

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on May 5, 2025 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 Goodboe-Bisschoff
Councilmember Lisa Dircks
Councilmember April Moran
Mayor Robert Nelson

STAFF PRESENT

Police Chief Josh Antoine, Public Works Director George Linngren, Building Official Jeff Baker,
Recreation Director Anne Scanlon, Attorney John Thames, Engineer Phil Gravel, Administrator Daniel
Buchholtz

VISITORS

| | | |
|--|-------------------------------|---------------------|
| Officer Jacob Stauffeneker | | Spring Lake Park MN |
| Officer Jeremiah Drinkwine | | Spring Lake Park MN |
| Officer Dustin Lemke | | Spring Lake Park MN |
| Family and Friends of Officer Stauffeneker | | |
| Christine Cocchiarella | 7806 Taylor Street NE | Spring Lake Park MN |
| Barb Livdahl | 7860 Taylor Street NE | Spring Lake Park MN |
| Maddy St. James | 7891 Taylor Street NE | Spring Lake Park MN |
| Paul & Judy Lieser | 7849 Taylor Street NE | Spring Lake Park MN |
| Thomas Ajemchap | 1279 Norton Avenue NE | Fridley MN |
| Dr. Gilbert Ayimaleh | 7233 146 th Ave NW | Ramsey MN |
| Paul Zhuravlev | 8035 Spring Lake Road NE | Spring Lake Park MN |
| Augustine Awandem | 13810 Jasmin Way | Rogers MN |
| Nicasius Ndemaze | 14434 Empire Lane NE | Dayton MN |

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA

None

5. PRESENTATION

A. Oath of Office – Officer Jacob Stauffeneker

Administrator Buchholtz administered the Oath of Office to Jacob Stauffeneker. Officer Stauffeneker's badge was pinned on by his uncle, Brian Platz.

B. Police Department Awards and Commendations

Police Chief Antoine presented awards and commendations to two officers. He explained that each award recipient had been nominated by a peer, after which the nominations were reviewed and unanimously approved by the awards committee. He emphasized that while these awards highlight exceptional instances of service, they do not diminish the ongoing dedication and hard work demonstrated daily by all officers in the department.

Chief Antoine presented the first award to Officer Jeremiah "Jerry" Drinkwine, who received the Meritorious Service Award. He said that Officer Drinkwine was nominated by a fellow officer for consistently going above and beyond his normal duties, particularly in the areas of traffic enforcement and safety.

Chief Antoine highlighted that Officer Drinkwine has shown unwavering dedication to public safety, even while working straight night shifts and covering significant overtime due to staffing shortages. He also took the initiative to volunteer for the newly created Traffic Safety and Education Officer role and has played an active part in training new officers.

Chief Antoine said The Meritorious Service Award recognizes consistent, extraordinary, or exemplary service over a sustained period, and the awards committee unanimously agreed that Officer Drinkwine was deserving of this honor. Chief Antoine expressed his appreciation for Officer Drinkwine's service and stated that he is proud to have him on the Spring Lake Park Police Department team.

Chief Antoine presented the second award of the evening to Officer Dustin Lemke, who received the Life Saving Award—one of the most significant honors the department can bestow. He said this marks Officer Lemke's second life-saving recognition in less than a month. He stated that Officer Lemke was recently honored by the City of Fridley for a separate life-saving incident.

Chief Antoine detailed the circumstances of the award. He said on December 11, 2024, at approximately 6:40 a.m., Officer Lemke was dispatched to a residence on University Avenue NE for a report of a one-year-old child experiencing difficulty breathing and a high fever. Upon arrival, Officer Lemke found the infant unresponsive with no signs of life. He immediately began life-saving measures, including CPR. Shortly thereafter, the child regained a pulse and began breathing. The infant was transported to the hospital and has since made a full recovery.

In recognition of his heroic actions, Chief Antoine presented Officer Lemke with the Spring Lake Park Police Department Life Saving Award, along with a commendation star to be added to his existing life-saving commendation.

Chief Antoine commended Officer Lemke for his quick thinking and dedication, and congratulated him on his well-deserved recognition.

6. DISCUSSION FROM THE FLOOR

None

7. CONSENT AGENDA

- A. Approval of Minutes – April 21, 2025 City Council Meeting
- B. Mayor's Proclamation – Municipal Clerk's Week, May 5-11, 2025
- C. Mayor's Proclamation – National Police Week – May 11-17, 2025 and Police Officers Memorial Day – May 15, 2025
- D. Mayor's Proclamation – Building Safety Month – May 2025
- E. Approval of Change Order #5 – City Hall Renovation/Expansion Project
- F. Resolution 2025-15, Firefighter Declaration on a Dual Position for Public Employee Retirement Association of Minnesota
- G. Contractor's Licenses

Councilmember Goodboe-Bisschoff stated that she attended a meeting where City Administrator Buchholtz was honored with a plaque for his exceptional leadership during his term as the President of Metro Cities.

Motion made by Councilmember Wendling to approve Consent Agenda.

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

8. DEPARTMENT REPORTS

A. Public Works Report

Public Works Director Linngren gave an overview of the activities of the Public Works Department for the month of April. He stated that there was a successful community recycling event held, with significant cleanup ahead of it. He stated that the Public Works staff removed a 30-yard dumpster of scrap metal and a 20-yard dumpster of general waste from city property. He stated that the event collected electronics, lights, and other landfill-diverted materials. He extended his thanks to Recycling Coordinator Haley Morrison and Public Works staff Corey Haugen and Austin Becker.

Director Linngren stated that the new street sweeper completed one full round, collecting about 50 yards of debris. He said that sweeping will continue throughout the summer in preparation for pothole and sealcoat work. He noted that North Metro TV featured the new equipment in a story. Director Linngren said that staff is preparing the parks and the ballfields for summer leagues. He stated that the hydrant flushing was completed and street repairs were made where water main breaks occurred on 81st Avenue, 6th Street and Fillmore Street.

Director Linngren stated that over 40 boulevard trees were removed. He stated that the stumps will be ground and the areas will be restored with dirt and seed by the fall.

B. Code Enforcement Report

Building Official Baker provided a summary of recent developments in the Code Enforcement Department. A significant portion of April was spent preparing for the arrival of new hire Nick Anderson. Building Official Baker noted that rental inspections have continued as needed based on resident calls. He said the department will now begin proactively sending out reminder letters to encourage scheduling of inspections. Baker will initially shadow Anderson on several of the inspections before Anderson takes on inspections independently.

Building Official Baker stated that the online permitting system is now fully operational. He stated that the process is streamlined, especially for permits not requiring plan review (e.g., water heaters, furnaces), which can now be approved and issued immediately upon submission. Baker expressed appreciation to the Council and Administrator Buchholtz for supporting the new software, emphasizing that it greatly improves the experience for residents, contractors, and staff alike.

9. PUBLIC HEARING

A. Assessment Hearing for 2025 Street Improvement Project

Administrator Buchholtz introduced the assessment hearing for the 2025 Street Improvement Project. He stated that the hearing is being done in accordance with state law Chapter 429, which gives the city authority to assess benefitting properties.

Engineer Gravel stated that the Street Improvement Project is Taylor Street NE and 79th Avenue NE. He noted that the total project cost is \$249,690.00, and that the amount to be assessed is \$171,779.91. He stated that the amount to be assessed is based on the city assessment policy. Engineer Gravel stated that the proposed assessment rate for single family home is \$1,800.04, and for a townhome it will be \$1,080.02. He noted that the proposed assessment for non-residential properties is \$53.60 per front foot. He stated that those rates are 36% less than what was initially proposed in the fall of 2024.

Mayor Nelson explained to the property owners that they have the option to pay their special assessment up front to avoid paying interest. Engineer Gravel confirmed that if paid before the city certifies the assessment—typically by October—the payment is interest-free.

Mayor Nelson opened the public hearing at 7:45 PM.

Ms. Christine Coochiarella, 7806 Taylor Street NE stated she was representing 23 homeowners as the President of the Homeowners Association for Park Heights Townhomes. She inquired about the scope of the project.

Engineer Gravel stated the project is a mill and overlay of the street and the repair of any curbs that are in defect. He stated that the project would start after Tower Days and it would take approximately 8 weeks.

Ms. Cocchiarella inquired when the homeowners would receive their letter stating their assessment. Administrator Buchholtz stated the letter residents received is the maximum assessment that can be charged. He stated that when the assessment roll is adopted, then the city will send out a letter with the final assessment and the date due.

Ms. Cocchiarella asked for clarification on how the payment is certified to the County. Administrator Buchholtz explained that if the assessment is certified to the County it is payable over 10 years.

Ms. Judy Lieser, 7849 Taylor Street NE inquired about a shrub on Taylor Street that obstructs the view.

Maddy St. James, 7891 Taylor Street NE, inquired about parking during the projects. Mayor Nelson stated that residents will be able to enter and exist their driveway.

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.

Mayor Nelson closed the Public Hearing at 7:57 PM

1. Resolution 2025-16, Adopting Assessment – 2025 Street Improvement Project

Motion made by Councilmember Wendling to approve Resolution 2025-16, Adopting Assessment – 2025 Street Improvement Project.

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

10. ORDINANCES AND/OR RESOLUTIONS**A. Resolution 2025-17, Accepting Bid for 2025 Street Improvement Project**

Engineer Gravel Engineer Gravel presented the contract award for the upcoming street project. He stated a total of eight bids were received, with the lowest bid submitted by North Valley Inc. at \$154,937.28. Engineer Gravel noted that North Valley is a reputable contractor capable of performing the work. He recommended that, if the city wishes to proceed with the project, the contract be awarded to North Valley at their low bid amount.

Motion made by Mayor Nelson to approve Resolution 2025-17, Accepting Bid for 2025 Street Improvement Project.

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

B. Resolution 2025-13, Electing Participation in Anoka County's Urban County Entitlement for Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) Programs for Federal Fiscal Years 2026-2028

Administrator Buchholtz stated that every three years, Anoka County must recertify with the U.S. Department of Housing and Urban Development (HUD) to retain its designation as an urban county. He stated that this necessary for administering Community Development Block Grants (CDBG) and HOME Program funds.

Administrator Buchholtz stated that Spring Lake Park is classified as a split city because it spans both Anoka and Ramsey Counties. He noted that under HUD rules, split cities must choose their jurisdictional alignment for each three-year entitlement period. He stated that the options include fully aligning with one county, dividing participation by geography, or opting out to apply independently through HUD or state-administered programs.

Administrator Buchholtz said that historically the city has partnered with Anoka County, a relationship that has brought valuable resources for eligible community development projects. He said for federal fiscal years 2026–2028, he recommends continuing the partnership by designating Anoka County as the sole urban county entitlement for all of Spring Lake Park.

Motion made by Mayor Nelson to approve Resolution 2025-13, Electing Participation in Anoka County's Urban County Entitlement for Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) Programs for Federal Fiscal Years 2026-2028.

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

C. Resolution 2025-14, Approving a Conditional Use Permit for an Auto Repair Use at 1810 County Highway 10 NE

Administrator Buchholtz gave an overview of the application received from Big Chief's Auto Center, 1810 County Highway 10, Conditional Use Permit. He stated that the property is owned by Clara Gallaher Trust and is approximately .28 acres in size and is occupied by a vacant 4,000 square foot building. He said that the lot to the south is owned by the same owner and will be used for property parking. Administrator Buchholtz stated that the property is zoned C-2, Neighborhood and Service Center Commercial. He stated that the applicant Mr. Nkem wants to operate an auto business that will include auto repair, auto body work, tire sales, car wash and car rental, which requires a conditional use permit (CUP).

The Planning Consultant is recommending approval for the Conditional Use Permit with the following conditions:

- Auto repair may be conducted on site as long as all repair work is done completely within the building and all other conditions of this permit are adhered to.
- Body work would be allowed as part of auto service, parts and repair by conditional use.
- Tire sales are allowed as part of conditional use allowed as part of auto service, parts and repair.
- Car wash is not allowed, except to clean cars inside the building for repair customers.
- Car rental is not allowed to outside customers, but only as a courtesy loner to auto repair customers.
- If changes to the building or site are proposed, they must be reviewed by City staff as a potential amendment to the Conditional Use Permit.
- All vehicles on site must be legal and operational for public highways.
- Hours of operation are 9 am to 8 pm, Monday to Friday and 9 am to 6 pm on Saturdays.
- On-site lighting to be confined to the premises. Any changes in site lighting plan are to be reviewed and approved by the City Engineer.
- Adequate off-street parking needs to be provided.
- All other City standards related to drainage of the site and other site features are to be followed. Any changes must be reviewed and approved by the City Engineer.

Administrator Buchholtz gave an overview of the finding of facts for approval.

- The City has specific development standards in the zoning code.
- The current site at 1810 County Highway 10 is zoned C-2 and no changes are proposed to be made to the site and building.
- The uses requested in Conditional Use permit such as auto repair, body work and tire sales only are allowed as conditional use.

- The use as conditioned with this approval meets the criteria for approving a Conditional Use Permit in Section 16.56.030(E)(1) of the City Code.

Mr. Pavel, the owner of Spring Lake Park Auto (8035 Spring Lake Park Road NE), expressed concern about the Big Chief Auto (registered as Nit Center LLC). He expressed concern that the business may sell vehicles from its Spring Lake Park location without proper licensing. He stated that this has already caused confusion—one customer mistakenly tried to buy a car from Big Chief at Pavel's location, creating a risk of misdirected bad reviews and harm to his reputation. Pavel emphasizes he follows all regulations, holds a dealer license, and values his good standing in the community, and he is worried that unlicensed sales next door could undermine his legitimate business.

Administrator Buchholtz explained that the auto use at Spring Lake Park Auto is grandfathered in, meaning the existing dealership can continue operating under previous rules. He stated that any new dealerships must comply with updated zoning codes, which require all vehicles to be stored indoors and prohibit new dealerships within 500 feet of each other. He noted that as a result, the site in question would not qualify for a new auto dealer license. He stated that if an application is submitted to the state, the city will indicate that the site does not meet zoning requirements, and a license will not be issued.

Councilmember Goodboe-Bisschoff asked whether there is anything that explicitly prohibits sales on the property. Attorney Thames confirmed that while the City can enforce certain conditions—such as prohibiting auto sales and requiring compliance with state and local codes—without explicitly listing them, the Council may choose to include these conditions in the resolution for clarity. He stated that adding them would ensure these requirements are clearly stated within the Conditional Use Permit (CUP), even though they are already enforceable under existing laws.

Mr. Nkem, the applicant, expressed his understanding of the City's concerns and clarified that his intention is not to operate an auto dealership. He emphasized that his business would comply with all applicable state and local regulations and that he is committed to working with the City to ensure the use of the property aligns with zoning requirements.

Mayor Nelson raised several concerns and questions related to the 60-day rule governing Conditional Use Permits (CUPs). He acknowledged some confusion about how the rule applies and asked for clarification, expressing a desire to ensure the Council is fully informed before deciding.

Administrator Buchholtz noted that the deadline under the 60-day rule is June 13, giving the Council some time to gather more information if needed. He also mentioned that the Planning Commission believed the allegation of auto sales may have been a misunderstanding, as no concrete evidence was presented beyond some photos and testimony.

Mr. Augustine, a resident of 13810 Jasmine Way in Rogers, addressed the Council to clarify concerns raised by a neighbor's photos. He stated he would not be surprised if his car appeared in those photos, as he and others occasionally visit the site to observe repair work being done inside the building. He explained that visitors park in front of the property while work is taking place and then leave afterward. Augustine emphasized that no business activity has been conducted without proper approval, and everyone involved has been careful to follow the rules while waiting for the permit. He expressed concern that the photos alone may not be reliable evidence of any violations, as they do not clearly show prohibited activities.

Motion made by Councilmember Goodboe-Bisschoff to amend Resolution 2025-14 to add no auto sales on the property.

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

Motion made by Councilmember Moran to approve Resolution 2025-14, Approving a Conditional Use Permit for an Auto Repair Use at 1810 County Highway 10 NE with the addition of no auto sales on the property.

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

11. NEW BUSINESS

A. Approval to Change Vendor for Senior Newsletter and Inclusion of Advertising

Parks and Recreation Director Scanlon addressed the City Council regarding a proposed change to the senior newsletter, New Journeys. She said the change would allow for expanded newsletter content and it would include advertizing. Director Scanlon pointed out that the switch would increase content include advertizing and would have a cost savings. She stated that all the advertising would pay for the newsletter printing and the City would pay for the postage.

Mayor Nelson inquired if a contract needed to be signed with the vendor. Director Scanlon said the signed contract is for the first year only.

Motion made by Councilmember Wendling Approving the Change in Vendor for Senior Newsletter and Inclusion of Advertizing.

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

B. Approval to Purchase a Zero Turn Lawn Mower

Public Works Director Linngren requested the Council's approval to purchase a new John Deere 1955 ZTrak zero-turn lawn mower. He noted that the equipment replacement is included in the City's 2025 Capital Improvement Plan. The proposed mower will come equipped with both a bagger and dethatcher attachment and will be procured through the 2025 Sourcewell Cooperative Purchasing Agreement. The total purchase price is \$21,711.75; however, with the trade-in value of the current Toro mower, the net cost to the City will be \$15,511.39.

Motion made by Mayor Nelson to Approve the Purchase of a Zero Turn Lawn Mower.

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

12. REPORTS**A. Attorney's Report**

None

B. Engineer's Report

Report accepted as presented.

C. Administrator Report

None

13. OTHER**A. Closed Session - Consideration of the Purchase and the Lease of Real Property at 8478 and 8480-8492 Central Avenue Pursuant to Minnesota Statutes 13D.05, Subd. 3(c)3**

Motion made by Councilmember Wendling to close the City Council meeting for Consideration of the Purchase and the Lease of Real Property at 8478 and 8480-8492 Central Avenue Pursuant to Minnesota Statutes 13D.05, Subd. 3(c)3

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

Meeting closed at 8:20 PM.

Meeting reconvened at 8:49 PM

Attorney Thames stated that the City Council met in closed session to discuss Consideration of the Lease of Real Property at 8478 and 8480-8492 Central Avenue Pursuant to Minnesota Statutes 13D.05, Subd. 3(c)3. Attorney Thames stated that City Council has provided staff and the attorney with direction.

14. 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 8:50 PM

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer