

## OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on March 7, 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, Wendling and Mayor Hansen

Members Absent: Councilmember Mason and Nelson

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

Visitors: Olivia Alveshere, ABC Newspaper  
Hal Hinchliffe, 7414 Oakley Street NE, Fridley

### 3. Pledge of Allegiance

### 4. Additions or Corrections to Agenda

Administrator Buchholtz asked that Item 11A, Approving Conditional Use Permit and Site Plan for Emmanuel Christian Center, be tabled as staff requires additional time to answer recently submitted questions from Emmanuel Christian Center.

MOTION BY COUNCILMEMBER NASH TO TABLE ITEM 11A APPROVING CONDITIONAL USE PERMIT AND SITE PLAN FOR EMMANUEL CHRISTIAN CENTER. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

### 5. Discussion From The Floor - None

### 6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – February 16, 2016
- B. 2016 First Half Suburban Rate Authority Assessments
- C. 1<sup>st</sup> Quarter Billing for 2017 Property Tax Assessment – Ken Tolzmann
- D. Sign Permits
- E. Contractor's Licenses
- F. Business License- One Day Liquor License for Tower Days
- G. Correspondence

Councilmember Wendling inquired on Item 6B, 2016 First Half Suburban Rate Authority Assessments, he inquired as to what the Suburban Rate Authority is. Administrator Buchholtz stated that the Suburban Rate Authority is an organization represented by the suburban cities that provides information to the Public Utilities

Commission on the effect utility rate charges will have on cites.

MOTION BY COUNCILMEMBER NASH 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 plowed two times; salted three times in the month of February and continued to maintain and flood ice skating rinks until February 23<sup>rd</sup>. He stated that the department continues to trim trees and perform maintenance on the equipment. He reported that free wood chips are available at City Hall.

Mr. Randall reported that the contractor has pulled the pump out of Well No. 1 and discovered the pump and other associated equipment are worn out. He stated that new parts are on order and will be installed soon. He reported that spring load limits are now in effect and streets have been posted.

#### 8. Code Enforcement Report

Building Official Brainard reported that attended the Council meetings on February 1<sup>st</sup> and February 16<sup>th</sup>; a Department Head meeting on February 2<sup>nd</sup>; a meeting on February 3<sup>rd</sup> with Emmanuel Christian Center Architects to review proposed addition/remodeling; a meeting at Regions III Institute on February 10<sup>th</sup>-12<sup>th</sup>; a Department Inventory needs meeting with Leo Daly on February 16<sup>th</sup> and a Community Risk Reduction meeting at Fire Station One on February 18<sup>th</sup>.

Mr. Brainard stated that in February 2016, five building permits were issued compared to seven in 2015. He reported that seven mechanical permits were issued in February 2016 compared to one in 2015. He reported that five plumbing permits were issued in February 2016 compared to four in 2015 and one zoning permit was issued compared to one in the month of February 2015.

Mr. Brainard reported that the February 2016 vacancy listing shows that there are 18 vacant/foreclosed residential properties currently posted and/or soon posted by the Code Enforcement Department, which remains the same from last month. There are two vacant/foreclosed commercial property, which is up one from last month; and 21 residential properties currently occupied and ready for Sheriff Sale's redemption, which is up two from last month. He reported that he did not post any abandoned and/or vacant property notices in month of February, in addition, zero Administrative Offense Tickets, and zero violation notices were issued by the Code Enforcement Department.

Mr. Brainard provided a handout on Property Line Information. He stated that the handout is provided for any Spring Lake Park property owner that is looking to locate their property lines when applying for a building or zoning permit.

#### 9. Resolutions and/or Ordinances

##### A. Ordinance No. 424 Amending Chapter 31 of the Spring Lake Park Code or Ordinance Related to the Size of the Parks and Recreation Commission

Administrator Buchholtz reported at the February 16, 2016 meeting, the City Council directed staff to draft an ordinance amending Chapter 31 of the City Code relating to the size of the Park and Recreation Commission.

Administrator Buchholtz reported that Ordinance Number 424 amends the Code to allow for a Commission that is not less than seven members and not more than nine members. He reported that staff is recommending removing the requirement that members must be residents of the City and must consist of at least two men and two women. He stated that this will grant the City Council more discretion in appointing future members of the Commission as the City Council can look at not only residents, but also individuals who work in the City and active volunteers with Recreation programs. He stated that staff also recommends adding language stating that members of the Commission serve at the pleasure of the Council. He stated that this language change is consistent with the language for the Planning Commission.

Administrator Buchholtz stated the newly created positions will create new terms in 2016 and 2018. He stated that staff would recommend the newly appointed individuals serve in the 2017 and 2018 open positions.

Councilmember Wendling expressed his concern with the removal of the requirements that candidates are not residents of Spring Lake Park. He stated that he feels that candidates should be residents of the community in order to serve on the Commission. Administrator Buchholtz stated that the Parks and Recreation Department programs serve more than just the City of Spring Lake Park but also includes the Spring Lake Park School District, other communities. He noted that many of the volunteers for the recreation programs are people from outside the community.

Parks and Recreation Director Rygwall stated that many of the long-term coaches would like to serve on the commission but are not residents of Spring Lake Park. She stated that many of the business owners in the community want to interact with the Commission to accommodate those that have interest in the programs.

Councilmember Nash suggested that the Commission give priority to applications from residents of Spring Lake Park and, if there are no other residents who apply, the position can be offered to a non-resident. He also suggested that the residency requirement be tabled for further discussion when the other Councilmembers are present.

MOTION MADE BY MAYOR HANSEN TO APPROVE ORDINANCE NO. 424 AMENDING CHAPTER 31 OF THE SPRING LAKE PARK CODE OR ORDINANCE RELATED TO THE SIZE OF THE PARKS AND RECREATION COMMISSION WITH THE RESTORATION OF THE LANGUAGE TO INCREASE THE NUMBER OF COMMISSIONERS. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

#### 10. Unfinished Business

##### A. Parks and Recreation Commission Appointments

Administrator Buchholtz stated that with the passage and publication of Ordinance 424, there are up to three openings on the Parks and Recreation Commission. He stated that the City Council received applications from two individuals for the openings.

Administrator Buchholtz stated that staff recommends the following appointments:

Parks and Recreation Commission (unexpired portion of three year term; term expired 12/31/17)

- Anna Apitz

Parks and Recreation Commission (term expires 12/31/18)

- Maryann Graba

Administrator Buchholtz states that one opening remains on the Commission, with the term expiring on 12/31/16. He stated that if an application for the position is received; the name will be brought forward for Council consideration.

MOTION MADE BY MAYOR HANSEN TO APPROVE PARKS AND RECREATION COMMISSION APPOINTMENT RECOMMENDATIONS. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. News Business

A. Approving Conditional Use Permit and Site Plan for Emmanuel Christian Center

A motion was made earlier to table this item.

12. Engineer's Report

Administrator Buchholtz reported that the contractor has started reconstruction on Lift Station No. 1. He stated that the Arthur Street road closure is due to the work on the Lift Station.

13. Attorney's Report - None

14. Reports - None

15. Other

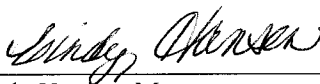
A. Administrator Reports

Administrator Buchholtz commented that the new local soda shop, Blue Sun Soda Shop, was featured in the Star Tribune newspaper on March 5, 2015. He stated that the article highlights the business and its success with the variety of soda pop that the store offers.


15. Adjourn

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

The meeting was adjourned at 7:25 P.M.

  
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Cindy Hansen, Mayor

Attest:

  
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Daniel R. Buchholtz, Administrator, Clerk/Treasurer