

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on January 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. Oaths of Office

Councilmember Nelson
Councilmember Delfs
Councilmember Goodboe-Bisschoff

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; Recycling Coordinator Brown; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Olivia Alveshere, ABC Newspaper
Florence Wold and Donald Tuveson, Minneapolis
Stephen and Joey-Rose Jester, Plymouth

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 Minutes – December 19, 2016
- B. 2017 North Metro Mayors Association Annual Membership Fee Invoice
- C. Resolution 17-01 Amending 2016 and 2017 General Fund Budgets
- D. Contractor's Licenses
- E. Sign Permit
- F. E-Charging JPA and Court Services Amendment Renewal
- G. Correspondence

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

8. Presentation

A. Mayor's Proclamation – Commending Councilmember Bill Nash

Mayor Hansen read a proclamation commending former Councilmember Bill Nash on his service as Councilmember for the past six years. She praised him for his accomplishments and his dedication to the City.

9. Public Works Report

Public Works Director Randall reported that the Public Works Department has been preparing the ice rinks and warming houses; trimming branches on trees and cleaning out all the main lines on the sewers. He reported that the Department plowed twice and salted the streets three times in the month of December.

Mr. Randall reported that there were two fires last month in the City and the Department checked the fire hydrants and drained them after each incident. He stated that the Department has been busy repairing equipment. He reported that all the water meters have been read with the exception of 90, which require a new radio or meter repair.

10. Code Enforcement Report

Building Official Brainard reported that he attended the Council meetings on December 5 and December 19; a Department Head meeting on December 6; a seminar on the 2015 MN Fire Code on December 7 and 8; the Planning Commission Special Meeting on December 12; and the North Suburban Code Officials meeting on December 13.

Mr. Brainard stated that in December 2016, 25 permits were issued. He reported that he conducted 68 inspections, including 14 building, 11 mechanical, 7 plumbing, 3 nuisance, 4 certificate of occupancy, 18 rental housing, 6 fire and 5 zoning inspections.

Mr. Brainard reported that the December 2016 vacancy listing shows that there are 15 vacant/foreclosed residential properties currently posted and/or soon posted by the Code Enforcement Department, which is up one from last month. There are two vacant/foreclosed commercial property, which remains the same from last month; and 10 residential properties currently occupied and ready for Sheriff Sale redemption, which is down six from last month. He reported that he did not post any abandoned and/or vacant property notices in month of December and conducted four certificate of occupancy inspections; in addition, 20 Administrative Offense Tickets were issued by the Code Enforcement Department.

Mr. Brainard reported that in 2016, 268 building permits were issued compared to 397 in 2015, showing a 32% decrease. He noted that the number of permit issued percentage does not reflect the number of permit revenue percentage because the City saw more commercial construction in 2016 than in 2015, which complied mostly of residential roofs.

Mr. Brainard stated that one of the challenges for the Code Enforcement Department will include addressing the inspection demand for the potential 194 unit senior apartment complex and maintaining current services for rental and nuisance inspections. He reported that the department has budgeted an additional \$14,500 for part-time help in the anticipation for the high demand in 2017.

11. New Business

A. 2017 Appointments

Administrator Buchholtz presented the 2017 appointments to the City Council. Mayor Hansen inquired if the Councilmembers had reviewed the appointments and if there were any objections to the appointments. There were no objections.

MOTION MADE BY COUNCILMEMBER NELSON TO APPROVE 2017 APPOINTMENTS. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. 2017 Engagement Letter – Law Firm of Carson, Clelland & Schreder

Attorney Thames stated that the 2017 rates for the civil and criminal prosecution services provided to the City by the the Carson, Clelland & Schreder Law firm will remain the same as 2016.

Councilmember Nelson complimented Attorney Thames on the excellent service he and the law firm have provided to the City.

MOTION MADE BY MAYOR HANSEN TO APPROVE 2017 ENGAGEMENT LETTER LAW FIRM OF CARSON, CLELLAND AND SCHREDER. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

C. 2017 Anoka County Agreement for Residential Recycling Program

Administrator Buchholtz presented Council with a copy of the 2107 Residential Recycling Agreements with Anoka County. He stated that the 2017 Municipal Reimbursement Funding Allocation calls for the county to the City a base allocation of \$10,000, plus \$5.00 per household, as well as funds to encourage for other recycling opportunities.

Municipal Grant Funding (\$10,000 + \$5 per household):	\$23,100.00
Monthly Drop-Off Center:	\$10,000.00
Municipal Park/Community Event Recycling:	\$ 2,000.00
Multi-Unit/Curbside Recycling:	\$ 4,000.00
Organics Collection:	\$ 2,620.00
Recycling Enhancement Grant:	<u>\$ 1,310.00</u>
	\$43,030.00

Administrator Buchholtz stated that the Recycling Enhancement Grant covers the cost of promotional pieces, presentations to residents at community events and increases our recycling availability for residents through additional drop-off opportunities or creating a mini onsite drop-off center at City Hall. He said the City will be requesting \$43,030.00 for the recycling program this year.

Councilmember Goodboe-Bisschoff asked for clarification on the contracted performances in the Promotion portion of expenses. Recycling Coordinator Brown explained that acting groups and educational groups will perform at the schools to educate on recycling. She stated that the groups are also active a City sponsored events such as Tower Days.

MOTION MADE BY MAYOR HANSEN TO APPROVE THE ANOKA COUNTY AGREEMENT FOR RESIDENTIAL RECYCLING PROGRAM 2017. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

D. Park and Facilities Naming Policy

Administrator Buchholtz reported that this past year, two long-time residents, who have given an exemplary amount of service to their community, have passed away. He stated that in looking at possible ways to honor these individuals, staff found the City does not have a Parks and Facilities Naming Policy.

Administrator Buchholtz stated that according to City Code, one of the duties of the Parks and Recreation Commission is to consider proper names for City park property. He reported that the Commission along with staff reviewed several other cities' policies and developed a proposed park naming policy. He stated that the Commission felt very strongly against renaming parks once the parks have been named and would prefer to have public facilities named as memorials.

Councilmember Goodboe-Bisschoff read a letter that she had submitted in October 2016 to the City. She expressed her disappointment in the City for not participating with other communities in recognizing the 1965 tornado that affected the City and surrounding communities. She stated that in the future she would like to see the naming of a facility to honor the tornado victims.

MOTION MADE BY COUNCILMEMBER WENDLING TO APPROVE PARK AND FACILITIES NAMING POLICY. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

12. Engineer's Report

Engineer Gravel had no new items to report. Public Works Director Randall reported that the City's Water Supply Plan was approved on January 3, 2017 by the Minnesota Department of Natural Resources and stated the report will now be forwarded to the Met Council.

13. Attorney's Report

Attorney Thames had no new items to report.

14. ReportsA. Beyond the Yellow Ribbon Report

Councilmember Nelson reported that he attended the monthly meeting at Kraus Hartig VFW and stated that dinner be served on the second and fourth Monday of the month to support the Beyond the Yellow Ribbon. He encouraged residents to attend and to volunteer their time to the Beyond Yellow Ribbon program.

15. OtherA. Administrator Reports

Administrator Buchholtz reported that a Public Hearing will be held at the next Council meeting, January 17, 2017, to consider issuance of Revenue Bonds by the City to finance the acquisition and construction of the multi-unit senior apartment complex by Dominion. He noted that the development agreement is being drafted by the attorney and will be forwarded to Dominion for their comments.

Administrator Buchholtz stated that the equipment certificate resolution for the Spring Lake Park Blaine Mounds View Fire Department purchasing of a new ladder truck and capital improvements will be presented soon to the cities for their approval. He noted that the cities of Blaine and Mounds View would be participating.

Councilmember Wendling asked for clarification to the residents regarding the property near Central Park Liquor. Administrator Buchholtz stated that the owner and developer, Rubicon Development, is in the process of creating a new proposal for the land, which why they recently cleared it. He stated that the Rubicon would be resubmitting a new application and proposal in the near future. He reported that Rubicon Development has provided no information to the City on the development plans at this time.

16. Adjourn

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

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

Attest:


Daniel R. Buchholtz, Administrator, Clerk/Treasurer



Cindy Hansen, Mayor