

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held (virtually) on April 20, 2020 at the City Hall, at 7:00 PM.

1. CALL TO ORDER

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

2. ROLL CALL

PRESENT:

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

STAFF PRESENT:

Police Chief Ebeltoft, Public Work Director Randall, Building Inspector Baker, Engineer Gravel, Planner Carlson, Attorney Thames, Parks and Recreation Director Okey and Administrator Buchholtz.

3. ADDITIONS OR CORRECTIONS TO AGENDA - None

4. DISCUSSION FROM THE FLOOR

Christine Jones, 8081 Garfield Street NE, inquired on the status of the Garfield Pond Improvement project and expressed concern for the areas that are in disarray from the construction. She inquired if the area will be replanted with trees and seeded. She expressed great concern of the pond area not being fenced off to pedestrian traffic.

Public Works Randall stated that the site is still under construction and the final landscape plans have not been discussed yet. He stated that trees will be planted and the area will be seeded once the construction of the pond is completed. He stated that there are construction and sidewalk closed signs posted around the construction area.

Engineer Gravel confirmed that the areas around the pond will be sloped as it was designed in the plans.

Council Member Delfs reminded the residents that this area is a construction zone and to use caution when approaching the area.

Council Member Goodboe-Bisschoff inquired if a temporary fence could be placed around the pond and construction area. Public Work Randall stated that he will contact the contractor and ask that one be placed around the area or have some type of safety measure put in place during the construction.

5. CONSENT AGENDA

Mayor Nelson asked that Item 5C. Mayor's Proclamation - Administrative Professional Day be removed for discussion from the agenda. He thanked the City employees for their dedication and hard work to keep the City running a daily basis. He expressed much gratitude to staff for their work during the COVID-19 pandemic.

- A. Approval of Minutes - April 6, 2020 City Council Meeting
- B. General Operations Disbursements #20-05 \$483,496.49
- C. Mayor's Proclamation - Administrative Professionals Day
- D. Contractor Licenses

Motion made by Council Member Wendling to approve Consent Agenda excluding Council minutes, Council Member Wendling was not present for April 6, 2020 meeting.

Seconded by Council Member Delfs to approve Consent Agenda including Council minutes of April 6, 2020.

Voting Yea: Mayor Nelson, Council Member Wendling, Council Member Goodboe-Bisschoff, Council Member Dircks. Motion carried.

6. DEPARTMENT REPORTS

A. Police Report

Police Chief Ebeltoft reviewed that monthly report provided to the City Council members. Mayor Nelson inquired on an update on Severe Weather Awareness week. Chief Ebeltoft reported that the storm sirens were sounded during the week and several informational articles have been posted on the website.

Fire Chief Smith reminded residents that if they see downed power lines to call 911 to have the Police and Fire Departments dispatched for the safety of the residents. He reminded residents that with the dry conditions, wild fire conditions are high and there are burning restrictions currently in place.

B. SBM Fire Department Report

Fire Chief Smith reported that the Department has been busy planning and preparing for the COVID-19 pandemic. He stated that the staff at all the fire stations are taking extra safety precautions within the stations and on calls they respond to. He reported that all in-person training has been postponed. He reported that there has been constant communication with the Police and Fire Departments within Anoka County as well as joint training opportunities.

Chief Smith reminded residents that homemade face masks will be collected at Fire Station Number 3 on Saturday, April 25, 2020, from 10 AM – 2 PM. He stated that the masks will be distributed to care facilities throughout the community. He thanked Council Member Dircks for her assistance in finding facilities that need the masks.

Council Member Delfs inquired if the Fire and Police Department are equipped with enough personal protective equipment for staff. Chief Smith stated that the Fire Department is fully stocked and well prepared. Chief Ebeltoft also stated that the Police Department is well stocked and situated well with equipment.

Chief Ebeltoft thanked Chief Smith for the assistance from Assistant Operations Chief Retka with the communications and mirroring training operations with both departments. He stated that Chief Retka has been very cooperative.

C. Parks and Recreation Report

Parks and Recreation Okey reviewed the monthly report with the City Council Members. She reported that department staff is continually trying to find creative virtual activities to offer to the residents.

7. ORDINANCES AND/OR RESOLUTIONS

A. Resolution 20-14, Resolution Adopting the 2040 Comprehensive Plan

Administrator Buchholtz reviewed the staff memo with the Council.

Planner Carlson thanked the Planning Commission, Administrator Buchholtz and Executive Assistant Gooden for their additional work on the 2040 Comprehensive Plan. He reported that the shared effort by everyone was a huge cost savings for the City.

Motion made by Council Member Wendling to approve Resolution 20-14 Adopting the 2040 Comprehensive Plan.

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

B. Resolution 20-15, Amending 2040 Comprehensive Plan

Planner Carlson reviewed the staff report provided to the City Council Members. He reported that there had been an oversight on the Future Land Use Plan when the Comprehensive Plan was reviewed. He reported that JP Brooks has submitted a Planned Unit Development application for land that is currently guided and zoned Public/Semi Public. He stated that the Planning Commission reviewed the recommendation and is recommending that the land be zoned to Single Family Residential and to amend the Land

Use Plan to change from Public/Semi Public to low density to accommodate the homes being built on the property.

Motion made by Council Member Wendling to approve Resolution 20-15, Approving A Comprehensive Plan Amendment to Amend the Spring Lake Park 2040 Comprehensive Plan for Monroe Park Addition.

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

8. NEW BUSINESS

A. Approval of First Amendment to Purchase Agreement for 525 Osborne Road NE between the City and Hampton Companies

Administrator Buchholtz reviewed the staff memo with the City Council Members explaining the need to amend the due diligence period of the purchase agreement and the requirement that a development agreement be approved within 60 days due to the ongoing COVID-19 pandemic.

Attorney Thames reported that due to the circumstances, paperwork fell behind however; it appears it is in order and the development application will be completed in June.

Motion made by Council Member Delfs to Approve First Amendment for Purchase Agreement for 525 Osborne Road NE between the City and Hampton Companies.

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

9. REPORTS

A. Engineer's Report

Engineer Gravel reported that the 2020 Street Seal Coat and Crack Repair Plan design has started. He reported that bids will be opened on May 1, 2020. He reported that the Garfield Pond Improvement project continues and a separate project is planned for the fencing, plants and trees in the fall.

Mr. Gravel reported that he and Public Works Director Randall will have a walk through, in the upcoming week, with Hy-Vee regarding the punch list of items to be completed.

Council Member Wendling reported that he has noticed an increase use of the "Aisle Online" outlet at Hy-Vee. He stated he was happy to see that it is being utilized and successful.

B. Attorney's Report

Attorney Thames reported that the escrow check has been received from Hampton Companies and the development agreement is being drafted. He reported that the court system will be opening soon for priority cases soon.

C. Code Enforcement Report

Inspector Baker reported that he had no new items to report. He stated that he has done some virtual residential inspections with residents. He stated that he anticipates that his schedule will fill quickly once the COVID-19 restrictions are lifted.

D. Administrator Report

Administrator Buchholtz thanked the Council Members for their time and for coming into City Hall for training on their iPads. He reported that the Planning Commission will be meeting virtually on Monday, April 27, 2020, regarding a variance application for 8457 Sunset Road NE. He reported that residents can submit their questions or information prior to the meeting and they would be addressed during the public hearing.

Administrator Buchholtz reported that the Chamber of Commerce has added additional small business grants for businesses in certain zip codes. He stated that Spring Lake Park qualifies as one of those zip codes. He reported that weekly Department Head meetings have been taking place to discuss developments with the COVID-19 pandemic.

10. OTHER – Nothing to report.

11. ADJOURN

Motion made by Council Member Wendling to adjourn the meeting.

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

The meeting adjourned at 7:52 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer