23
Auditor	Annual	Smith Schafer	1/3/23
Engineer	Annual	Stantec	1/3/23
Bond Counsel	Annual	Jenny Boulton, Kennedy & Graven	1/3/23
Weed Inspector	Annual	Mayor	1/3/23
Asst. Weed Inspector	Annual	Terry Randall	1/3/23
Animal Control	Annual	Josh Antoine	1/3/23

III. COUNCIL COMMITTEES

COMMITTEE	TERM	NAME	TERM EXPIRES
Parks & Recreation Commission Liaison	Annual	Ken Wendling	1/3/23
Parks & Recreation Commission Alternate	Annual	Brad Delfs	1/3/23
Planning Commission Liaison	Annual	Brad Delfs	1/3/23
Planning Commission Alternate	Annual	Lisa Dircks	1/3/23

COMMITTEE	TERM	NAME	TERM EXPIRES
Anoka County Joint Law Enforcement Council	Annual	Bob Nelson	1/3/23
Anoka County Joint Law Enforcement Council – Alternate	Annual	Ken Wendling	1/3/23
Anoka County Fire Protection Council	Annual	Lisa Dircks	1/3/23
Anoka County Fire Protection Council – Alternate	Annual	Ken Wendling	1/3/23
Beyond the Yellow Ribbon	Annual	Bob Nelson	1/3/23
Beyond the Yellow Ribbon	Annual	Ken Wendling	1/3/23
SBM Fire Department Liaison	Annual	Lisa Dircks	1/3/23
SBM Administrative Committee	Annual	Daniel Buchholtz	1/3/23
Negotiations – Patrol	Annual	Ken Wendling	1/3/23
Negotiations – Patrol	Annual	Bob Nelson	1/3/23
Negotiations – Patrol	Annual	Daniel Buchholtz	1/3/23
Negotiations – Sergeants	Annual	Ken Wendling	1/3/23
Negotiations – Sergeants	Annual	Bob Nelson	1/3/23
Negotiations – Sergeants	Annual	Daniel Buchholtz	1/3/23
Negotiations – Public Works	Annual	Lisa Dircks	1/3/23
Negotiations – Public Works	Annual	Brad Delfs	1/3/23
Negotiations – Public Works	Annual	Daniel Buchholtz	1/3/23
Non-Bargained Employee Personnel Committee	Annual	Bob Nelson	1/3/23
Non-Bargained Employee Personnel Committee	Annual	Lisa Dircks	1/3/23
Non-Bargained Employee Personnel Committee	Annual	Daniel Buchholtz	1/3/23
N. Metro Cable Communications Commission	Annual	Barbara Goodboe-Bisschoff	1/3/23
N. Metro Cable Communications Commission – Alt.	Annual	Ken Wendling	1/3/23
N. Metro Cable Communications Operations Committee	Annual	Daniel Buchholtz	1/3/23
North Metro Mayor’s Assn Rep.	Annual	Bob Nelson	1/3/23
North Metro Mayor’s Assn. – Alt.	Annual	Ken Wendling	1/3/23
North Metro Mayor’s Assn Operations Committee	Annual	Daniel Buchholtz	1/3/23

COMMITTEE	TERM	NAME	TERM EXPIRES
Tower Days Committee Liaison	Annual	Brad Delfs	1/3/23
Tower Days Committee Alt.	Annual	Ken Wendling	1/3/23
Trunk Highway 65 Corridor Coalition	Annual	Barbara Goodboe-Bisschoff	1/3/23
School Board Liaison	Annual	Barbara Goodboe-Bisschoff	1/3/23
Suburban Rate Authority	Annual	Daniel Buchholtz	1/3/23
Suburban Rate Authority – Alt.	Annual	Terry Randall	1/3/23
Coon Creek Watershed District Citizens Advisory Commission	Annual	Barbara Goodboe-Bisschoff	1/3/23
Coon Creek Watershed District Technical Advisory Committee	Annual	Phil Gravel/ Daniel Buchholtz	1/3/23

IV. ADMINISTRATIVE APPOINTMENTS

POSITION	TERM	NAME
Administrator, Clerk-Treasurer	Indefinite	Daniel Buchholtz
Data Practices Responsible Authority	Indefinite	Daniel Buchholtz
Police Chief/Public Safety Director	Indefinite	Josh Antoine
Parks & Recreation Director	Indefinite	Kay Okey
Public Works Director	Indefinite	Terry Randall
Building Official	Indefinite	Jeff Baker
Plumbing Inspector	Indefinite	Jeff Baker
Fire Marshal	Indefinite	Jeff Baker

V. PLANNING COMMISSION (Municipal Code Section 16.60)

POSITION	TERM	NAME	TERM EXPIRES
Commissioner	3 Years	Eric Julien	12/31/23
Commissioner	3 Years	Rick Cobbs	12/31/23
Commissioner	3 Years	<i>vacant</i>	12/31/24
Commissioner	3 Years	Hans Hansen	12/31/24
Commissioner	3 Years	Jeff Bernhagen	12/31/22
Commissioner	3 Years	Doug Eischens	12/31/22
Commissioner (student)	1 Year	<i>vacant</i>	

VI. EMERGENCY MANAGEMENT AGENCY (Municipal Code Section 3.12 – Appointed by Mayor)

POSITION	TERM	NAME
Co-Directors	Indefinite	Josh Antoine/Charlie Smith
Deputy Directors	Indefinite	Sgts. Long and Kramer

VII. PARKS AND RECREATION COMMISSION (Municipal Code Section 3.08)

POSITION	TERM	NAME	TERM EXPIRES
Commissioner	3 Years	<i>vacant</i>	12/31/23
Commissioner	3 Years	<i>vacant</i>	12/31/23
Commissioner	3 Years	Nemeh Al-Sarraj	12/31/23
Commissioner	3 Years	Mark Hoard	12/31/24
Commissioner	3 Years	<i>vacant</i>	12/31/24
Commissioner	3 Years	Barbara Harlan	12/31/22
Commissioner	3 Years	Chris Lammers	12/31/22



APPLICATION BOARD/COMMISSION MEMBER

These questions are designed to obtain information about your experience and interest in civic activities. You may return your application by mail, email or fax. **Mail to:** Administrator, Clerk/Treasurer's Office, 1301 81st Avenue NE, Spring Lake Park, MN 55432; **E-Mail to:** jgooden@slpmn.org; or **Fax to** (763) 792-7257. Your application will remain on file for six months. If you have questions, please call the Administrator, Clerk/Treasurer's Office at (763) 784-6491. **Thank you for your interest!**

Name: Hans W. Hansen Adult (18+) Student (under 18)

Address: 8331 Able St. NE, Spring Lake Park Zip: 55432

Home #: 763-784-1102 Cell #: 763-501-0005

Email: bankerhans@gmail.com Work #: 763-501-0005

Length of residence in Spring Lake Park (in years) 16 May we call you at work? Yes No

I am interested in serving on the following commission:

(If you have an interest in more than one commission, you may rank your choices)

- Planning and Zoning Commission
 Parks and Recreation Commission

Community, Civic or Volunteer Experience: Other Volunteer experience upon request

Chair - SLP Planning Commission 2019-2021

Member - SLP Planning Commission 2016-2021

Risk Management Association - Minnesota Chapter - 2003-Present

- Board Member and Chair of Various Committees

Interests and Hobbies: Messiah Lutheran - Mounds View - Leadership Council;
Treasurer 2010-2016

History, gardening, politics

Occupation and Work Experience (you may attach a resume if desired):

Senior Auditor - US Bank Asset-Based Finance, Minneapolis 2019-Present

Senior Analyst; Underwriting Trainer/Supervisor - North Star Bank, Roseville
2011-2019

Other experience available upon request

Please complete other side of application

Educational Background/Training:

BA - Accounting - Gustavus Adolphus College - 1986

MBA - Finance - University of St. Thomas - 1991

Director of Christian Education Training - Concordia University - St. Paul
1993-1995

What skills or personal qualities do you possess that would make you valuable as a board or commission member?

I am collaborative and see the best in people. I enjoy working with the various individuals at City Hall and on the Planning Board, and try to keep the atmosphere positive and enjoyable as Planning Commission chair.

Why are you interested in volunteering?

To continue to assist the Council and the City in moving Spring Lake Park forward into the future.

Conflicts of Interest

No commissioner shall: (1) Enter into any contract with the city unless otherwise authorized by law. (2) Use their position to secure any special privilege or exemption for themselves or others. (3) Use their office or otherwise act in any manner which would give the appearance of or result in any impropriety or conflict of interest.

IMPORTANT INFORMATION CONCERNING YOUR APPLICATION

DATA PRIVACY NOTICE: Minnesota law requires that you be informed of the purposes and intended uses of the information you are providing on this application. Pursuant to Minnesota Statutes Section 13.601, your name, city of residence, employment history, volunteer work, awards and honors are public data and is available to anyone who requests the information. The data that you give us about yourself is also needed to identify you and assist in determining your suitability for the commission(s) for which you are applying. This data is not legally required, but refusal to supply the information requested may affect the City Council's ability to evaluate your application. Should you be appointed to serve on a board or commission, pursuant to Minnesota Statutes Section 13.601, your residential address and either a telephone number or electronic mail address (or both) where you can be reached also become public information.

I have read and understand the data privacy information given above and authorize investigation of all statements contained in this application as may be necessary to arrive at an appointment decision. I certify that all answers given here are true, and I understand that any false information on or omission of information from this application will be cause for rejection of this application.


Applicant signature (electronic)

11/10/21
Date



November 18, 2021

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

Dear Daniel,

It is with great pleasure that we ask to serve as the official newspaper for the City of Spring Lake Park in 2022. As we continue to implement new changes in the newspaper to improve readership, we feel it's important to provide readers with the city's public notices in addition to news stories, features and photographs of local events we cover each week.

We would like to publish your public notices in the Blaine/Spring Lake Park Life. The legal publication rate for the Blaine/Spring Lake Park Life as of January 1, 2022, will remain unchanged from the 2021 rate of 10.75 per column inch. If any documents need to be manually typeset, a \$20 flat fee will be charged per public notice. As a newspaper published in the County of Anoka, we meet the requirements to qualify as your official legal newspaper. *The deadline will be 10:00 a.m. Wednesday for Friday's publication.*

All public notices published in the Blaine/Spring Lake Park Life will be posted to abcnewspapers.com – which averages over 54,000 unique visitors per month in search of local news and information.

We have appreciated your business over the past years and hope that we can be of service to you in 2022 as a credible, locally-owned, weekly community news source. If you have any questions, please feel free to call me at 763-691-6001 or email me at publicnotice@apgecm.com. Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink that reads 'Tonya Orbeck'. The signature is written in a cursive, flowing style.

Tonya Orbeck
Legal Notice Department Manager



Office of the Minnesota Secretary of State

Legal Newspaper Status Application

Minnesota Statutes, Chapter 331A.02

Must be filed between September 1 and December 31, each year

Filing Fee: \$25.00

Please read the instructions before completing this form.



STATE OF MINNESOTA
DEPARTMENT OF STATE
FILED

SEP 24 2021 CS

Steve Simon
Secretary of State

1. Current Name and Known Office of Issue Address of Newspaper:

Anoka County Union Herald
4101 Coon Rapids Blvd
Coon Rapids, MN 55433

2. IF CHANGED, list the new name and/or address of known office of issue:

Name of Newspaper: _____

Street Address: _____

(Must be a complete street address or rural route and rural route box number)

City: _____ State: MN Zip Code: _____

3. County of Known Office of Issue: (Required) Anoka

4. Legal Newspaper Phone Number: (Required) 763-691-6001

(Area Code) Phone Number

5. Name and daytime phone number of contact person:

Tony Orbeck 763-691-6001
Contact Name Daytime Phone Number

6. Email Address for Official Notices

Enter an email address to which the Secretary of State can forward official notices required by law and other notices:

E-Mail Address: publicnotice@apepcm.com

7. This legal newspaper certifies that it has complied with all of the requirements of Minnesota Statutes, section 331A.02.

8. I, the undersigned, certify that I am signing this document as the person whose signature is required, or as agent of the person(s) whose signature would be required who has authorized me to sign this document on his/her behalf, or in both capacities. I further certify that I have completed all required fields, and that the information in this document is true and correct and in compliance with the applicable chapter of Minnesota Statutes. I understand that by signing this document I am subject to the penalties of perjury as set forth in Section 609.48 as if I had signed this document under oath.

Tony Orbeck 9/26/2021
Signature of Authorized Representative (Required) Date

ENGAGEMENT LETTER

The Law Firm of Carson, Clelland & Schreder agrees to represent the City of Spring Lake Park for civil legal services and for municipal prosecution services in 2022.

Civil services include meeting attendance, staff consultation and the production of work relating to ordinances, zoning, special assessments, development contracts and other contractual matters. In addition to the before mentioned subjects, any other services as needed and directed by the City Council will be gladly performed. Charges for the civil work will be \$70.00 per hour for paralegal assistant and \$142.50 per hour for attorney.

The criminal prosecution services include the prosecution of petty misdemeanors, misdemeanors and gross misdemeanors as they occur; review and preparation of criminal complaints and consultation and advice with officers and police administration. The prosecution services include vehicle forfeitures. The prosecution services are billed on a flat fee basis, at a monthly retainer rate of \$6,750 per month.

The firm will also provide human resources and labor consultation and representation if desired by the City. These services will be billed at the civil rate.

Sincerely,



John J. Thames
on behalf of Carson, Clelland & Schreder

APPROVED BY CITY OF SPRING LAKE PARK

By: _____
Its Mayor

By: _____
Its Clerk



Memorandum

To: Mayor Nelson and Members of the City Council

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

Date: December 20, 2021

Subject: LELS Local #265 – Patrol Sergeants - Union Contract

This is to inform you that on December 16, 2021, the LELS Local #265 – Patrol Sergeants - Union employees accepted the offer negotiated by the Police-Sergeants Negotiation Committee that is outlined in Resolution 2022-02.

The Negotiation Committee is recommending that the City Council approve the 2022/2023 union contract as outlined in the Resolution.

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

CITY OF SPRING LAKE PARK

RESOLUTION NO. 22-02

A RESOLUTION APPROVING THE TENTATIVE AGREEMENT BETWEEN THE CITY OF SPRING LAKE PARK AND LELS LOCAL #265, REPRESENTING THE PATROL SERGEANTS BARGAINING UNIT, FOR CALENDAR YEARS 2022-2023

WHEREAS, representatives of the City of Spring Lake Park and representatives of LELS Local #265, representing the Patrol Sergeants bargaining unit of the City have negotiated a 2 year labor agreement for the term of January 1, 2022 through December 31, 2023; and

WHEREAS, the attached document summaries the substantive agreement between the parties.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Spring Lake Park, Minnesota that the City Council approves and ratifies the tentative agreement and that the appropriate individuals designated by the City are authorized and directed to execute the original contracts.

The foregoing Resolution was moved for adoption by Councilmember .

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

And the following voted against the same:

Whereon the Mayor declared said Resolution duly passed and adopted the 3rd day of January, 2022.

APPROVED BY:

Robert Nelson, Mayor

ATTEST:

Daniel R. Buchholtz, City Administrator

APPENDIX A

**TENTATIVE AGREEMENT BETWEEN CITY OF SPRING LAKE PARK
AND LELS LOCAL #265**

- 1. Article #25: Two year contract for 2022 and 2023 calendar years
- 2. Appendix A: Implementation of following compensation table

	<u>1/1/22</u>	<u>2.5%</u> <u>1/1/23</u>
STEP 1 START	\$6,983.72	\$7,158.31
STEP 2 After 6 Months of Service	7,228.15	7,408.85
STEP 3 After 1 Year of Service	7,481.13	7,668.16
STEP 4 After 2 Years of Service	7,742.97	7,936.55
STEP 5 After 3 Years of Service	8,013.98	8,214.33
STEP 6 After 4 Years of Service	8,294.47	8,501.83
STEP 7 After 5 Years of Service	8,584.77	8,799.39

During the term of this contract, and exclusively in the calendar year after an employee reaches Step 7, the employee shall receive a market rate adjustment payment of \$1,500. The market rate adjustment payment shall become a part of the employee’s annual salary will be paid in equal installments on the employee’s bi-weekly pay check.

- 3. Appendix B: Uniform Allowance Increase to \$910 in 2022 and \$930 in 2023
- 4. Appendix B: Insurance Continue same health care language
- 5. Appendix B: Education Add the following language: *One member each year shall be allowed to attend the LELS Annual Conference during work hours. The cost of registration and hotel shall be paid by LELS. Meals and transportation for the day or days of training shall be paid by the City in accordance with its reimbursement policy. For purposes of this provision, only hours in which the conference is in session shall be considered work hours. The member shall be responsible for notifying the Police Chief of the dates of the Annual Conference and ensuring coverage of his/her work duties during the Annual Conference.*

6. Article 15: Overtime

Increase maximum accrual of compensatory time from 44 hours to 60 hours; amend language to state that employees will have overtime paid out on their regular bi-weekly pay check; amend language allowing employee to periodically convert compensatory time to overtime.

7. Article 19: Holidays

Add language stating if the Minnesota State Legislature adds Juneteenth to the list of holidays under M.S. 645.44, subd. 5, the City will include Juneteenth as a holiday under Article 21, Section 1 (A).



Memorandum

To: Mayor and City Council
From: Kay Okey, Parks & Recreation Director
Terry Randall, Public Works Director
Date: December 15, 2021
Subject: Able Park Basketball Court Reconstruct

The Able Park basketball court is due for reconstruction. The existing court has multiple cracks that require a complete excavation of the existing surface.

The court was first installed in 1991 and was last sealed and painted in 2016. In 2020, cracks were sealed with a crack sealing rubber which was a temporary fix.

I have included three quotes with this memo:

Bituminous Roadway, Inc	\$37,650.00
Plehal Blacktopping LLC	\$48,500.00
North Valley, Inc	\$76,073.60

The quotes include cost and labor.

This project is listed in the Parks Master Plan and on the Capital Improvement List. Funding would come from Park Improvement Fund. Project would be slated for early spring. The court repair would take approximately one week.

Recommendation:

Staff recommends Council approve the contract with Bituminous Roadway, Inc for the reconstruction of Able Park Basketball court to be completed in 2022.

Respectfully submitted,

Kay Okey
Parks and Recreation Director




SPRING LAKE PARK
BASKETBALL COURT


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4.pdf


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4.pdf



Plehal Blacktopping, LLC

12414 Hwy. 41 Frontage Rd. P/ 952-445-7676
PO Box 317 F/ 952-445-7682
Shakopee MN 55379 www.plehal.com

Submitted To:
Spring Lake Park Recreation
1301 81st Avenue NE
Spring Lake Park, MN 55432

Project: Able Park Basketball Court
8200 Able Street
Spring Lake Park, MN 55432

Phone: (763) 792-7232
Cell:
Email: kokey@slpmn.org

Description:

Outdoor Basketball Court Replacement

\$48,500.00

- Remove 7" of existing base & asphalt material & haul away.
- Install 4" of Class 5 base material.
- Grade and compact base material.
- Install 1 1/2" Mn/DOT spec bituminous non-wear base course.
- Roll and compact.
- Install a 1 1/2" Mn/DOT spec bituminous wear course.
- Roll and compact.
- Color coat & stripe per standards & install two new basketball goals.
- No landscaping restoration included

Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

This proposal may be withdrawn by us if not accepted within 15 days. All depths are average and measurements are approximate. All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner according to standard practices. See additional contract terms on reverse.

Estimator: Rich Peltier
Cell: (612) 919-2204
Email: plehalman@plehal.com

11/22/2021

Authorized Plehal Blacktopping Signature

Date

Payment Terms: Net due upon completion. Past due invoices will be charged 1 1/2% per month Finance Charge (18% annual percentage rate).

Acceptance of Proposal: The above prices, specifications and conditions are satisfactory and are hereby accepted. The general provisions on the back of this contract are made a part of this contract and incorporated herein by this reference. You are authorized to do the work as specified. Payment will be made as outlined.



Signature

Date



Your Preferred Pavement Partner Since 1946

1520 Commerce Drive | Mendota Heights | MN | 55120
 651-686-7001 (P) | 651-687-9857 (F)
 www.bitroads.com | info@bitroads.com

To:	SPRING LAKE PARK	Contact:	KAY OKEY
Address:	1301 - 81ST AVENUE NE SPRING LAKE PAR, MN 55432	Phone:	763-792-7201
Project Name:	SPRING LAKE PARK BASKETBALL COURT	Bid Number:	
Project Location:	8200 ABLE STREET, SPRING LAKE PARK, MN	Bid Date:	12/13/2021
Attachments:	spring lake park basketball court.pdf		

Item Description

SPORT COURT RECONSTRUCT

Bituminous Pavement Section Reconstruction (468 SY)

- Excavate Existing Surface Material To Accommodate A 9 Inch Thick Pavement Section. Dispose Of Material Off-site.
- Furnish And Install A 6 Inch MN/DOT 3138 100% Crushed Class 5 Aggregate Base Course.
- Furnish And Install A 1.5 Inch (Compacted Thickness) MN/DOT 2360 Type SPNWB330B Bituminous Base Course.
- Furnish And Install A MN/DOT 2357 Bituminous Tack Coat.
- Furnish And Install A 1.5 Inch (Compacted Thickness) MN/DOT 2360 Type SPWEA330B Virgin Bituminous Wearing Course.
- Furnish And Install Striping To Match Existing.

Total Price for above SPORT COURT RECONSTRUCT Items: \$22,350.00

SPORT COURT RESURFACING

Resurface/ Color Coat Basketball Court And Install 2 New Goalsetter MVP Basketball Standards.

Total Price for above SPORT COURT RESURFACING Items: \$15,300.00

Total Bid Price: \$37,650.00

Notes:

- All work to be completed in 2022. Bid exludes landscape restoration.
- Proposed Work Does Not Include: Landscape Restoration, Irrigation Repair/Restoration, Private Utility Locates/Repairs, Sub-soil Corrections, Erosion Control, Towing Charges, Permits and Fees, Multiple Mobilizations, Surveying or any Unforseen Conditions, Guarantee on drainage or ponding of water on lots with less than 1% slope.
- For more information: www.bitroads.com

Payment Terms:

This proposal is subject to credit approval and is valid for 15 calendar days, after which time price quotes may be withdrawn without notice. This quote is based on standard AGC subcontract language and shall become a rider to any contract.

Payment due upon receipt of invoice. A finance charge of 1 1/2% per month (18% per year) will be charged on any balance over 30 days past invoice date, unless otherwise agreed upon in writing. We gladly accept Visa, Mastercard, Discover & American Express.

<https://bitroads.com/About-Us/75th-Anniversary>

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and are hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: BITUMINOUS ROADWAYS, INC. - MENDOTA HEIGHTS</p> <p>Authorized Signature: _____</p> <p>Estimator: Mike Assell mike.assell@bitroads.com</p>
---	---



20015 Iguana Street NW, Suite 100
 Nowthen, MN 55330
 (763) 274-2580 Fax (763) 274-2584

Contact: STEWART PACKER
 Phone: 763-274-2580
 Fax: 763-274-2584

Quote To: KAY OKEY
 SPRING LAKE PARK

Job Name: 8200 ABLE STREET
 Date of Plans: BASKETBALL COURT PROJECT
 12/10/2021

Phone:
 Fax:

Revision Date:

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT
10	MOBILIZATION	1.00	LS	4,076.31	4,076.31
20	REMOVE BITUMINOUS PAVEMENT 3"	445.00	SY	6.05	2,692.25
30	COMMON EXCAVATION (LV) 6.5"	120.00	CY	42.88	5,145.60
40	6" CLASS 5 AGGREGATE BASE	160.00	TN	36.40	5,824.00
50	2" BIT BASE COURSE (SPNWB230B)	60.00	TN	193.20	11,592.00
60	TACK COAT	35.00	GL	8.73	305.55
70	1.5" BIT WEAR COURSE (SPWEA240B)	40.00	TN	199.45	7,978.00
80	REMOVE AND REPLACE BASKETBALL POLES	2.00	EA	7,903.64	15,807.28
90	RESURFACE AND STRIPE COURT	1.00	LS	20,323.29	20,323.29
100	RESTORATION	1.00	LS	1,746.99	1,746.99
110	REMOVE AND REPLACE FENCE	1.00	LS	582.33	582.33
GRAND TOTAL					\$76,073.60

NOTES:

BOND IS INCLUDED, CANNOT DEDUCT FOR ONE
 NO TRAFFIC CONTROL
 PRICE INCLUDES TAX
 RETAINAGE HELD PER OWNERS SPECIFICATIONS
 THIS QUOTE IS PER THE AGC STANDARD SUB-CONTRACT AGREEMENT FOR HIGHWAY/HEAVY-
 INDUSTRIAL DIVISION (1956 EDITION, REVISED 1966, REVISED 1980 AND RIDER 1986 REVISION)
 UPON REQUEST, NORTH VALLEY, INC. SHALL BE PROVIDED WITH THE LEGAL DESCRIPTION OF THE
 PROPERTY, THE NAME AND ADDRESS OF THE OWNER.
 NORTH VALLEY, INC. SHALL NOT BE OBLIGATED TO COMMENCE OR CONTINUE SUBCONTRACT WORK
 UNLESS ADEQUATE ASSURANCE OF PAYMENT IS RECEIVED.
 QUOTE MAY BE WITHDRAWN IN TEN DAYS.
 RESPONSIBLE CONTRACTOR DOCUMENTATION AVAILABLE UPON REQUEST.
 BID GOOD FOR ITEMS AND MATERIALS QUOTED ABOVE ONLY
 BASKETBALL POLES ARE SUBJECT TO AVAILABILITY, PRICES INCLUDES COATING AND STRIPING OF
 COURT, INSTALLATION OF BASKETBALL POLES



December 7, 2021

Mr. Dan Buchholtz, Administrator
City of Spring Lake Park
1301 Eighty-First Avenue NE
Spring Lake Park, MN 55432-2188

Reference: 2022 Seal Coat and Crack Repair Project
Authorize Preparation of Plans and Bidding

Dear Dan:

As part of ongoing street maintenances, the city completes an annual street maintenance project consisting of crack repair, pavement markings (striping), and seal coating. Seal coating includes placing bituminous emulsion and small aggregate on the street surface. We have reviewed the street system history with the Public Works Director to establish priority streets for crack seal and seal coat treatment.

We recommend obtaining bids for the planned 2022 construction area. The streets for the 2022 construction are the dark blue streets on the attached 7-Year Plan map. The streets for 2022 include:

- Co. Rd. 10 Service Drive.
- Middletown Road NE.
- 81st Avenue NE.
- Arthur Street NE.

The streets to be completed under this recommended project are generally streets that were last seal coated in 2015. Sanburnol Dr., Garfield, Hayes, 80th Ave., and Pleasant View by the fire station are shown on the 7-year plan map but are not proposed to be included in the 2022 project.

The streets in the project area will be inspected by the Public Works Director and will be patched as appropriate prior to completion of the seal coat and crack repair.

As part of the plan preparation process, we will review the existing street striping (pavement markings) on the major streets and work with the Public Works Director and City Administrator to determine if any changes to the existing striping configurations are in order.

We request that the City Council authorization preparation of plans/specifications and bidding for the 2022 Seal Coat and Crack Repair project.

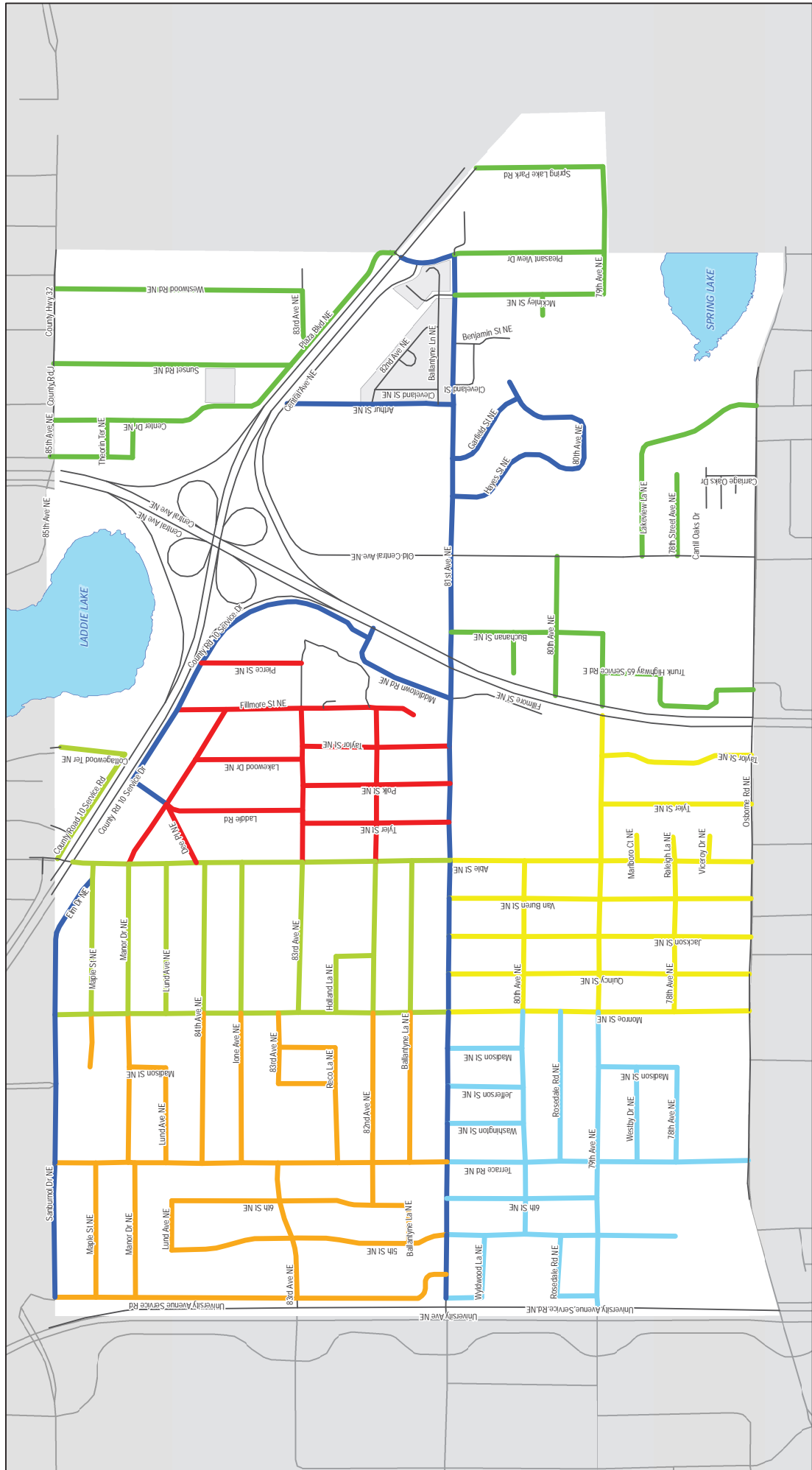
The Council can consider award of Construction Contract later in the spring after bids are received.

Sincerely,
Stantec

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

Phil Gravel

cc: Terry Randall, Public Works Director



City of Spring Lake Park

Seal Coat Years

- 2016
- 2017
- 2018
- 2019
- 2020
- 2021
- 2022
- Non-City Road

2335 Highway 36 West
St. Paul, MN 55113



7-Year Seal Coat Plan

Date	Job No.	Scale
2/16/2017	193803424	0 275 550 1,100 Feet

Document Path: R:\client\municipalspring_lake_park_ci_mn\18MAP\GISDATA\Projects\Seal_Coats_Plan_11x17.mxd



City of Spring Lake Park
Engineer's Project Status Report

To: Council Members and Staff
From: Phil Gravel

Re: **Status Report for 01.02.22 Meeting**
File No.: R-18GEN

Note: Updated information is shown in *italics*.

2021 MS4 Permit and SWPPP Update (193805251). Annual Report and Public Meeting due by June 30th. Pond, structural BMP, and outfall inspections due by July 31st. Program analysis due in December. Coordination with CCWD related to TMDL information will happen as needed. *Annual Public Meeting was held on July 6, 2021. Ordinance updates have been processed. 2021 Annual training was completed in December.*

Risk and Resiliency Assessment (RRA) and Emergency Response Plan (ERP) – Water System (193805314). This is an assessment and evaluation of the water system based on requirements of the Environmental Protection Agency (EPA) and Department of Homeland Security (DHS). ERP completion by 12/30/21. The RRA was certified by the EPA at the end of June. *The Emergency Response Plan was submitted in December.*

Suite Living Spring Lake Park (Hampton Cos. project at 525 Osborne). Site work (including parking lot) complete for 2021. Finish work in 2022. Developer has completed parking lot restoration at Spring Crest Estates but needs to resolve issues with irrigation system.

Stormwater Utility Plan (193804944). The city has approved a stormwater utility charge. Ordinance has been processed. *The next step is to implement the billing in 2022.*

2021 Sewer Lining Project (193805204). This project included lining in the general area between Terrace and Monroe and south of 81st Avenue. Terry Randall is watching this project. Construction Contracts have been signed. *Lining begins in January after Pre-televising.*

2022 Street Seal Coat and Crack Repair Project (19380____). 2022 project area will include all of 81st Avenue, Arthur Street, Middletown, and Service Drive southwest of 10 and 65. *Public Works Director is reviewing the necessary street patch areas. See separate letter.*

Sidewalk Project: Possible sidewalk improvements crossing Able St. at Lund Ave. (near Triangle Park) and along 81st Ave. by City Hall. *Alternate bids will be included with the 2022 Street Project.*

2022 Street Improvements Project (193805383). This project will include pavement replacement in the Garfield-Hayes neighborhood. Feasibility Report was received on 9/7/21. Public Improvement Hearings were on 10/4/21 and 11/15/21. *Construction Plans and Specifications were approved on 12/6/21. Bids will be received on January 31, 2022.*

2021 Storm Pond and Basin Inspections: Staff has inspected storm ponds in the area east of TH65 and north of 81st Ave. in 2021. Repair work on many of the city (public) ponds has been completed. *Letters have been sent to owners of private ponds to inform them of required maintenance.*

Wellhead Protection Plan: A Plan Evaluation Report has been provided to the Minnesota Department of Health (MDH). MDH approved a 10-year extension to the Plan on July 26, 2018.

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

CORRESPONDENCE

Pendulum Shift



Market Commentary - December 17, 2021

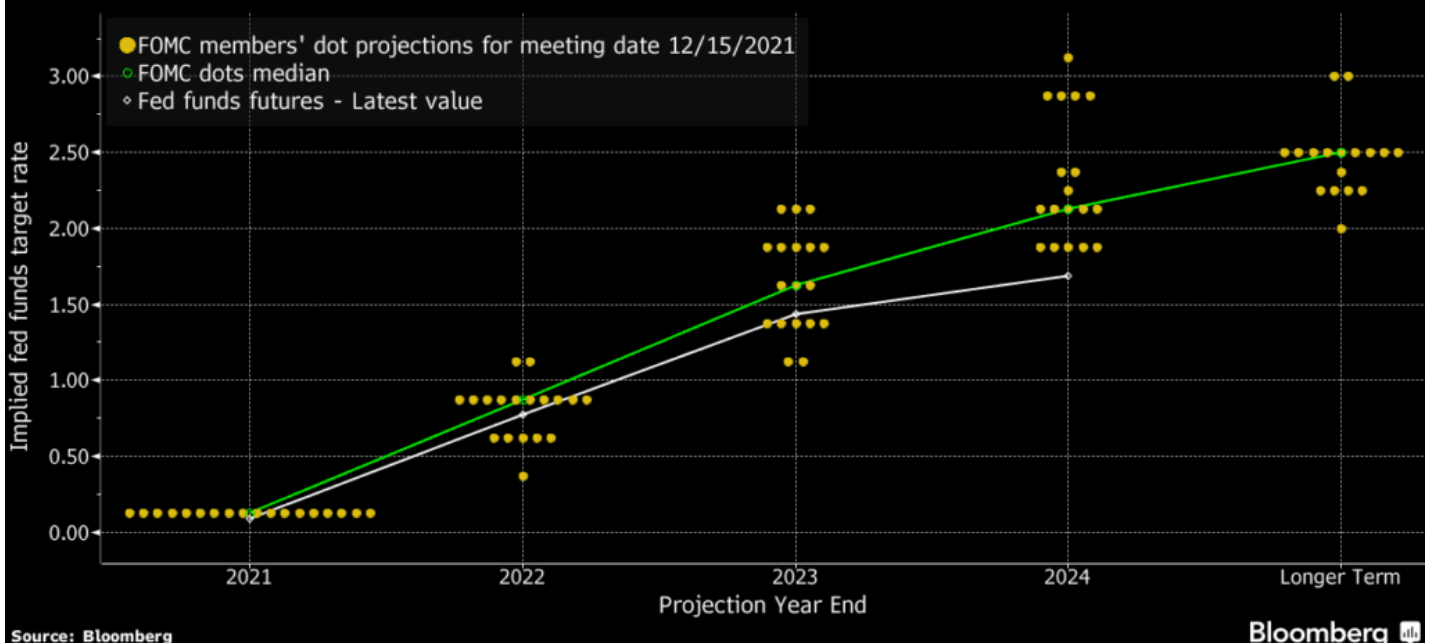
by Jonathan Schatz

Reaction to December FOMC Meeting

At his press conference following the conclusion of this month’s meeting of the Federal Reserve’s Federal Open Market Committee (FOMC), Fed Chair Jerome Powell stated that “evolutions” and “changes” in the economy have pushed the FOMC to more quickly rein in monetary policy accommodations that have been deployed since the beginning of the Covid-19 pandemic. Specifically, and most immediately, the Fed will double the rate at which it tapers its asset purchases beginning in mid-January, with a goal to have the asset purchases completely stopped by the end of March. The Fed stated as recently as November that it would reduce its monthly net asset purchases by \$15 billion per month, which will now be \$30 billion – \$20 billion for Treasury securities and \$10 billion for agency mortgage-backed securities. Previously, July was the timeframe the Fed had generally set to end asset purchases. The decision to wind down the asset purchase program more rapidly was unanimous on the part of voting members. FOMC participants continue to see “rapid growth” going forward despite some of the recent headlines about inflation and fears about the spread of the Omicron variant of Covid-19.

Finally, all 18 FOMC members projected at least one fed funds rate hike in 2022, with the median projection among that group now being three increases to the target range for the federal funds rate next calendar year, a significant change from earlier this year when forecasts indicated no increase(s) until 2023. This change, as well as the accelerated pace of tapering asset purchases, comes as the Fed shifts its messaging about inflation using terms such as “transitory” to what is now more clearly stated as structural in nature. There is almost no doubt Fed members have received the “markets” feedback that they are behind the curve on tempering inflationary concerns. Projections of FOMC members still show a consensus that inflation will return something approximating the Fed’s target level of 2.00% towards the end of 2022, perhaps having been stymied by the aforementioned interest rate increases. In any event, the Fed’s own projections of inflation and GDP growth have been less than stellar over time.

The Fed's New Dot Plot



The latest dot plot, which is a compilation of FOMC member’s expectations for the fed funds over a multi-year period, indicates a greater consensus that the target range for the fed funds rate will be over 1.50% by the end of 2022. This is a considerable departure from as recently as September’s FOMC meeting. Other central banks seem to be singing from the same hymnal, with the Bank of England announcing on Thursday a quarter-point increase (to 0.25%) to its overnight rate and the European Central Bank stating it will also reduce its bond purchases only a short time later.

According to Bob Michele, chief investment officer at JP Morgan Asset Management “[what] we’re seeing from the Fed is that they’re beginning the process of re-establishing their credibility”. Portfolio managers and economists alike, sent a similar message, confident in the fact that the Fed was beginning to take the necessary steps and use the proper messaging to validate concerns over inflation, which it did.

US Treasuries were largely unchanged in reaction to the FOMC pronouncement and Chair Powell’s comment with mixed movement – the yield on the 10-year note jumped up 3 basis points (1 basis point = 0.01%) on Wednesday but remained mostly flat in the earlier part of the yield curve. Yields are generally unchanged through the close of trading on Thursday.

Trends In Municipal Bond Yields

Municipal bond yields were largely flat following the conclusion of the FOMC meeting. According to Bloomberg Valuation (BVAL), AAA municipal bond yields dropped between 2 and 4 basis points over the past 2 weeks. This nominal decline comes after yields had remained mostly flat throughout November.

Muni-to-Treasury ratios came down slightly at nearly all benchmarks with the movement in yields. According to Refinitive, ratios were 47%, 71%, and 80% at the 5-, 10-, and 30-year marks, respectively, on Wednesday afternoon. These ratios are lower than when we last reported them in our Market Commentary (Dec. 3rd), indicating a continued trend of tax-exempt munis trading “rich” to taxable equivalents.

Trends in Municipal Bond Yields November 12, 2021 to December 10, 2021					
AAA Yields*	Nov. 12, 2021	Nov. 26, 2021	Dec. 10, 2021	Change Since 11/12	Change Since 11/26
5 Years	0.62%	0.63%	0.61%	-0.01%	-0.02%
10 Years	1.10%	1.10%	1.06%	-0.04%	-0.04%
20 Years	1.41%	1.39%	1.36%	-0.05%	-0.03%
30 Years	1.61%	1.59%	1.55%	-0.06%	-0.04%
Bond Buyer 20 Bond Index**	2.10%	2.13%	2.05%	-0.05%	-0.08%

Source:

* Bloomberg Valuation

** The Bond Buyer, average yield on a portfolio of municipal bonds maturing in 20 years, AA/Aa2 average rating

As always, we look forward to providing our clients with the best possible strategy to meet your capital needs and make the best use of your cash and bond proceeds throughout the evolving economic cycle. This will be the last Market Commentary of 2021, and on behalf of the authors and all of us at Ehlers we want to wish you all happy holidays and thank you for taking the time to read our Commentary this year.

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North Metro Mayors Minute – December 2021

Thank you to Maple Grove for hosting the December Operating Committee meeting. From City Administrator Heidi Nelson we learned many things, including the hospital in town has welcomed 50,000 babies in 12 years and is expanding their birth center, as well as moving in specialty services.

The crew of administrators and managers rolled up their sleeves and dug into the legislative work plan for 2022 with Troy Olsen, our intergovernmental coordinator. Watch for the plan to be on the next board meeting agenda.

Here's the meeting line up for 2022 with hosts.

Board meetings:

- Jan. 19, 5:30 p.m., Coon Rapids
- March 16, 5:30 p.m., Fridley
- May 18, 5:30 p.m., Maple Grove
- September 21, 5:30 p.m., Andover
- November 16, 5:30 p.m., Champlin

Operating Committee meetings:

- Feb. 16, 11:30 a.m., Ramsey
- April 20, 11:30 a.m., Circle Pines
- June 15, 11:30 a.m., Maple Grove
- Oct. 19, 11:30 a.m., Champlin
- Dec. 21, 11:30 a.m., New Hope

Happy and safe holidays!

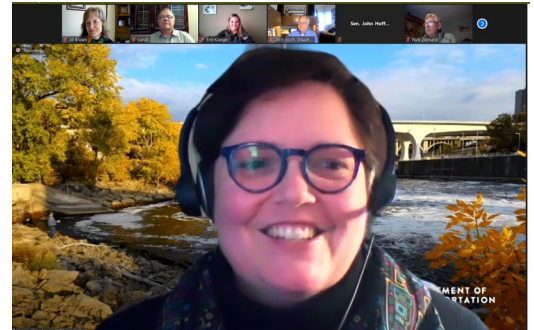
Quick pics from 2021. Top right: MnDOT Commissioner Anderson Kelliher joined us in March. In September, New Brighton hosted the mobile kitchen shown with Mayor Karasek, Sen. Hoffman, and Entourage President Steve Hark.

The year “zoomed” by. Thank you, all, for a successful year.

Jill Brown, Executive Director

Cell: 612-889-2611, Calendar Appointments: <https://calendly.com/jillbrownpr/30minutemeeting>

Email: JillCBrown@msn.com



City of Spring Lake Park
City Council Pay Dates - 2022

January 27, 2022

February 24, 2022

March 24, 2022

April 21, 2022

May 19, 2022

June 16, 2022

July 28, 2022

August 25, 2022

September 22, 2022

October 20, 2022

November 17, 2022

December 15, 2022

To keep our partners better informed of our activities in the district, we've committed to providing regular snapshots. This installment includes announcements and highlights of recently completed projects and programs.

ACD's mission is to: Holistically conserve and enhance Anoka County's natural resources for the benefit of current and future generations through partnership and innovation.

**Strong partnerships. Innovative solutions.
Healthy environments.**

1318 McKay Dr. NE, Suite 300, Ham Lake, MN 55304

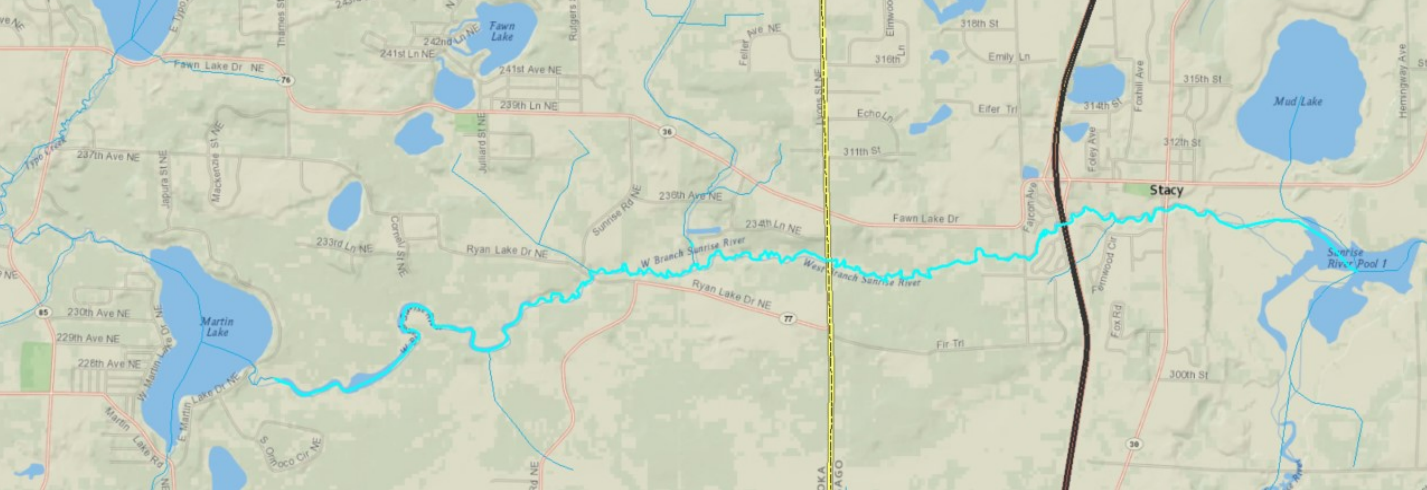
Ph:763-434-2030

www.AnokaSWCD.org

Removed from Minnesota Impaired Waters List: West Branch Sunrise River!

The Minnesota Pollution Control Agency recently released their update of the State's impaired waters list, which occurs every two years. Among the success stories was the West Branch of the Sunrise River in Anoka County and Chisago County. This stretch of river has officially been removed from the impaired waters list, thanks in large part to efforts of the Anoka Conservation District!

The portion of the river from Martin Lake to Pool 1 was listed as impaired for high pH. High pH was due to high nutrients and algae in Martin Lake just upstream. ACD's work Martin and Typo Lakes has led to pH returning to acceptable levels.



Work at the upstream lakes has been ongoing for more than 10 years. It has included rain gardens, stormwater ponds, and carp management. Both Martin and Typo Lakes have improving water quality trends, and Martin Lake has on average met state water quality standards for nutrients the last five years. With additional upcoming work, ACD hopes that Martin Lake is delisted in 2023. Partners in that work have included the Sunrise River Watershed Management Organization, Linwood Township, the Martin Lakers Association, and others.

Other Anoka County waterbodies being delisted include Howard Lake and the Mississippi River from the northwest city limits of Anoka to the Rum River. Howard Lake was impaired for excessive nutrients, and the Rice Creek Watershed District has led implementation of projects to improve it. The section of the Mississippi River was impaired for fecal coliform bacteria. There, improvements may be due to a variety of work by many who care about the Mississippi, and the City of Anoka's efforts to treat stormwater locally.

For more information contact Jamie Schurbon, jamie.schurbon@anokaswcd.org, 763-434-2030 x210

Rice Creek Bank Stabilization Project in the City of Fridley

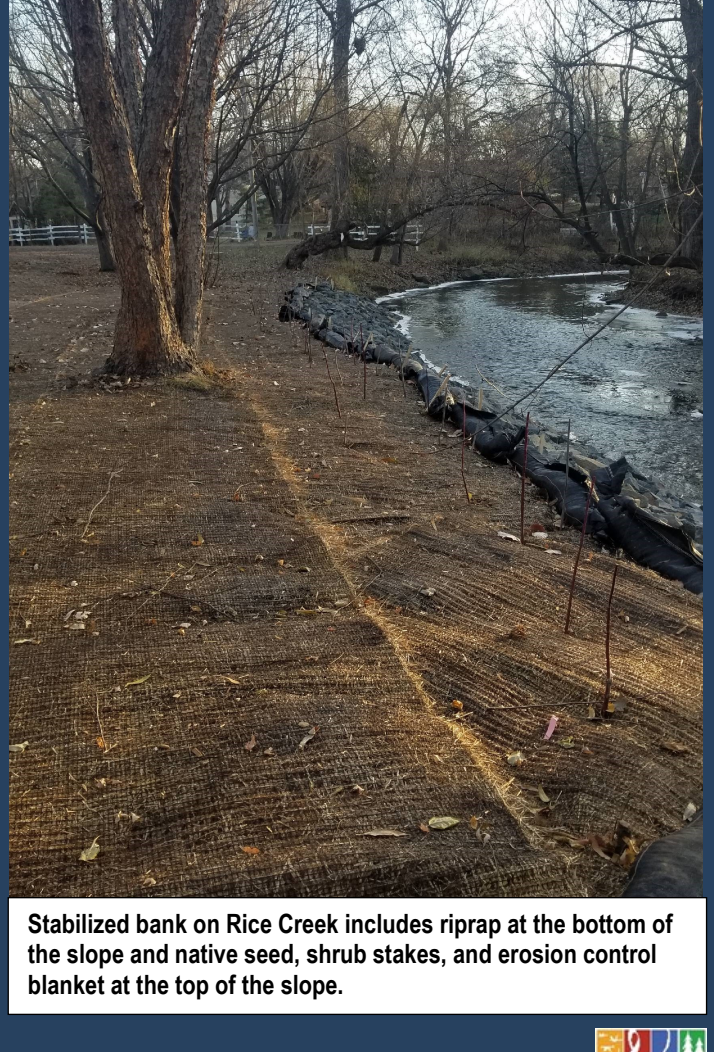
The Brua property located on Rice Creek in Fridley had approximately 85 linear feet of streambank with active erosion. Sediment and nutrients from the eroding bank directly entered Rice Creek. While the erosion severity was classified as moderate, the landowners observed the bank receding over the last several years, particularly during periods of extended high water. By being proactive and addressing the erosion at an early stage, they can minimize the overall cost of the project as well as the sediment and nutrient loading to Rice Creek.

The stabilization solution used a minimal amount of riprap and native plantings to stabilize the eroding face. The shady conditions of the site, frequent water level fluctuation, and flowing water required a hard armoring solution along the bottom portions of the slope. Native species well adapted to frequent water level fluctuations and shady conditions were planted above the riprap to soften its appearance and provide a vegetated buffer with habitat value (see picture to right).

Stabilization of the shoreline will provide reductions in the total suspended solids (2,838 pounds per year reduction) and total phosphorus (1.21 pounds per year reduction) reaching Rice Creek. In addition to the water quality benefits to Rice Creek, downstream waterbodies (Locke Lake and the Mississippi River) will also benefit.

The project was funded through a combination of the Rice Creek Watershed District's Water Quality Grant Program and the landowner.

For more information please contact Mitch Haustein, mitch.haustein@anokaswcd.org, 763-434-2030 x150



Stabilized bank on Rice Creek includes riprap at the bottom of the slope and native seed, shrub stakes, and erosion control blanket at the top of the slope.



ACD is Part of (another) Award-Winning Conservation Partnership!

The Lower St. Croix Partnership, formed through the "One Watershed, One Plan" process, has been selected to receive a County Conservation Award from the Association of Minnesota Counties (AMC). The award, developed in partnership with the Minnesota Board of Water and Soil Resources (BWSR), recognizes leadership, innovation, and excellence in protecting or improving natural resources.

This year's award recognized the partnership's success forging relationships that cross the urban-rural divide, and working collaboratively to protect and improve the St. Croix River, groundwater, lakes, streams, rivers, wetlands, and upland habitat. The partnership is sharing regional education staff and a regional agricultural outreach specialist.

We are also completing a wide variety of water quality projects including stormwater treatment, erosion stabilization, enhanced street sweeping, and many more. The group follows a 10-year management plan they created together, and utilizes state grant funding for much of its work.



The Anoka Conservation District and Sunrise River Watershed Management Organization represent the Anoka County area in the Lower St. Croix partnership. Learn more at lsc1w1p.org.



Rum Riverbank Stabilization Project in Oak Grove

A project stabilizing 400 linear feet of severely eroding Rum Riverbank is complete in Oak Grove! Construction was completed in November which included;

- Installation of 850 tons of rock riprap
- Grading the bank to a more stable slope
- Blanketing and seeding with a native seed mix
- Planting native willows and dogwood trees
- Blanketing the soil with straw to protect it until the vegetation grows



Prior Bank Condition

The project was funded by an Outdoor Heritage Fund grant through the Lessard Sams Outdoor Heritage Council, as well as match dollars from the landowner and Anoka County. The Outdoor Heritage Fund is one of 4 funds created by the Clean Water, Land and Legacy Amendment. This project will prevent approximately 140 tons of sediment per year from washing into the river, and will enhance wildlife habitat along 400 feet of riverbank that had been a non-traversable eroding face prior.



Construction complete! Now we wait for green-up in the spring

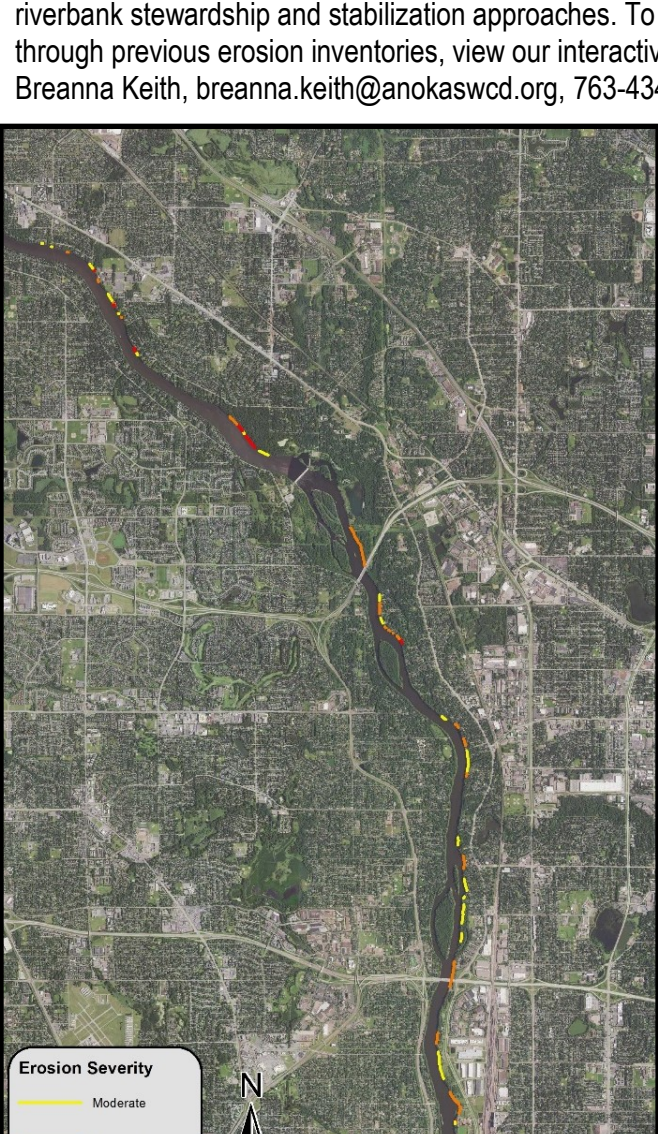
Stay tuned for more photo updates as the project greens up this coming spring!

Mississippi River Erosion Inventory Highlights Bank Stabilization Needs, Gives Project Opportunities

The Mississippi River fulfills the water resource needs of millions of people and provides hydrological and habitat benefits of national significance. It is a powerful waterbody that has shaped the U.S. landscape for millions of years. Erosion is a naturally occurring process in flowing water systems such as the Mississippi River, but it can become exacerbated with increases in extreme weather events and in developed areas where stormwater networks contribute to increased surface water volumes. Bank erosion can threaten adjacent urban and agricultural infrastructure and contributes to sediment and nutrient loading that impacts local water quality. Thus, riverbank stabilization practices that minimize erosion serve as mechanisms to combat these environmental challenges.

Using 360° photos captured from a watercraft on the Mississippi River, ACD identified the location and severity of eroded banks spanning from Coon Rapids to Fridley. Altogether, nearly 50 separate stretches of moderately to severely eroded banks were identified, collectively contributing to an estimated 8,517 tons of sediment inputs to the river each year. These stretches were, present along both private and public properties dense residential areas to expansive county parks. A recommended stabilization approach and corresponding project cost estimate was applied to each eroded bank, thus providing cost: benefit scenarios for each potential stabilization project and facilitating the strategic pursuit of those which maximize environmental benefits.

These findings are detailed in a comprehensive report located here, which also includes further details on ACD's erosion inventory methodology, profile pages for each potential stabilization project, and information on a variety of riverbank stewardship and stabilization approaches. To view examples of completed stabilization projects identified through previous erosion inventories, view our interactive projects map here. For more information please contact Breanna Keith, breanna.keith@anokaswcd.org, 763-434-2030 x160





AGENDA

SUPERVISOR REGULAR BOARD MEETING
1318 MCKAY DR. NE SUITE 300, HAM LAKE
MONDAY, DECEMBER 20, 2021, 5PM

Remotely Join ACD Board Meeting:

The ACD Board meets on-site. If you are interested in attending remotely, please contact Kathy.Berkness@AnokaSWCD.org

4:30 Supervisor Training - None Offered

5:00 - Regular Meeting – START RECORDING THE MEETING **Public Comments**

Approve the December Agenda - Call for additions, deletions, or transferring consent agenda items to the regular agenda

Consent Agenda

- A. Approval of Regular November Board Meeting Minutes
- B. Review of Staff Activity Reports and Programs
- C. Approval of November Financial Reports

Committee Meetings

- D. Personnel Meeting December 13, 2021
- E. Finance Committee Meeting: December 15, 2021

New Business Informational Items

- F. BWSR Plaque Commemorating ACDs 75th Anniversary
- G. Watersheds/MASWCD Convention
- H. Partner Report
- I. Climate Change – (requested by Truchon)
- J. Campaign Finance and Public Disclosure Memo
- K. No Mow May (requested by Werdien)

New Business-Action Items

- L. Rum River Enhancement (OHF) Miller Riverbank Stabilization Payment #1
- M. Lawns to Legumes Payment
- N. 2022 Fee Schedule
- O. 2022 Handbook
- P. SSTS NRBG Requests
- Q. Burman WMA Amendment Request
- R. Sunrise River Chain of Lakes Carp Management Project Payment Approval
- S. Martin and Coon Lake Retrofits Contractor Payment
- T. Martin Lakeshore Stabilization Contractor Payment and Contract Extension
- U. WSB Contract Amendment for the Sunrise River Chain of Lakes Carp Mgmt. Project
- V. Appoint Representative to Rum Metro WBIF Grants Process
- W. Pollinator Habitat Reimbursement Request
- X. Memo Lab Selection

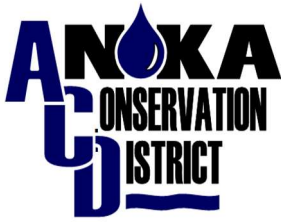
Additions

- Y.
- Z.
- AA.

Pay Bills

FYI /Meetings

- December 24, ACD Christmas Holiday
- December 31, ACD New Year's Holiday
- January 18, ACD Board Meeting Ham Lake 5pm



BOARD MEETING MINUTES

DATE: NOVEMBER 15, 2021

TIME: 5:00 PM

LOCATION: ACD OFFICE: 1318 MCKAY DR NE
HAM LAKE MN 55304

Members Present: Mary Jo Truchon, Chair
Jim Lindahl, Vice Chair
Sharon LeMay, Secretary
Glenda Meixell, Treasurer
Colleen Werdien, Supervisor

Others Present: Chris Lord, District Manager
Kathy Berkness, Office Administrator

Chair Truchon Called the meeting to order 5:03pm

Public Comments – None.

Approve the November Agenda - Call for additions, deletions, or transferring consent agenda items to the regular agenda. Additions noted (P) MASWCD Resolution Ballot, (Q) Outreach Position, (R) Lawns to Legumes Grant Program

- Meixell moved to approve the November Agenda. LeMay seconded the motion. All ayes, motion carried.

Consent Agenda

A. Approval of October Minutes

B. Review of the Staff Activity Reports

C. Approval of the October Financial Reports

- Werdien moved to approve the consent agenda. Lindahl seconded the motion. All ayes, motion carried.

New Business-Information Items

D. BWSR Plaque Commemorating ACD's 75th Anniversary

Berkness realized that BWSR requested to be added to the December agenda to present the award and she mistakenly added it to the November agenda.

- Lindahl moved to table the BWSR Plaque Commemorating ACD's 75th Anniversary. LeMay seconded the motion. All ayes, motion carried.

E. MASWCD Convention

The Board reviewed all the convention materials and discussed attendance and accommodations. Both Meixell and Werdien expressed interest in staying at the Double Tree Hotel Sunday and Monday night. The Board also discussed extending an invitation to the City of Anoka for the Outstanding Conservationist banquet. The Board came to a consensus to extend an invitation to up to three City of Anoka employees and officials. Lord stated he would reach out to the city.

F. Partner Report

The Board reviewed the report provided in advance by NRCS District Conservationist Christopher Hogge.

G. Watershed Meetings

The Board discussed watershed organization meeting attendance as follows:

- Jim Lindahl; CCWD Advisory Committee Meeting –Attended the Meeting

- Sharon LeMay; Lower St. Croix 1W1P – There will not be another St. Croix 1W1P until January
- Glenda Meixell; MWMO Citizens Advisory Meeting – Went to Area IV meeting and the MWMO
- Collen Werdien; LRRWMO & Rum River 1W1P – Attended the URRWMO Meeting
- Mary Jo Truchon; Rice Creek Watershed District Citizen’s Advisory Committee – Attended the meeting

New Business – Informational Items

H. Climate Change

Truchon asked if the District employees would come up with a short list on how to combat climate change in the day-to-day activities at ACD and provide the outcome at the December meeting.

I. BWSR Grant Agreements

- Meixell moved to approve the 2022 & 2023 State of Minnesota Board of Water and Soil Resources Conservation Delivery and State Cost Share Grant Agreement PO #3000013674 as listed below. Werdien seconded the motion. All ayes, motion carried.

<i>This grant is for the following Grant Programs :</i>		
P22-5481	2022 - Conservation Delivery (Anoka CD)	\$20,765
P23-5571	2023 - Conservation Delivery (Anoka CD)	\$20,765
P22-5661	2022 - State Cost-Share Fund (Anoka CD)	\$11,107
P23-5751	2023 - State Cost-Share Fund (Anoka CD)	\$11,107
Total Grant Awarded: \$63,744		

- Lindahl moved to approve the 2022 State of Minnesota Board of Water and Soil Resources Local Capacity Services and the Buffer Law Grant Agreement PO #3000013843 as listed below. LeMay seconded the motion. All ayes, motion carried.

<i>This grant is for the following Grant Programs:</i>		
P22-6081	2022 - SWCD Local Capacity Services (Anoka CD)	\$131,300
P22-6171	2022 - Buffer Law (Anoka CD)	\$8,500
Total Grant Awarded: \$139,800		

- LeMay moved to approve the 2022 & 2023 State of Minnesota Board of Water and Soil Resources Natural Resource Block Grant Agreement PO #3000013991 as listed below. Lindahl seconded the motion. All ayes, motion carried.

<i>This grant is for the following Grant Programs :</i>		
P23-6714	2023 - Shoreland-NRBG (Anoka CD)	\$2,615
P22-6799	2022 - Septic Treatment Systems - NRBG (Anoka CD)	\$18,600
P22-6281	2022 - Local Water Management - NRBG (Anoka CD)	\$8,094
P22-6884	2022 - Septic Treatment Systems Upgrade - NRBG (Anoka CD)	\$34,876
P23-6368	2023 - Local Water Management - NRBG (Anoka CD)	\$8,094
P22-6936	2022 - BWSR Septic Treatment Systems (Anoka CD)	\$25,450
P22-6455	2022 - Wetland Conservation Act - NRBG (Anoka CD)	\$63,191
P23-6542	2023 - Wetland Conservation Act - NRBG (Anoka CD)	\$63,191
P22-6629	2022 - Shoreland-NRBG (Anoka CD)	\$2,615
Total Grant Awarded: \$226,726		

To promote the Rum RIM program, BWSR is offering a modest grant for staff. This is a program for establishing Conservation Easements in the Rum River Watershed.

- Werdien moved to approve the State of Minnesota Board of Water and Soil Resources Professional and Technical Services Master Joint Powers Agreement as listed below. Meixell seconded the motion. All ayes, motion carried.

Consideration and Payment

4.1 Consideration. The total of all Work Order Contracts will not exceed \$17,000,000.00 (Seventeen Million Dollars). The State will pay for all services satisfactorily performed by the SWCD for all Work Order Contracts issued under this MJPA. The total compensation for an Individual Work Order Contract will not exceed \$100,000.00 (One Hundred Thousand Dollars).

Easement Delivery – per easement, paid annually, not to exceed	\$ 100
Easement Acquisition	
Phase 1	\$1,000
Phase 2	\$1,000

J. Mississippi River Stabilization (CWF Round 2) Grant Amendment

The Board reviewed a memo and a contract amendment prepared by Stormwater and Shoreland Specialist Mitch Haustein. Lord explained the amendment stating originally the project was installed and shortly thereafter damaged because of high water and ice. The grant was then extended until 12/31/21 to fix everything. The planned barge needed to facilitate the correction of the riverbank stabilization could not be used as the water was too low. The other options were not practical, thus an extension to 12/31/22 is required.

- Lindahl moved to authorize the Board Chair to execute the grant agreement amendment extending the deadline to December 31, 2022 for CWF grant #C18-2864. Werdien seconded the motion. All ayes, motion carried.

K. Carp Solutions Contract – Sunrise River Chain of Lake Carp Management

The Board reviewed material provided by Schurbon about a payment to Carp Solutions for Carp Management.

- Meixell moved to approve \$21,480.00 payment of invoice “ACD_10-22-21” and “ACD3_Ratitags” both dated 10/22/2021 to Carp Solutions LLC for services provided to under the Sunrise River Chain of Lake Carp Management Services 2021 contract. Lindahl seconded. All ayes, motion carried.

L. OHF Rum Riverbank Stabilization Grant – Washington Conservation District invoice #3 (WCD)

The Board reviewed a memo and related correspondence prepared by Water Resource Specialist Jared Wager related to a payment to WCD for engineering services provide for the OHF Rum Riverbank Stabilization Grant.

- Lindahl moved to approve payment of \$1,268.74 for WCD invoice #5408 (project invoice #3) for engineering services provided under the WCD-ACD. Werdien seconded the motion. All ayes, motion carried.

M. Invasive Species Cost Share Reimbursement

The Board reviewed a memo prepared by Restoration Ecologist Carrie Taylor related to Invasive Species reimbursements.

- Meixell moved to reimburse Falkner \$220.00 using ACWMA funds, Toghramadjan \$220.00 using ACWMA funds and Hadsall \$110.00 using 2021 MDA funds. Lindahl seconded the motion. All ayes, motion carried.

N. Lawns to Legumes Reimbursements

The Board reviewed a memo prepared by Taylor related to Lawns to Legumes reimbursements.

- Lindahl moved to reimburse Heidi Ferris \$750.00, Wayne Hawkinson \$1,500.00 and Ellen Johnson \$750.00 for eligible Lawns to Legumes expenses. LeMay seconded the motion. All ayes, motion carried.

O. Well Sealing Contract Amendment

The Board reviewed a memo prepared by Water Resource Technician Kris Larson requesting an amendment to the well sealing contract. Lord explained that the original estimate for sealing the well was much less than the actual work that had to be completed as there were unforeseen labor and expense.

- Meixell moved to approve the amendment to agreement increasing landowner funding from 60% to 75% of total project cost. LeMay seconded the motion. All ayes, motion carried.
- Lindahl moved to approve the amendment to agreement increasing the total project cost from \$915.00 to \$3,168.21. LeMay seconded the motion. All ayes, motion carried.

P. Well Sealing Cost Share Payment

The Board reviewed a memo prepared by Larson requesting approval for a well sealing cost share reimbursements. Lord pointed out that the previous motion amending the contract was in need before payment is made to Meyers.

- Lindahl moved to approve reimbursement for well sealing cost share payments listed below. Meixell seconded the motion. All ayes, motion carried.

Activity Name	Budget	
	Reimbursement Amount	Total Project Cost
CWFWS-2021-22-Fridley-Meyers Pete Meyers	\$ 2,376.15	\$ 3,168.21
CWFWS-2021-23-Fridley-Burdick Dora Burdick	\$ 1,759.20	\$ 2,932.00
CWFWS-2021-25-Blaine-Ryan James Ryan	\$ 720.00	\$ 1,200.00

Q. MASWCD Resolutions

The Board reviewed the resolution ballot. Lord provided detail about some of the resolutions that were in question. Further stating when reviewing the resolutions he looks at things in a different light such as asking whether or not MASWCD is the a good entity to address the issue.

R. Outreach and Engagement Coordinator Position

Lord provided the Board with Emily Johnson’s exit interview take-away. The Board discussed. Lord stated he wanted to have the exit interview first before moving forward with recruitment for the position. He has a better feel after meeting with Johnson and will have the recruitment material ready at the December meeting.

S. Lawns to Legumes Community Grant

Werdien inquired of Taylor would be applying for another Lawns to Legumes grant. Lord explained that she had planned on applying as there is a lot of interest. Werdien inquired if it

was a conflict of interest if she applied for a grant. Lord explained that she has every right to apply as an individual suggesting applying through Metro Blooms.

PAY BILLS

- Meixell moved to approve electronic payments EP1544 - EP1555 & DD2281 - DD2406 & check numbers 15515 -15645. Werdien seconded the motion. All ayes, motion carried.

The Board reviewed the FYI meetings.

FYI /Meetings

- November 25 & 26 – Thanksgiving Holiday
 - December 12-14 - MASWCD Convention – Double Tree in Bloomington
 - December 20 - ACD Board Meeting Office in Ham Lake 5pm
 - December 24 – ACD office closed for Christmas Holiday
 - December 31 – ACD office closed New Year’s Holiday
-
- Anoka County WROC Events - Go to Anoka SWCD website Click on “Outreach” then “Events” from Dropdown (direct link: <https://www.anokaswcd.org/index.php/educational/events.html>)
- Lindahl moved to adjourn at 6:42pm. Meixell seconded the motion. All ayes, motion carried.

Prepared by Kathy Berkness, Office Administrator

Date

Approved as to form and content by Mary Jo Truchon, Chair

Date



Anoka County

COUNTY ADMINISTRATION

Community & Governmental Relations

Linda Hedstrom
 Community Development Program Assistant
 Phone: 763.323.5764
 E-mail: linda.hedstrom@co.anoka.mn.us

MEMO TO: Linwood Township and 20 Cities within Anoka County
FROM: Linda Hedstrom, CD Program Assistant *LH*
DATE: December 30, 2021
SUBJECT: Final Usage Report for 2021's MN Housing MCPP First Time Homebuyer's Program "Start Up"

Below is MN Housing's summary of mortgage loans committed in 2021 through their *Start Up* program for first time homebuyers. A total of 301 loans were committed - about 48 less than last year. Loans were distributed as follows:

City	# of Loans	Loan #'s compared to 2020 ↑ or ↓	Loan Totals
Andover	8	↓ 2	\$2,123,108
Anoka	23	↓ 6	\$5,766,813
Bethel	2	Same	\$469,300
Blaine	42	↓ 12	\$10,399,231
Centerville	0	↓ 3	\$0
Circle Pines	9	↓ 4	\$2,022,322
Columbia Heights	25	↑ 2	\$5,918,387
Columbus	0	Same	\$0
Coon Rapids	98	↓ 15	\$22,747,909
East Bethel	2	↓ 1	\$407,482
Fridley	45	↑ 12	\$11,139,649
Ham Lake	1	↓ 4	\$316,350
Hilltop	0	Same	\$0
Lexington	0	↓ 1	\$0
Lino Lakes	5	↑ 2	\$1,225,447
Linwood Township	0	Same	\$0
Nowthen	0	Same	\$0
Oak Grove (Cedar)	1	↓ 1	\$226,902
Ramsey	17	↓ 15	\$4,274,431
Saint Francis	10	↓ 4	\$2,255,344
Spring Lake Park	10	↑ 2	\$2,686,495
Stacy	2	↑ 1	\$467,047
Wyoming	1	↑ 1	\$325,102
TOTALS:	301	---	\$72,771,319

The ACHRA Board approved our participation in 2022's MN Housing MCPP Start-Up program. The application will be submitted January 4, 2022. I'll notify you of the start date once I know. Please contact me if you have any questions.

NOTE: Until the 2022 program starts, there are other loan programs still available to potential buyers; so **please continue to share MN Housing loan info with anyone who calls asking about buying a home in your area.**
 Thank you.



NORTH METRO TELECOMMUNICATIONS COMMISSION
AND OPERATIONS COMMITTEE
2022 SCHEDULE OF MEETING DATES

OPERATIONS COMMITTEE MEETINGS

Operations Committee meetings will be held the Tuesday, before the first Wednesday of each month, at the North Metro Community Television facility, at 12520 Polk St. NE, Blaine, MN 55434, beginning at 10:30 a.m.

January 4 th	July 5 th
February 1 st	August 2 nd
March 1 st	September 6 th
April 5 th	October 4 th
May 3 rd	November 1 st
May 31 st	December 6 th

EXECUTIVE COMMITTEE MEETINGS

Executive Committee meetings will be held the first Wednesday of each month at the North Metro Community Television facility, at 12520 Polk St. NE, Blaine, MN 55434, beginning at 6:00 P.M.

March 2 nd	September 7 th
June 1 st	December 7 th

FULL COMMISSION MEETINGS

Full Commission meetings will be held the third Wednesday of every month at Spring Lake Park City Hall, 1301 81st Ave. NE, Spring Lake Park, MN 55432, beginning at 6:00 PM.

March 16 th	September 21 st
June 15 th	December 21 st