

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on August 17, 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 Koester, ABC Newspaper
Diane Christianson, 830 81st Avenue NE
John Tolson, 830 81st Avenue NE
Jason Koestler, 800 81st Avenue NE
Arthur Ruohonen, 427 81st Avenue NE
Kaimin Chen, 8236 Arthur Street NE
Dianne Griffith, GJW Group (Arthur Street NE)
Paul Walker, GJW Group (Arthur Street NE)
Colleen Pederson, Spring Lake Park Community Education Director

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 – August 3, 2015
- B. Disbursements
 - 1. General Fund Disbursement Claim No. 15-13 -- \$685,310.55
 - 2. Liquor Fund Disbursement Claim No. 15-14 -- \$261,573.21
- C. Budget to Date/Statement of Fund Balance – June 2015
- D. Public Right of Way Application – CenturyLink
- E. 2015 Second Half Suburban Rate Authority Assessment
- F. Contractor's Licenses
- G. Correspondence

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

6. Discussion From The Floor

Colleen Pederson, Director of Community Education for Spring Lake Park Schools, provided information on the Panther Foundation 5K and Family Carnival on Saturday, September 29, 2015. She explained the race course through the City and the events that will be held.

7. Police Report

Police Chief Ebeltoft reviewed the July 2015 department statistics.

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

Chief Ebeltoft reported in addition to addressing the day to day operations of the Department he attended numerous meetings including; a meeting with the Anoka County Chiefs of Police; a meeting with AT&T representative regarding the City's transition from Sprint to AT&T cellphones; a meeting of the Minnesota Chiefs of Police Regional Representatives; a meeting with Anoka County Chiefs of Police regarding continued implementation of the PSDS; a meeting with Councilmember Nash and Beyond the Yellow Ribbon Committee held at Kraus-Hartig VFW; a meeting with Administrator Buchholtz and Accountant Anderson regarding the department 2016 budget; a meeting of the Minnesota Chief of Police Executive Training Committee to continue discussing and orchestrating training for the 2016 Executive Training Institute; a meeting with Mayor Hansen and the Anoka County Joint Law Enforcement Council and a meeting with former a Spring Lake Park Reserve Officer.

8. Parks and Recreation Report

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

Ms. Rygwall stated that the Parks and Recreation Commission met and reviewed Tower Days activities, softball tournament schedules, responsibilities, and park maintenance. She stated that Able Park has received a lot of use at the volleyball and basketball courts this year and resurfacing will take place in 2016 as part of the regular maintenance. She expressed her gratitude to the Public Works staff for all their hard work with their continued maintenance at the parks.

Ms. Rygwall reported the Parks and Recreation Department has been busy planning new programs and a new Parks and Recreation brochure that will be mailed to Spring Lake Park residents in early September. She stated that the summer playground programs have been very successful.

9. Public Hearings

A. Assessment Hearing for 81st Avenue NE Improvements

Administrator Buchholtz stated that on July 6, 2015, the City Council reviewed the proposed assessment rolls for the 2015 Street Improvement Projects and called for a hearing on the proposed assessment roll to be held at the August 17, 2015 City Council meeting.

Administrator Buchholtz stated that assessments are proposed to be levied against the benefited properties and are consistent with City policies and practices. He stated the proposed assessments are the same as presented at the Public Hearing Improvement Hearing for the project held in the Fall of 2013.

Administrator Buchholtz stated that the proposed Assessment Rates for the 2015 Street Improvement Project are:

Unit Rate for Residential Properties	\$3,079.55/unit
Frontage Rate for Non-Residential Properties	\$62.88/assessable foot

He stated the assessment rates reflect the fact that the streets included in the project have additional design requirements beyond a typical City street. The assessment rates are based on the equivalent cost of a typical city street and the proposed assessment rates are similar to rates from previous projects when adjusted for inflation.

Administrator Buchholtz stated that the assessment rolls for the East Trunk Highway 65 Service Road and Arthur Street improvement projects are in order.

Administrator Buchholtz reported that staff discovered several errors in the proposed assessment roll for the 81st Avenue NE improvements. He stated that a number of the properties listed on the roll were assessed on a previous project. He stated that staff has amended the roll to remove the following properties from being assessed for the 2015 project.

322 81 st Avenue	366 81 st Avenue
8043 5 th Street	8042 6 th Street
8043 6 th Street	8042 Terrace Road
8098 Washington Street	8099 Washington Street
8099 Jefferson Street	8049 Madison Street
8090 Quincy Street	8049 Quincy Street
8090 Jackson Street	

Administrator Buchholtz reported that one property, 8101 Terrace Road, was inadvertently left off the assessment roll for the 81st Avenue NE street project. He stated that staff requests that, once comments are heard on the 81st Avenue NE street project, the hearing be recessed until the September 8, 2015 City Council meeting allow this property owner to be heard on the assessment.

Administrator Buchholtz stated that with these changes, the total amount proposed to be assessed is:

Arthur Street NE	\$160,395.56
East Trunk Highway 65 Service Road	\$ 77,759.92
81 st Avenue NE	<u>\$151,091.30</u>
TOTAL	\$389,246.78

Mayor Hansen opened the public hearing at 7:10 PM.

Engineer Gravel reported that the purpose of the hearing is to present the project cost information and to give property owners an opportunity to express concerns about the actual special assessments. He reported that the assessments are payable in equal installments over a period of ten years; have an interest rate of 3.5%; with the first installment appearing with 2016 property taxes and property owners may pay the full amount within 30 days of the City Council adopting the final assessment roll to avoid any interest.

Arthur Ruohonen, 427 81st Avenue NE, thanked the Council for hearing their petition for the centerline striping and for the signs that have been posted to cut down on truck traffic. He suggested a speed sign be posted for the safety of the neighborhood.

John Tolson, 830 81st Avenue NE, stated how impressed he was that the work was completed so quickly. He inquired on the height of a few of the manhole covers as some seem to be too high. Public Works Director Randall stated that he will look at them to see if adjustments need to be made.

Diane Christianson, 830 81st Avenue NE, stated that she was impressed with the street project and thanked everyone involved for a smooth process. She expressed her concern on how the assessment payment process works. Administrator Buchholtz explained that state law dictates how assessments are collected and the City will send a final assessment letter to residents once the assessment roll is adopted by the Council.

Hearing no further comments, Mayor Hansen recessed the public hearing at 7:33 PM to be resumed on September 8, 2015 at 7:00 PM or thereafter.

B. Assessment Hearing for Arthur Street NE Improvements

Mayor Hansen opened the public hearing at 7:34 PM.

Engineer Gravel provided a brief overview of the work completed and the proposed assessment amounts.

Paul Walker, GJW Group, stated that he is not favor of the work that was completed to the streets. He stated that the GJW Group has submitted a formal objection to its assessment as it he feels it will not increase property values, as owners of the mobile home park they cannot raise the tenants rates and feels the road was in good condition before the construction.

Kaimin Chen, 8236 Arthur Street NE, inquired on how the assessments are calculated with multi-buildings such as his properties and what would happen to the assessments if he should decide to sell his properties. Engineer Gravel stated that the cost of the assessment is assessed by a front footage basis and distributed equally including City owned property. Attorney Carson explained that assessments are usually negotiated during the sale of a property and the existing owner pays off the assessment.

Hearing no further comments, Mayor Hansen closed the public hearing at 7:40 PM.

C. Assessment Hearing for East Trunk Highway 65 Service Road Improvements

Mayor Hansen opened the public hearing at 7:40 PM.

Engineer Gravel provided a brief overview of the work completed and the fees to be assessed to the businesses.

Hearing no public comments, Mayor Hansen closed the public hearing at 7:44 PM.

10. Ordinances and Resolutions

A. Resolution 15-19 Adopting Assessment for 81st Avenue NE Improvements

Administrator Buchholtz presented a resolution for adopting the assessment for the 81st Avenue NE improvements and asked that the resolution be tabled until the public hearing is completed on September 8,

2015.

MOTION MADE BY COUNCILMEMBER NELSON TO TABLE RESOLUTION 15-19 ADOPTING ASSESSMENT FOR 81ST AVENUE. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Resolution 15-20 Adopting Assessment for Arthur Street NE Improvements

Administrator Buchholtz presented a resolution adopting the assessment for the Arthur Street NE Improvements. He stated that the public comments from the public hearing have been noted.

MOTION MADE BY COUNCILMEMBER MASON TO APPROVE RESOLUTION 15-20 ADOPTING ASSESSMENT FOR ARTHUR STREET NE IMPROVEMENTS. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

C. Resolution 15-21 Adopting Assessment for East Trunk Highway 65 Service Road

Administrator Buchholtz presented a resolution adopting the assessment for the East Trunk Highway 65 Service Road.

MOTION MADE BY MAYOR HANSEN TO APPROVE RESOLUTION 15-21 ADOPTING ASSESSMENT FOR EAST TRUNK HIGHWAY 65 SERVICE ROAD IMPROVEMENTS. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

11. New Business

A. Approval of 2016 North Metro Telecommunications Commission Budget

Administrator Buchholtz presented the 2016 North Metro Telecommunications Commission Budget. He reported the Commission's operating budget for 2016 is proposed at \$1,189,284. He stated that this number represents a \$10,958 decrease over last year's budget primarily due to a drop in anticipated legal fees, as franchise renewal with Comcast has been postponed three years as the result of a settlement agreement with Comcast.

Administrator Buchholtz reported the budget capital costs for 2016 are \$301,016. He stated that North Metro Telecommunications (NMTV) is undergoing a HD upgrade analysis and HD channels are now available for community programming. He stated that in order to utilize these channels, the equipment must be upgraded and the first step is to improve the playback capabilities. He stated the capital budget for 2016, in combination with approved funds from 2015, will allow NMTV to completely upgrade master control without the need to bond and the figure covers routine computer/software updates and software licensing. He noted that franchise fees paid back to the Member Cities are budgeted at \$320,000, which is the same as last year's franchise fee payment.

Administrator Buchholtz recommended that the Member Cities approve the 2016 Commission Budget as recommended by the Telecommunications Commission and the Operations Committee. He added that NMTV does an outstanding job.

MOTION BY COUNCILMEMBER MASON TO APPROVE 2016 NORTH METRO TELECOMMUNICATIONS BUDGET. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Proposed Recycling Contract for 2016-2021

Administrator Buchholtz reported that on December 31, 2015 the Recycling Contract with Waste Management will expire. He stated that Recycling Coordinator Brown sent out Request of Proposals and received three responses. He reported that after careful consideration of the three proposals, it was determined that the current vendor, Waste Management, provided the lowest bid.

Administrator Buchholtz stated that there are two primary benefits associated with the contract with Waste Management: 1.) there would be no disruption of services since new recycling containers would not be necessary and under the new contract, and 2.) the City municipal liquor store will be classified as a public building and will have their recycling picked up every other week along with the City's recycling program.

Administrator Buchholtz reported that staff recommends approval of the contract with an effective date of January 1, 2016 and stated that City Attorney Carson has reviewed the contract and did not raise any concerns.

MOTION BY COUNCILMEMBER MASON TO APPROVE WASTE MANAGEMENT RECYCLING CONTRACT FOR 2016-2021. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

12. Engineer's Report

Engineer Gravel reported the majority of the work has been completed for the 2014-2015 Street Improvement Project. He stated that he is working with Public Works Director Randall on storm water ponds near Spring Lake.

13. Attorney's Report – None14. OtherA. Administrator Reports

Administrator Buchholtz reported that the Cable Commission is very close to finalizing a contract with CenturyLink. He stated that the bid opening for Trunk Highway 35, which is part of the Substance Church construction, took place on August 17, 2015 and the bid will be presented at the September 8, 2015 Council meeting for award.

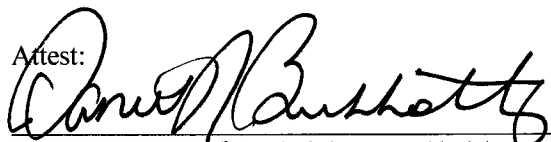
14. Adjourn

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

The meeting was adjourned at 7:54 P.M.


Cindy Hansen, Mayor

Attest:


Daniel R. Buchholtz, Administrator, Clerk/Treasurer