

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on June 5, 2023 at the City Hall, at 7:00 PM.

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

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

### **2. ROLL CALL**

#### MEMBERS PRESENT

Councilmember Ken Wendling  
Councilmember Barbara Goodboe-Bisschoff  
Councilmember Lisa Dircks  
Councilmember April Moran  
Mayor Bob Nelson

#### STAFF PRESENT

Building Official Jeff Baker, Public Works Director Randall, Police Chief Antoine, Attorney John Thames, Engineer Phil Gravel, Administrator Daniel Buchholtz

#### VISITORS

James Wilson, 374 83<sup>rd</sup> Avenue NE, Unit #7, Spring Lake Park MN  
Jesse Wait, 375 83<sup>rd</sup> Avenue NE, Spring Lake Park MN  
Dylan Rosa, 375 83<sup>rd</sup> Avenue NE, Unit #4, Spring Lake Park MN

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

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

Administrator Buchholtz requested that Items 7A & 7B be removed from the Agenda. He stated that the two properties passed the pre-Council Inspections, so no action is needed.

### **5. DISCUSSION FROM THE FLOOR - None**

### **6. CONSENT AGENDA**

- A. Approval of Minutes – May 15, 2023 Council Work Meeting
- B. Contractor's Licenses
- C. Sign Permit
- D. Business License

Motion made by Councilmember Wendling to approve the Consent Agenda.

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

## 7. PUBLIC HEARINGS

### A. Rental License Revocation for Certain Property Located at 8431 Westwood Road NE

Removed

### B. Rental License Revocation for Certain Property Located at 1870 County Highway 10

Removed

### C. Rental License Revocation for Certain Property Located at 375 83<sup>rd</sup> Avenue NE

Motion made by Mayor Nelson to open the public hearing.

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

Public Hearing was opened at 7:02 PM.

Building Official Baker stated that the property failed the initial rental inspection on March 23, 2023. He stated that on May 11, 2023 Code Enforcement staff completed a follow up inspection and found that the violations had not been corrected.

City Councilmembers asked how many units the building encompassed and when they were last inspected. Building Official Baker said that the building was inspected in 2022. Councilmember Dircks asked if all the units were inspected, and Building Official Baker said that only the common areas are inspected yearly. He stated units are inspected every other year.

Building Official Baker said that the issues being discussed are life safety issues. Attorney Thames clarified that once the rental has been posted for 45 days and the issues have not been corrected tenants will have to vacate the property. He did state that the landlord can address the issues within the 45 days and come into compliance.

Mayor Nelson asked if anyone from the public wished to speak.

Dylan Rosa, 375 83<sup>rd</sup> Avenue NE, unit #4. Mr. Rosa stated that the owners have had time to fix the issues.

Councilmember Dircks inquired if there was an option for the City to help the residents if they need to move within 45 days. Administrator Buchholtz said that the City could put individuals in touch with ACCAP to find resources for residents.

Motion made by Councilmember Goodboe-Bisschoff to close the public hearing.

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

Public hearing was closed at 7:23 PM

Motion made by Councilmember Wendling Approving Resolution 2023-22, Rental License Revocation for Certain Property Located at 375 83<sup>rd</sup> Avenue NE.

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

D. Rental License Revocation for Certain Property Located at 374 83<sup>rd</sup> Avenue NE

Motion made by Councilmember Goodboe-Bisschoff to open the public hearing.

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

Public Hearing was opened at 7:25 PM.

Building Official Baker stated that the property failed the initial rental inspection on March 23, 2023. On May 11, 2023 Code Enforcement staff completed a follow up inspection and found that violations had not been corrected. Councilmembers inquired if the complex was owned by the same person as 375 83<sup>rd</sup> Avenue NE. Building Official Baker confirmed that it was.

Mayor Nelson asked if anyone from the public wished to speak.

James Wilson, 374 83<sup>rd</sup> Avenue NE, Unit #7. Mr. Wilson stated that he provided videos and photos to the Code Enforcement Department and the Management of the building of issues at the complex. He summarized the issues he's faced at the property over the past two (2) years and encouraged Council action.

Motion made by Councilmember Wendling to close the public hearing.

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

Public hearing was closed at 7:41 PM

Motion made by Councilmember Dircks Approving Resolution 2023-23, Rental License Revocation for Certain Property Located at 374 83<sup>rd</sup> Avenue NE.

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

Councilmember Dircks inquired if the building would need a reinspection in order to obtain a license. Building Official Baker stated the whole building would need to be inspected.

## **8. DEPARTMENT REPORTS**

### **A. Public Works Report**

Public Works Director Randall stated that staff planted dogwoods along 81<sup>st</sup> Avenue in front of the Garfield Pond. He said that the fountain at Triangle Park has been installed. Director Randall informed Council that the temporary fencing in the parks has been installed and the sprinkler systems turned on. He mentioned that staff will continue to patch streets after the Tower Days event.

### **B. Code Enforcement Report**

Building Official Baker stated that there was a reduction in nuisance complaints with the adoption of No Mow May.

Building Official Baker gave an update on construction projects. He stated that Take 5 Carwash had the final framing on the tunnel. He said that Tint Pros is looking to add more service doors to the west side of the building.

## **9. ORDINANCES AND/OR RESOLUTIONS**

### **A. Resolution 23-21, Ordering Preparation of Report on Improvement for 2024 Street Improvement Project**

Administrator Buchholtz gave an overview of the 2024 Improvement Project. He stated that the proposed improvements will be from Sanubrnol Drive between the center line of University Avenue Service Drive to its end at Elm Drive NE and Elm Drive between the center line of Able Street to its end at Sanburnol Drive. Administrator Buchholtz said that a Joint Powers Agreement is being finalized with the City of Blaine. Administrator Buchholtz explained that the City would be levying special assessments as part of the project with the rest of the projected funded from Municipal State Aid reserves.

Engineer Gravel stated that the feasibility report will be ordered and then have a neighborhood meeting. He said that the project will need to follow MnDOT regulations since portions of Sanburnol Dr. is on the Municipal State Aid route.

Administrator Buchholtz stated that the cost share with Blaine will be identified in the Joint Powers Agreement.

Motion made by Councilmember Wendling to Approve Resolution 23-21, Ordering Preparation of Report on Improvement for 2024 Street Improvement Project.

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

## 10. NEW BUSINESS

### A. Authorize Geotechnical & Pavement Design for 2024 Sanburnol Dr./Elm Dr. Reconstruction Project

Engineer Gravel stated that the geotechnical report and pavement design are requirements of the MnDOT Municipal State Aid Review Process. He said that the proposal from American Engineering Testing meets the requirements for the work to be done. The project will consist of 12 soil borings to a depth of 6-feet, and will be conducted side-by-side on the eastbound and the westbound lanes.

Engineer Gravel recommended that the City accept the proposal from American Engineering Testing in the amount of \$17,716.

Councilmembers inquired if a portion of the cost will be shared by the City of Blaine. Engineer Gravel confirmed that the City of Blaine will share in the cost of the testing.

Motion made by Mayor Nelson to Authorize Geotechnical & Pavement Design for 2024 Sanburnol Dr./Elm Dr. Reconstruction Project.

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

### B. Consideration of Personnel Policy Amendments

Administrator Buchholtz stated staff is proposing three amendments to the Personnel Policy. He stated the first change is to 9.04, updating the list of holidays to include Juneteenth. The second change is to Section 1.03 and 1.06 to include the provisions of the CROWN (Creating a Respectful and Open World for Natural Hair) Act. He stated the third amendment is to Section 16.08. The change would add language saying that the City will not pay for, or reimburse, for events sponsored by or affiliated with political parties and that the City will not reimburse employees for costs of travel for family members.

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

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

C. Schedule June Work Session

Administrator Buchholtz stated that the June Work Session will be held on Monday, June 20 at 5:30 PM at the Able Park Building. He said the topics proposed are Clean-Up Discussion, Review Performance Measure Results, City Hall Update and Reports from the Council and Staff.

Councilmember Goodboe-Bisschoff requested the signs for Fillmore and Manor be added to the agenda.

**11. REPORTS**

A. Attorney Report

Attorney Thames stated that the hearing for 8064 Garfield Street will be held on Monday, June 12.

B. Engineer's Report

Engineer Gravel stated that the 2023 Seal Coat and Crack Repair Project will start after Tower Days.

C. Administrator Report

Administrator Buchholtz stated that there is \$20,000 in the 2023 Budget for removal of ash trees with Emerald Ash Borer and that the City will utilize the funding for boulevard trees. He said that the City will be looking for grant funding from the Department of Natural Resources to address the EAB crisis.

**12. OTHER**

A. Schedule Update due to Juneteenth Holiday

Administrator Buchholtz informed the City Council and the public that Juneteenth is Monday June 19, 2023. He stated now that Juneteenth is an official state holiday, City Hall will be closed, and the regularly scheduled City Council meeting will be held on Tuesday, June 20, 2023, in accordance with State Law and City Code.

B. Correspondence - None

**13. ADJOURN**

Motion made by Councilmember Wendling to adjourn.

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

The meeting was adjourned at 8:17 PM.

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Robert Nelson, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer