

## 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 5, 2024 at the Able Park Building, 8200 Able Street NE, at 7:00 PM.

### 1. CALL TO ORDER

Acting Mayor Lisa Dircks called the meeting to order at 7:00 PM.

### 2. ROLL CALL

#### MEMBERS PRESENT

Councilmember Ken Wendling  
Councilmember Barbara Goodboe-Bisschoff  
Councilmember April Moran  
Acting Mayor Lisa Dircks

#### MEMBERS ABSENT

Mayor Bob Nelson

#### STAFF PRESENT

Building Official Jeff Baker, Public Works Director George Linngren, Engineer Phil Gravel, Administrator Daniel Buchholtz

#### VISITORS

Jason Miller, Smith Schafer & Associates

### 3. PLEDGE OF ALLEGIANCE

### 4. ADDITIONS OR CORRECTIONS TO AGENDA - None

### 5. DISCUSSION FROM THE FLOOR - None

### 6. PRESENTATION

#### A. Presentation of 2023 Audited Financial Statements – Smith Schafer, City Auditor

Jason Miller, Smith Schafer and Associates, gave an overview of the City's 2022 financial statements. He stated that the City received an unmodified opinion, that the financial statements are free of material misstatements. He stated that there were no exceptions noted under the Minnesota Legal Compliance testing. Mr. Miller stated that the fund types include Governmental and Enterprise.

Mr. Miller stated the City's General Fund Balance at the end of 2023 was \$2,992,641.00, which represents 64% of the 2023 expenditures. He noted that the City's debt burden as of December 31, 2023 was \$676,423.00, with debt service to be retired by 2025.

Motion made by Councilmember Wendling to accept the 2023 Audited Financial Statements.

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

## 7. CONSENT AGENDA

- A. Approval of Minutes - July 15, 2024 Work Session
- B. Approval of Minutes - July 15, 2024 City Council Meeting
- C. Accept Grant from CenterPoint Energy
- D. Contractor's Request for Payment #2 - Final - 2024 Street Seal Coat and Crack Repair Project - \$89,157.74
- E. Contractor's Request for Payment #2 - 2024 Sanburnol Drive, Elm Drive, and 83rd Avenue Improvement Project - \$488,918.82
- F. Contractor's Application for Payment #6 - City Hall Renovation/Expansion Project - \$624,617.40
- G. Contractor's Licenses
- H. Sign Permit
- I. Kennel License

Motion made by Councilmember Goodboe-Bisschoff to approve the Consent Agenda.

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

## 8. DEPARTMENT REPORTS

### A. Public Works Report

Public Works Director Linngren gave an overview of the projects undertaken by the Public Works Department for the month of July. He stated that the seal coat area has been completed. He thanked maintenance worker Cory Haugen and seasonal maintenance worker Olivia Haugen for painting the street cross walks and blocking, along with seasonal maintenance workers Ken Prokott and Grant Antoine for completing the sewer line jetting.

Director Linngren updated the City Council on the construction taking place on Sanburnol Drive NE. He stated that CenterPoint Energy is replacing a couple of sections of the gas main on Sanburnol Drive NE. He stated that the new pickup truck and one-ton truck have been received and that the box is being put on the one-ton truck.

Director Linngren thanked the Park Staff, Steve Coyle, Brett DeBoer, Ben Turbitt and the seasonal staff for the work on the fields and during the baseball tournament. Director Linngren stated that he is submitting a grant with the Coon Creek Watershed District to

fund a new sweeper. He stated that the amount of the grant would be approximately \$315,000.00 if it were received.

B. Code Enforcement Report

Building Official Baker stated that the City is working with Rum River Consultants to transfer responsibility of reviewing commercial plumbing plans from the State to Rum River. He stated that there has been an increase in solar photovoltaic permits (solar panels) being issued. Building Official Baker reminded residents that any peddler has to be licensed by the City for door-to-door sales, and at this time the City has not issued any licenses.

**9. ORDINANCES AND/OR RESOLUTIONS**

A. Resolution 2024-47, Rejecting Bids for the Terrace Park Playground Project

Administrator Buchholtz gave an overview of the bid opening for Terrace Park Playground Replacement Project. He stated that bids were opened on July 25, 2024. He noted that the City received seven (7) bids.

Administrator Buchholtz stated that staff recently received information that the project could be purchased from the state contract and the competitive bidding was not required. He said that staff is recommending rejecting all bids and allowing staff to pursue a contract with a state vendor.

Motion made by Councilmember Wendling to accept Resolution 2024-47, Rejecting Bids for the Terrace Park Playground Project.

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

**10. NEW BUSINESS**

A. Consideration of Change Order to 83<sup>rd</sup> Avenue Project – Boulevard Restoration

Administrator Buchholtz stated the City Council authorized staff to obtain a quote to restore the boulevard on 83<sup>rd</sup> Avenue, east of University Avenue, as an infiltration swale with low maintenance e turf materials. He said the estimate for the project from North Valley Inc, the contractor for the street project, was \$18,648.00. Administrator Buchholtz stated that staff is recommending approval of the change order.

Motion made by Councilmember Wendling to approve the Change Order to 83<sup>rd</sup> Avenue Project – Boulevard Restoration.

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

**11. REPORTS**

A. Attorney Report - None

A. Engineer's Report

Report accepted as presented.

C. Administrator Report

Administrator Buchholtz gave an update of the City Hall Renovation/Expansion Project.

**12. OTHER**

A. Correspondence – None

B. Council Report

Councilmember Wendling extended a thank you to the members of Emmanuel Christian Center for cleaning Terrace Park on July 26-27, for the baseball tournament.

Councilmember Goodboe-Bisschoff reminded residents about Night to Unite on August 6, 2024. She said there was 16 parties scheduled for the evening.

**13. ADJOURN**

Motion made by Councilmember Wendling to adjourn.

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

The meeting was adjourned at 7:32 PM.

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Lisa Dircks, Acting Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer