

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on January 19, 2021 at the City Hall, at 7:00 PM.

### **1. CALL TO ORDER**

Mayor Nelson called the virtual 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, Engineer Gravel, Attorney Thames, Parks and Recreation Director Okey, Administrator Buchholtz and Executive Assistant Gooden.

#### VISTORS

George Eilertson, Northland Securities

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

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

Administrator Buchholtz reported that a corrected copy of Resolution 21-03 was sent out to the Councilmembers prior to the meeting.

### **5. DISCUSSION FROM THE FLOOR – None**

### **6. CONSENT AGENDA**

- A. Approval of Minutes - January 4, 2021 City Council
- B. General Operations Disbursements #20-23 \$666,949.72
- C. Approval of Pay Request 3 - Arthur Street Water Treatment Plant Project
- D. Contractor's Request for Payment No. 3 - 2020 Sanitary Sewer Lining
- E. Contractor's Licenses
- F. Sign Permit

Motion made by Councilmember Wendling to approve 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 staff report and monthly statistics.

Mayor Nelson inquired if the uptick in the calls received is typical in the winter months as compared to year past. He inquired if COVID-19 has had an effect on the number of calls. Chief Ebeltoft stated that the number of calls is typical, but noted the COVID-19 pandemic has had an impact.

### B. Parks and Recreation Report

Parks and Recreation Director Okey reviewed the staff report and a recap of the programs offered virtually. She reported that the Senior Valentine's Day luncheon is canceled due to the COVID-19 pandemic. She reported that the first Tower Days committee meeting will be held on Tuesday, January 26, 2021.

## 8. ORDINANCES AND/OR RESOLUTIONS

### A. Resolution 21-03, Ratifying the Sale of General Obligation Improvement Refunding Bonds, Series 2021A, In The Original Aggregate Principal Amount of \$1,455,000; Fixing Their Form and Specifications; Directing Their Execution and Delivery; Providing For Their Payment; And Providing For The Redemption of Bonds Refunded Thereby

George Eilertson, Northland Securities, reviewed the staff memo and reported that the sale of the bond generated bond savings of \$54,873, over the remaining five years of the bond.

Motion made by Councilmember Delfs to approve Resolution 21-03, Ratifying the Sale of General Obligation Improvement Refunding Bonds, Series 2021A, In The Original Aggregate Principal Amount of \$1,455,000; Fixing Their Form and Specifications; Directing Their Execution and Delivery; Providing For Their Payment; And Providing For The Redemption of Bonds Refunded Thereby.

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

**9. NEW BUSINESS****A. Accept Proposal from Municode for City Website Update**

Administrator Buchholtz reviewed the staff memo. He stated that the City's website needs updating and required ADA requirements.

Councilmember Delfs inquired if the staff was pleased with the services and other products that Municode has provided to the City. Executive Assistant Gooden stated that she has been happy with the agenda management system and feels it is best to stay with Municode, to ensure integration between the website and management system to work together.

Motion made by Councilmember Delfs to Accept Proposal from Municode for City Website Update.

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

**B. Accept Letter of Retirement from Chief Doug Ebeltoft**

Mayor Nelson reported that the City received a letter of retirement from Chief Ebeltoft. He stated that Chief Ebeltoft has been a great asset to the community and has made a life long impression to the city and community.

Councilmember Delfs thanked Chief Ebeltoft for the advance notice of his retirement in August. He stated that he has much respect for his professionalism he always shows.

Councilmember Wendling thanked Chief Ebeltoft for his service and stated that he is leaving at a high point in his career during the trouble times we are all facing.

Councilmember Dircks stated that she will miss him and is happy to have had the opportunity to work with him.

Motion made by Mayor Nelson to Accept Letter of Retirement from Chief Ebeltoft.

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

**C. Approval of Second Amendment to Lease Agreement - T-Mobile**

Attorney Thames reviewed the staff memo and reported that the City has been working with T-Mobile on their request to upgrade their equipment on the Able Street water tower. He reported that with the increase volume and space needed by T-Mobile, it was determined that a rent adjustment was needed.

Mayor Nelson inquired if the added equipment will be bolted onto the existing railings and the new equipment will not interfere with the lining of the tower or water quality. Public Works Director Randall stated clamps are sealed with rubber to reduce impact to the rails. He reported that the work on the installation of the generator at the site is taking place and suggested that the restart of the generator take place weekly on Wednesday. He stated that the area of the generator is completely chain linked fenced and is uncertain if there are slats to avoid it to be climbed.

Mayor Nelson inquired when the next painting of the water tower will take place. Mr. Randall stated that the tower will be inspected in the summer of 2021 with a camera and that will help determine the condition of the tower. He stated that the cost of the painting is covered by the rental proceeds from the cell leases.

Motion made by Councilmember Wendling to Approve Second Amendment to Lease Agreement - T-Mobile.

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

A. Approval of Administration Copier Purchase

Administrator Buchholtz reviewed the staff memo. He stated that the Administration copier has been experiencing a number of service calls leading to downtime for staff. He thanked Accounting Clerk/Special Projects Coordinator Brown and Executive Assistant Gooden for their research and time visiting with various copier vendors.

Mayor Nelson inquired if there is any benefit to trying to sell the existing copier to recoup any savings. Administrator Buchholtz stated that since there has been confidential material copied on the machine, the hard drive would need to be destroyed.

Councilmember Delfs stated that there is usually is not much of an after-market for used copiers. He inquired if leasing was an option the new copier. Administrator Buchholtz stated that he prefers to purchase equipment as lease interest rates are higher than the loss of investment return due to the purchase. He reported that the cost of the new copier is well under the \$22,000 budgeted amount.

Motion made by Councilmember Dircks to Approve Administration Copier Purchase.

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

**10. REPORTS**A. Attorney's Report

Attorney Thames wished Chief Ebeltoft congratulations on his retirement and wished him well.

B. Engineer's Report

Engineer Gravel provided his staff report in the council packet. He encouraged councilmembers to review the cell tower activities on the water towers documented in his report.

C. Administrator Report

Administrator Buchholtz provided his report in the council packet. He reported that the new cable equipment arrived on Tuesday, January 19, 2021, and will be installed by North Metro TV staff on January 21, 2021.

**11. OTHER**A. Correspondence

Mayor Nelson reported that the monthly pork chop dinner will resume on the fourth Monday in February. He reported that the Beyond Yellow Ribbon will be serving brats and hamburgers during Tuesday bingo at the VFW.

**12. ADJOURN**

Motion made by Councilmember Wendling to adjourn.

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

The meeting adjourned at 7:50 PM.

---

Robert Nelson, Mayor

Attest:

---

Daniel R. Buchholtz, Administrator, Clerk/Treasurer

