

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on August 15, 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 Mason, Nelson and Wendling

Members Absent: Councilmember Nash

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

Visitors: Barbara Bisschoff, 8309 Monroe Street NE

### 3. Pledge of Allegiance

### 4. Additions or Corrections to Agenda

Mayor Hansen asked that the Attorney Report be removed from the agenda due to the absence Attorney Thames.

### 5. Discussion From The Floor - None

### 6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – August 1, 2016
- B. Disbursements
  - 1. General Fund Disbursement Claim No. 16-13 -- \$209,916.39
  - 2. Liquor Fund Disbursement Claim No. 16-14 -- \$193,653.73
- C. Budget to Date/Statement of Fund Balance
- D. Contractor's Request for Payment No. 2/Final – Allied Blacktop
- E. Contractor's Request for Payment No. 1 – Hydro-Klean, LLC
- F. 2016 Second Half Suburban Rate Authority Assessments
- G. Accept Planning Commission Member Resignation Letter from Larry Raymond
- H. Approve Resolution 16-16 Resolution of Appreciation – Brom and Nancy Nikard
- I. Contractor's License
- J. Sign Permit
- K. Correspondence

Councilmember Wendling thanked Commissioner Raymond for his time and assistance on the Planning Commission.

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

7. Police Report

Police Chief Ebeltoft reviewed the July 2016 department statistics.

Chief Ebeltoft stated that the Police Department responded to four hundred ninety four calls for service for the month of July 2016 compared to five hundred forty nine calls for service in July 2015.

Chief Ebeltoft reported that the Spring Lake Park Police Department deployed the "Speed Trailer" at eleven different locations throughout the city. He reported that there were some technical difficulties with the speed trailer and they were not able to deploy the trailer more than it was. He stated that the technical difficulties have been corrected.

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 research is being done into solar powered signs through a local business, "Tapco", for potential use within the City.

8. Parks and Recreation Report

Parks and Recreation Director Rygwall reported that the Parks Commission did not have a quorum for their meeting but did have a few recommendation for the Tower Days Committee to review. She reported that staff has been busy preparing for fall programs and the fall program brochure will be delivered after Labor Day.

Ms. Rygwall reported that the softball tournaments were well attended and thanked the Public Works Department along with Councilmembers Mason and Wendling for their help at the tournaments.

9. New BusinessA. Camera Surveillance System for Pump House at Arthur Street NE

Administrator Buchholtz stated that Public Works Director Randall reports that the camera surveillance system at the pump house on Arthur Street is failing and needs to be replaced. Mr. Randall stated that he would like to purchase a new camera surveillance system like the systems recently installed at City Hall, Terrace Park, Lakeside Park and Able Park. He reported that new camera system has the ability to be accessed remotely and accessed by both the Police Department and the Public Works Department.

Administrator Buchholtz stated the cost for the replacement cameras is \$9,066.67. He reported the funds would be used from the Public Utilities Renewal and Replacement Fund. Mr. Randall stated that cameras are currently set up now but there has been some damage to the cameras and DVR from a chlorine leak.

Councilmember Nelson inquired as to why this location was not included with the other surveillance camera replacements and asked if the cost would be less had they been included.

Mr. Randall stated that he did not include this location since there were so many being replaced with the other cameras and a lot taking place with the set up with the Police Department. Chief Ebeltoft stated that the cost was discussed in the early stages of the planning of the replacements and the same pricing for this set of surveillance cameras.

Mayor Hansen inquired if the chlorine leak has been resolved. Mr. Randall answered affirmatively and reported that the location is checked daily.

MOTION MADE BY COUNCILMEMBER WENDLING TO APPROVE NEW CAMERA SURVEILLANCE SYSTEM FOR PUMP HOUSE ON ARTHUR STREET NE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

10. Ordinances and/or Ordinances

A. Resolution 16-19 Approving Final Plat for Pride Rock Addition, Located at 8360 Pierce Street NE

Administrator Buchholtz reported that the City received an application from Jameel Ahmed, 786 Investments, for final plat approval of Pride Rock Addition. He stated that the City Council approved the preliminary plat for Pride rock addition on May 2, 2016, subject to the following conditions:

1. Final Plat needs to include easements on the west, south and east sides of Outlot A.
2. Before building permits are approved for any of the lots on this plat:
  - a. Details on drainage need to be reviewed. The grading for each building shall be completed so that no additional runoff is diverted to any adjacent property.
  - b. Details on the driveway, sewer and water service connections, and street patching need to be reviewed for each lot.
  - c. Metropolitan Council approval of the amendment to the City's Comprehensive Plan Future Land Use Map must be approved.
  - d. Details on the lowest floor elevations need to be reviewed and approved by the Building Official.
3. Outlot A must be maintained in a manner that prevents the property from becoming a nuisance in accordance with Chapter 94 of the Spring Lake Park Code of Ordinance.
4. A final plat consistent with conditions of preliminary plat approval shall be submitted for review and approval within 12 months of preliminary plat approval.
5. 786 Investments must be registered with the Office of the Secretary of State.

Administrator Buchholtz reported that he checked the current status of 786 Investments on the Secretary of State's website and found it to be in active status.

Administrator Buchholtz reported that City Engineer Gravel has reviewed the final plat and is comfortable with the plat as presented.

Administrator Buchholtz stated that staff recommends approval of final plat for Pride Rock addition with the following conditions:

1. Before building permits are approved for any of the lots on this plat:
  - a. Details on drainage need to be reviewed. The grading for each building shall be completed so that no additional runoff is diverted to any adjacent property.

- b. Details on the driveway, sewer and water service connections, and street patching need to be reviewed for each lot.
  - c. Metropolitan Council approval of the amendment to the City's Comprehensive Plan Future Land Use Map must be approved.
  - d. Details on the lowest floor elevations need to be reviewed and approved by the Building Official.
- 2. Outlot A must be maintained in a manner that prevents the property from becoming a nuisance in accordance with Chapter 94 of the Spring Lake Park Code of Ordinance.
  - 3. Prior to release of the final plat, the Applicant shall pay to the City a park dedication fee in the amount of \$1,897.00 (1 unit times \$1,897.00).
  - 4. Final plat must be recorded with the Anoka County Recorder within 90 days after the date of approval unless application for an extension of time is made, in writing, during said 90-day period, to the City Council and for good cause granted by the Council. If the final plat is not timely filed or recorded, this Resolution and all approvals herein shall be void and with no further action required by Council.

MOTION MADE BY COUNCILMEMBER MASON TO APPROVE RESOLUTION 16-19 APPROVING FINAL PLAT FOR PRIDE ROCK ADDITION, LOCATED AT 8360 PIERCE STREET NE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

#### 11. Engineer's Report

Engineer Gravel reported that the 2016 Street Seal Coat Project and the 2014-2015 Street Improvement Project are completed. He stated that punch list items are being completed on the CSAH 35 project are being completed and a field survey have been completed to document post-construction wetland edge.

#### 12. Reports

##### A. Response to Bickford Inquiries

Administrator Buchholtz reported that at the August 1, 2016 City Council meeting, Suzanne Bickford made several requests regarding 1066 Manor Drive and her property at 1095 Manor Drive. He stated that Ms. Bickford requested information as to any purchase agreements/offers made by Dominion to any property owners on Manor Drive. He reported that the City of Spring Lake Park does not have any data regarding any offers of purchase made by Dominion to property owners on Manor Drive except for a purchase agreement with JPH Enterprises, Inc., owner of 1066 Manor Drive (Goony Golf).

Administrator Buchholtz stated that Ms. Bickford inquired about an application for a Comprehensive Plan amendment to the Official Zoning Map for her property. He stated that she also inquired about a waiver of fees for those applications. He stated that Ms. Bickford is able to make application to the City for both the comprehensive plan amendment and Official Zoning map amendment. He reported that the City's current policy has been to have each applicant pay required application fees, whether it is a private party, a non-profit or a governmental entity. He stated that changing that policy will create a precedent that will impact the City's future ability to collect these fees. He stated that in addition, there are costs associated with each application

(staff time, publication costs, mailing costs, etc.) that the application fees are meant to recoup. He stated that staff believes it is not fair to all taxpayers of the City to cover the costs of activities that benefit one private property owner.

Mayor Hansen inquired if approval on any comprehensive plan amendments require the Metropolitan Council's approval. Administrator Buchholtz stated that their approval is necessary.

13. Other

A. Administrator Report

Administrator Buchholtz reported that he attended many Nite to Unite gatherings and enjoyed meeting residents. He reported the new liquor store manager, Brain Hachey, will start on August 22, 2016.

14. Adjourn

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

The meeting was adjourned at 7:24 P.M.

  
Cindy Hansen, Mayor

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