

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on October 5, 2020 at the City Hall, at 7:00 PM.

### 1. CALL TO ORDER

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

### 2. ROLL CALL

#### PRESENT

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

#### STAFF PRESENT

Public Works Director Randall, Police Chief Ebeltoft, Code Enforcement Officer Baker, Engineer Gravel, Attorney Thames, Administrator Buchholtz and Executive Assistant Gooden

#### VISITORS

Pat Beberg, 841 Manor Drive NE  
William Rust, Rust Architects  
Family of Brady Lohse-Johnson  
Staff of City of Spring Lake Park

### 3. PLEDGE OF ALLEGIANCE

### 4. ADDITIONS OR CORRECTIONS TO AGENDA

Administrator Buchholtz requested that Resolution 20-31, Appointing Election Judges for the 2020 Presidential General Election, be added to the Consent Agenda as Item 6E and a Right of Way Application from CenterPoint Energy be added to the Consent Agenda as Item 6F.

### 5. PRESENTATION – Swearing In of Police Officer Brady Lohse-Johnson

### 6. DISCUSSION FROM THE FLOOR - None

### 7. CONSENT AGENDA

- A. Approval of Minutes - September 21, 2020 City Council Meeting
- B. Mayor's Proclamation - Commending Officer Randy Brown
- C. Contractor's Request for Payment No. 2 Final - 2020 Seal Coat Project
- D. Contractor's Licenses

- E. Resolution 20-31 Appointing Election Judges for the 2020 Presidential General Election
- F. Right of Way Application – CenterPoint Energy

Mayor Nelson read the Mayor's Proclamation commending Officer Brown and thanked him for his service.

Motion made by Councilmember Wendling to approve Consent Agenda.

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

## **8. DEPARTMENT REPORTS**

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

Public Works Director Randall reported that the Public Works Department has been collecting garbage and recycling in the parks; mowing the grass and weed whipping the parks. He reported that the Department has completed recoating the tennis courts and painted the courts for pickleball at Terrace Park. He reported that the painting of crosswalks and stop bars as well as sewer cleaning is complete. He stated that the Department is preparing the trucks for winter.

Mr. Randall reported that he attended several meetings in the month of September. He stated that he read all the water meters and reported that 28 meters were not readable. He stated that those meters are in the process of being replaced or repaired.

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

Code Enforcement Officer Baker reviewed the monthly staff report. He stated he received the interior plans for Hy-Vee and will be reviewing them. He reported that the first administrative citation was issued for violation of the rental moratorium that is currently in effect.

Councilmember Goodboe-Bisschoff inquired if the property on Terrace Road, where the administrative citation was issued, is managed by a rental brokerage. Mr. Baker confirmed that it is currently being managed by a broker.

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

### **A. Resolution 20-30 Approving A Variance From The Rear Setback to Allow Construction of A Home Addition - 841 Manor Drive NE**

Administrator Buchholtz reviewed the staff memo regarding a variance request from the resident at 841 Manor Drive. He reported that the application is for a variance from the rear yard setback for a home addition to accommodate a sunroom and indoor swim spa. He

stated that due to the COVID-19 pandemic, the applicant and her family members have not been able to receive the water therapy that is medically required for their mobility. He reported that it would be for private home use only.

Administrator Buchholtz reported that the Planning Commission held a public hearing on the variance request and recommended approval with the following conditions: 1. Addition must be architecturally compatible with the existing home and must comply with all other requirements as set forth in the City's Zoning Code. 2. Applicant must apply for all building permits as required.

Councilmember Goodboe-Bisschoff inquired if the water discharge would be drained through the municipal water system and if the system can handle the amount of chlorinated water. Engineer Gravel reported that the lateral system should not have any problem handling the swim spa water and the water that is being discharged would be like that of a chlorinated swimming pool.

Motion made by Councilmember Dircks to Approve Resolution 20-30 Approving a Variance From the Rear Setback to Allow Construction of a Home Addition to Accommodate a Sun Room and Indoor Swim Spa at 841 Manor Drive NE with the following conditions: 1. Addition must be architecturally compatible with the existing home and must comply with all other requirements as set forth in the City's zoning code. 2. Applicant must apply for all building permits as required.

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

## 10. NEW BUSINESS

### A. City of Spring Lake Park Firewall and Wi-Fi Upgrade

Administrator Buchholtz reported the City received a price quote from Computer Integration Technologies (CIT) for the upgrade to the City's Firewall and an upgrade to the Wi-Fi. He stated that with an update to the system, it would allow for more employees to access the computer system from home if needed due to the pandemic. He reported that the COVID-19 Cares Act money allows for upgrades to technology equipment to accommodate remote work.

Councilmember Delfs inquired if the price quote included the contractual cost or if it was only an installation fee. Administrator Buchholtz reported that the cost will cover the three-year license and additional licenses as well as the existing licenses that the City already has in place. He stated that the current firewall will not be supported for much longer as it has a technology life of three years.

Councilmember Dircks inquired if the firewall allows for more access points and creates new VPN addresses. Administrator Buchholtz reported that with the new firewall and Wi-Fi, if all

the Administrative staff were working from home, there would not be an overload on the system.

Motion made by Councilmember Wendling to approve City of Spring Lake Park Firewall and Wi-Fi Upgrade.

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

## 11. REPORTS

### A. Attorney's Report – None

### B. Engineer's Report

Engineer Gravel reviewed the monthly staff report. He reported that the Rice Creek Watershed District is satisfied with the work at the Garfield Pond project site and will be reimbursing half of the grant money at this time and the remainder will be reimbursed in the spring.

Mr. Gravel reported that the concrete work is completed at the JP Brooks Housing project site. He reported that there were some tree removal issues at the 525 Osborne Road site however; the contractor and Public Works Director Randall have decided that a few more trees can be saved from removal. He reported that Anoka County is working on the Osborne Road project and weekly updates are posted on the County's website.

### C. Administrator's Report

Administrator Buchholtz reported that an additional letter was sent to the nearby residents of the 525 Osborne Road project to inform the residents of the construction time line. He reported that his performance evaluation will take place at the October 19, 2020 Council meeting.

Administrator Buchholtz reported that the Councilmembers requested a work session to be scheduled to discuss trash and debris near Manor Drive and Lakewood Drive as well as installing a sidewalk on Manor Drive near the Legends of Spring Lake Park. The work session will take place on October 19, 2020, before the Council meeting.

Administrator Buchholtz provided an update on his health and thanked the staff for their work while he was out of the office during his medical procedure.

## 12. OTHER

Mayor Nelson reported that the Beyond Yellow Ribbon Committee held the pork chop dinner for the first time since March. He reported that it was well attended and the Committee will be serving food

on Sunday's from 1:00 PM - 5:00 PM at Kraus Hartig VFW. He reported that the Spring Lake Park Lions is now handling the gambling for the VFW.

Councilmember Goodboe-Bisschoff inquired if the lake water at Lakeside Park could be tested for the COVID-19 virus as she had read about traces of the virus appearing in lakes. Administrator Buchholtz stated that he would discuss the possible testing with Public Works Director Randall.

### **13. ADJOURN**

Motion made by Councilmember Wendling to adjourn the meeting.

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

The meeting adjourned at 7:40 PM.

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Robert Nelson, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer