

OFFICIAL PROCEEDINGS

Pursuant to due call and notice thereof, the regularly scheduled meeting of the Spring Lake Park City Council was held on November 2, 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, Nash, Nelson, Wendling and Mayor Hansen

Members Absent: None

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 Newspapers
Michael Harasyn, 566 78th Avenue NE

3. Pledge of Allegiance

4. Additions or Corrections to Agenda

Administrator Buchholtz requested that item number 7A, Julie Jeppson, Stepping Stone Emergency Housing Presentation, be removed from the agenda due to the presenter not being able to attend.

5. Consent Agenda:

Mayor Hansen reviewed the following Consent Agenda items:

- A. Approval of Minutes – October 19, 2015
- B. Public Right of Way Application – Minnesota Pollution Control Agency
- C. Contractor's Licenses
- D. Sign Permit
- E. Correspondence

Councilmember Wendling inquired as to what type of business the Soda and Sweet Shop was going to be. Administrator Buchholtz stated that new owners have purchased the building and will be opening a business that will serve over one thousand different sodas and candies.

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

6. Discussion From The Floor - None

7. Public Works Report

Public Works Director Randall reported that the Public Works Department continues to rake the leaves in the parks, prepare the sprinkler systems for winter, drain the fire hydrants for winter, work on equipment for the snow season and work on completing the inside of the Public Works building. He reported that street sweeping will start in a week and the warming house at Able Park has been painted and prepared for the season.

8. Code Enforcement Report

Building Official Brainard reported that he attended the Council meetings on October 5th and 19th; a Department Head meeting on October 6th; a Zoning Code Amendment workshop on October 12th; a MN Building Permit Technician Association meeting on October 22nd; a North Suburban Code Officials meeting on October 13th; the North Suburban Building Official's meeting on October 27th and Community Risk Fire Marshall meeting on October 30th.

Mr. Brainard stated that in October 2015, 71 permits were issued. He reported that he conducted 155 inspections in October.

Mr. Brainard reported that the October 2015 vacancy listing shows that there are 20 vacant/foreclosed residential properties currently posted and/or soon posted by the Code Enforcement Department, which remains the same from last month. There are three vacant/foreclosed commercial properties, which remains the same from last month; and 16 residential properties currently occupied and ready for Sheriff sale, which remains the same from last month. He reported that 12 violation notices were issued in October by the Code Enforcement Department. He reported that two administrative offense tickets were issued.

Mr. Brainard provided a copy of the fence handout for residents as well as commercial owners to understand the regulations and process for erecting a fence in the city.

9. New Business

A. Agreement for Local Assessor Services

Administrator Buchholtz reported that the City's assessing services contract expires on January 1, 2016. He stated that City Assessor Ken Tolzmann is proposing a new three-year service contract to provide the City with assessing services.

Administrator Buchholtz stated that the fees under the proposed contract are unchanged from the previous three-year agreement. He reported the proposed fee schedule to be the following:

- \$9.00 for each improved parcel of residential, seasonal recreational residential and agricultural type of property.
- \$2.50 for each unimproved parcel of residential, seasonal recreational residential and agricultural type of property.
- \$55.00 for each improved and unimproved parcel of commercial, industrial, and public utility type of property.
- \$55.00 for each improved and unimproved parcel of apartment or mobile/manufactured home park type of property.

Administrator Buchholtz reported that City Attorney Carson has reviewed the proposed assessor contract and found the contract to be in order.

MOTION MADE BY MAYOR HANSEN TO APPROVE ASSESSING SERVICES CONTRACT WITH KEN TOLZMANN. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

B. Award Bid for Lift Station #1 Replacement Project

Engineer Gravel reported that bids for the Lift Station No. 1 were opened on October 26, 2015. He stated that there were seven bids.

	<u>Contractor</u>	<u>Total Base Bid</u>
Low	Meyer Contracting, Inc.	\$650,060.85
#2	Magney Construction, Inc.	\$664,405.00
#3	Lametti & Son, Inc.	\$669,307.00
#4	Gelslinger & Sons, Inc.	\$692,185.00
#5	RL Larson Excavating, Inc.	\$700,396.50
#6	Dave Perkins Contracting, Inc.	\$726,589.00
#7	Veit & Company, Inc.	\$1,353,731.00

Mr. Gravel reported that the low bidder on the project was Meyer Contracting, Inc. with a total base bid of \$650,060.85. He stated that this compared to the Engineer's Opinion of Probable Cost of \$680,000.00. He reported the bids have been reviewed and are found to be in order.

Mr. Gravel stated that the second round of bids are \$80,000 less than the bids received last year. He stated reasons for the lower bid amounts are attributed to the change of season for bidding and some of the work being completed by the Public Works Department.

Councilmember Mason inquired as to where Meyer Contracting is located. Mr. Gravel stated that the company is located in Maple Grove.

MOTION MADE BY COUNCILMEMBER NELSON TO AWARD BID RESULTS FOR LIFT STATION NO. 1 PROJECT TO MEYER CONTRACTING, INC. IN THE AMOUNT OF \$650,060.85. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

C. Schedule Workshop to Discuss 2016 Public Utilities Budget

Administrator Buchholtz requested that a workshop session be scheduled for November 9, 2015 at 6:30 PM at City Hall. He stated the purpose of the workshop would be to review the proposed 2016 Public Utility budget and to receive any Administrator reports.

Councilmember Nelson stated that he would not be available on that date. Administrator Buchholtz stated that he would provide an update to Councilmember Nelson after the workshop. The consensus of the remaining Councilmembers was that they will be able to attend.

10. Engineer's Report

Engineer Gravel reported that the 2015 Sanitary Sewer Lining Project is on schedule and Public Works Director Randall has been performing the inspections so the work can continue.

Mr. Gravel reported that the CSAH 35 Turn Lanes and Sidewalk project is nearly completed. He stated that seeding will be completed as "dormant" seeding due to the time of year.

11. Attorney's Report

Attorney Carson reported that contract negotiations with SunShare Community Solar Garden are continuing and an updated contract should be available at the next Council meeting for approval.

12. Reports - None

13. Other

A. Public Hearing Scheduled for November 16, 2015 to receive feedback on CenturyLink Cable Franchise

Administrator Buchholtz reported that at the November 16, 2015 Council meeting, the Council will hold a Public Hearing for the CenturyLink Cable Franchise Ordinance. He reported that the purpose of the hearing is to hear public comments and that all seven metro area councils need to approve the ordinance before it can go into effect. He reported that action on the ordinance will occur at the December Council meeting.

B. Administrator Reports -None

14. Closed Session

A. Motion to Close Meeting to Discuss Labor Negotiations Strategies

MOTION MADE BY MAYOR HANSEN TO CLOSE REGULAR MEETING TO DISCUSS LABOR NEGOTIATIONS STRATEGIES. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

The meeting was recessed at 7:20 P.M.

Mayor Hansen reconvened the meeting at 7:56 P.M.

B. Motion to Close Meeting to Conduct Administrator's Performance Evaluation

MOTION MADE BY MASON TO CLOSE REGULAR MEETING TO CONDUCT ADMINISTRATOR'S PERFORMANCE EVALUATION. ROLL CALL VOTE: ALL AYES. MOTION CARRIED.

The meeting was recessed at 7:57 P.M.

Mayor Hansen reconvened the meeting at 8:27 P.M.

15. Adjourn

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

The meeting was adjourned at 8:29 P.M.



Cindy Hansen, Mayor

Attest:


Daniel R. Buchholtz, Administrator, Clerk/Treasurer