

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on January 2, 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: Police Chief Ebeltoft; Public Works Director Randall; Building Official Brainard; Engineer Gravel; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Olivia Alveshere, ABC Newspaper
Ray McManus, Ham Lake, MN
Shawn McManus, Ham Lake, MN

3. Pledge of Allegiance

4. Additions or Corrections to Agenda

Administrator Buchholtz reported that an updated copy of the 2018 Appointment list was provided to the Council. He noted that a change was made to effective dates and an addition of a previously appointed Parks and Recreation Commission member to the list.

5. Discussion From The Floor - None

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Work Session Minutes – December 11, 2017
- B. Approval of Minutes – December 18, 2017
- C. Contractor's Licenses
- D. Business License - Massage
- E. Correspondence

Mayor Hansen asked that a correction be made to the Call to Order on the December 11, 2017 minutes, as she was not in attendance. Councilmember Delfs noted that the date needed correcting. The changes were noted.

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

7. Public Works Report

Public Works Director Randall reported that the Public Works Department has been preparing the ice rinks and warming houses; continue to collect the garbage and recycling at the parks, and work on repairs to the equipment. He reported that the Department plowed and salted twice in the month of December. He reported that the warming houses opened on December 26, 2017.

Mr. Randall reported that there were two water main breaks in December. He stated that there was water damage to the interior of one home as a result of one the breaks. He stated that the League of Minnesota Insurance Trust (LMCIT) has been informed and it will be up to the homeowners insurance and the LMCIT insurance to work out the specifics of the claim.

Mr. Randall reported all the water meters have been read with the exception of 55, which require a new radio or meter repair. He stated that the City has been given a 10-year extension by the DNR on its wellhead protection plan.

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 4 and December 18; a Department Head meeting on December 5; the Minnesota Building Technician Association meeting on December 7; and the North Suburban Code Official's meeting on December 19.

Mr. Brainard stated that in 2107, a total of 250 building permits were issued compared to 268 in 2016. He reported that the total valuation for 2017 of \$31,066,551.75 compared to \$7,877,263.86 in 2016 indicates a 254% increase. He noted the total building permit revenue for 2018 of \$309,459.72 compared to \$116,519.63 in 2016, shows a 266% increase. He noted that with two projects ready for plan review starting in January 2018; it gives an indication that 2018 will be a very busy year for the Code Enforcement Department.

Mr. Brainard reported that revenues for the Code Enforcement Department in 2017 have exceeded revenue budget projections by 265%. He stated that the expenditure budget for 2017 was set at \$165,735.00 while revenue generated through building, plumbing, mechanical, plan reviews, certificate of occupancies, vacant/foreclosure properties, and rentals totaled \$439,825.39.

Mr. Brainard reported that the December 2017 vacancy listing shows that there are 15 vacant/foreclosed residential properties currently posted and/or soon posted by the Code Enforcement Department, which is down two from last month. There are two vacant/foreclosed commercial property, which is remains the same from last month; and six residential properties currently occupied and ready for Sheriff Sale redemption, which remains the same last month. He reported that he posted one abandoned and/or vacant property notice in month of December and conducted two certificate of occupancy inspections; in addition, no 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. Administrator Buchholtz also thanked Executive Assistant Gooden for her assistance with the Administrative Citation process.

Mr. Brainard stated that one of the challenges for the Code Enforcement Department will include addressing the inspection demand for the Legends of Spring Lake Park, plan review and inspections for upcoming

construction projects and maintaining current services for rental and nuisance inspections.

Mr. Brainard provided an update on the construction of the Legends of Spring Lake Park and showed the Council samples of some the materials from the construction site.

9. New Business

A. 2018 Appointments

Administrator Buchholtz presented the 2018 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 was not appointed to as many commissions as she had in the past year. She inquired if she could be placed as an alternate member of the Trunk Highway 65 Corridor Coalition. Mayor Hansen stated that she could not and she would be willing to discuss Councilmember Goodboe-Bisschoff appointments with her at a later time.

Mayor Hansen reminded the Councilmembers that if they are not appointed to a certain committee, they should not attend the meeting as their attendance could create a quorum and violate the open meeting law.

Councilmember Goodboe-Bisschoff inquired if Councilmembers could attend various meetings as private resident of the City even if they are not speaking at the meeting. Attorney Thames stated that with a five member Council, if three Councilmembers are present at a meeting, gathering or event, it creates a quorum and this creates an environment where city business could possibly be discussed or shared.

Administrator Buchholtz reminded the Councilmembers and the residents that the Planning Commission meetings are televised and can be viewed from home. He reminded the Councilmembers that should decide to attend any meeting; he will need be made aware of their attendance ahead of time, so that a quorum notice can be prepared and posted for the event or meeting.

MOTION MADE BY COUNCILMEMBER HANSEN TO APPROVE 2018 APPOINTMENTS. ROLL CALL VOTE: COUNCILMEMBERS NELSON, WENDLING, DELFS AND MAYOR HANSEN- AYES; COUNCILMEMBER GOODBOE-BISSCHOFF - NAY. MOTION CARRIED.

B. Approval of Tenant Lease (8466 Central Avenue NE)

Administrator Buchholtz reported that RS Properties Corporation desires to enter into a lease with the City of Spring Lake Park to operate a bar/restaurant at 8466 Central Avenue NE.

Administrator Buchholtz reported that the City Attorney has drafted the lease on behalf of the City. He reviewed the following highlights of the lease:

- The lease is a five lease with the option for a five-year renewal.
- The monthly rent for the first five-year term is \$5,600/month, triple net. The monthly rent for the second five-year term increases to \$7,000/month, triple net. The tenant is responsible for payment of property taxes, property insurance, and general building maintenance.
- One month's rent is required as a damage deposit.

- Tenant will receive three month's rent free, which will cover the buildout time for the new bar/restaurant concept.

Administrator Buchholtz stated that the lease is similar to the original lease executed between the City and PNN Café, Inc. He stated the lease would have an effective date of January 15, 2018 being contingent on the successful issuing of the liquor license at the January 16, 2018 Council meeting.

Ray McManus reported that the plan for the new restaurant/bar would be simple concept offering a variety of lunch and dinner options with breakfast offerings on the weekends. He stated that he will be active in the community and will offer charitable gambling benefiting the local charities. He explained to the Council that he owns three well known establishments currently. He noted that he and Shawn McManus have both been successful in the restaurant business and want to keep a hometown feel to new restaurant.

Councilmember Wendling inquired if the new restaurant will have the same feel and atmosphere as the other restaurants owned by Mr. McManus. Mr. McManus stated that it will be a bit more upscale offering healthy options but other have the ability to have specialty items on the menu and has plans of the lower level to be refurbished and events to be held.

Councilmember Goodboe-Bisschoff inquired as what the hours of operation will be of the new restaurant. Mr. McManus stated that they are not set yet but more than likely will open at 10:00 AM and remain open until midnight or later.

Mr. Brainard inquired if there would any remodeling taking place. Mr. McManus stated that there will not any structural remodeling. He stated that he hopes to have the remodeling completed as soon as possible for very little down time.

The Council welcomed the McManus' to the community and wished them good luck with the new business.

MOTION MADE BY MAYOR HANSEN TO APPROVE TENANT LEASE AT 8466 CENTRAL AVENUE NE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

C. Consideration of Amendment to City's Investment Policy

Administrator Buchholtz provided proposed revisions to the City's investment policy and noted that there are two changes. He stated that first is to expand the amount of funds that are pooled for investment purposes. He noted that this reflects current practice, as the City currently pools liquor store funds with the other city funds for investment purposes. He stated that the second change is to require an investment report to be distributed to the City Council on a quarterly basis, rather than semi-annually which also reflects current practice.

MOTION MADE BY MAYOR HANSEN TO APPROVE AMENDMENT TO CITY'S INVESTMENT POLICY. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

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 the local Holiday 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 16, 2018.

Councilmember Nelson reported that there is the possibility in the new year of hosting two dinners a month. He encouraged residents to volunteer and to continue to attend the monthly dinners.

15. OtherA. Administrator Reports

Administrator Buchholtz thanked the Councilmembers who attended the Employee Recognition/Christmas party in December. He noted that the employees appreciated the Councilmembers being present.

Administrator Buchholtz thanked Public Works Director Randall and Public Works employees, specifically Ken Prokott, for assisting with the water main breaks that have occurred after their normal working hours. He thanked the Department for their hard work and dedication.

16. Adjourn

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

The meeting was adjourned at 7:45 P.M.

Attest:

Cindy Hansen, Mayor

Daniel R. Buchholtz, Administrator, Clerk/Treasurer