

## OFFICIAL PROCEEDINGS

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

Members Absent: Councilmember Nash

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

Visitors: Olivia Alveshere, ABC Newspapers

### 3. Pledge of Allegiance

### 4. Additions or Corrections to Agenda

Administrator Buchholtz asked that items 6F, Public Right of Way Application-Centerpoint and Item 6G, Application of Exempt Permit- North Suburban Chapter of the MN Deer Hunters at Kraus-Hartig VFW, be added to the agenda.

### 5. Discussion From The Floor – None

### 6. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – January 4, 2016
- B. Disbursements
  - 1. General Fund Disbursement Claim No. 15-23 -- \$229,567.14
  - 2. Liquor Fund Disbursement Claim No. 15-24 -- \$223,336.58
- C. Sign Permit
- D. Contractor's Licenses
- E. Correspondence
- F. Public Right of Way Application – Centerpoint Energy
- G. Application of Exempt Permit – North Suburban Chapter of the MN Deer Hunters Association

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

7. PresentationA. Mayor's Proclamation – Jeffrey A. Carson Day

Mayor Hansen read a proclamation proclaiming January 19, 2016, as Jeffrey A. Carson Day in the City of Spring Lake Park. Mayor Hansen thanked Attorney Carson for his forty years of service to the City.

8. Police Report

Police Chief Ebeltoft reported that due to transitioning to the new Public Safety Data Records System in November, the monthly detailed statistical report for the number of calls for service is not available.

Chief Ebeltoft reviewed the monthly statistics from the School Resource Officer and Investigator Baker. He reported that School Resource Officer Fisk notes that thefts are on the rise again in our schools and requests students, parents and teachers only bring the necessary items to school to help alleviate this issue.

Chief Ebeltoft reported, in addition to addressing the day-to-day operations of the Department, he attended numerous meetings throughout the month, along with overseeing the continuation of the hiring process for the vacant police officers position. He reported that he assisted with the completion of the testing process for the vacant police officer position and brought forth a candidate for a conditional job offer.

9. Parks and Recreation Report

Parks and Recreation Director Rygwall reviewed the December 2015 department statistics. Ms. Rygwall reported that the Parks and Recreation Commission met and reviewed the Turkey Shoot activity and suggested that the event be moved back to a Friday night prior to the Thanksgiving holiday. She stated that the Commission reviewed the requirements for traveling baseball and the use of the baseball fields.

Ms. Rygwall stated that staff had a busy month preparing for the popular cookie making class in December. She reported that a lot staff time was involved in preparing for the class. She stated the class was a success and in the future, they will hold two classes.

Ms. Rygwall reported that staff has been busy preparing for upcoming classes and for the senior Valentine luncheon sponsored by the Spring Lake Park Lions. She reported that the Parks and Recreation brochure has been delivered to residents.

10. New BusinessA. Authorize 2016 Police Squad Car Order and Purchase

Chief Ebeltoft stated that the 2016 State Bid Contracts for the police vehicles has been awarded to the listed dealerships.

Dealership	Location	State Bid Contract	Pricing
1.) Ranger Chevrolet (Chevy/Ford)	Hibbing, MN	#83064 (Ford)	\$27,238.00
		#37351 (Chevy)	\$26,371.18
2.) Nelson Auto Center (Dodge)	Fergus Falls, MN	#89303	\$27,621.00

Chief Ebeltoft reported that after research, consideration and time, it was determined that the 2016 Dodge Charger will again best fit the police department needs and finances.

Chief Ebeltoft reported that as part of his research on State Bid Contracts, it was found that Dodge of Burnsville has a State Bid Contract. He stated that, the City of Spring Lake Park can purchase the same 2016 Dodge Charger AWD for \$25,798.00, with a savings of \$1,823.00 from Dodge of Burnsville over the State Bid contract price offered by Nelson Auto Center.

Chief Ebeltoft stated that he is seeking Council approval to proceed with placing an order for a 2016 Dodge Charger AWD from Dodge of Burnsville in the amount of \$25,798.00. He noted that this purchase will come in under budget, of the 2016 budgeted funds of \$35,472.00, for a savings of \$9,674.00.

Councilmember Mason inquired to the location of the State Bid dealerships. Chief Ebeltoft explained that the dealerships applied and were awarded the State Bids however; other dealerships can also apply and use State Bid pricing.

MOTION MADE BY COUNCILMEMBER MASON TO APPROVE 2016 DODGE CHARGER AWD SQUAD CAR ORDER AND PURCHASE FROM BURNSVILLE DODGE IN THE AMOUNT OF \$25,798.00. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

#### 11. Engineer's Report

Engineer Gravel reported that the 2015 Sanitary Sewer Lining Project is complete. He reported that Public Works Director Randall is in the process of reviewing inspection televising tapes to verify the installations. Mr. Gravel stated that contractor payment is being withheld until the televising tapes are reviewed.

Mr. Gravel stated that Emmanuel Christian Center is in the planning stages of an expansion at their location. He reported that plans will more than likely be submitted in the near future.

#### 12. Attorney's Report

Attorney Carson expressed his gratitude towards the City and staff in during his time as City Attorney. He spoke highly of the City and all that has been accomplished during the time he served as City Attorney.

#### 13. Other

Councilmember Nelson thanked Attorney Carson for his work, time and mentorship that he provided during his time as City Attorney.

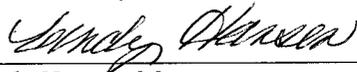
#### A. Administrator Report

Administrator Buchholtz reported that the Accounting staff is busy preparing year end reports and starting to gather information for the auditors. Administrator Buchholtz expressed his appreciation to Attorney Carson.

#### 14. Adjourn

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

The meeting was adjourned at 7:30 P.M.

  
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Cindy Hansen, Mayor

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