

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on April 16, 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 Wendling, Delfs, Goodboe-Bisschoff and Mayor Hansen

Members Absent: Councilmember Nelson

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

Visitors: Paddy Jones, Ham Lake
David and Debbie Torgersen, Torg Brewery
Kimberly Pederson, 483 Maple Street NE

3. Pledge of Allegiance

4. Additions or Corrections to Agenda

Administrator Buchholtz asked that Item 6J., Mayor's Proclamation – Administrative Professionals Day, be added to the agenda. He asked that Item 9B., Special Event Permit – Minnesota Soda Festival, be removed from the agenda and be placed on the May 7, 2018 agenda.

5. Discussion From The Floor - None

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – March 19, 2018
- B. Approval of Minutes – April 2, 2018
- C. Disbursements
 1. General Fund Disbursement Claim No. 18-05 -- \$308,358.23
 2. Liquor Fund Disbursement Claim No. 18-06 -- \$ 90,605.81
- D. Budget to Date – March 2018
- E. Approval of Right of Way Application – CenturyLink Inc.
- F. Approval of application for Exempt Permit – North Suburban Chapter of MN Deer Hunters Association – May 7, 2018 – Kraus-Hartig VFW
- G. Contractor's Licenses
- H. Sign Permit
- I. Correspondence
- J. Mayor's Proclamation – Administrative Professionals Day – April 25, 2018

Councilmember Goodboe-Bisschoff inquired on the March 19, 2018 minutes regarding the meeting with Emmanuel Christian Center (ECC) on the storm water issues that causes flooding in that particular area.

Engineer Gravel reported that ECC is interested in discussing a solution to the flooding issue and he will be working City staff to develop a concept to help with the flooding situation.

Councilmember Goodboe-Bisschoff inquired on the submitted sign dimensions for the Sunset Grill proposed sign. She inquired if the new sign was larger than the existing.

Mayor Hansen stated that she had the same question however; after reviewing the dimensions, the sign is the same size as the existing sign. Administrator Buchholtz stated that the same post for the sign is being used and confirmed that the sign is the same size.

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

7. Police Report

Police Chief Ebeltoft reviewed the March 2018 department statistics.

Chief Ebeltoft reported that the Police Department responded to six hundred forty one calls for service for the month of March 2018 compared to four hundred sixty one calls for service in March 2017.

Chief Ebeltoft reported that School Resource Officer Chlebeck reported handling seven calls for service at the local schools for the month of March, along with conducting eighteen student contacts, five escorts and one follow up investigation into a school related issue.

Chief Ebeltoft stated that Investigator Baker reported handling forty-four cases for the month of March. He stated that thirty of these cases were felony in nature; five cases were gross misdemeanor in nature and nine were misdemeanors.

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.

8. Parks and Recreation Report

Parks and Recreation Director Rygwall reported that the Parks and Recreation Commission met and reviewed the rules and fee schedule for the community garden. She reported that they reviewed sign suggestions for Triangle Park and reviewed the softball rule changes.

Ms. Rygwall reported that she received a donation of seed packets and will distribute the packets with completed community garden applications. She reported that Parks and Recreation Commissioner Barb Harlan would be writing a gardening article to contribute to the City newsletter on a regular basis.

Ms. Rygwall stated that staff has been busy preparing for the softball season and working with a vendor for awards for long-term coaches. She reviewed the month department statistics and reported that staff has been busy training on the new registration system.

Ms. Rygwall reported that the Tower Days Committee met and finalized the 2018 activities and started planning for the 2019 celebration.

9. New Business

A. Site Plan Approval for 8421 University Avenue NE

Administrator Buchholtz reported that the City received an application from Torg Brewery, 8421 University Avenue NE, to construct a deck on the front of the building. He stated that because this is an expansion of the exterior footprint of the building, site plan is required prior to the issuance of the building permit.

Administrator Buchholtz reported that the proposed deck is 26' by 20' in the front of the building, then narrows to 20' by 10' as it wraps around the side of the building. He stated that the deck will be constructed of maintenance free decking, metal frame, wood posts and metal railings with neutral colors being used. He stated that the deck complies with the front and side yard setbacks in the C-2, Neighborhood and Service Center Commercial zoning district.

Administrator Buchholtz stated that based on the plans submitted by the applicant, staff calculates that the parking demand will be 32 parking space and the facility currently has 32 spaces. He state that there are a number of vacant areas within the building that were not included in the parking calculation. He explained that in order for the applicant to expand into those vacant areas, the applicant will need to submit to the City a joint parking agreement with a neighboring property owner located within 300 feet of the building (pursuant to City Code Section 153.139).

Administrator Buchholtz reported that staff recommends approval of the site plans as submitted by Torg Brewery with the condition that in order for Torg Brewery to utilize the remainder of the building, a joint parking agreement must be executed with a neighboring property owner. He stated that compliance with parking requirements will be verified prior to issuance of certificate of occupancy.

Dave Torgersen, Torg Brewery, stated that he is looking forward to becoming a good neighborhood business in the community and is excited to be working with the Spring Lake Park Lions for Tower Days. He reported that he plans on opening in June 2018. He reported that he has a verbal agreement with the neighboring business for additional parking and will be obtaining a signed agreement prior to the Certificate of Occupancy inspection.

Councilmember Goodboe-Bisschoff inquired how many beers will be offered Mr. Torgersen reported that there will be serving up to 12 different beers and will be opening with six. He stated that there will be a variety of brews available and will be turning over batches quite frequently.

Councilmember Delfs inquired if Torg Brewery will be employing other brewers. Mr. Torgersen stated that the brewery will be hiring and everyone will be involved in all the positions of the brewery.

Councilmember Goodboe-Bisschoff inquired if food will be served at the brewery. Mr. Torgersen stated that pre-packaged snacks will be served and he is working with the other local businesses and restaurants for food items to be brought to the brewery on special occasions.

MOTION MADE BY MAYOR HANSEN TO APPROVE SITE PLAN FOR TORG BREWERY LOCATED AT 8421 UNIVERSITY AVENUE NE SUBJECT TO AN EXECUTED JOINT PARKING AGREEMENT WITH NEIGHBORING PROPERTY OWNER PRIOR TO ISSUANCE OF CERTIFICATE OF OCCUPANCY. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Authorization to Purchase Public Works Utility Box for Utilities Pickup

Public Works Director Randall reported that at the February 20, 2018 City Council meeting, the Council approved the purchase of a pickup truck for the Utilities Department. He stated that the truck has been ordered and is now seeking authorization to purchase the accessory items.

Mr. Randall stated that he seeking approval to purchase a utility box for the Utility Department pickup. He reported that the utility box holds the tools allowing them to be on one truck. He explained that the truck also has a crane to lift the heavy items such as pumps, manhole castings, fire hydrants and other heavy objects.

Mr. Randall stated that he reviewed the State contract vendors and obtained three quotes. He reported that the quote included a fiberglass body utility box and a Liftmoore crane for the pickup. He presented the three quotes he received as follows:

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| Truck Utilities Inc. | \$22,871.00 |
| ABM Equipment and Supply | \$21,190.00 |
| Crysteel Truck Equipment | \$20,799.36 |

Mr. Randall stated that he is requesting that the equipment be purchased from Crysteel of Fridley, MN in the amount of \$20,799.36. He reported that the funds will paid from the Public Utilities Renewal and Replacement fund.

Councilmember Goodboe-Bisschoff inquired if the all the equipment will be installed at Crysteel. Mr. Randall answered affirmatively.

Councilmember Delfs inquired as what Mr. Randall’s thoughts were with the competitiveness of the bid costs. Mr. Randall stated that he felt the bids were competitive and comparable for what was requested.

MOTION MADE MAYOR HANSEN TO APPROVE AUTHORIZATION TO PURCHASE UTILITY BOX AND EQUIPMENT IN AMOUNT OF \$20,799.36 FOR PUBLIC WORKS UTILITY PICKUP. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

C. Approval of Anoka County Agreement for Residential Recycling Program 2018-Select Committee on Recycling and the Environment (SCORE)

Administrator Buchholtz presented the Council with a copy of the 2018 Residential Recycle Agreement with Anoka County. He stated that the 2018 Municipal Reimbursement Funding Allocation calls for the county to pay the City a base of \$10,000, plus \$5.00 per household and options for other recycling opportunities.

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| Municipal Grant Funding (\$10,000 + \$5 per household): | \$23,035.00 |
| Monthly Drop-off Center: | \$10,000.00 |
| Organics Collection: | \$ 2,607.00 |
| Recycling Enhancement Grant: | <u>\$ 2,607.00</u> |
| | \$38,249.00 |

Administrator Buchholtz reported that the City applied for additional \$30,000, and was awarded \$20,350.00. He stated that the base amount combined with the additional grant gives the City of Spring Lake Park’s

Recycling program a total contract award of \$58,599.00.

MOTION MADE BY MAYOR HANSEN TO APPROVE ANOKA COUNTY AGREEMENT FOR RESIDENTIAL RECYCLING PROGRAM 2018. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

10. Ordinances and/or Resolutions

A. Resolution 18-13 Approving A Charitable Gambling Premises Within the City of Spring Lake Park

Administrator Buchholtz reported that the Spring Lake Park Lions Club made an application to the Minnesota Gambling Board for a premises permit at the new Sunset Grill, 8466 Highway 65 NE. He stated that the Lions Club currently conducts lawful gambling at Biff’s Sports Bar and Monte’s and has not had any issues.

Administrator Buchholtz reported that the City Code limits an organization to three lawful gambling sites and with the closing of Povlitzki’s, the Lions Club is allowed to apply for a third license.

MOTION MADE BY MAYOR HANSEN TO APPROVE RESOLUTION 18-13 APPROVING A CHARITABLE GAMBLING PREMISE WITHIN THE CITY OF SPRING LAKE PARK. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. Engineer’s Report

Engineer Gravel reported that bids will be received on May 1, 2018 for the 2018 Sanitary Sewer Lining Project and the results will be presented to the Council at the May 7, 2018 Council meeting. He distributed a handout from the Department of Transportation regarding Local Roads and Bridges Highway Users Tax Distribution Fund.

12. Attorney’s Report - None

13. Reports

A. Administrator Reports - None

14. Other - None

15. Adjourn

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

The meeting was adjourned at 7:35 PM.

Cindy Hansen, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer