



CITY OF SPRING PARK
CITY COUNCIL MINUTES
FEBRUARY 5, 2024 – 6:30 PM
SPRING PARK CITY HALL

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m.

Council Present: Council Member's Chase, Sippel, and Horton. Council Member Hoffman and Mayor Rockvam were absent.

Staff Present: City Administrator Anderson

2. PLEDGE OF ALLEGIANCE

Designated Mayor Sippel led the audience in the Pledge of Allegiance

3. APPROVAL OF AGENDA

Council Member Chase motioned, being seconded by Council Member Horton, to approve the agenda as presented. On vote being taken, the motion was unanimously approved.

4. PUBLIC COMMENT**

Those wishing to speak must state their name and address for the record. Each person will have three (3) minutes to make their remarks. Speakers will address all comments to the City Council as a whole and not one individual councilmember. The Council will **not take official action** on any item presented during the Public Comment period. If appropriate, the Council will refer items discussed to the City Administrator for follow-up.

5. REQUESTS & PRESENTATIONS

None

6. CONSENT AGENDA*

- a. Minutes - Regular City Council Meeting – January 2, 2024
- b. Approve Payroll, Expenditures, and Claims for Payment
- c. YTD Budget to Actual Finance Report
- d. Special Event Permit #24-02 - Tour de Tonka Bike Ride
- e. Special Event Permit #24-03 - Best Buy Charity Classic Fishing Derby
- f. THC License Renewal #24-01 - Back Channel Brewing

Council Member Horton motioned, being seconded by Council Member Chase, to approve the consent agenda as presented. On vote being taken, the motion was unanimously approved.

7. ACTION AGENDA

a. Bid Proposal Discussion for Approval– Core & Main - Flexnet Light Utility Upgrade
City Administrator Anderson recapped the bid proposal and pricing from Core & Main to upgrade the software for reading the water meters. The upgrade will allow city staff to collect the data in-house with the click of a button at our computer and will also allow us to read the meters on a daily basis if needed. Discussion was had - the Council decided to move to the February Work Session for further discussion.

8. REPORTS

a. Mayor & Council

- i. Council Member Chase brought forward the concern from the Fire Department regarding the multiple lift assist calls they are experiencing. The chief would like the EMS first responders to take these calls but that is not what is happening.
- ii. Council Member Sippel would like the descriptions on the budget expense report under the general budget updated so the description shows what the contracted service is, Police, Fire, Public Works, etc.

b. Staff

- i. Spring Clean Up Day – May 11th.

9. ANNOUNCEMENTS/MISCELLANEOUS (INFORMATION ONLY)

- a. January 2, 2024 – Regular City Council Meeting – 6:30PM
- b. January 10, 2024 – Planning Commission Meeting – 6:00PM
- c. January 16, 2024 – Regular City Council Meeting – 6:30PM
- d. January 16, 2024 – Council Work Session – 5:30PM
- e. May 11, 2024 – Spring Clean Up Day

The meetings listed above were not updated from the prior agenda. City Administrator Anderson recited the upcoming meetings for February.

10. ADJOURNMENT

There being no further discussion, Council Member Horton motioned, being seconded by Council Member Chase, to adjourn the meeting at 6:55p.m. On vote being taken, the motion was unanimously approved.

Respectfully submitted,
Jamie Hoffman, City Clerk