

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council Regular was held on February 7, 2022 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

Mayor Bob Nelson  
Councilmember Ken Wendling  
Councilmember Brad Delfs  
Councilmember Barbara Goodboe-Bisschoff  
Councilmember Lisa Dircks

#### STAFF PRESENT

Building Official Jeff Baker, Public Works Director Terry Randall, Police Chief Josh Antoine, Engineer Phil Gravel, City Attorney John Thames, Administrator Daniel Buchholtz

#### VISITORS

Ryan and Kelsey Hollihan, Kaley Hicks

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

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

Administrator Buchholtz requested the following changes be made to the agenda: 1) that Item 8B be removed; 2) Item 8E will be renumbered Resolution 22-07; and Item 6C be added for the Centerpoint Energy Right-Of-Way Permit.

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

### **6. CONSENT AGENDA**

- A. Approval of Minutes – January 18, 2022 Council Meeting
- B. Contractors License
- C. Public Right-of-Way Application – Centerpoint Energy

Motion made by Councilmember Wendling to approve the Consent Agenda.

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

## 7. DEPARTMENT REPORTS

### A. Public Works Report

Public Works Director Randall stated that the Department plowed 6 times in January. He provided that tree limbs were removed from the trees hanging over Triangle Park. He also provided that there were two water main breaks during the month of January.

### B. Code Enforcement Report

Building Official Baker thanked the City Council for adopting the new Housing Policy. He noted that with the new policy all properties are complying this year. Mr. Baker gave an update on the Suite Living project. He stated that with the construction material delivery slowdown that the construction on the building has slowed down. He stated that the property on McKinley has received their Certificate of Occupancy.

Council inquired whether all the properties on Monroe were sold. He stated that 4 of the 6 were sold. Council also asked how many lots were left on McKinley. They were informed that one lot was left.

## 8. ORDINANCES AND/OR RESOLUTIONS

### A. Resolution 22-06, Approving a Variance from Impervious Surface Coverage and Maximum Lot Coverage by Structures Limitation to Permit Construction of a Swimming Pool at 518 Rosedale Road NE

Administrator Buchholtz gave an overview of the project being proposed. He stated that Ryan and Kelsey Hollihan would like to construct a pool for aquatic therapy purposes. He went on to explain what was proposed in the memo and which codes apply to what was being proposed. He reminded Council that they received a variance for a front yard setback to construct a porch. He spoke to the Practical Difficult test outlined in state law and how it applies to this application.

He stated that the Planning Commission recommended approval on a 3-2 vote.

Discussion was held on the drainage on properties around the proposed project. Staff stated that the project could contribute a negligible amount of runoff in the area.

Kelsey Hollihan stated that the pool was being constructed for medical purposes. Councilmember Goodboe-Bisschoff expressed concern about applicant eventually constructing a building to cover the pool. Administrator Buchholtz stated the applicant

would need another variance as this would put them over the footage allowed for structures.

Motion made by Councilmember Wendling Approving Resolution 22-06, Approving a Variance from Impervious Surface Coverage and Maximum Lot Coverage by Structures Limitation to Permit Construction of a Swimming Pool at 518 Rosedale Road NE

Voting Aye: Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson

B. Resolution 22-07, Granting Approval of Conditional Use Permit for Jesus Christ International Ministries at 1440-1450 85th Avenue NE

Administrator Buchholtz provided the City Council with a letter from the applicant withdrawing the application.

C. Resolution 22-08, Rescinding the Revocation of Rental Housing License at 603 81st Ave NE

Building Official Baker stated that the owners came in the day after the Council Meeting and paid all fees in full. Administrator Buchholtz stated that since Council acted to revoke the license, they should now act to rescind the revocation.

Motion made by Councilmember Dircks to Approve Resolution 22-08 Rescinding the Revocation of Rental Housing License at 603 81st Ave NE

Voting Aye: Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson

D. Resolution 22-09, Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment

Administrator Buchholtz stated that bids were opened on January 31, 2022 for the proposed street project. He stated that the base bid was lower than proposed. He said there were eight (8) bids and the low bid was from Northwest Asphalt. He noted no action needed on bids until after the assessment hearing. He said that the final assessment roll can be prepared. He noted that the assessment for homeowners will be approximately 20% less than presented at the improvement hearing.

Motion made by Councilmember Goodboe-Bisschoff to Approve Resolution 22-09, Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment

Voting Aye: Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson

- E. Resolution 22-10, Approving the Tentative Agreement between the City of Spring Lake Park and IUOE Local #49, Representing the Public Works Maintenance Worker Bargaining Unit, for Calendar Years 2022-2023

Resolution 22-10 was renumbered to Resolution 22-07 for numbering purposes.

Administrator Buchholtz stated that the Public Works Negotiation team met with the Local #49 Negotiation team. He presented a tentative agreement that the Union approved on a unanimous vote.

Motion made by Councilmember Wendling Approving Resolution 22-07, the Tentative Agreement between the City of Spring Lake Park and IUOE Local #49, Representing the Public Works Maintenance Worker Bargaining Unit, for Calendar Years 2022-2023

Voting Aye: Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson

## 9. UNFINISHED BUSINESS

- A. Resolution No.22-XX, Approving Rental License Revocation for 814 Sanburnol Drive NE

Administrator Buchholtz stated that the Resolution was tabled awaiting the applicant to show proof of homesteading. He stated that the applicant subsequently submitted a rental application and paid rental fees for the property. He recommended denial, as the applicant is now complying with all regulations.

Motion made by Councilmember Delfs to Deny Resolution No. 22-XX, Approving Rental License Revocation for 814 Sanburnol Drive NE.

Voting Aye: Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson

## 10. NEW BUSINESS

- A. Approval of Hire for Police Officer

Administrator Buchholtz stated that the Police Department completed the hiring process and he is recommending that Kelsey Smith be appointed as the new Patrol Officer. Mr. Buchholtz gave an overview of Ms. Smith's educational and employment background. He recommended that City Council authorize staff to make a conditional offer pending passage of the medical drug exam and finalized background investigation.

Motion made by Mayor Nelson to make a Conditional Job Offer to Kelsey Smith for the Patrol Officer position.

Voting Aye: Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson

B. Approval of Health Care Savings Plan Policies

Administrator Buchholtz gave an overview of the Health Care Savings Plan. He explained that every two years that the groups can make changes to their plans. He stated that three of the groups made no changes and that two of the groups made changes. He said the changes are to the employee contributions and have no financial impact to the City.

Motion made by Councilmember Delfs to Approve Health Care Savings Plan Policies.

Voting Aye: Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson

C. Authorization to Sign Cover Sheet for 2022-2023 Mounds View Street Project – (CSAH 10 Trail Extension Project)

Administrator Buchholtz explained that the City of Mounds View approached the City to participate a portion of their street project. He said that Mounds View would like to add a section of the trail that leads into the City limits on Spring Lake Road. He noted that the trail connection would be part of their 2022-2023 Street Project. He said the project is eligible for Municipal State Aid reimbursement.

Buchholtz said the project is included in the 2022-2026 Capital Improvement Plan. He noted that the preliminary cost is higher than anticipated. He stated that authorizing the signature on the cover sheet does not commit the City to the project.

Motion made by Councilmember Dircks to Authorize to Sign Cover Sheet for 2022-2023 Mounds View Street Project – (CSAH 10 Trail Extension Project)

Voting Aye: Councilmember Wendling, Councilmember Delfs, Councilmember Goodboe-Bisschoff, Councilmember Dircks, Mayor Nelson

## 11. REPORTS

A. Attorney Report -- No report

B. Engineer Report – Report is in the packet

C. Administrator Report

Administrator Buchholtz reported that he will be interviewing candidates for the Accounting Clerk/Special Projects Coordinator position on Tuesday, February 9, 2022. He stated that he plans to make a recommendation to City Council on February 22, 2022.

**12. OTHER**

A. Correspondence

B. Beyond the Yellow Ribbon Report

Mayor Nelson reported that the Beyond the Yellow Ribbon Committee donated \$150.00 in supplies to the National Guard for their Anoka COVID Deployment. He said the Committee will also be holding a car show event in July at the VFW. He stated that volunteers are always needed, and they contact the VFW or City Hall to get information.

**13. ADJOURN**

Motion made by Councilmember Wendling to adjourn.

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

The meeting was adjourned at 8:18 PM.

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Robert Nelson, Mayor

Attest:

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Daniel R. Buchholtz, Administrator, Clerk/Treasurer