

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on April 3, 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 Wendling, Delfs, Goodboe-Bisschoff and Mayor Hansen

Members Absent: Councilmember Nelson

Staff Present: Police Chief Ebeltoft; Public Works Director Randall; Building Official Brainard; Fire Chief Smith; Parks and Recreation Director Rygwall; 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 requested that a Right of Way Application – Xcel Energy be added to the 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 – March 20, 2017
- B. Right of Way Application – Comcast
- C. Approval of Temporary Liquor License for Spring Lake Park Lions Club for Tower Days
- D. Contractor's Licenses
- E. Correspondence
- F. Right of Way Application – Xcel Energy

Councilmember Goodboe-Bisschoff requested that the address noted on page two of the Council minutes from March 20, 2017 be corrected to 8490.

MOTION BY COUNCILMEMBER WENDLING 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 has been maintaining and trimming trees within the City; repairing stop signs and other signs; thatching the various City properties and installing the fountain at Conde Park. He reported that with the warmer weather the Department is ahead of schedule with its spring tasks. He reported that the Department has been working repairs and updates from a recent safety inspection that was completed at the various City buildings.

Mr. Randall reported that the department continues to replace nonworking water meters and radios. He stated that sewer clean out has started throughout the City.

### 8. Code Enforcement Report

Building Official Brainard reported that he attended the SBM Fire CRR meeting on March 2; the Civil Recon. Meeting with reserves on March 4; attended the City Council meetings on March 6 and 20; a Department Head meeting on March 7; a SBM Fire Policy Review on March 9; a North Suburban Code Officials meeting on March 14; Dominion pre-construction meeting on March 22; a Minnesota Building Permit Technician meeting on March 28; and the North Suburban Building Officials meeting on March 28.

Mr. Brainard stated that in March 2017, 13 building permits were issued compared to 15 in 2016. He reported that nine mechanical permits were issued in March 2017 compared to seven in 2016. He reported that four plumbing permits were issued in March 2017 compared to five in 2016 and one fire permit was issued compared to none in the month of March 2016. He reported that two zoning permits were issued compared to four in 2016.

Mr. Brainard reported that the March 2017 vacancy listing shows that there are 11 vacant/foreclosed residential properties currently posted and/or soon posted by the Code Enforcement Department, which is down four from last month. There are three vacant/foreclosed commercial property, which is up one from last month; and 11 residential properties currently occupied and ready for Sheriff Sale's redemption, which remains the same from last month. He reported that he did not post any abandoned and/or vacant property notices in month of March. He also reported that 36 Administrative Offense Tickets, and six violation notices were issued by the Code Enforcement Department. He noted that most of the Administrative Tickets were issued to rental violations for failure to register or inspect their rental property.

Mr. Brainard provided a handout on Disaster Response to inform property owners of what the building departments will do to help make damaged homes and businesses functional again.

### 9. New Business

#### A. Authorize Purchase of Quint

Fire Chief Smith presented a quote for the purchase of the new Quint Fire Apparatus for the SBM Fire Department. He reported the quoted amount for the Quint is \$871,182.00 from Rosenbauer Firefighting Technology in Wyoming, Minnesota. He explained that the Quint has been designed specifically for the SBM Fire Department and will have a life expectancy of 17-20 years.

Councilmember Wendling inquired as to when the equipment would be delivered. Chief Smith stated that manufacturing time is approximately 12 – 13 months. He expects the equipment to be ready for delivery in spring of 2018.

Administrator Buchholtz reported that three vendors submitted cost estimates and all were part of the Houston Galveston Area Council Purchasing Cooperative which is similar to the state bid used for City fleet purchases. Chief Smith noted that 80% of cities purchase through the purchasing cooperative.

MOTION MADE BY MAYOR HANSEN TO APPROVE PURCHASE OF QUINT FIRE APPARATUS FROM ROSENBAUER FIREFIGHTING TECHNOLOGY IN THE AMOUNT OF \$871,182.00. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Authorize Purchase and Equipment for Fire Chief's Vehicle

Fire Chief Smith reported that he is requesting the purchase of a new Fire Chief Vehicle as he is using his personal vehicle to respond to emergency calls and meetings.

Fire Chief Smith reported that to an effective part of the Spring Lake Park Blaine Mounds View Fire Department Fire Department's all hazards response, he feels it is essential that the majority of the Chief Officers drive a vehicle that is capable of an emergent response (lights and sirens) and be outfitted with an assortment of emergency medical, firefighting and incident command equipment. He stated that the duties as Chief often require him to travel through the Metro and often to locations in greater Minnesota. He stated that as a result, the new vehicle that he is requesting will be unmarked in a low profile when traveling.

Chief Smith explained that most of the department Chief's operate Chevy Tahoe's which works well for them however his duties and needed equipment do not require that size of a vehicle, but still require features found in a 4-wheel drive capable, SUV. He stated that he has chosen the Toyota 4Runner as the top contender in both function and reliability.

Chief Smith stated that SBMFD received quotes from three dealers in March of 2017 and has selected the quote from Maplewood Toyota as the winning bid. He provided the following information on the bids.

Maplewood Toyota, Maplewood, MN

- Model – 2017 Toyota 4Runner SR5
- Quoted price with options - \$36,858

Burnsville Toyota – Burnsville, MN

- Model – 2016 Toyota 4Runner Trail
- Quoted price with options - \$37,204

Luther Toyota, Golden Valley, MN

- Model – 2016 Toyota 4Runner Premium
- Quoted price with options - \$37,878

Maplewood Toyota – Maplewood, MN

- Model – 2016 Toyota 4Runner Trail
- Quoted price with options - \$37,930

Chief Smith noted that the vehicles are new, last year models or new 2017 models. He explained that the quoted vehicles are currently on the dealer lots and available to the public for purchase. He stated that as a result, the quoted vehicles might not be available due to being sold prior to Council approval and this would result in selection of the next highest quote for purchase.

Chief Smith reported that properly outfitting an emergency vehicle is critical to effective response and while the vehicle will not have department markings on the exterior, it will be fully capable of emergency response as well as being fully outfitted with emergency equipment including an AED. He stated that additional equipment that will need to be purchased includes:

Vehicle emergency lighting and siren, including labor

- Estimated maximum cost - \$6,000.00

Exterior accessories

- Estimated maximum cost - \$1,250.00

Command Cabinet and interior equipment and accessories

- Estimated maximum cost - \$3,500.00

Chief Smith stated that these costs are estimates and the exact quotes are still in progress. He noted that the estimated vehicle total with outfitting and equipment is \$48,680 (not to exceed budgeted amount).

Councilmember Delfs inquired as to what company will be outfitting the vehicle. Chief Smith stated that several companies will submit bids and the costs provided were only estimates.

Administrator Buchholtz reported that the equipment certificate is in the amount of \$49,000.

MOTION MADE BY MAYOR HANSEN TO APPROVE PURCHASE OF FIRE CHIEFS VEHICLE AND EQUIPMENT NOT TO EXCEED \$48,680.00. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

C. Approve Liquor Store Parking Lot Lease with Renaissance Fireworks Inc.

Administrator Buchholtz presented the proposed lease from Renaissance Fireworks to lease space at Central Park Liquor for their annual fireworks stand. He stated that the lease is the same as last year and the lease rate is \$2,000 plus 10% of all gross sales over \$20,000. He reported that the lessee is required to provide documentation of sales to the City, per the lease. He stated that last year's sales transactions did not exceed \$20,000, so the City received \$2,000.

Administrator Buchholtz stated that this has been a wonderful partnership and that Central Park Liquor location is one of their top locations in terms of sales. He noted that in addition, the store receives a bump in customer traffic and sales because of the stand.

Administrator Buchholtz reported that staff recommends approval of the lease. The stand will be open from June 23- July 5, 2017.

Councilmember Goodboe-Bisschoff inquired how long the fireworks stand has been at the liquor store location and if there have been any accidents. Administrator Buchholtz stated that the stand has been at the location for three years and there have no incidents. He noted that the stand only sells fireworks that are legal to sell in Minnesota.

Building Official Brainard stated that he will be requiring a fire permit, like in years past, and will be conducting a fire inspection with safety issues explored.

MOTION MADE BY MAYOR HANSEN TO APPROVE LIQUOR STORE PARKING LOT LEASE WITH RENAISSANCE FIREWORKS INC. FROM JUNE 23 – JULY 5, 2017. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

10. Engineer's Report

Engineer Gravel reported that the contracts for the Sanitary Sewer Lining Project and the Street Seal Coat Project have been sent out to the contractors for their signatures.

11. Attorney's Report

Attorney Thames reported that he has received the contracts that Engineer Gravel referred to and will have them completed by the end of the week.

12. Reports

A. Beyond the Yellow Ribbon Report

Councilmember Wendling provided a recap of the pork chop dinner on March 27, 2017. He stated that the Beyond the Yellow Ribbon chapter continues to work on adopting a local Army Reserve unit that is due to be deployed in the next few months.

Councilmember Goodboe-Bisschoff inquired if anyone can attend the dinners and visit the VFW at any time during the hours they are open.

Councilmember Wendling stated that the Beyond the Yellow Ribbon dinners are open to anyone and advertisement has been on social media outlets as well as noted in the Blaine/ Spring Lake Park Life newspaper.

13. Other

Councilmember Goodboe-Bisschoff reminded residents of the Tower Days celebration June 8 – 11, 2017. She provided a recap of the events. She reported that the Spring Lake Park Lions pancake breakfast will be held on April 30, 2017. She stated that she attended a conference sponsored by the League of Minnesota at the Capitol. She noted that it was very informative and new legislation that is occurring during the session was discussed.

A. Administrator Reports

Administrator Buchholtz reported that staff has been busy working on upcoming newsletter articles and the latest edition will be mailed to residents in late April. He noted that Goony Golf will be open temporarily from mid-April through mid-July for their last season.

Administrator Buchholtz reported that Bond Counsel is finishing up the TIF agreement for the Dominion project and that he expects the private activity sale of the bonds will take place in May.

14. Adjourn

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

The meeting was adjourned at 7:33 P.M.

  
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Cindy Hansen, Mayor

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

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on April 17, 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: Building Official Brainard; Police Chief Ebeltoft; Public Works Director Randall; Parks and Recreation Director Rygwall; 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 - None

### 5. Discussion From The Floor - None

### 6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – April 3, 2017
- B. Disbursements
  - 1. General Fund Disbursement Claim No. 17-05 -- \$273,202.46
  - 2. Liquor Fund Disbursement Claim No. 17-06 -- \$189,202.90
- C. Statement of Fund Balance / Budget to Date – March 2017
- D. Mayor's Proclamation – Building Safety Month – May 2017
- E. Contractor's License
- F. Correspondence

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

### 7. Police Report

Police Chief Ebeltoft reviewed the March 2017 department statistics.

Chief Ebeltoft reported that the Police Department responded to five hundred five calls for service for the month of March 2017 compared to three hundred seventy one calls for service in March 2016.