



CITY OF SPRING PARK
CITY COUNCIL AGENDA
JUNE 1, 2020 – 7:00 PM
SPRING PARK CITY HALL

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ADOPT MEETING AGENDA
4. ADOPT CONSENT AGENDA*
 - a. City Council Regular Meeting Minutes from May 18, 2020
 - b. Liquor, Cigarette, & Dinner Dance License Renewals
5. PUBLIC FORUM**
6. PRESENTATIONS & GUEST SPEAKERS
7. PUBLIC HEARINGS
8. PETITIONS, REQUESTS, & APPLICATIONS
9. ORDINANCES & RESOLUTIONS
 - a. Resolution 20-13: Authorizing Regulatory Flexibility for Outdoor Dining
10. REPORTS OF OFFICERS AND COMMITTEES
 - a. Mayor & Council
 - b. City Staff
 - c. Contract Staff
11. NEW BUSINESS & COMMUNICATIONS
12. CLAIMS FOR PAYMENT
 - a. June 1, 2020 Claims
13. UPCOMING MEETINGS & TRAINING
14. MISCELLANEOUS (INFORMATION ONLY)
 - a. Mound Fire Department Weekly Update
15. ADJOURNMENT

* The Consent Agenda lists those items of business which are considered to be routine, recommended for approval, and/or which need no discussion. The several separate items listed on the Consent Agenda are acted upon by one motion. There will be no separate discussion of these items unless a Council Member makes a request, in which event the item will be removed from the Consent Agenda and placed elsewhere on the regular agenda for Council discussion and action.

** Under Public Forum individuals may address the City Council about any item not contained on the regular agenda. Each speaker should keep their statements to three minutes to allow sufficient time for others. The Council will take no official action on items discussed at the forum, with the exception of referral to staff for future report.



4a

CITY OF SPRING PARK
CITY COUNCIL AGENDA
MAY 18, 2020 – 7:00 PM
SPRING PARK CITY HALL

1. CALL TO ORDER - The meeting was called to order by Mayor Rockvam at 7:00 p.m.

Council Members Present: Jerome P. Rockvam, Mayor; Mark Chase; Jeff Hoffman; Pamela Horton; and Gary Hughes

Staff Present: Dan Tolsma, City Administrator

2. PLEDGE OF ALLEGIANCE – Mayor Rockvam led the audience in the Pledge of Allegiance.

3. ADOPT MEETING AGENDA

M/Hughes, S/Hoffman to adopt the meeting agenda as amended.

Motion carried 5-0.

4. ADOPT CONSENT AGENDA

- a. City Council Regular Meeting Minutes from April 6, 2020
- b. Dock Rental Licenses
- c. LMCD Ports of Call

M/Horton, S/Chase to adopt the Consent Agenda.

Motion carried 5-0.

5. PUBLIC FORUM – None.

6. PRESENTATIONS & GUEST SPEAKERS – None.

7. PUBLIC HEARINGS – None.

8. PETITIONS, REQUESTS, & APPLICATIONS – None.

9. ORDINANCES & RESOLUTIONS – None.

10. REPORTS OF OFFICERS AND COMMITTEES

- a. Mayor & Council
 - i. Fire Department Update

Council Member Hughes provided an update from the Mound Fire Department including a recent fire in the community, mutual aid agreements, fire hydrants, and recent changes to response processes due to the COVID-19 pandemic.

City Administrator Tolsma stated Fire Chief Pederson is preparing a letter to send to two residential properties regarding a fence that is currently limiting access to a fire hydrant.

Mayor Rockvam restated his concerns about the current mutual aid agreement for fire services that costs member cities more money to protect other communities that have decided to reduce their own fire service and rely on Mound Fire Department for emergencies. He added that he is in favor of investigating the creation of a fire district.

b. City Staff

City Administrator Tolsma stated that Spring Park's Curbside Spring Clean-Up Day event has been moved to Saturday, June 27 due to complications in scheduling caused by COVID-19.

Mayor Rockvam would like to discuss the City's clean-up day events at a future work session due to the increased costs each year. He discussed several options available that other cities utilize to control costs including charging nominal fees for certain items, reducing from two events to one event per year, and changing from curbside to drop-off.

Council Member Chase added that this year might be the year to reduce clean-up day events to one event due to the Spring event needing to be delayed until the end of June.

Council Member Hoffman asked what the cost would be to partner with another city for a drop-off event.

City Administrator Tolsma responded that there would be no cost or very little cost to the City for partnering with another city for a drop-off event.

c. Contract Staff – None.

11. NEW BUSINESS & COMMUNICATIONS

Council Member Hughes asked for an update on having a representative from Republic Services attend an upcoming Council meeting.

City Administrator Tolsma stated the visit was delayed due to COVID-19 but will be rescheduled.

12. CLAIMS FOR PAYMENT

a. May 18, 2020 Claims

M/Horton, S/Hoffman to approve all claims for payment.

Motion carried 5-0.

13. UPCOMING MEETINGS & TRAINING – None.

14. MISCELLANEOUS (INFORMATION ONLY)

- a. April Fire Department Report
- b. PeopleService March Report

15. ADJOURNMENT

The meeting was adjourned by unanimous consent at 7:25 p.m.

Date Approved: June 1, 2020

Dan Tolsma, City Administrator

Theresa Schyma, City Clerk



STAFF MEMO

2020-2021 ANNUAL LIQUOR, CIGARETTE, &
DINNER DANCE RENEWAL LICENSES

1. **BACKGROUND:** Liquor, beer, wine, cigarette, and dinner dance licenses expire on June 30, 2020. All of the currently licensed businesses in the City were sent renewal information in March 2020. All renewal applications cover the period from July 1, 2020 to June 30, 2021. The City Code does not require a public hearing for renewals of these types of licenses. Annual license renewals can be approved as part of the Consent Agenda.
2. **DISCUSSION:** City staff received the following required materials for issuance of a license:
 - Complete & signed renewal license applications
 - Proof of liquor liability insurance (not required for Shoreline BP)
 - Certificate of Compliance – Minnesota Workers’ Compensation Law
 - All required license fees

Orono Police Chief Farniok has reviewed the application materials for the below named businesses. He did not see any basis for denial and submitted his signature for approval.

Tomsec, Inc. d/b/a Lord Fletcher’s, 3746 Sunset Drive

- Liquor, beer, and wine - on, off, and Sunday sale; Dinner Dance

Water Carrier LLC d/b/a Vann, 4016 Shoreline Drive

- Beer and wine – on sale

Back Channel Brewing Collective LLC, 4787 Shoreline Drive

- Taproom on-sale, Brewer growler off-sale, and Sunday sale

JDK Liquors, Inc. d/b/a MGM Wine & Spirits, 4659 Shoreline Drive

- Liquor, beer, and wine – off sale; Cigarette

BANDLT Enterprises, Inc. d/b/a Shoreline BP, 4311 Shoreline Drive

- Cigarette

3. **FINANCIAL CONSIDERATIONS:** Required licensing fees have either been received or businesses are working with City staff to arrange a payment plan due to business interruption caused by the COVID-19 pandemic.
4. **RECOMMENDATION:** Approve the 2020-2021 liquor, beer, wine, cigarette, and dinner dance renewal licenses for Lord Fletcher’s, Vann, Back Channel Brewing Collective LLC, MGM Wine & Spirits, and Shoreline BP.

CITY OF SPRING PARK, MINNESOTA

RESOLUTION NO. 20-13

**RESOLUTION AUTHORIZING THE GRANTING OF
REGULATORY FLEXIBILITY TO LOCAL BUSINESSES**

WHEREAS, the President of the United States and the Governor of the State of Minnesota have declared states of emergency as a result of the spread of COVID-19;

WHEREAS, the City Council recognizes this emergency has had a devastating effect on local businesses required to close pursuant to the Governor’s orders, particularly restaurants and other businesses that were the last to be allowed to reopen;

WHEREAS, businesses are required to have a plan in place to safely reopen to the public that reflects social distancing requirements and complies with limits imposed on the number of customers that may be served at one time;

WHEREAS, the Governor’s office has encouraged local governments to be creative in working with businesses as they reopen, particularly restaurants who are initially limited to outdoor service only;

WHEREAS, in order to support the continued viability of local businesses, maximize the number of customers allowed to access businesses in light of the state’s operating restrictions, and to exercise the creativity encouraged by the Governor’s office, the City Council determines it is in the best interests of the City to allow the granting of regulatory flexibility as part of an approved plan submitted by each business seeking such flexibility;

WHEREAS, it is not practical under the circumstances of this emergency to require businesses to pursue what can be a several month process to seek amendments and other approvals to obtain the flexibility they need now to safely reopen their businesses; and

WHEREAS, delegating authority to the City Administrator to grant flexibility to local regulations as part of a plan a business submits to the City for approval is the only workable solution for expeditiously providing the assistance local businesses need as they start to reopen and put their employees back to work.

NOW, THEREFORE, BE IT RESOLVED, by the Spring Park City Council as follows:

1. The City Administrator is hereby delegated the authority to grant, on behalf of the City, flexibility in City regulations as the City Administrator determines is appropriate to support the operations of local businesses as they reopen to the customers and resume operations under the limitations imposed by the Governor’s emergency orders. Regulatory flexibility may only be granted as part of a written plan the City Administrator approves for a particular business entity.

2. For the purposes of this Resolution, the “regulatory flexibility” the City Administrator is authorized to grant includes, but is not limited to, the following:
 - (a) Allow the expansion of the licensed “premises” of a business holding an on-sale liquor license to allow the service and consumption of alcohol in an expanded area identified in the approved plan;
 - (b) Allow the expansion of existing business operations without requiring amendments to existing zoning approvals or new zoning approvals;
 - (c) Allow a business to use adjacent City property for customer seating, the display of its products for sale, or for other similar uses upon entering into a license agreement with the City; and
 - (d) Such other flexibility in the City’s regulations and the enforcement of those regulations as the City Administrator determines is appropriate under the particular circumstances of the business to reasonably allow it to conduct its business in a manner that maximizes its operations while complying with its plan, the Governor’s emergency orders, and applicable guidelines.
3. The City Administrator has the discretion to deny any request for regulatory flexibility. If approved, the City Administrator shall place such conditions on the approval as the City Administrator determines are reasonable under the circumstances. The City Administrator is authorized to issue written approvals of regulatory flexibility to execute license agreements on the City’s behalf. The City Administrator may immediately repeal any approved regulatory flexibility if the City Administrator determines the business violated the scope of the regulatory flexibility, any conditions placed on the granted flexibility, or the expanded business operations interfere with public safety or unreasonably obstructs the use of public property.
4. The regulatory flexibility allowed under this Resolution is intended to temporarily allow a business to overcome local regulatory hurdles that interfere with its efforts to implement its plans to reopen and operate in accordance with social distancing and other federal and state safety requirements. This Resolution, and regulatory flexibility granted hereunder, does not exempt a business from:
 - (a) Complying with all applicable federal and state laws, rules, regulations, and emergency orders;
 - (b) Fully implementing its COVID-19 Preparedness Plan;
 - (c) Complying with local regulations not directly related to the regulatory flexibility granted in the plan approved by the City Administrator; or
 - (d) Immediately returning to full compliance with all applicable local regulations upon the expiration or termination of the regulatory flexibility.

5. The authority delegated herein to the City Administrator shall take effect immediately and shall continue through October 31, 2020, or until such time as local businesses are able to resume normal operations pursuant to State of Minnesota guidelines, whichever occurs first.

Adopted by the City Council of Spring Park this 1st day of June 2020.

Jerome P. Rockvam, Mayor

Attest:

Theresa Schyma, City Clerk



2415 Wilshire Boulevard
Mound, MN 55364
952-472-3555

COVID-19: Status update for Mound Fire Department
Week of May 25, 2020 – **Changes from previous week highlighted in yellow**

I. General Overview and/or Update:

- **NO change:** MFD still in full response mode, serving our communities with no current limitations. All of the 911 emergency and nonemergency calls for service are being responded to in a timely manner.

II. Major Status or Operational Changes:

- **NO change:** effective Friday April 17, 2020 our comprehensive “Exposure Control Plan” was updated with new PPE requirements. We are training our staff on the new exposure control protocols.

III. Staffing Situation

STAFF	AVAILABLE	QUARANTINED (Self or Other)
Administrative	2	0
Active Firefighters	40	All Fire Staff healthy and available to respond.

IV. Potential Challenges or Problems:

- Staffing shortage due to quarantine or illness: **NO**
- Personal Protective Equipment (PPE) shortage: **NO: 80 more N-95 Masks received**
- A large number of EMS COVID-19 related calls: **NO, NOT AT THIS TIME**

V. Response Plan: Fires or Personal Injury Accidents

- **NO change:** for “High Risk Emergency Calls” that require large number of firefighters on the scene, there has been no operational or response protocol changes. Response plan is operating normally.

VI. Response Plan: Emergency Medical (EMS)

- **NO change:** we have adopted and implemented the *Metro Region EMS System Patient Care and PPE Guidelines for First Responders*. COVID 19 update: effective April 17th, Dr. Sipprell recommends mask, gloves and eye protection for ALL patient encounters. Wear a gown if the patient screens positive for possible infectious illness. Only make patient contact if needed...

VII. Other

- Hennepin County Sheriff Radio Dispatch is refining the process of notifying public safety agencies of confirmed or suspected COVID 19 illness cases when police and fire are dispatched to medical call.
- All appropriate safety measures and personal protective equipment (PPE) are in place and protocols continue to be followed. We are continuously adding new PPE for safety (I.e. face masks, face shields).
- (1) Firefighter returned from COVID 19 Army deployment; he is at home on 14 day quarantine per Army protocol. **He will be back to active firefighting this week.** Our firefighting staff numbers remain very good! The health and wellness of our entire staff, and our ability to respond are critical to sustaining operations.

Please contact the Mound Fire Department Administrative Offices at 952.472.3555 if you have any questions or need additional information about this update.