

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on August 4, 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, Parks and Recreation Director Anne Scanlon, Building Official Jeff Baker

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA

5. DISCUSSION FROM THE FLOOR - None

6. CONSENT AGENDA

- A. Approval of Minutes – July 21, 2025 City Council Meeting Minutes
- B. Resolution 2025-31, Accepting Donation from Carol J. Uecker and William Tjosvold for Police Department
- C. Review and Acknowledgement of Annual Data Practices Compliance Policy
- D. Approval of 2026 North Metro Telecommunications Commission Budget
- E. Approval of Business License
- F. Approval of Public Right of Way Application – Xcel Energy – 1105 83rd Avenue NE
- G. Approval of Public Right of Way Application – Xcel Energy – 1011 83rd Avenue NE
- H. Approval of Public Right of Way Application – Xcel Energy – 8347 Lakewood Drive NE
- I. Approval of Public Right of Way Application – Xcel Energy – 1110 Manor Drive NE
- J. Approval of Public Right of Way Application – TAX (Comcast) – 1164 79th Avenue NE
- K. Sign Permit

Mayor Nelson asked for clarification on Agenda Item 6E. Chief Antoine reported on the liquor license for the Dala1 Thai Restaurant, noting that it is an on-sale liquor license allowing for hard liquor and 3.2 beer. He said that the restaurant is under new ownership

but will continue operating as it has in the past. He noted that the current action is to transfer the liquor license from the previous owners to the new owners, with the required application already submitted to the state. He acknowledged some confusion regarding the license and stated that, per discussion with City Administrator Buchholtz, the Council could choose to remove the item from tonight's consent agenda to allow time for further clarification.

Motion made by Mayor Nelson to table 6E.

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

Motion made by Councilmember Wendling to Approve the Consent Agenda.

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

7. DEPARTMENT REPORTS

A. Public Works Report

Public Works Director Linngren reported that with the abundant rainfall this summer, park vegetation has grown quickly. He stated that the parks crew have done an outstanding job keeping up with mowing and maintaining park areas.

Director Linngren and Water and Sewer Maintenance employee Trevor Heller participated in a "Touch a Truck" event at Substance Church, engaging with energetic 4–5-year-olds by showcasing the sweeper, dump truck, and loader. He said that the children enjoyed climbing into the vehicles and operating the loader bucket, sparking potential interest in future career in the trades.

Director Linngren stated that the seal coat preparation is underway. He stated that Taylor Street NE and 79th Avenue NE have been milled, and asphalt paving is anticipated to start within the week. He noted that the storm cleanup following two recent heavy rain events was minimal, with only a few branches cleared from roadways.

B. Code Enforcement Report

Building Official Baker stated that the month of July was status quo. He said that the primary matter of note involves the vacant property at 7730 Central Avenue NE. He stated that the process has begun to contact next of kin and exploring administrative steps to gain legal access to the property for inspection.

Building Official Baker gave an update on the plans for 7811 Jackson Street NE. He said that plans for the vacant lot have been submitted, reviewed, and approved. He noted a building permit has been issued for a split-level home with a lookout basement. He said that a lookout basement features full-size windows but no sliding door or backyard access. He noted that the design will keep the home's height and scale in line with typical split-level houses built in the 1980s and 1990s.

C. Parks and Recreation Report

Director Scanlon thanked Emmanuel Christian Center for their volunteer work. She stated that some of the projects included staining the posts at the library in Lakeside Lions Park, work on picnic shelters, maintenance at the old library in Lakeside Lions Park, weeding at Terrace Park, and assisting the Public Works Department with the flower beds.

Director Scanlon stated that staff will be cleaning up the Lions Monument and repairing the small library at Lakeside Lions Park following minor damage. She noted that the summer programs are in full swing, stating that the Fall Tournament on July 24 was completed despite extreme heat, with some games shortened for safety. She said day trips continue throughout August, including an extended trip to the Iron Range at the end of the month.

Director Scanlon noted that the Parks Department is working to strengthen its community presence and social media engagement. She said that recent and upcoming events included participation in Pokémon GO, Popsicle with the Police, an August partnership event with Arctic Air, and Night to Unite. She noted that the Department's social media engagement has shown growth, with live feeds and other posts gaining notable traction.

8. ORDINANCES AND/OR RESOLUTIONS – None

9. NEW BUSINESS

A. Approval of Contract with Brycer, Implementing the Compliance Engine Cloud Based Inspection Reporting System

Building Official Baker reported on the proposed implementation of the Compliance Engine by Brycer for Code Enforcement. He stated that the system will allow the City to track and manage inspection records for fire alarms, sprinkler systems, kitchen hoods, and similar equipment. He stated that it is intended to improve compliance for routine inspections by keeping records on file and automatically sending reminders to businesses when inspections are due.

Building Official Baker noted that registered contractors will submit inspection reports directly to the Compliance Engine, which will then notify businesses as needed. He said there is no cost to the City; the \$25 fee per fire alarm or sprinkler system will be paid by business owners.

Building Official Baker noted that staff recommends the City adopt the Compliance Engine as its official third-party reporting system.

Motion made by Councilmember Dircks for Approval of Contract with Brycer, Implementing the Compliance Engine Cloud Based Inspection Reporting System.

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

B. Award Terrace Park Athletic Court Repair Project

Director Scanlon presented a proposal for the Terrace Park Project, which includes resurfacing the tennis courts and converting them into pickleball courts, as well as repairing cracks in the basketball courts. The recommendation is to award the project to Park Construction with the base bid, Alternate Bid #2, and Alternate Bid #3. Director Scanlon stated that the scope of the project covers resurfacing and conversion of the tennis courts, repairing the basketball courts, and installing the necessary pickleball hardware, all within the allocated \$125,000.00 budget.

Alternate Bid #1, which would resurface the basketball courts, would exceed the budget and is not recommended at this time.

Motion made by Councilmember Wendling to Award Terrace Park Athletic Court Repair Project to Park Construction.

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

C. GreenStep Cities Road Sign Purchase

Councilmember Goodboe-Bisschoff recapped the City's progress in the Minnesota GreenStep Cities program. She stated that two years ago, she and Councilmember April Moran initiated the effort to join the program, with assistance from Accounting Clerk/Special Projects Coordinator Haley Morrison in completing the required paperwork. Councilmember Goodboe-Bisschoff stated that the City received its first GreenStep City Award at the 2024 LMC Annual Conference in Rochester.

Councilmember Goodboe-Bisschoff noted that at this year's convention in Duluth, she learned the City is now eligible to receive official GreenStep City signage for placement along community roadways. She noted that this recognition is both prestigious and beneficial, as it demonstrates the City's commitment to environmental stewardship and community well-being, while also improving opportunities for grant funding.

Motion made by Councilmember Goodboe-Bisschoff to approve the purchase of six signs in the amount of \$528.00.

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

Report accepted as presented.

C. Administrator Report – None

11. OTHER

Chief Antoine reminded everyone that *Night to Unite* will take place on Tuesday, August 5, 2025. He stated that Sergeant Fiske is finalizing the event list to account for any last-minute party registrations, with the final list being distributed to Councilmembers. He noted that there are 13 neighborhood parties scheduled throughout the city. Chief Antoine noted that residents are encouraged to attend, meet their neighbors, and connect with the Police Department, which will be visiting the gatherings along with the Parks and Recreation Department.

12. 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 7:50 PM.

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer