

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on October 19, 2015 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, Wendling and Mayor Hansen

Members Absent: Councilmember Nash

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

Visitors: Olivia Alveshere, ABC Newspaper

3. Pledge of Allegiance

4. Additions or Corrections to Agenda - None

5. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – October 5, 2015
- B. Disbursements
 - 1. General Fund Disbursement Claim No. 15-17 -- \$311,400.21
 - 2. Liquor Fund Disbursement Claim No. 15-18 -- \$204,412.99
- C. Application for Exempt Permit – North Suburban Chapter of the Minnesota Deer Hunters Association- December 14, 2015 at Kraus-Hartig VFW
- D. Application for Exempt Permit – Capable Partners – March 2016 at Kraus-Hartig VFW
- E. Contractor's Request for Payment No. 1 – North Valley Paving Inc.
- F. Public Right of Way Permit Application – CenturyLink
- G. Contractor's Licenses
- H. Correspondence

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

6. Discussion From The Floor – None

7. Police Report

Police Chief Ebeltoft reviewed the September 2015 department statistics.

Chief Ebeltoft stated that the Police Department responded to four hundred forty one calls for service in 2015 compared to four hundred fifty six calls for service in September 2014. He stated that the Police Department issued one hundred sixty one citations in September. He noted that the police department for the month of September 2015 has deployed the speed trailer thirteen times at different locations around the City to help those driving on our local streets to monitor their speeds.

Chief Ebeltoft reported, in addition to addressing the day to day operations of the Department, he attended numerous meetings including; a Department Head meeting; a meeting of the Anoka County Chiefs of Police; a meeting of the Anoka County Public Safety Data System Governance Committee; two meetings with Computer Integration Technologies, Inc. for exploring IT services for the Police Department and continued to monitor and orchestrate the hiring process for a new police officer.

8. Parks and Recreation Report

Parks and Recreation Director Rygwall reviewed the September 2015 department statistics.

Ms. Rygwall reported that the Parks and Recreation Commission met and reviewed the youth softball tournament, concession sales and fall programs.

Ms. Rygwall reported the Parks and Recreation Department staff is preparing spring 2016 programs, updating social media sites and preparing for the Turkey Shoot and Christmas programs. She reported that senior trips have been well attended and that she met with a game representative to review new ideas and upgrades for the parks.

Mayor Hansen encouraged residents to volunteer at events and park programs. She stated what a rewarding experience it is.

9. Public Hearing

A. Currency Exchange License Renewal – SJB Enterprises

Mayor Hansen opened the public hearing at 7:08 P.M.

Administrator Buchholtz stated the State of Minnesota received a completed currency exchange license renewal application from SJB Enterprises, Inc. to operate a currency exchange in two location in Spring Lake Park – 8187 B University Avenue NE and 8097 Highway 65 NE. He stated that Minnesota Statute 53A.04 required the Department of Commerce to submit any currency exchange license applications to the City Council for consideration. He stated that the statute also requires the City Council to hold a public hearing on the renewal application.

Administrator Buchholtz reported that the Minnesota Department of Commerce conducted a state background review on the appropriate personnel and the Spring Lake Park Police Department conducted a local background check on the business operation. He stated that no matters which would impact concurrence with the license were discovered.

Administrator Buchholtz stated that staff recommends concurrence with the Minnesota Department of Commerce's renewal of the 2016 currency exchange license for SJB Enterprises, Inc. at its two locations; 8187 B University Avenue NE and 8097 Highway 65 NE.

Councilmember Nelson commented on the professionalism and the proficiency of the employees at the exchange sites. He commended their working relationship with the Police Department.

Hearing no further comments, Mayor Hansen closed the public hearing at 7:11 P.M.

MOTION BY COUNCILMEMBER MASON TO APPROVE CURRENCY EXCHANGE RENEWAL LICENSE FOR SJB ENTERPRISES. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

10. Ordinances and Resolutions

A. Resolution 15-25 Amending the 2015 General Fund Budget

Administrator Buchholtz reported that the City receives State Fire Aid from the State of Minnesota to support the Spring Lake Park Blaine Mounds View Fire Relief Association pension fund. He stated that the City has received correspondence from the Office of the State Auditor regarding the entry of funds into the General Fund Budget. He stated that the Office of the State Auditor has directed the City to show State Fire Aid as an intergovernmental revenue and the payment as Fire Expenditure. He stated that a budget adjustment is required to address this issue.

MOTION BY COUNCILMEMBER NELSON TO APPROVE RESOLUTION 15-25 AMENDING THE 2015 GENERAL FUND BUDGET. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. Engineer's Report

Engineer Gravel reported that a preconstruction meeting will be held on October 20, 2015 for the 2015 Sanitary Sewer Lining Project which includes lining and wye grouting in the northeast corner of the city. He stated that the turn lanes and sidewalk on CSAH 35 is proceeding and should be completed in two weeks.

Mr. Gravel stated that a few items remain on the punch list for the 2015 Street Improvement Project and the city is working with the contractor to correct those items. He stated that the final payment will be made until the items have been completed.

12. Attorney's Report - None

13. Other

A. Administrator Reports

Administrator Buchholtz reported that State Senator Alice Johnson and State Representatives Jerry Newton and Connie Bernardy will host a town hall meeting on October 20, 2015 at City Hall. He stated that everyone is welcome to attend.

Administrator Buchholtz stated that he has received several calls from architects expressing an interest in the Request for Proposals (RFP) for the space analysis of the existing city hall building. He reported that the

deadline to submit the RFP is October 30, 2015 and the selection process will be presented to the Council in December.

Administrator Buchholtz reminded residents of the grand reopening Fall Fest being held on Saturday, October 24, 2015 at Central Park Liquor.

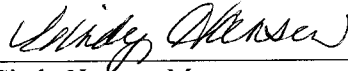
B. Administrator Performance Evaluation Report

Administrator Buchholtz stated that the Council will be receiving an evaluation packet for the performance review of the Administrator at the end of the week. He requested that the evaluation be completed and reviewed at the November 2, 2015 council meeting.

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