

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Work Session was held on July 12, 2021 at the 1301 81st Ave NE, Spring Lake Park, at 5:30 PM.

### 1. CALL TO ORDER

Mayor Nelson called the meeting to order at 5:30 PM.

#### MEMBERS PRESENT

Mayor Nelson  
Councilmember Wendling  
Councilmember Delfs  
Councilmember Goodboe-Bisschoff  
Councilmember Dircks

#### STAFF PRESENT

Chief Antoine, Public Works Director Randall, Building Official Baker, Administrator Buchholtz

#### OTHERS PRESENT

Bonnie Dircks, 773 83<sup>rd</sup> Ave NE  
Kerry McCartney, 6 Isabel St W, St. Paul

### 2. DISCUSSION ITEMS

#### A. SCADA System Update

Public Works Director Randall reported that the City's Supervisory Control and Data Acquisition (SCADA) system has not been updated since the system was installed in combination with the construction of the water treatment plants in 2003. He stated that with the improvements to the Arthur Street Water Plant, there have been some compatibility issues between new SCADA system components installed as part of those improvements and the original system. He provided the City Council with two options: full replacement or phased-in replacement. He recommended full replacement at a cost of \$179,367.00.

Administrator Buchholtz stated that there was funding in the Public Utilities Renewal and Replacement Fund. He stated that the SCADA system upgrade may also be eligible for funding through the Federal American Rescue Plan Act.

Members noted a discrepancy between the phased in quote versus the all-in quote, reporting that the phased-in quote was \$2,800 less than the all-in quote. Director Randall stated he would look into the discrepancy.

CONSENSUS of the City Council was to recommend moving forward with the full replacement of the City's SCADA system.

### B. Water Conservation Measures Discussion

Public Works Director Randall stated that the drought has increased water demand within the City. He stated that the water level at Well 5 has declined 108 feet from January 1, 2021 to July 1, 2021. He stated that the low water level alarm is set at 340 feet on Well 5. He stated that the City's other wells have also showed a decline in water levels. He recommended the City Council implement a watering ban between the hours of 11am and 6pm to help reduce the amount of water pumped.

Administrator Buchholtz stated that the restriction would take effect upon passage of a resolution and publication of the restriction in the City's official newspaper. He said staff would prepare signage to be placed across the City and post information on the watering restrictions on the City's electronic bulletin board, Facebook, Twitter and website. He stated that there would be proactive enforcement of the water restriction by the Code Enforcement Department.

CONSENSUS of the City Council was to direct staff to prepare a resolution establishing a watering ban between the hours of 11am and 6pm, prepare a public notice for publication and implement the City's plan for communicating the watering restrictions to the public.

### C. Residential Parking Issues

Councilmember Dircks stated that she has received parking complaints from residents near both the Northtown Apartments and Legends of Spring Lake Park. She requested the Council strategize how to address these complaints. Mayor Nelson commented that he has received parking complaints near 933 Manor Drive as well.

The City Council discussed the matter in detail. CONSENSUS of the City Council is to implement the following action plan: 1) ask the Code Enforcement Department to reach out to the management of the Northtown Apartments to send notification to residents to park in the main parking lot rather than on the street; 2) ask the Administrator to reach out to the ownership of Trust in Us to see if there is a way to spread out parking demand in the proximity of 933 Manor Drive; and 3) draft a policy for how to address requests for on-street handicap parking spaces.

### D. Administrative Penalty Citation Certification

Building Official Baker presented the proposed certification resolution for outstanding Administrative Penalties and answered questions from the City Council.

CONSENSUS of the City Council was to place the proposed administrative penalty citation certification resolution on the next City Council agenda.

E. Hollihan Variance Discussion

Administrator Buchholtz reported that the City had received additional information from Ryan and Kelsey Hollihan in support of their variance application for a front porch/storage addition. He inquired if the City Council needed additional information. Councilmember Dircks inquired about life safety concerns. Building Official Baker stated that he had no concerns about the basement vault complying with fire code or building code. He stated that he would conduct a fire inspection of the basement vault on an annual basis.

CONSENSUS of the City Council was that they had the information necessary to take action on the variance request and asked that the request be scheduled for the next City Council meeting.

F. Discussion of FFLs in Residential Zoning Districts

Councilmember Goodboe-Bisschoff requested that the City Council consider restrictions on permitting the location of future Federal Firearm Licenses (FFLs) in residential areas.

There was significant discussion of the matter. Councilmembers Dircks and Goodboe-Bisschoff believed that there should be performance standards added to the City's zoning code regulating FFLs in residential areas. Councilmember Delfs, Councilmember Wendling and Mayor Nelson believed that current Federal regulations set forth by the Bureau of Alcohol Tobacco and Firearms was sufficient and that no further regulation was needed.

G. Letter of Interest to Purchase City owned Lot on McKinley Street

Administrator Buchholtz stated that he received a letter from a resident inquiring about purchasing one of the City's lots on McKinley Street.

CONSENSUS of the City Council was to offer the lot to the resident at a firm price of \$115,000.

**3. REPORT**

A. Council Member Reports -- No reports

B. Administrator Report – No report

**4. ADJOURN**

Mayor Nelson adjourned the meeting at 7:25pm.

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Robert Nelson, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer