

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 17, 2020 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

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 and Administrator Buchholtz

3. PLEDGE OF ALLEGIANCE

4. ADDITIONS OR CORRECTIONS TO AGENDA - None

5. DISCUSSION FROM THE FLOOR - None

6. CONSENT AGENDA

- A. Approval of Minutes - August 3, 2020 City Council Meeting
- B. Approval of Minutes from August 10, 2020 Work Session
- C. Approval of Minutes from August 3, 2020 Work Session
- D. Disbursements - General Operations #20-13 \$454,433.30
- E. Contractor's Licenses
- F. Pay Request #1 - 2020 Seal Coat Project
- G. Approval of Second Half Assessment for the Suburban Rate Authority

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. Public Works Report

Public Works Director Randall reported that the Public Works Department has been collecting garbage and recycling in the parks, mowing and weed whipping the parks along with power washing the tennis courts at Terrace Park. He reported that seasonal staff members joined the Department for the summer. He reported that grading and filling has been completed at softball fields.

Mr. Randall reported that the Department was in the process of painting crosswalks and stop bars however; it was put on hold as the Department was short staffed due to the pandemic. He reported that the Department has been assisting MnDOT with traffic counts on several streets and they are about $\frac{3}{4}$ completed. He reported that they have been watering of the trees at Garfield Pond and have completed the cleaning of sewers for the year. He reported that only two water meters remain for replacement from the last round of meter reading. He reviewed the meetings he attended in month of July.

Councilmember Goodboe-Bisschoff inquired by what is meant by de-watering in reference to the JP Brooks project. Mr. Randall explained that the ground water level is too high and the water table needs to be lowered to accommodate construction of the utility improvements. He stated that water pumped out of the of the ground runs down Monroe Street into the storm sewer.

Mayor Nelson inquired on the work that is taking place on University Extension near Northtown. He stated that the signs are posted for no through traffic. Mr. Randall explained that it is a project with CenterPoint and with the City of Blaine.

B. Police Report

Police Chief Elbeltoft reviewed the staff report for the month of July.

Councilmember Wendling inquired which officer will be assigned to the School Resource Officer position. Chief Ebeltoft reported that Officer Kramer will be assigned to the high school for the upcoming school year. He stated that if school is in session, Officer Kramer will assist students four days a week and follow up on school cases on the day that school is not in session. He reported that Officer Fiske has returned to patrol duties.

C. Parks and Recreation Report

Parks and Recreation Director Okey reviewed the activities that were held in-person as well as virtually in the month of July. She reported that the Dine and Dance event was a success over the past few weeks and thanked the Beyond the Yellow Ribbon Committee for their concession sales.

Ms. Okey reported that staff picked up nine donated trees that will be planted at Triangle and Terrace Park. She reported that the fall catalog has been printed and will be distributed to residents in the next few weeks.

Ms. Okey reported that the Parks and Recreation Commission met at Westwood Park and toured Triangle Park. She stated that the Commission thought the gazebo looks great.

Mayor Nelson stated that he thought that there was a great turn out for the Dine and Dance series this summer. Administrator Buchholtz stated that the event in September will be hosted by the Spring Lake Park Lions.

8. ORDINANCES AND/OR RESOLUTIONS

A. Resolution 20-26, Granting Site Plan Approval for Outdoor Patio for Key's Cafe, 8299 University Avenue NE

Administrator Buchholtz reviewed the staff memo and site plan with the Council. He reported that Key's Cafe has plans to reopen their restaurant in the beginning of September. He reported that as part of the reopening plan, they are requesting the establishment of a permanent patio be located on the sidewalk on the south side of the building at 8299 University Avenue.

Administrator Buchholtz reported that staff has reviewed the proposed request and has no objections to the project.

Mayor Nelson inquired if the door on the south side of the building will be changed to be utilized for entering and exiting the patio area. Administrator Buchholtz stated that the door will more than likely be used for those reasons and delivery of the food. He stated that firm construction plans have not been submitted to the City as of the Council meeting.

Councilmember Goodboe-Bisschoff stated that she feels the patio will be nice and approved of the proposed fencing.

Councilmember Delfs inquired if the patio would be exclusive to Key's Restaurant. Administrator Buchholtz stated that the patio would be for Key's customers. He stated that Monte's has their own patio for their customers.

Motion made by Councilmember Goodboe-Bisschoff to approve Resolution 20-26, Granting Site Plan Approval for Outdoor Patio for Key's Cafe, 8299 University Avenue NE.

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

9. NEW BUSINESS**A. Award 2020 Sewer Lining Bid**

Engineer Gravel reported that bids for the 2020 Sanitary Sewer Lining Project on August 11, 2020. Mr. Gravel reviewed the following seven bids with the Council:

	<u>Contractor</u>	<u>Total Base Bid</u>	<u>Alternate No. 1</u>	<u>Base + Alternate</u>
Low	Visu-Sewer, Inc.	\$267,449.50	\$88,015.00	\$355,464.50
#2	Hydro-Klean, LLC	\$279,965.20	\$176,450.00	\$456,415.20
#3	Insituform Technologies	\$320,122.60	\$77,927.20	\$398,049.90
#4	Michels Pipe Services	\$355,654.00	\$98,160.00	\$453,814.00
#5	SAK Construction, LLC	\$363,153.75	\$111,500.00	\$474,653.75
#6	Granite Inliner, LLC	\$388,494.00	\$64,001.00	\$452,495.00
#7	Veit & Company, Inc.	\$399,070.00	\$71,730.00	\$470,800.00

Mr. Gravel reported that the low bidder on the project was Visu-Sewer, Inc. with a Total Base Bid amount of \$267,449.50 and Alternate Bid amount of \$88,015.00, and a Total base and Alternate amount of \$355,464.50. He reported that the bids have been reviewed and found to be in order.

Mr. Gravel explained that the Base Bid is for sanitary sewer lining and the Alternate Bid is for lining 590 feet of 36-inch diameter storm sewer on Monroe Street south of 81st Avenue. He stated that staff recommends awarding the Alternate Bid along with the Base Bid.

Mr. Gravel stated that if the City Council wishes to award the Project to include the Base Bid and the Alternate Bid, then Visu-Sewer, Inc. should be awarded the project on the Total Base Bid and Alternate Bid Amount of \$355,464.50.

Mayor Nelson inquired if the restaurants along University Extension will affect the lining with the grease traps in the restaurants. Mr. Randall reported that the lining will take care of the traps and only one restaurant is in the construction area. He stated that the restaurant is not one that causes sewer problems. He stated that the other restaurants on University Extension flow into the line maintained by the Metropolitan Council. He reported that the sewer treatment bill from the Met Council is going down as a result of the sewer lining projects that already have been completed.

Motion made by Councilmember Delfs to Award 2020 Sewer Lining Bid to Visu-Sewer Inc., in the amount of \$355,464.50.

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

B. Accept Letter of Retirement from Police Officer Randy Brown

Police Chief Ebeltoft reported that Officer Randy Brown has submitted his letter of retirement. Chief Ebeltoft reported that Officer Brown's last day will be October 1, 2020 and a retirement celebration will take place on October 2, 2020 from 3:00 - 5:00 PM at Lakeside Park.

Mayor Nelson stated that Officer Brown is an excellent police officer and will be missed by him personally and by the community.

Councilmember Dircks thanked Officer Brown for his service and his dedication to the community.

Motion made by Mayor Nelson to accept Letter of Retirement from Police Officer Randy Brown.

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

C. Authorization for Conditional Job Offer

Police Chief Ebeltoft reviewed the staff memo with the Council. He reported that he is very happy to have a Spring Lake Park Police Reserve member that is a viable candidate for the upcoming Police Officer position in October. He requested that a conditional job offer pending passing the MN POST Board Licensing Testing, Psychological Testing, Medical and Drug testing to Reserve Officer Brady Lohse-Johnson. He stated that his start date would not be until after October 1, 2020.

Mayor Nelson inquired if Attorney Thames approved the proposed hiring process and was comfortable with the process. Mr. Thames stated that he is comfortable as long as the pre-requisites are met.

Councilmember Wendling inquired if recruitment was taking place for additional Police Reserve officers. Chief Ebeltoft stated that the Department is always accepting applications for Reserve Officers and the application is available on the City's website.

Councilmember Dircks thanked Chief Ebeltoft for his legacy planning process with this position.

Motion made by Councilmember Dircks to Authorize Conditional Job Offer to Brady Lohse-Johnson.

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

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

Attorney Thames had no new items to report.

B. Engineer's Report

Engineer Gravel reviewed the staff report with the Council. He reported that bids will be received for the installation of the off-site utilities for the 525 Osborne Road site project on September 1, 2020. He stated that results will be presented to the Council at the September 8, 2020 Council meeting.

Mayor Nelson reminded the Councilmembers and city staff to pay close attention to the bid results as there will be an alternate bid included for boring and trenching work.

Councilmember Goodboe-Bisschoff inquired on the Fillmore and 83rd Avenue Pond Improvement project to see if the soil borings have been completed. She expressed that the pond is a beautiful pond and inquired if trees would be removed. Mr. Gravel stated that a Zoom meeting is being set up with the Coon Creek Watershed to discuss if the pond meets the grant requirements and to see if the ground water is able to meet the guidelines. He stated that if the results do not meet the guidelines, the project would be a separate city project. He stated that the project is necessary to help solve stormwater issues near Monroe Street. He stated that trees would probably be removed on the west side of the pond. He reported that the trees near the townhomes would not be removed.

Councilmember Goodboe-Bisschoff stated that the pond is a large deep pond. Mr. Gravel stated that there is a lot of space between the pond and Fillmore Street and by doing restoration on the pond it will help with the storm water flow and flooding down to Monroe Street. He stated that he will provide details of the meeting and results to the Council.

C. Administrator's Report

Administrator Buchholtz thanked the Election Judges and the Public Works Department for all their hard work with the Primary Election. He expressed his gratitude to Emmanuel Christian Center for their assistance and hospitality for hosting the election.

Administrator Buchholtz reported that the Cares Act Grant will be ready the week of August 24, 2020. He stated that Attorney Thames is reviewing the process and a list of potential grantees.

Administrator Buchholtz reported that all the approvals have been granted for the 525 Osborne Road project. He stated that a closing date should occur by Labor Day.

11. OTHER

Mayor Nelson reported that the Kraus-Hartig VFW has reopened and the next Beyond the Yellow Ribbon pork chop dinner will be held in September. He reported that there will not be a pork chop dinner in August.

Councilmember Wendling inquired if there were any updates on the Osborne Road project. Administrator Buchholtz reported that a pre-construction meeting was held and construction will be started in the next few weeks.

Councilmember Goodboe-Bisschoff thanked staff and Emmanuel Christian Center for all the work on election preparation.

12. ADJOURN

Robert Nelson, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer