

Minutes
Silver Lake City Council
Truth in Taxation Meeting
December 16, 2024

Mayor Bebo called the Truth in Taxation meeting to order at 6:00pm.

Members present: Mayor Bruce Bebo, Councilor Sandie Adams-Bruins, Councilor Joanna Jacobs, Councilor Josh Mason, Counselor Jarrett Whitney

Staff Present: Diane Pedersen

Others Present: None

Clerk Pedersen presented the 2025 Budget and Levy information. Revenue and expense budgeted amounts were reviewed for all funds and departments. The total General Fund Levy would be set at \$622,967 and the Debt Service Levy would be set at \$23,513 for a total of \$646,480. The levy total would be a 4.47% increase from the 2024 budget.

Mayor Bebo closed the Truth in Taxation Hearing at 6:33pm.

Mayor Bebo called the regular meeting to order at 6:33 pm.

Members present: Mayor Bruce Bebo, Councilor Josh Mason, Councilor Sandie Adams-Bruins, Councilor Joanna Jacobs, Counselor Jarrett Whitney

Staff present: Diane Pedersen, Chris Penaz, Ashley Ardolf-Mason

Others present: Ray Bandas

Motion by Councilor Adams-Bruins second by Councilor Whitney to approve the agenda. Vote for: Unanimous. Motion carried.

Consent Agenda

1. November 15, 2024 Canvassing Board Meeting
2. Approve minutes from November 18, 2024, Regular Meeting
3. Approve Payroll 24 and 25, November Ambulance, and Annual Fire Department
4. Approve Claims Paid

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the Consent Agenda. Vote for: Unanimous. Motion carried.

Public Comment - None

Department Business

1. Public Safety
 - a. Fire Department liaison report.
 - i. Presented calls for November.
 - ii. Joe Neaton and Drew Nelson will be starting Firefighter 1 & 2 classes in January.
 - iii. Thank you to the Lions for a \$5,000 donation for SCBA brackets and Equipment cases.
 - b. Sheriff Department Liaison Report
 - i. Event totals for November.
 - ii. Police hours for November.
 - c. Ambulance Department Liaison Report
 - i. The annual meeting was held on Thursday, December 12.

- ii. Ambulance ended 2nd Annual Stuff the Rig campaign on December 2nd. Collected stocking stuffers from Nov 1-Dec 1 for Hutchinson Area Christmas for Kids.
- iii. Plan to have the rig out front to collect donations for McLeod County Food Shelf during Winterfest festivities.
- iv. Staffing reviewed.
- v. Calls reviewed.
- vi. Request for Action to approve EMR Trevor Erickson to attend South Central College beginning in January to obtain EMT stature. The amount to be paid for the class will not exceed \$1,000. He has been on active rotation with the Ambulance crew for approximately three (3) months and a training agreement has been obtained from him.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the payment of the EMT course and book supplies at a cost not to exceed \$1800 for EMR Trevor Erickson. Vote for: Unanimous. Motion carried.

- vii. Election of Officers took place at the meeting on December 12th. The following were nominated for office for two-year terms for 2025-2026:

- 1. Position of Chief

- a. Nomination for Ashley Ardolf-Mason.
- b. Nomination was second with all members in favor. Motion carried.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the appointment of Ashley Ardolf-Mason as Chief for 2025-2026. Vote for: Unanimous. Motion carried.

- 2. Position of Secretary

- c. Nomination for Afra Fowler.
- d. Nomination was second with all members in favor. Motion carried.

Motion by Councilor Jacobs second by Councilor Admas-Bruins to approve the appointment of Afra Fowler as Secretary for 2025-2026. Vote for: Unanimous. Motion carried.

- viii. Ambulance funding was awarded in the amount of \$51,872.20 from the State of Minnesota. Will be received December 26, 2024, and is to be used by December 31, 2025. Plans for use include:

- 1. Bullet proof vests
- 2. Light beacon
- 3. Training
- 4. Ambulance repairs

2. Public Works

- a. Supervisor Report

- i. Sweeping is done for the season. Public Works staff are working on sweeper repairs.
- ii. Continue working on equipment maintenance and indoor projects.
- iii. Reviewed water tower report from Maguire Iron. It has been at least 20 years since the last time it was lined. It should be done in the next 2-3 years with a projected cost of \$60,000.
- iv. Two quotes were received for furnace replacement in the west bay of the shop.
 - 1. Mikolichek Plumbing & Heating \$3420
 - 2. B&C Plumbing and Heating \$3250

Motion by Councilor Whitney second by Councilor Adams-Bruins to approve the replacement of the shop furnace from B&C Plumbing & Heating at a cost not to exceed \$3250. Vote for: Unanimous. Motion carried.

- b. PeopleService reports provided.

3. Municipal Liquor Store and Auditorium Liaison Report

- a. THC is now available in the off sale. Need to work on getting that information out to people.
- b. Counting and adjusting inventory for year-end audit and reports.
- c. AEM replaced the compressor in the walk-in cooler on 12/12/2024 and it is working well.

- d. Request for action for approval of camera replacement.
 - i. Victor's PC Solutions \$6550
 - ii. Bradley Security & Electric \$8156

Motion by Councilor Adams-Bruins second by Councilor Whitney to approve the purchase of new security cameras from Victor's PC Solutions at a cost not to exceed \$6550. Vote for: Unanimous. Motion carried.

- e. Adopt a senior program available at the Muni.
- f. Holiday Hours: OPEN Christmas Eve with a meat raffle and potluck; CLOSED Christmas Day.
- g. Request for action to approve the review of PT bartender Jewelie Hussman. Retain with increase from Grade 11 Step 0 \$14.07 to Grade 11 Step 1 \$14.85.

Motion by Councilor Adams-Bruins second by Councilor Whitney to approve the review of PT Bartender Jewelie Hussman with step increase to Grade 11 Step 1 \$14.85 effective 11/20/2024. Vote for: Unanimous. Motion carried.

- h. Reviewed financials:
 - i. MTD loss \$7,147.
 - ii. YTD profit \$15,920.

4. Community Development

- a. The Planning Commission met on Tuesday, December 10, 2024.
 - i. Possible rezoning on Main Street.
 - ii. Reviewed Conditional Use Permits
 - iii. Reviewed Comprehensive Plan

5. Administration

- a. November Treasurer's Report reviewed.
- b. Beginning work on year-end.
- c. Water meters to be read on December 23 rather than December 26, so late fees will not apply.
- d. Request for Action: Approval of Year-end employee terminations:
 - i. Administration
 - 1. Roxanne Yurek was elected to city council effective January 2025.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the year-end termination of Roxanne Yurek from the city office effective 12/31/2024. Vote for: Unanimous. Motion carried.

- ii. Pool
 - 1. Jude Bacon last paid on 8/25/2023.

Motion by Councilor Jacobs second by Councilor Whitney to approve the year-end termination of Jude Bacon from the Pool effective 12/31/2024. Vote for: Unanimous. Motion carried.

- 2. Kalie Butcher last paid on 8/26/2022.

Motion by Councilor Jacobs second by Councilor Whitney to approve the year-end termination of Kalie Butcher from the Pool effective 12/31/2024. Vote for: Unanimous. Motion carried.

- 3. Kianna Dolezal last paid on 8/26/2022.

Motion by Councilor Jacobs second by Councilor Mason to approve the year-end termination of Kiana Dolezal from the Pool effective 12/31/2024. Vote for: Unanimous. Motion carried.

- 4. Grace Erickson last paid on 8/25/2023.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the year-end termination of Grace Erickson from the Pool effective 12/31/2024. Vote for: Unanimous. Motion carried.

- 5. Ella Erickson last paid on 8/25/2023.

Motion by Councilor Jacobs second by Councilor Whitney to approve the year-end termination of Ella Erickson from the Pool effective 12/31/2024. Vote for: Unanimous. Motion carried.

6 . Cora Kuras last paid on 4/25/2024.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the year-end termination of Cora Kuras from the Pool effective 12/31/2024. Vote for: Unanimous. Motion carried.

7. Kathryn Lacy last paid on 9/8/2023.

Motion by Councilor Jacobs second by Councilor Whitney to approve the year-end termination of Kathryn Lacy from the Pool effective 12/31/2024. Vote for: Unanimous. Motion carried.

8. Rozlynn Loeschen last paid on 9/8/2023.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the year-end termination of Rozlynn Loeschen from the Pool effective 12/31/2024. Vote for: Unanimous. Motion carried.

9. Kathryn Nowak last paid on 9/9/2022.

Motion by Councilor Jacobs second by Councilor Whitney to approve the year-end termination of Kathryn Nowak from the Pool effective 12/31/2024. Vote for: Unanimous. Motion carried.

10. Isabella Nowak last paid on 8/25/2023.

Motion by Councilor Jacobs second by Councilor Whitney to approve the year-end termination of Isabella Nowak from the Pool effective 12/31/2024. Vote for: Unanimous. Motion carried.

11. Bree Ryherd last paid on 8/11/2023.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the year-end termination of Bree Ryherd from the Pool effective 12/31/2024. Vote for: Unanimous. Motion carried.

12. Lily Zeglen last paid on 9/9/2022.

Motion by Councilor Jacobs second by Councilor Whitney to approve the year-end termination of Lily Zeglen from the Pool effective 12/31/2024. Vote for: Unanimous. Motion carried.

13. Anna Zeglen last paid on 9/8/2023.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the year-end termination of Anna Zeglen from the Pool effective 12/31/2024. Vote for: Unanimous. Motion carried.

iii. MLS

1. Matthew Kaczmarek last paid on 6/2/2023.

Motion by Councilor Jacobs second by Councilor Whitney to approve the year-end termination of Matthew Kaczmarek from the MLS effective 12/31/2024. Vote for: Unanimous. Motion carried.

e. Personnel Policy update

i. Change to sick leave policy

1. Effective 1/1/2025 all sick leave must follow the guidelines of ESST leave which means it must now be available for use as earned rather than following the six-month training period.
2. New time off request form reviewed.

New Business

1. Resolution 24-30: Resolution Authorizing Year-end Transfers.

Motion by Councilor Whitney second by Councilor Adams-Bruins to approve Resolution 24-30 authorizing the year-end transfers to various funds. Vote for: Unanimous. Motion carried.

2. Resolution 24-31: Resolution designating polling place for 2025.

Motion by Councilor Adams-Bruins second by Councilor Mason to accept Resolution 24-31 Designating the polling place for 2025. Vote for: Unanimous. Motion carried.

3. Resolution 24-32: Resolution Adopting the 2025 Fee Schedule

Motion by Councilor Mason second by Councilor Jacobs to accept Resolution 24-32 Adopting the fee schedule for 2025. Vote for: Unanimous. Motion carried.

4. Resolution 24-35: Resolution accepting donations received.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve Resolution 24-35 accepting donations received. Vote for: Unanimous. Motion carried.

5. Request for Action to approve the General Services Agreement with SEH for 2025 for an hourly fee not to exceed \$2000 in the calendar year without written approval from the client.

Motion by Councilor Mason second by Councilor Adams-Bruins to approve the General Services Agreement with SEH for 2025 for an hourly fee not to exceed \$2000 in the calendar year without written approval from the client. Vote for: Unanimous. Motion carried.

6. Request for Action to approval annual liquor licenses which have been reviewed by the sheriff's office.

a. 2025 Club License for the American Legion Post 141

Motion by Councilor Adams-Bruins second by Councilor Whitney to approve the Annual 2025 Club License for the American Legion Post 141. Vote for: Unanimous. Motion carried.

b. 2025 On-Sale Liquor License for BFK Management DBA Molly's Café.

Motion by Councilor Adams-Bruins second by Councilor Jacobs to approve the Annual 2025 On-Sale Liquor License for BFK Management DBA Molly's Cafe. Vote for: Unanimous. Motion carried.

c. 2025 On/Off Sale Liquor License for the Silver Lake Municipal Liquor Store.

Motion by Councilor Adams-Bruins second by Councilor Mason to approve the Annual 2025 On/Off Sale Liquor License for the Silver Lake Municipal Liquor Store. Vote for: Unanimous. Motion carried.

Old Business

1. 2025 Budget

a. Resolution 24-33: Resolution Adopting the 2025 City Budget and Tax Levy for Taxes Collectible in 2025.

General Fund Levy	\$622,967
2013A Bond Fund	\$ 23,513
Total Levy	\$646,480

Motion by Councilor Jacobs second by Councilor Whitney to approve Resolution 24-33: Resolution Adopting the 2025 City Budget and Tax Levy for Taxes Collectible in 2025. Vote for: Unanimous. Motion carried.

b. Resolution 24-34: Resolution Creating A Compensation Plan for Non-Elected Employees for 2025.

Motion by Councilor Mason second by Councilor Whitney to approve Resolution 24-34: Creating A Compensation Plan for Non-Elected Employees for 2025. Vote for: Unanimous. Motion carried.

2. McLeod County Cannabis Ordinance

a. McLeod County adopted their revised cannabis ordinance on November 19, 2024, adding Section 6.

Limits on Cannabis Businesses in the County. This ordinance will go into effect on March 1, 2025, but the next order of business will be to finalize the planning and zoning piece. Cities that have not adopted their own ordinance will fall under the county ordinance but are free to adopt their own ordinance at a later date if they choose.

i. The city clerk will work on an update for a third reading of the ordinance in January.

Open Discussion

1. Thanks Councilor Adams-Bruins for her years of service.

Motion by Councilor Adams-Bruins second by Councilor Whitney to adjourn this regular meeting of the Silver Lake City Council. Vote for: Unanimous. Motion carried.

Meeting adjourned at 8:12 pm.

Diane Pedersen, Clerk/Treasurer

Seal of the City: