

Minutes
Silver Lake City Council
Annual Meeting
6:30pm, January 16, 2024
Silver Lake Auditorium

Mayor Bebo called the meeting to order at 6:30pm.

Members Present: Mayor Bruce Bebo, Councilor Sandie Adams-Bruins, Councilor Joanna Jacobs, Councilor Josh Mason, Councilor Chris Penaz

Members Absent: None

Staff Present: Diane Pedersen, Jerrod Weckman, Wyatt Konen, Cory Behrendt, Kyle Wawrzyniak

Others Present: Owen Elle (Chronicle), Nicky & Denise Larson,

Motion by Councilor Penaz second by Councilor Mason to approve the agenda. Vote for: Unanimous. Motion carried.

Consent Agenda:

1. Approve minutes from January 2, 2024, Annual Meeting
2. Approve Payroll 1
3. Approve Claims

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

Public Comment – none

New Business

1. A city resident attended the meeting to discuss the city ordinance regarding the number of dogs allowed on premises and what steps need to be taken to have more dogs than allowed by the ordinance. The homeowner needs to apply for a permit, the request will be forwarded to Animal Control (Sheriff's Office), Animal Control will conduct a home visit and either approve or deny the permit.
2. Resolution 24-07: Resolution authorizing transfers for Infrastructure Improvement Project.
 - a. The city's contribution to the infrastructure project is \$1,086,000. Prior to 2023, the city spent \$175,040.49. These costs were paid out of the General Fund and the Water Fund. In 2023, the city incurred costs totaling \$547,548.41 making the total city costs paid \$722,588.90 and leaving a balance of \$363,161.10 to be paid in 2024. The costs for the water and sewer are being billed to the appropriate fund according to the project percentage cost. The storm sewer costs were billed to the storm sewer fund based on the project percentage cost until the cash funds were depleted, then the costs were split between the water and sewer funds again based on the project percentage. In 2023, the water fund was billed \$215,845.63 leaving a December 31 cash balance of \$59,246.44, a savings balance of \$67,815.16, and a CD balance of \$471,869.75 for a total water fund balance of \$599,231.35. The sewer fund was bill \$254,486.75 leaving a December 31 cash balance of \$46,955.71, a savings balance of \$111,110.71 and a CD balance of \$461,148.26 for a total sewer fund balance of \$619,214.68. The storm sewer fund balance was billed \$77,216.02 leaving a December 31 cash balance of \$67.73, a savings balance of \$20,004.42, and no CD balance for a total storm sewer fund balance of \$20,072.15. In 2024, the water fund will be billed an additional \$166,777.16. With the current cash balance of \$59,246.44 and the projected revenue of \$110,000, the cash

balance in the water fund will be about \$2,500 with the savings and CD amounts remaining the same. The sewer fund will be billed an additional \$196,633.94. With the current cash balance of \$46,955.71 and the projected revenue of \$170,000, the cash balance in the sewer fund will be about \$20,000 with the savings and CD amounts remaining the same. The storm sewer fund will not have any additional charges billed in 2024, so the cash balance at the end of 2024 should be about \$42,200 with the additional \$20,000 still in savings.

Motion by Councilor Penaz second by Councilor Mason to approve Resolution 24-07: Resolution Authorizing Transfers for Infrastructure Improvement Project from Water, Sewer and Storm Sewer Funds. Vote for: Unanimous. Motion carried.

Department Business

1. Public Works Liaison Report

- a. Holly Insulation completed insulating city hall.
 - i. Check into energy credit.
- b. Clearing of the first snowfall went well with the help of PT help.
- c. Hosted SafeAssure training.
- d. Reviewed quotes for zero-turn mower and tractor cab for \$1960.
 - i. L&P provided four options ranging from \$8800-\$14,500.
 - ii. Kranz Lawn & Power\$10,959.

Jerrold recommended getting the IS 700 60' 27HP Briggs motor for \$8800 from L&P and getting a cab for the current tractor for snow blowing for \$1960. The council agreed to the purchase of the cab but want to wait to hear from the Public Works Supervisor's opinion on the mower.

Motion by Councilor Penaz second by Councilor Jacobs to approve the purchase of the tractor cab from L&P for an amount not to exceed \$2000. Vote for: Unanimous. Motion carried.

- e. Reviewed SEH maps.
- f. Reviewed PeopleService reports.
- g. Lead Service Line Inventory to be conducted by SEH. MDH needs to receive the engagement request approved by the city by January 19, 2024.

Motion by Councilor Penaz second by Councilor Mason to approve the Lead Service Line inventory to be sent to the Mn Dept of Health by SEH. Vote for: Unanimous. Motion carried.

2. Public Safety

- a. Fire Department
 - i. Fire calls reviewed.
 - ii. SCBA's scheduled for maintenance.
 - iii. Looking to update lights to LED for a couple of trucks. Wondering if public safety aid of \$4476 + \$4646 additional aid that was received can be used for this. Councilor Jacobs will discuss with the ambulance service if there is anything they need or if the total \$9122 can be used by the fire department for LED lights.
 - i. Discussion held regarding Township contributions for Fire Department and Ambulance presented. PERA contribution for fire department was explained that increase is due to increased benefit level that was done in 2022.
 - ii. Approval of Fire Department township contracts.
 1. Hale Township

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the 2024 Fire Department contract with Hale Township. Vote for: Unanimous. Motion carried.

2. Hasson Valley Township

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the 2024 Fire Department contract with Hasson Valley Township. Vote for: Unanimous. Motion carried.

3. Rich Valley Township

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the 2024 Fire Department contract with Rich Valley Township. Vote for: Unanimous. Motion carried.

4. Winsted Township

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the 2024 Fire Department contract with Winsted Township. Vote for: Unanimous. Motion carried.

- b. Sheriff's Report
 - i. Reviewed Event Totals report
 - ii. Reviewed Police Hours
- c. Ambulance
 - i. 2023 runs 103 Transports; ALS 18; No Transport 40; Stand-by 6=Total runs of 167.
- 2. Municipal Liquor Store/Auditorium
 - a. Discussion regarding selling THC drinks in off-sale.
 - b. Auditor came January 2nd, review went well.
 - c. Working on implementing new specials.
 - d. Starting monthly specials for bottle beer, craft beer, cocktail and shots.
 - e. Trivia night will resume in March.
 - f. Working with vendors to create signage for new advertisements and promotions.
 - g. Working on getting quotes for updated bathrooms.
 - h. Reviewed financials
 - i. Monthly net loss of \$6,738.50.
 - ii. YTD Net Income \$45,876.66
- 3. Community Development
 - a. Did not meet in January.
- 3. Administration
 - a. Clerk's Report
 - i. December Treasurer's Report
 - ii. Preparing for presidential elections
 - 1. Request to approve election judge pay of \$11.68 per hour.

Motion by Councilor Adams-Bruins second by Councilor Jacobs to approve election judge pay of \$11.68 per hour for 2024. Vote for: Unanimous. Motion carried.

- iii. End-of-year reports and tax filings are being completed. W-2's have been mailed.
- iv. Discussed hiring committee for Public Works Supervisor position. The committee will consist of Mayor Bruce Bebo, Councilor Chris Penaz, Public Works Supervisor Dale Kosek, and City Clerk Diane Pedersen.
- v. Request for Action for pest control for city buildings was discussed. The current contract for the city office and the auditorium is with Plunkett's and only covers crawling insects and mice. Xtreme Pest Control will cover all crawling insects, mice and wasps/hornets at a lower cost. The question was raised if all city buildings should be covered, not just the MLS, City Hall and the Auditorium (fire hall, city shed and pool).

Motion by Councilor Penaz second by Councilor Adams-Bruins to approve a new contract for pest control with Xtreme Pest Control for city hall, auditorium, and the pool. Vote for: Unanimous. Motion carried.

- vi. Request for Action for council room audio.
 - 1. Received a quote from Electronic Servicing for a refurbished microphone mixer for \$1,931.00. A new mixer would be about an additional \$900.00.
- vii. Request for Action for Clerk Pedersen to attend MCFOA (Municipal Clerks and Finance Officer Association) Annual Conference in St. Cloud March 20-22.

Motion by Councilor Penaz second by Councilor Jacobs to approve the request for Clerk Pedersen to attend the MCFOA Annual Conference in St. Cloud from March 20-22 at a cost not to exceed \$625.00. Vote for: Unanimous. Motion carried.

Old Business

- 1. LED Sign Committee discussed. The members are to include Community Development Liaison Councilor Mason, Clerk Pedersen, Jim Nowak (Civics), Brian Wosmek (Crow River So-pro's), Cory Foquette (Legion), Sarah Kahn (Lions).

Open Discussion

1. Playground grant request submitted. Should have a response by mid-February.
2. Mural grant funds received.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to adjourn the meeting Vote for: Unanimous. Motion carried.

Meeting adjourned at 8:05 pm.

Diane E. Pedersen, Clerk/Treasurer

Seal of the City: