

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on December 17, 2018 at the Spring Lake Park Community Center, 1301 81st Avenue N.E., at 7:00 P.M.

1. Call to Order

Mayor Hansen called the meeting to order at 7:00 P.M.

2. Roll Call

Members Present: Councilmembers Nelson, Wendling, Delfs, Goodboe-Bisschoff and Mayor Hansen

Members Absent: None

Staff Present: Public Works Director Randall; Police Chief Ebeltoft; Building Official Brainard; Parks and Recreation Director Rygwall; Engineer Gravel; Attorney Thames; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Paddy Jones, Ham Lake
John Crudo, Green Lights Recycling, Blaine

3. Pledge of Allegiance

4. Additions or Corrections to Agenda

Administrator Buchholtz requested that Item 6H, Right of Way Permit Application – CenterPoint Energy, be added to the agenda.

5. Discussion From The Floor

President John Crudo of Green Lights Recycling, presented Recycling Coordinator and Special Projects Coordinator Wanda Brown with the 2018 Leadership Award from Green Lights Recycling, recognizing her Lifetime Achievement for Excellence in Sustainable Environmental Recycling.

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – December 3, 2018
- B. General Operations Disbursements #18-21 - \$303,652.70
- C. Approval of Contract with SafeAssure for Workplace Safety Services
- D. Approval of Right of Way Applications (3) – CenterPoint Energy
- E. Contractor's Licenses
- F. Business Licenses – Massage Therapy, Liquor, 2 AM, Cigarette and Dance Licenses
- G. Correspondence
- H. Right of Way Permit Application – CenterPoint Energy

Councilmember Wendling requested discussion on the Massage Therapy Business License. He inquired if the background checks that have been conducted reviewed prior violations that may exist on the individual.

Chief Ebeltoft explained that the background investigation review any prior violations in the trades that the license is applied for. He stated that if there are any violations, follow up investigation is completed with other local law enforcement agencies.

Administrator Buchholtz stated that staff will be working on updating the Massage Therapy Ordinance to have consistency with that of neighboring communities Massage Therapy ordinances.

**MOTION BY COUNCILMEMBER WENDLING APPROVING THE CONSENT AGENDA.
ROLL CALL VOTE: ALL AYES. MOTION CARRIED.**

7. Public Hearing

A. Lincoln Pawn – Pawn Shop License Renewal

Mayor Hansen opened the Public Hearing at 7:10 PM.

Administrator Buchholtz reported that a public hearing had been duly called and noticed to consider the renewal of the pawnbroker license for Lincoln Pawn. He stated that the Police Department ran a call for service query for 2019 nothing of concern arose from that inquiry.

Administrator Buchholtz stated that staff recommends approval of the pawnbroker license renewal for Lincoln Pawn. Chief Ebeltoft confirmed that business works well with the Police Department when issues of stolen property occurs and there is good communication with the business.

Mayor Hansen asked for discussion from the floor, hearing none. The public hearing was closed at 7:12 PM.

MOTION MADE COUNCILMEMBER WENDLING TO APPROVE LINCOLN PAWN SHOP LICENSE RENEWAL LICENSE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. 2019 Fee Schedule

Administrator Buchholtz presented the 2019 Fee Schedule for the City Council adoption. He provided an overview of the changes to several fees. He highlighted the changes to the schedule including: 1.) the escrow for a Conditional Use Permit for the R-1 District from \$200 to \$250; 2.) increase in escrow for the R-1 Variance from \$250 to \$300; 3.) Park Dedication fee increase from 4 percent from \$2,116 to \$2,200/unit, reflecting a rise in the Construction Cost Index; 4.) rental housing license increase for single family fee from \$120 to \$150; Duplex increase from \$175 to \$200; Apartment increase from \$200 per building to \$250 per building; Excessive consumption fee increase from \$35 to \$50 per incident; Conversion fee from \$500 to \$750 and the late conversion fee increase from \$700 to \$1000; 5.) the WAC fee will increase to \$1,100; 6.) increase in background investigation fee for massage therapist enterprise licenses from \$50 to \$200; 7.) increase in the background investigation fee for massage therapist licenses from \$50 to \$100; 8.) the disconnect tag fees increases from \$15 to \$25; 8.) the SAC administrative fee will increase from \$85 to \$100 and 8.) demolition fees will increase by \$50 for both residential and commercial.

Mayor Hansen opened the public hearing at 7:13 PM. There were no comments from the public.

Councilmember Goodboe-Bisschoff inquired what the late conversion fee was. Administrator Buchholtz explained that the fee applies to applicants who are caught after the property has been converted into a rental property. Building Official Brainard added that this late fee helps to discourage homes to become rental properties and to be assessed with additional fees.

Councilmember Goodboe-Bisschoff inquired if the rental fee applies to homes that are rented out to relative of the the homeowners. Administrator Buchholtz explained that if the owner of the home does not live at the property and is collecting rent then the home would be considered a rental property.

Mayor Hansen closed the public hearing at 7:20 PM.

MOTION MADE BY MAYOR HANSEN TO CLOSE THE PUBLIC HEARING FOR THE 2019 FEE SCHEDULE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

8. Police Report

Police Chief Ebeltoft reviewed the November 2018 department statistics.

Chief Ebeltoft reported that the Police Department responded to five hundred fifty six calls for service for the month of November 2018 compared to five hundred twenty five calls for service in November 2017.

Chief Ebeltoft reported the Police Department continues to try to help the youth in our communities by donating the "Bikes4Kids". He stated that the Police Department donated 13 bikes in September 2018 and 10 in November 2018.

Chief Ebeltoft reported that Investigator Baker reported handling a caseload of 44 cases for the month of November 2018. He stated that 33 of the cases are felony in nature, seven cases are gross misdemeanor and four cases are misdemeanor in manner. He stated that Investigator Baker noted having three active forfeiture cases.

Chief Ebeltoft reported that Officer Chlebeck reported handing 16 calls for service at the local schools for the month of the November 2018. He reported that there were 22 students contacts, four escorts and four follow up investigations into school related issues. He stated that Officer Chlebeck conducted a presentation at the Spring Lake Park District office for the Transition Student Project on the topics of "Legal Rights at Age 18 and Above" and "How to Interact with Law Enforcement". Officer Chlebeck also conducted four classroom presentations at the High School.

Chief Ebeltoft reported, in addition to addressing the day-to-day operations of the Department, he attended numerous meetings throughout the month representing Spring Lake Park Police Department and the City of Spring Lake Park.

9. Parks and Recreation Report

Parks and Recreation Director Rygwall reported that the Parks and Recreation Commission did not hold a meeting in November due to the General Election.

Ms. Rygwall reviewed the monthly programs and activities including the day trips that were attended. She reported that 75 people attended the Turkey Shoot event in November.

Ms. Rygwall reported that the DNR reported a good blue gill fish population in Spring Lake and they plan

restocking the lake in the spring. She stated that aerator will be running this winter on the lake and thin ice signs will be posted.

She stated that the winter activities brochure has been mailed to residents. She reminded residents to register early as classes fill quickly. She reported that there will be no warming house at Terrace Park but there the warming house at Able will be open and rink lights will be on until 10:00 PM. She reported that the Parks and Recreation Department has ice skates available to check out and use during the winter months. She encouraged used skates to be donated to the Department for use by others to try out the winter sport.

10. Ordinances and/or Resolutions

A. Resolution 18-53 Adopting Final 2018 Taxes Collectable in 2019

MOTION MADE BY MAYOR HANSEN TO APPROVE RESOLUTION 18-53 ADOPTING FINAL 2018 TAXES COLLECTABLE IN 2019. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Resolution 18-54 Requesting Extension Deadline for Comprehensive Plan

Administrator Buchholtz reported that over the past year, the City has been working with its consultant planner, Phil Carlson of Stantec on the required update to the City's Comprehensive Plan. He stated that the update is officially due on December 31, 2018.

Administrator Buchholtz reported that the City submitted the draft Comprehensive Plan to the Metropolitan Council on August 9, 2018. He stated that on November 26, 2018, the Metropolitan Council submitted 10 pages of comments on the draft Comprehensive Plan. He stated that City staff is currently reviewing the comments and incorporating them into the plan. He stated that unfortunately, there is no way to complete that task and meet the official deadline.

Administrator Buchholtz stated that staff is seeking a resolution from the City Council requesting an extension to the comprehensive plan deadline from December 31, 2018 until June 30, 2019.

Councilmember Delfs inquired if the Council will have the opportunity to review the additional comments that are added before the plan is resubmitted. Administrator Buchholtz stated that a second Public Hearing will need to be held in front of the Planning Commission and then the plan will be forwarded to the City Council for their approval.

Councilmember Wendling inquired if there was a common theme on the comments received or if there was one area of the plan that the comments focused on. Administrator Buchholtz stated that the most common theme was density and having enough land for the redevelopment and anticipated population growth by 2040.

MOTION MADE MAYOR HANSEN TO APPROVE RESOLUTION 18-54 REQUESTING EXTENSION DEADLINE FOR COMPREHENSIVE PLAN. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. New Business

A. Adoption of 2019 General Fund Budget

Administrator Buchholtz presented the 2019 General Fund budget to the City Council. He reported that the budget represents a balanced budget with revenues and expenditures totaling \$4,314,187.00. He stated that

staff is seeking approval of the balanced budget.

MOTION MADE BY MAYOR HANSEN TO APPROVE 2019 GENERAL FUND BUDGET. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

12. Engineer's Report

Engineer Gravel reported that a sewer back up on Arthur Street as a result of the sewer lining project. He stated that the liner will be removed and a new lining will be installed. He stated that this procedure is not uncommon and work is covered by the contractor.

Mr. Randall stated that the pipe is intact and in good condition. He stated that it is not a fault of the City. He thanked Mr. Brainard for his assistance in distributing fliers and doing inspections during the time of the backup.

13. Attorney's Report- None

14. Reports

Councilmember Nelson reported that there was a good turn out at the VFW for the Santa event.

Building Official Brainard provided a follow up report on the "charity home" that was discussed at the December 3, 2018 Council meeting. He stated that the home is owned by Anoka County Action Program and works with the Families First organization. He stated that the home will be rental home and not a shelter home. He stated that the Families First organization works with individuals who are in transition allowing them to live short term and establish their credit. He stated that organization does background checks on the residents and applicants.

Councilmember Goodboe-Bisschoff inquired if the home was owned by St. Timothy's Church. Mr. Brainard stated that several local churches help sponsor the home.

15. Administrator Reports

Administrator Buchholtz stated that the ribbon cutting ceremony for the Legends of Spring Lake Park will be held on January 31, 2018 at 3:00 PM.

Administrator Buchholtz thanked Public Works Director Randall, Public Works Utility Worker Ken Prokott and Building Official Brainard for their work on the Arthur Street sewer back up.

16. Other- None

17. Adjourn

MOTION BY COUNCILMEMBER WENDLING TO ADJOURN. VOICE VOTE: ALL AYES. MOTION CARRIED.

The meeting was adjourned at 7:48 PM.

Cindy Hansen, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer