

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on January 7, 2019 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. Oaths of Office Councilmember Delfs
 Councilmember Wendling
 Mayor Hansen

3. Roll Call

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

Members Absent: None

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

Visitors: Paige Kieffer, ABC Newspaper
 Paddy Jones, Ham Lake

4. Pledge of Allegiance

5. Additions or Corrections to Agenda-None

6. Discussion From The Floor - None

7. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Work Session Minutes – December 17, 2018
- B. Public Right of Way Application – Comcast
- C. Public Right of Way Application – CenterPoint Energy
- D. Resolution 19-01 Accepting Monetary Donation
- E. Spring Lake Park 2019 Engagement Letter for City Attorney Services
- F. Request for Contractor's Payment No. 1 – 2018 Well No. 4 and 5 Maintenance Project
- G. Approval of Agreement with State Plan of Operation Between the State of MN and Spring Lake Park Police Department
- H. Contractor's Licenses
- I. Sign Permit
- J. Correspondence

Councilmember Nelson expressed his appreciation for Resolution 19-01 for the donation to the Police Department and recognized all the hard work the Department does.

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

8. Public Works Report

Public Works Director Randall reported that the Public Works Department have been preparing the ice rinks; continuing to collect the garbage and recycling at the parks, and working on repairs to the maintenance equipment. He stated that the Department hung the Christmas lights at the city parks, Public Works building and City Hall. He reported that the Department plowed and salted three times in the month of December.

Mr. Randall reported that well number 4 is back and running again. He stated that maintenance on well number 5 has started and there are some needed repairs to the couplings.

Mr. Randall reported all the water meters have been read for the quarter. He reported that the sewer liner on Arthur Street collapsed on December 15, 2018. He stated that the contractor is installing a new liner.

Mayor Hansen thanked the Public Works Department for their many talents they offer to the City.

8. Code Enforcement Report

Building Official Brainard reported that he attended the Council meetings on December 3 and December 17; a Department Head meeting on December 4; the Minnesota Building Technician Association meeting on December 6 and the North Suburban Code Official meeting on December 11.

Mr. Brainard stated that in 2018, a total of 216 building permits were issued compared to 250 in 2017. He reported that the total valuation for 2018 of \$22,406,351.26 compared to \$31,066,551.75. He noted the total building permit revenue for 2018 of \$291,362.82 compared to \$309,459.72 in 2017. He noted that with one project ready for plan review starting in February 2019; it gives an indication that 2019 will be a very busy year for the Code Enforcement Department.

Mr. Brainard reported that revenues for the Code Enforcement Department in 2018 have exceeded revenue budget projections by 251%. He stated that the expenditure budget for 2018 was set at \$166,090.00 while revenue generated through building, plumbing, mechanical, plan reviews, certificate of occupancies, vacant/foreclosure properties, and rentals totaled \$379,122.84. He stated the Code Enforcement Department generated \$213,032.84 additional revenue after expenses for 2018.

Mr. Brainard provided the vacancy listing for December 2018. He reported that he posted one abandoned and/or vacant property notice in month of December and conducted two Administrative Offense Tickets were issued by the Code Enforcement Department.

Mr. Brainard thanked Kristine Pearson and Nancy Kelm for their assistance to the Code Enforcement Department this past year. He congratulated Inspector John Caldwell on passing the State of Minnesota Building Official exam.

Mr. Brainard stated that one of the challenges for the Code Enforcement Department will include addressing the inspection demand for the Public Storage Interior Climate Control building and the Hy-Vee buildings for inspections and plan reviews. He stated that both projects are projected to be completed by fall of 2019. He stated that this is in addition to the plan review and inspections for upcoming construction projects and maintaining current services for rental and nuisance inspections.

9. New BusinessA. 2019 Appointments

Mayor Hansen presented the 2019 appointments to the City Council. Mayor Hansen inquired if the Councilmembers had reviewed the appointments and if there were any objections to the appointments.

Councilmember Goodboe-Bisschoff stated that she noted she was not appointed to as many Commissions as she had in the past year. She inquired as to why she was not appointed to any new commissions.

Mayor Hansen reminded Councilmember Goodboe-Bisschoff of the reasoning for the number of appointments in the previous year and stated that the lack of diplomacy Councilmember Goodboe-Bisschoff displayed had a negative effect on the Boards/Commissions she served on in the past. Mayor Hansen stated that she would not expose such behavior to the other Commission members, volunteers and the community.

Councilmember Goodboe-Bisschoff inquired why a new Commissioner was replacing Planning Commissioner Vince Smith when Mr. Smith's term was not up in 2019. Mayor Hansen stated that Commission members serve at the will of the Council on commissions and the Council has the option to appoint new members.

MOTION MADE BY COUNCILMEMBER HANSEN TO APPROVE 2019 APPOINTMENTS. ROLL CALL VOTE: COUNCILMEMBERS NELSON, WENDLING, DELFS AND MAYOR HANSEN- AYES; COUNCILMEMBER GOODBOE-BISSCHOFF - NAY. MOTION CARRIED.

B. Schedule Work Session

Administrator Buchholtz requested that a Council work session be scheduled to discuss the Request for Proposals for Building Inspection services, the 2019-2023 Capital Improvement Plan and the Lakeside Park swimming beach. The consensus of the Council was to schedule the work session for Monday, January 14, 2019 at 5:30 PM.

12. Engineer's Report

Engineer Gravel had no new items to report.

13. Attorney's Report

Attorney Thames had no new items to report.

14. ReportsA. Beyond the Yellow Ribbon Report

Councilmember Nelson reported that the Beyond the Yellow Ribbon organization will be working with the National Guard to distribute funds to the families who are in need. He reported that a local gas station will be assisting in the collection of the cards and distribution. He stated that the volunteers who have helped the Beyond the Yellow Ribbon organization will be recognized at the next City Council meeting on January 22, 2019.

15. Other

A. Administrator Reports

Administrator Buchholtz reported that the engagement letter with the City auditors has been signed and work on the 2018 audit will begin in late March or early April.

Administrator Buchholtz reported that a grant application has been submitted to the Rice Creek Watershed District for the work on the Garfield Pond project.

Administrator Buchholtz thanked Executive Assistant Gooden for assisting to the Code Enforcement Department with the Administrative Citation process.

Administrator Buchholtz provided the Council with the results of the Request for Proposals for the Building Inspection services. He provided a summary that will be reviewed at the Council work session.

16. Adjourn

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

The meeting was adjourned at 7:36 P.M.

Cindy Hansen, Mayor

Attest:

Daniel R. Buchholtz, Administrator, Clerk/Treasurer