

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on September 19, 2016 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 Nash, Nelson, Wendling and Mayor Hansen

Members Absent: Councilmember Mason

Staff Present: Police Chief Ebeltoft; Building Official Brainard; Public Works Director Randall; Engineer Gravel; Parks and Recreation Director Rygwall; Administrator Buchholtz and Executive Assistant Gooden

Visitors: Barbara Goodboe-Bisschoff, 8309 Monroe Street NE

3. Pledge of Allegiance

4. Additions or Corrections to Agenda

Councilmember Wendling asked that the minutes from the September 6, 2016 meeting be corrected to reflect that Councilmember Nash attended the meeting.

5. Discussion From The Floor - None

6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – September 6, 2016, as amended
- B. Disbursements
 - 1. General Fund Disbursement Claim No. 16-15 -- \$391,617.18
 - 2. Liquor Fund Disbursement Claim No. 16-16 -- \$233,787.32
- C. Budget to Date/Statement of Fund Balance
- D. 2017 LMC Dues and MN Mayor's Association Invoice
- E. Approval of Temporary Liquor License – Prince of Peace Lutheran Church
- F. Contractor's License
- G. Sign Permit
- H. Correspondence

Councilmember Wendling inquired as to what type of event is being held at Prince of Peace Lutheran Church. Administrator Buchholtz reported that it is their annual Oktoberfest that is a free event. He stated that since they are serving beer and collecting a free will offering, a Liquor License is required.

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

7. Police Report

Police Chief Ebeltoft reviewed the August 2016 department statistics.

Chief Ebeltoft stated that the Police Department responded to four hundred fifty nine calls for service for the month of August 2016 compared to four hundred fifty calls for service in August 2015.

Chief Ebeltoft reported that the Spring Lake Park Police Department deployed the "Speed Trailer" at six different locations throughout the city. He reported that the deployments were less than for this month than other months; the Police Department continues to try and proactively inform our public and facilitate change in driving behaviors.

Chief Ebeltoft reported that the Police Department that due to the direct result of the self-funding "Traffic Education Program" that is orchestrated through our City Attorney's office under the "Rules of Prosecutorial Authority," three solar powered stop signs have been acquired. He reported the signs have been installed at 83rd Avenue and University Service Road and University Service Road and Sanburnol Drive. He stated that the deployment of these signs at these locations will help solve traffic issues that have historically plagued our community.

Chief Ebeltoft stated that as part of the continued effort, the Police Department also acquired two solar powered speed signs and these signs have been deployed on Able Street in the 8200 and 8300 blocks for north and south traffic.

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. He reported that he attended several community block parties for "Night to Unite" and thanked the residents and the community for their support to the Police Department.

8. Parks and Recreation Report

Parks and Recreation Director Rygwall reported that the Parks and Recreation Commission met and discussed the 2017 Tower Days events and reviewed the softball tournament concessions. She stated that the Commission agreed that more volunteers are needed to operate the concessions.

Ms. Rygwall reported that the annual Santa breakfast will be held at Spring Lake Park City Hall and will include a continental breakfast. She stated that Parks and Recreation staff has been working on fall programming and the fall brochure was mailed to residents at the beginning of the month. She reported that popular classes are filling fast.

Mayor Hansen stated that she enjoyed the new fall brochure and commented on a great variety of classes being offered.

9. New Business

A. Northland Securities Scope of Services Agreement

Administrator Buchholtz reported that the City has received an application for a tax increment-financing district from Dominion Development and Acquisition, along with the prerequisite fee and escrow.

Administrator Buchholtz stated that as the City's financial advisor, Northland Securities typically performs many of the tasks associated with the creation of a TIF district. He reported that in order to begin the work or reviewing the TIF application and preparing the TIF plan and development agreement, approval of a scope of services agreement is in order. He stated that total cost of the scope of services agreement is not to exceed \$8,000. He stated that this fee, and other related TIF application expenses (bond counsel, publication expenses, etc.), will be paid with funds deposited by the applicant.

Administrator Buchholtz stated that the City Attorney has reviewed the agreement and found it in order. He stated that a resolution to call for a public hearing will be presented at the next Council meeting.

MOTION BY COUNCILMEMBER NASH TO APPROVE NORTHLAND SECURITIES SCOPES OF SERVICES AGREEMENT. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Authorization to Contract Painting of Exterior of Public Works Building

Public Works Director Randall stated that he is seeking authorization to contract with a company to paint the exterior of the Public Works building. He reported that the Public Works Department staff is in the process of pressure washing the exterior to remove old paint along with the dirt and grime. He reported that the wall facing the Kwik Trip is also being cleaned.

Mr. Randall reported that he requested a quote for the painting from the same contractor, Better-Tone Decorators, Inc., that same contractor painted the interior of the building. He stated that the quote total is \$9,553.00. He stated that the funds will come from the Utility Renewal and Replacement Fund.

Administrator Buchholtz stated that the painting will take place on the wall along the barbershop as well.

MOTION BY COUNCILMEMBER NELSON TO APPROVE AUTHORIZATION TO CONTRACT WITH BETTER-TONE DECORATORS, INC. TO PAINT THE EXTERIOR OF THE PUBLIC WORKS BUILDING. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

10. Ordinances and/or Ordinances

A. Resolution 16-22 Cancelling or Reducing Bond Levies – 2016/2017

Administrator Buchholtz reported that there are two additional bond levies that need to be cancelled for the 2016, pay 2017 tax levy. He stated the first is the 2005A GO Bond/2013A GO CIP Bond, which was used to finance the Spring Lake Park Blaine Mounds View Fire Station 3. He explained that this levy is covered through a set-aside of Local Government Aid.

Administrator Buchholtz stated that the second is the 2016A GO Capital Note, which was used to finance equipment for North Metro TV. He explained that this levy is covered through franchise fees passed through by North Metro TV.

MOTION MADE BY MAYOR HANSEN TO APPROVE RESOLUTION 16-22 CANCELLING OR REDUCING BOND LEVIES – 2016/2017. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. Engineer's Report - None

12. Attorney's Report – None

13. Reports - None

14. Other

A. Commission Member Application

Mayor Hansen reported that Barbara Bisschoff had submitted an application for the Planning Commission and the Parks and Recreation Commission for the vacant seats on both commissions. Mayor Hansen asked that the application be tabled until after the election since Ms. Bisschoff is running for a Council seat.

MOTION MADE BY MAYOR HANSEN TO TABLE COMMISSION MEMBER APPLICATION UNTIL AFTER NOVEMBER 8, 2016. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Administrator Report – None

C. Motion to Close Meeting to Conduct City Administrator Performance Evaluation

MOTION MADE BY MAYOR HANSEN TO CLOSE MEETING TO CONDUCT CITY ADMINISTRATOR PERFORMANCE EVALUATION. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

The meeting was recessed at 7:25 PM.

Mayor Hansen reconvened the meeting at 7:40 PM


14. Adjourn

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

The meeting was adjourned at 7:42 PM.



Cindy Hansen, Mayor

Attest:


Daniel R. Buchholtz, Administrator, Clerk/Treasurer