

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on October 16, 2017 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; Engineer Gravel; Parks and Recreation Director Rygwall; Fire Chief Smith; Attorney Thames; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Paddy Jones, Ham Lake  
Olivia Alveshere, ABC Newspapers

### 3. Pledge of Allegiance

### 4. Additions or Corrections to Agenda

Administrator Buchholtz asked that Resolution 17-33, Adopting the General Records Retention Schedule, as amended from time to time to be added to the Consent Agenda as item 6F.

### 5. Discussion From The Floor - None

### 6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – September 5, 2017 Council Work Session
- B. Approval of Minutes – October 2, 2017
- C. Disbursements
  - 1. General Fund Disbursement Claim No. 17-17 -- \$395,501.09
  - 2. Liquor Fund Disbursement Claim No. 17-18--\$191,705.75
- D. Application for Exempt Permit- North Suburban Chapter of MN Deer Hunters Association – December 4, 2017 – Kraus Hartig VFW
- E. Contractor's Licenses
- F. Sign Permits
- G. Correspondence
- H. Resolution 17-33 Adopting the General Records Retention Schedule, As Amended From Time to Time

Councilmember Wendling requested a staff report on Resolution 17-33. Administrator Buchholtz explained that while the City has adopted the General Records Retention Schedule, by adopting this resolution the Public Safety portion of the retention schedule can also follow the County retention schedule for further retention. He noted that the County schedule would prevail over the General Schedule for the Police Department.

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

#### 7. SBM Fire Department Report

Fire Chief Smith provided a summary of the staffing at the various fire stations. He reported that construction on the new Quint ladder truck will begin in January with completion in April 2018. He reviewed the items that will be in need of repair or replacement at the various stations and reviewed the upcoming events that are sponsored by the SBM Fire Department.

Chief Smith reported that the Chemical Assessment Team will be now operated through Anoka County Fire Protection Council. He stated that the County is sending out the RFP and will handle all the paperwork.

#### 8. Police Report

Police Chief Ebeltoft reviewed the September 2017 department statistics.

Chief Ebeltoft reported that the Police Department responded to five hundred sixty one calls for service for the month of September 2017 compared to five hundred forty calls in September 2016. He reviewed the monthly statistics for calls handled by School Resource Officer Chlebeck and Investigator Baker.

Chief Ebeltoft reported that the Police Department deployed the portable speed trailer at 14 different locations throughout the City in the month of September. He stated that it is the Police Department's intent to make the residents and those visiting the community aware of their speed while driving on the city streets.

Chief Ebeltoft thanked the residents of Spring Lake Park who have called the Police Department with locations for the deployment of the portable speed trailer. He encouraged residents to continue to call and report possible locations for speeding issues within the community. He noted that the Police Department will continue to deploy the speed trailer out until winter arrives.

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 met and reviewed the program brochure and the softball program. She stated that there has been requests from residents to allow the portables to be left in the parks longer this year. She reported that the Commission agreed to allow the portables to remain longer into the fall season.

Ms. Rygwall reported that she and another Park and Recreation Commission member attended the grand opening of an outdoor fitness course in Golden Valley. She stated that the Commission is interested to see how

well the course holds up for one year; especially during the winter months to see if it would be feasible to build one Spring Lake Park.

Ms. Rygwall reviewed the extended trips that have recently taken place and reported that a travel show highlighting the 2018 extended tours will be held on October 18, 2017. She noted that the trips have been well attended.

Ms. Rygwall reviewed the upcoming programs and events. She noted that Augsburg College has been holding pickle ball classes to introduce the sport and equipment is now available for residents to use.

#### 10. Ordinances and/or Resolutions

##### A. Resolution 17-32 Accepting a Donation to the City

Administrator Buchholtz reported that the City's wood chipper is over 25 years old and is showing its wear. He stated that the funds for the wood chipper originally donated to the City by the Spring Lake Park Lions Club. He explained that this purchase has allowed the City to accept brush from residents at City Hall, rather than having them bring it to the Anoka County Compost Site. He stated that wood chipper has also been extremely helpful after severe weather at part of the City's storm cleanup efforts.

Administrator Buchholtz reported that the City made a request to the Spring Lake Park Lions Club for a \$40,000 donation to facilitate the purchase of a new wood chipper. He stated that charitable gaming revenues are not what they once were and the Lions Club does not have the resources to fulfill a request like that at one time. He noted that the Spring Lake Park Lions has generously given the City \$5,000 for 2017 and has encouraged the City to continue submitting requests until sufficient funds are donated however; the Spring Lake Park Lions are unwilling to "pledge" the total cost of the wood chipper.

Administrator Buchholtz explained that the Council could do any of the following:

1. The City could authorize purchase of the wood chipper, advancing the money from the Revolving Construction Fund. Further donations from the SLP Lions Club would be deposited back into this fund. This would ensure maximum trade-in value for the existing wood chipper.
2. The City could wait until it collects further donations from the SLP Lions Club. The City would be further along in the purchases budgeted by the 2018-2022 Equipment Certificate and could use any excess funds to cover the difference.

Administrator Buchholtz reported that the City Council could also decline the donation and decide not to purchase a new wood chipper. He stated that if that option were chosen, the City would likely not be able to accept resident brush in order to further preserve the life of the chipper.

Administrator Buchholtz stated that staff recommends option 2, with the caveat that if the wood chipper is no longer safe to use, that staff could come forward to the City Council for purchasing authorization.

Councilmember Wendling inquired what the trade in value is of the current wood chipper. Public Works Director Randall estimated the trade in value to be between \$5,000 - \$10,000. He stated that he would like to try to get two more years out of the existing chipper but it is getting old.

Councilmember Nelson inquired if the wood chipper is being stored inside. Mr. Randall stated that it is being stored outdoors because of the use it does get. He stated that it is typically attached to the truck for a good portion of the winter month while the Public Works Department is out working and collecting brush.

Councilmember Goodboe-Bisschoff inquired if there is any grant money available to use to purchase a new chipper. Administrator Buchholtz stated that he was not aware of any available grants that would allow the purchase of a wood chipper.

Councilmember Goodboe-Bisschoff inquired if there was any more funding available for the 2017 available from the Lions. Administrator Buchholtz explained that there is not any more available for 2017 but requests can be made annually until the donations reach the purchase price.

Councilmember Goodboe-Bisschoff inquired as to how dangerous the current wood chipper is. Mr. Randall noted that while the current wood chipper is safe to use, it does not have all the safety mechanisms that newer equipment has. He stated that the old chipper is definitely showing wear and tear.

Councilmember Nelson noted that the charitable gaming funds are not what they use to be with the state taking a bigger portion and the City not receiving a good return. He stated that he supported the City waiting until further donations are collected.

MOTION MADE BY COUNCILMEMBER NELSON TO APPROVE RESOLUTION 17-32 ACCEPTING A DONATION TO THE CITY. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

#### 11. New Business

##### A. Considering Joining the Trunk Highway 65 Corridor Coalition

Administrator Buchholtz reported that a number of cities, townships and counties have joined together to form the Trunk Highway 65 Corridor Coalition, to advocate for substantive improvements to Trunk Highway 65. He stated that MnDOT has no significant funding allocated for Trunk Highway 65 improvements for the next 20 years. He noted that with the anticipated growth along the Trunk Highway 65 corridor, along with the fact that portions of Highway 65 carry more traffic than I-35W, that lack of funding is unacceptable.

Administrator Buchholtz reported that the City of Blaine contacted the City about possibly joining the effort. He stated that the annual membership fees are \$100. He stated that the Coalition is currently working with Representative Nolan West to seek State funds for a Trunk Highway 65 Corridor Study between CSAH 10 in Spring Lake Park to Bunker Lake Road in Ham Lake. He explained that this is the first step in identifying improvements to the Trunk Highway 65 corridor and an important document in seeking State funding for those improvements.

Administrator Buchholtz stated that staff would recommend joining the Trunk Highway 65 Corridor Coalition and noted that the City Council would also need to appoint a representative to serve on the coalition.

Councilmember Wendling commented that he liked that the study was moved down to CSAH 10 to include the City. Administrator Buchholtz stated that Representative Bernardy had a big role in seeking to include a portion of Spring Lake Park in the corridor study.

Councilmember Nelson added that the study needs to go further north than just to Bunker Lake Road as there are many commuters further north. He noted that he worked on the Anoka County Highway 10 Coalition project many years ago.

Councilmember Goodboe-Bisschoff volunteered to be the Spring Lake Park representative for the Coalition.

Councilmember Nelson inquired if the Coalition will consist of mostly Mayors or if other representatives will be present. Administrator Buchholtz stated that it is a mix of many elected officials and staff.

MOTION BY MAYOR HANSEN TO JOIN THE TRUNK HIGHWAY 65 CORRIDOR COALITION.  
ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Approval of Wireless Consultant Contract

Administrator Buchholtz reported that due to changing State right-of-ways, Federal telecommunications laws and new technology, managing telecommunication contracts have become a more complex task. He stated that in order to endure that the City can ensure its water tower assets are maximized to their fullest potential; he is seeking authority to enter into an agreement with Community Wireless Consultants, Inc. to assist the City with reviewing new tower applications.

Administrator Buchholtz provided information on Community Wireless Consultants to the Council for their review. He stated that the City of Rogers uses them extensively and City Attorney Thames has worked with them in the past. He reported that the consultants charge \$100/hour in reviewing new site and tower modification applications. He stated that all of their fees could be passed on to the applicants, resulting in the City receiving professional advice at no cost to itself.

Administrator Buchholtz stated that in addition, Community Wireless Consultants, upon execution of the contract, will review the City's zoning and tower ordinances at no cost to the City to ensure they are up to date with the current Federal and State law.

Administrator Buchholtz stated that staff recommend the City Council grant authority to the Mayor and Administrator, Clerk/Treasurer to enter into an agreement with Community Wireless Consultants, subject to review of the contract by the City Attorney.

Councilmember Delfs inquired what the anticipated length of the contract or if it will continue as an ongoing contract. Administrator Buchholtz stated that the contract will be ongoing, services will be utilized as needed.

Councilmember Wendling inquired if the consultants will only be providing assisting only with the paperwork and permit process or if they will be doing inspections as well. Administrator Buchholtz stated that the City will continue to use Stantec for inspections and the City can choose to use the consultants as much or as little as it wishes.

Public Works Director Randall stated that he would prefer the Stantec or KLM Engineering continue with the review process for any work done on the water towers. He stated that Stantec does a very good job at making sure all cleanup efforts are complete and all procedures are followed correctly.

MOTION MADE BY MAYOR HANSEN TO APPROVE AGREEMENT WITH COMMUNITY WIRELESS CONSULTANTS. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

12. Engineer's Report

Engineer Gravel reported that Stantec continues to work with City staff and developer regarding the Hy-Vee development.

13. Attorney's Report - None

14. Reports

Councilmember Goodboe-Bisschoff reported that she attended the North Suburban Hospital Board meeting and the School Board forum. She encouraged residents to vote in the upcoming school board election.

15. OtherA. Administrator Reports

Administrator Buchholtz reported that the Hy-Vee project is making good progress. He stated that the Rice Creek Watershed District made their conditional approval and staff met with Anoka County regarding the access on CSAH 35. He reported that Hy-Vee is waiting on direction from the County.

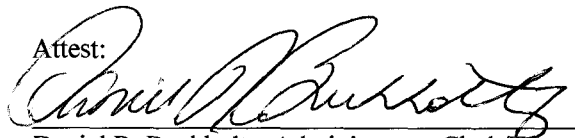
Administrator Buchholtz reported that there will be leaf drop off event on October 28, 2017 at City Hall. He noted that a new Spring Lake Park sign was recently placed in the Council Chambers.

16. Adjourn

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

The meeting was adjourned at 7:50 PM.

  
Cindy Hansen, Mayor

Attest:  
  
Daniel R. Buchholtz, Administrator, Clerk/Treasurer