

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on September 16, 2024 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, Recreation Director Kay Okey, Attorney John Thames, Engineer Phil Gravel,
Administrator Daniel Buchholtz

VISITORS – None

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA

Administrator Buchholtz requested that the following changes be made to the agenda: 1) that Item 6H be added for consideration two (2) Right of Way Applications for ARVIG Enterprises, Inc., for fiberoptic work along 85th Avenue NE. 2) that Item 7A be removed from the agenda.

5. DISCUSSION FROM THE FLOOR

Mayor Nelson recognized all the women in Law Enforcement for National Police Women's Day. He thanked them for their service and dedication.

6. CONSENT AGENDA

- A. Approval of Minutes – September 3, 2024 City Council Meeting
- B. Approval of Claims List – General Disbursement #24-15 - \$1,578,935.09
- C. Revenue and Expenditure Report – August 2024
- D. Statement of Fund Balance – August 2024
- E. Resolution No. 24-52, Appointing Election Judges for 2024 General Election
- F. Third Quarter Billing for 2025 Payable 2026 Property Tax Assessment – Ken Tolzmann
- G. Contractor's Licenses

H. Approval of Two (2) Public Right of Way for ARVIG Enterprises, Inc.

Mayor Nelson inquired about Absentee Voting. Administrator Buchholtz stated that the first month of Absentee Voting requires voters to put their ballot in the envelop, and the last 18 days will give voters an opportunity to insert their ballot directly in the machine.

Motion made by Councilmember Wendling to approve Consent Agenda.

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

7. PUBLIC HEARING

A. Rental License Revocation for Certain Property Located at 529 78th Avenue NE - Removed

8. DEPARTMENT REPORTS

A. Police Report

Chief Antoine reported that the Police Department responded to 798 calls for service in August 2024 compared to 752 calls for service for the month of August 2023. Chief Antoine said Investigator Bennek handled 38 cases for the month of August, 35 of which were felony in nature and 3 misdemeanors. He said Investigator Bennek is monitoring 5 active forfeiture cases.

Chief Antoine stated that the Police Department participated in “Night to Unite” on August 6, 2024. He said there were 16 parties throughout the city. He stated that next year “Night to Unite” will be held on August 5, 2025.

Chief Antoine noted that school is back in session. He stated that there will be school buses driving on the streets, along with student drivers and students walking to and from school. Chief Antoine reminded everyone that they should allow for extra time for traveling to and from their destinations. He noted that if residents wanted further information on bus safety they can visit the Minnesota Department of Public Safety website.

Chief Antoine gave an update on the happenings in the Police Department. He stated that on October 5, 2024 they will be participating in Pokémon Go for the Community Event at Lakeside Lions Park.

B. Recreation Report

Recreation Director Okey state that the Summer playground program ended on August 14, 2024. She stated that 1400 kids participated in the program throughout the summer. She said that staff has been busy with day to day operations, program registrations, facility reservations and attending learning programs.

Director Okey updated the City Council on the Terrace Park Playground Replacement RFP. She stated that the RFP was secured, and that Public Works will be removing the old equipment to prepare the site for the new equipment. She stated that the goal is to install this fall and finish with the surfacing in the spring. She noted that the playground area will be fenced off.

9. NEW BUSINESS

A. 2023 Annual Police Report

Chief Antoine gave an update on the first annual report for the Police Department. He stated that in 2023, the Police Department saw stability in staffing. He stated that there has been a decrease in overall crime; however, they did see a rise in calls for service. He stated that much of the rise in calls was officer self-initiated, such as traffic stops, resident contacts and other miscellaneous calls. Chief Antoine stated that the Department has been given approval to add an additional officer for more coverage.

Chief Antoine said that the Patrol Division was able to increase community outreach and education in 2023. He stated that some of the program that officers participated in were Coffee with a Cop and Pizza with a Cop, assisting the Parks and Recreation Department with Mature Driving classes, Easter Egg hunt and Family Fall Fest.

Chief Antoine discussed the Police Departments new "less lethal tools." He stated that one of the new technologies is a 40mm launcher, which propels large less-lethal munitions, with the objective of gaining compliance from an uncooperative offender. The second new technology is the use of PepperBalls, which consist of small rounds that are deployed similar to that of a paintball.

B. Discussion of Metropolitan Council Imagine 2050 Draft Policy Plan

Administrator Buchholtz stated that the Metropolitan Council began the public comment period on the new Imagine 2050 Policy. He stated that the plan will guide the update of the City's Comprehensive Plan in 2027. Administrator Buchholtz noted that the biggest change impacting the City is the community designation. He stated that in the current 2040 plan, the City is guided as suburban, however in the proposed 2050 plan, the City is guided as urban edge.

Administrator Buccholtz stated that he made a case with the Metropolitan Council for the City to remain as a suburban designation instead of an urban edge designation.

C. Authorize Recruitment Process for Recreation Director Position

Administrator Buchholtz reminded the council that Recreation Director Okey has submitted her intent to retire. He stated that he is seeking Council authorization to begin recruitment

and selection for a new Recreation Director. Administrator Buchholtz stated that the goal is to ensure continuity of operations and to allow for a comprehensive transfer of institutional knowledge. He stated that the goal is to have a new hire in place with some overlapping before Director Okey retires.

Motion made by Councilmember Dircks to Authorize Recruitment Process for Recreation Director Position.

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

10. REPORTS

A. Attorney's Report - None

B. Engineer's Report

Engineer Gravel stated that the Sanburnol Drive NE project was paved, and the 83rd Avenue NE project was milled.

C. Administrator Report

Administrator Buchholtz gave an update on the City Hall Renovation/Expansion Project. He stated that there will be limited window hours during the week of September 23 as the Police Department transitions to their new offices.

11. OTHER

A. Correspondence

Administrator Buchholtz informed the Council that Representative Omar would be holding a town hall meeting on September 30 from 6:00-7:00 PM at Park Terrace Elementary School, 8301 Terrace Road NE.

B. Motion to Close Meeting to Develop or Consider Offers or Counteroffers for the Purchase of Real Property Pursuant to M.S. 13D.05, subd. 3(c)(3)

Motion made by Councilmember Goodboe-Bisschoff to close the City Council meeting to Develop or Consider Offers or Counteroffers for the Purchase of Real Property Pursuant to M.S. § 13D.05, subd. 3(c)(3) for the property identified as 8480-8492 Highway 65 NE.

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

Meeting was closed at 8:10 PM

Meeting reconvened at 8:30 PM

Attorney Thames stated that the City Council met in closed session to consider offers or counteroffers for the purchase of real property pursuant to M.S. § 13D.05, subd. 3(c)(3) for property identified as 8480-8492 Highway 65 NE. Attorney Thames stated that City Council is prepared to act.

Motion made by Councilmember Dircks to Approve Purchase Agreement as Drafted by City Attorney Subject to Minor Revisions through negotiations with the Seller.

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

Motion made by Councilmember Moran to Authorize Staff to Enter into an Agreement with Stantec to Perform a Phase 1 and Phase 2 Environmental Site Assessment at 8480-8492 Highway 65.

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

C. Motion to Close Meeting Pursuant to M.S. 13.D.05, subd. 3(a) to Conduct the City Administrator's Performance Evaluation

Motion made by Councilmember Dircks to close the City Council meeting for the Administrator's annual performance evaluation pursuant to M.S. 13D.05, subd. 3(a).

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

Meeting was closed at 8:34 PM

Councilmember Moran left the meeting at 8:47 PM

Meeting reconvened at 8:50 PM

Attorney Thames stated that the City Council went into closed session pursuant to M.S. 13D.05, subd 3(a) to conduct the Administrator's annual performance evaluation and there will be a synopsis at the next meeting.

12. ADJOURN

Motion made by Councilmember Wendling to adjourn.

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

The meeting was adjourned at 8:52 PM

Robert Nelson Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer