

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on February 4, 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. Roll Call

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

Members Absent: Councilmember Nelson

Staff Present: Police Chief Ebeltoft; Public Works Director Randall; Code Enforcement Inspector Caldwell; Engineer Gravel; Attorney Thames; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Al Sampson, 8367 Monroe Street NE  
Paddy Jones, Ham Lake

### 3. Pledge of Allegiance

### 4. Additions or Corrections to Agenda

Administrator Buchholtz requested that Item 10.A. State Aid Reclassification be added to the agenda.

### 5. Discussion From The Floor

Al Sampson, 8367 Monroe Street NE, informed the City Council of the extra work he is doing at his property by shoveling and putting salt on the sidewalk. He reported that he makes certain that the bus bench is cleaned of snow as well. He thanked Mr. Randall for lowering his sidewalk to avoid a potential tripping hazard. He stated that he appreciates that staff listens to his concerns and are helpful in finding a solution.

Mr. Sampson stated that he would like to be a model citizen for the the City of Spring Lake Park as he cares for its citizens.

### 6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – January 22, 2019
- B. Contractor's Licenses
- C. Sign Permit
- D. Correspondence

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

### 7. Public Works Report

Public Works Director Randall reported that the Public Works Department have been maintaining the ice rinks daily; continuing to collect the garbage and recycling at the parks, and working on repairs to the maintenance equipment. He reported that the Department plowed and salted two times in the month of January.

Mr. Randall reported that there were two water main breaks in January. He reported that all the water meters had been read and there were 60 that could not be read. He stated that those residents were contacted and repairs to the meter were made.

Mr. Randall reported that the Department has been trimming brush and trees around the City including the pond north of Triangle Park. He provided the Council with a summary of the meetings he attended for the month of January. He reported that he met with the vendor of the water meter reading equipment and learned that in the future the current equipment could be outdated. He stated that with new technology there is the possibility that the City of New Brighton could read the water meters from their water tower antennas and transmit the readings to Spring Lake Park.

Mayor Hansen inquired on how residents are notified if their water meter is unable to be read. Mr. Randall explained that a door tag is hung at the residence.

Councilmember Goodboe-Bisschoff inquired if collaborating with the City of New Brighton would be the most economical way for the City to read the meters in the future. Mr. Randall stated that he felt it would be as the City of New Brighton has the ability to read the same frequency.

### 8. Code Enforcement Report

Code Inspector Caldwell reported in January 2019, four building permits were issued compared to 11 in 2018. He stated that 13 mechanical permits were issued in January, compared to 11 in 2018. He reported that 12 plumbing permits were issued in January, compared to three in 2018.

Mr. Caldwell reported that Hy-Vee has decided to downsize its main store from 85,000 square feet to 75,000 square feet. He stated that this decision was made by Hy-Vee management after the footings and stem walls for 85,000 square foot building perimeter was already done. He stated that inspections for the footings and stem walls for the revised building perimeter has been conducted by the Code Enforcement Department and await the structural insulated (SIP'S) or tilt-up's, in the middle of February.

Mr. Caldwell provided an update on the Public Storage interior climate control building and the twin homes that are being built on Pierce Street as well as the single family home on Benjamin Street. He reported that 11 out of 842 rental units failed to register for rental in 2019. He stated that administrative offense tickets will be issued for each unit in February to encourage the remaining rental owners to register their rental units as required by ordinance.

Mr. Caldwell provided a "Mold in Homes" handout for information to residents. He reported that the handout is provided for any Spring Lake Park property owner and tenant that is looking for information on what effects, how to detect, and clean for removal of mold.

Councilmember Wendling inquired what stem walls were. Mr. Caldwell explained that the walls are similar to foundation walls however, stem walls are paved in place and are usually much larger than foundation walls.

9. New BusinessA. Approval of Job Description for Building Code Enforcement Official

Administrator Buchholtz reported that with the upcoming retirement of Building Official Barry Brainard, staff has taken the opportunity to update the job description for the Building/Code Enforcement Official. He provided a copy of the description to the City Council. He reported that the description had not been updated in over 20 years. He stated that staff recommends approval of the job description update.

Councilmember Delfs inquired if Mr. Brainard had input on the updated description. Administrator Buchholtz stated that he did.

MOTION MADE BY COUNCILMEMBER WENDLING TO APPROVE BUILDING OFFICIAL JOB DESCRIPTION. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Approval of Zoning Compliance Agreement – 7901 Quincy Street NE

Code Enforcement Inspector Caldwell presented a Zoning Compliance Agreement proposal for 7901 Quincy Street NE with homeowner Allen Hambleton. He stated the goal of the agreement is to gain compliance with City Ordinance 153.066 (C). He stated that the agreement has already been reviewed, agreed to and signed by the homeowner on February 25, 2019. He reported that the homeowner paid the administrative penalty of \$70.

Mr. Caldwell explained that the contract is necessary, as an expansion of the existing driveway is required so that two trailers can be parked on the approved driveway. He reported that the completed expansion of the driveway cannot take place until the spring of 2019 and requests the additional time to bring the property into compliance without further citations being issued for the compliance issue.

MOTION MADE BY MAYOR HANSEN TO APPROVE ZONING COMPLIANCE AGREEMENT FOR 7901 QUINCY STREET NE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

10. Engineer's Report

Engineer Gravel had no new items to report.

A. State Aid Reclassification

Engineer Gravel reported that the City would like to change State Aid allocation on a few of the City streets. He stated the City would like to request to revoke 81<sup>st</sup> Avenue from TH47 to Terrace and University Avenue Service Road from 83<sup>rd</sup> Avenue to 81<sup>st</sup> Avenue. He stated that the City would like to add Able Street from 81<sup>st</sup> Avenue to Osborne Road. He explained that 81<sup>st</sup> Avenue and University were constructed using state aid funds and they must be paid back before the exchange of streets could happen.

Mr. Gravel is seeking approval to move forward with correspondence to the MnDOT with a proposal and receive their feedback to move forward with the change in allocation in State Aid funds.

Councilmember Wendling stated that he is favor of the change and would like to see truck traffic moved to Osborne Road for the safety of the pedestrians. He stated that the proposed change will help with the traffic for the Hy-Vee traffic when the store opens. Mayor Hansen agreed.

Councilmember Delfs inquired as to what State Aid money is used for. Mr. Gravel explained that the City receives an annual allocation (gas tax) and can be used in various projects within the city. Mr. Gravel explained that advanced state aid money was used in the construction of Monroe Street.

MOTION MADE BY COUNCILMEMBER WENDLING TO AUTHORIZE STAFF TO PREPARE PROPOSAL FOR REVISIONS TO THE STATE AID COLLECTOR STREETS. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. Attorney's Report

Attorney Thames had no new items to report.

12. Reports

A. Beyond the Yellow Ribbon Report

Councilmember Wendling reported that he could not give a report on the how well attended last month's pork chop dinner, as he was not in attendance. He noted that the Beyond the Yellow Ribbon committee is currently helping a family on Ballantyne Street.

13. Other

A. Administrator Reports

Administrator Buchholtz reported that he attended the Legends of Spring Lake Park ribbon cutting along with the City Council and Spring Lake Park staff. He reported that the Coon Creek and Rice Creek Watershed Districts have approved the City's Local Surface Water Management Plan. He explained that the approval was a necessary step in the Comprehensive Plan update.


Administrator Buchholtz reported that he would be involved with the committee researching the corridor developments on University Avenue and Highway 65. He stated that he would be testifying on the Open Meeting Law Bill at the Capitol on February 7, 2019. He reported that he would be attending the public hearing on February 13, 2019, to provide comments on the proposed grant application for the Garfield Pond Project with Rice Creek Watershed District.

14. Adjourn

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

The meeting was adjourned at 7:39 P.M.

Attest:

  
Daniel R. Buchholtz, Administrator, Clerk/Treasurer

  
Cindy Hansen, Mayor