

## 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 19, 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

Police Chief Ebeltoft, Attorney Thames, Parks and Recreation Director Okey, Administrator Buchholtz and Executive Assistant Gooden

#### VISITORS

Michael and Diane Domino, 8029 Garfield Street NE

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

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

Administrator Buchholtz requested that a request for authorization to purchase no littering signs on Manor Drive be added to the agenda as New Business Item 8C.

### **5. DISCUSSION FROM THE FLOOR**

Diane and Mike Domino, 8049 Garfield Street NE, expressed their frustration with the Garfield Pond project and the damage that was done to their property. She stated that work was done beyond the said setback and the area was stripped of trees and vegetation. She stated that the new plantings does not resolve the damage that was done to the property during the project. She invited Councilmembers to tour and visit the property to see what can be done to resolve the issues caused by the contractors on their property.

Attorney Thames reported that the City has been in conversation with the Domino's for possible solutions however; at this time, he felt it was best not to discuss the matter publicly.

Mayor Nelson stated that he will be in contact with the Domino's and will schedule a time to visit the property.

**6. CONSENT AGENDA**

- A. Approval of Minutes - October 5, 2020 City Council Meeting
- B. General Operation Disbursements #20-17 \$209,042.69
- C. Right of Way Application - CenterPoint Energy
- D. Contractor's Licenses

Motion made by Councilmember Wendling to approve the Consent Agenda.

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

**7. DEPARTMENT REPORTS****A. Police Report**

Police Chief Ebeltoft reviewed the monthly staff report. He reported that there has been a hold on new vehicles being ordered for cities due to the pandemic and shortage of government vehicles. He reported that the City has been notified that orders are now being accepted.

Chief Ebeltoft reported that two squad cars were ordered on October 6, 2020. He stated that they will be outfitted and delivered in late January or February of 2021. He reported that one of the vehicles will replace the vehicle that should have been replaced in 2019 and the second vehicle will be the 2021 replacement vehicle. He reported that the total cost for the vehicles is \$54,944.00.

Chief Ebeltoft reported that he has applied and received approval for a grant with the Department of Justice for the purchase of new safety vests for the officers. He reported that vests are replaced every five years and the City pays half of the cost of the vest while the other half is provided by State funds. He reported that the grant amount will be reimbursed to the city.

Councilmember Wendling inquired if the lights and equipment from the existing squads could be used in the new vehicles. Chief Ebeltoft stated that the equipment can be used in the new vehicles.

Mayor Nelson inquired if the trade in amount on the used squad cars will be less since the city was not able to purchase the new squads until now. Chief Ebeltoft stated that he does not think there will not be a loss since the make of the vehicles are in demand.

**B. Parks and Recreation Report**

Parks and Recreation Director Okey reviewed the monthly staff report. She reported that Recreation Programmers Abt and Goldberg have been with the City one year and she congratulated them on their year of service.

**8. NEW BUSINESS****A. Authorization to Purchase Riot Helmets and Gas Mask Respirators**

Police Chief Ebeltoft reviewed the staff memo regarding the purchase of Officer Safety Gear including gas masks and respirators. He stated that the Police Department is requesting to purchase officer riot helmets with shields and gas masks/respirators with a "First Responder Kit" for the continued issues of civil unrest and the COVID-19 pandemic which has been affected the community.

Chief Ebeltoft requested that the items be purchased from Streicher's Police Equipment with a quoted price of \$7,399.90. He reported that the First Responder Gas Mask/Responder Kit qualifies under the Care Act however; the riot helmet/visor does not qualify.

Councilmember Wendling inquired if all the officers will be receiving their own gear. Chief Ebeltoft stated that all 11 officers would receive their own equipment.

Councilmember Dircks inquired as to who will provide the training and fit the officers for the respirators. Chief Ebeltoft stated that the Spring Lake Park Blaine Mounds View Fire Department will provide the training to the officers and perform the fit testing at no cost to the department.

Motion made by Mayor Nelson to Authorize the Purchase of Riot Helmets and Gas Mask Respirators in the amount of \$7,399.90.

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

**B. Approve Issuance of RFP for Park Master Plan**

Parks and Recreation Director Okey reviewed the staff memo for authorization for staff to issue a Request for Proposals (RFP) for a Park Master Plan. Ms. Okey reviewed the criteria that will be required in the proposals. She reported that the Councilmembers had toured the parks to see the condition of the City's park building and infrastructure where improvements are necessary.

Mayor Nelson stated that the tour was informative and he was surprised at the improvements needed. He stated that it is important to plan for the future of the parks.

Councilmember Delfs inquired as to who the RFP request will be sent to and if Stantec would be a candidate for the proposal. Ms. Okey stated that the RFP request could be sent to several companies and placed on the League of Minnesota website. She stated that the proposal submission is an open invitation to any firm.

Motion made by Councilmember Dircks to approve RFP for Park Master Plan.

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

C. Authorize Purchase of No Littering Signs

Administrator Buchholtz reported that the Council held a work session prior to the October 19, 2020 Council meeting and discussed complaints of litter along Manor Drive and Lakewood Drive. He stated that the consensus of the Council was to place signs along those streets to inform the public that littering is prohibited.

Motion made by Councilmember Wendling to Authorize Purchase of No Littering Signs in the amount of \$350.00.

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

## 10. REPORTS

A. Engineer's Report

Administrator Buchholtz reported that a neighborhood meeting will be scheduled in the future once clarification on the Fillmore Street and 83rd Avenue Pond project has been received from the Coon Creek Watershed. He reported that the 2020 Sewer Lining Project will be starting at the end of October.

Administrator Buchholtz reported that the utility work for the 525 Osborne Road project has started. He reported that sewer work will be starting the week of October 26, 2020. He stated that the looping of the water will take place in a few weeks.

B. Administrator Reports

Administrator Buchholtz reported that nine COVID Care Act grants were awarded to local businesses in Spring Lake Park. He reported that he has received a new application and inquired if the Council was supportive of issuing one more grant for a total of 10. He stated that the application period is closed. He reported that there is remaining grant money available to issue the grant to the business.

The consensus of the Council was to allow the application to be submitted and issue the grant.

## 11. OTHER

### A. Administrator's Performance Evaluation (Closed Session)

Motion made by Councilmember Dircks to close Council meeting to discuss the City Administrator's Performance Evaluation.

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

Mayor Nelson closed the meeting at 7:35 PM.

Mayor Nelson opened the Council meeting at 8:50 PM.

## 12. ADJOURN

Motion made by Councilmember Wendling to adjourn the Council meeting.

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

The meeting adjourned at 8:52 PM.

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Robert Nelson, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer