

Minutes
Silver Lake City Council
Regular Meeting
6:30pm, March 21, 2022
Silver Lake Auditorium

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

Members Present: Mayor Bruce Bebo, Councilor Chris Penaz, Councilor Sandie Adams-Bruins, Councilor Michelle Schneider, Councilor Josh Winfrey

Members Absent:

Staff Present: Diane Pedersen, Dale Kosek, Owen Klinker

Other Present: Karin Ramige, Jordan Van Oort (via phone)

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

Consent Agenda:

1. Approve minutes from February 22, 2022 Regular Meeting
2. Approve minutes from March 10, 2022 Special Meeting
3. Approve Payroll 5 & 6 and February Ambulance
4. Approve Claims

Motion by Penaz second by Winfrey to approve the consent agenda. Vote for: Unanimous. Motion carried.

Public Comment - None

Department Business:

1. Public Works
 - a. Liaison's Report
 - i. Control panel installed in Cleveland Lift Station and new floats. Loaner pump installed. New pumps scheduled early May.
 - ii. As soon as conditions permit, spring sweeping will begin.
 - iii. Cedar Crest shoreline trail trees have been trimmed. Spring cleanup and seeding to follow.
 - iv. Snow season went well and hopefully is complete. Push box proved to be a good investment, lots of positive comments from residents.
 - v. SEH meeting regarding RDA project. Jordan phoned into council meeting with update.
 1. SEH Supplemental Letter Agreement (SLA) as a Supplement to the Master Agreement for Professional Services dated December 20, 2020, to continue their services for calendar year 2022 to provide general engineering, architectural, and other consulting services to the City of Silver Lake on an "as requested" basis.

Motion by Winfrey second Schneider to accept the Supplemental Letter Agreement with SEH for 2022. Vote for: Unanimous. Motion carried.

2. Phase I Evaluation
 - a. Ron Omann from Rural Development shared the video with SHPO and after a discussion about the impacts to the Silver Lake Auditorium, it was decided that the city should complete a Phase II Evaluation which would provide a definite answer on whether the Auditorium is eligible for the National Register of Historic Places and under what criterion.
3. Phase II Evaluation proposed - questions raised by the council to be answered by SEH prior to deciding on moving forward with Phase II.

- a. Can an overview be provided of what the city will have to deal with if the auditorium is eligible for the national registry? What are the positive and negative things? Will this designation severely limit surrounding property owners, as well as how the city uses/maintains the building?
 - b. If the national registry designation seems overly restrictive, is it a possibility to remove the water treatment plant and standpipe from the project scope?
 - vi. Ordinance 99 review. "Residential" streets are 5-ton limit by State statute.
 - 1. Second reading of the ordinance amending Chapter 15, Section 3 of the Ordinance Code of 1986 the Regulation of Streets, Sidewalks, and Alleys withing the City of Silver Lake.
 - vii. Dale and Jerrod will be attending training sponsored by the LMCIT on 4/19/22. Topics include park liability, playground equipment inspection and reporting, and pool safety.
 - viii. If the compost site remains dry, it may open early.
 - a. PeopleService Report
 - i. Not currently responsible for televising and jetting sewer lines. Will consider this when the next contract comes up.

2. Public Safety

- a. Fire Department Report
 - i. February Calls
 - 1. City of Silver Lake: 14 medicals, 1 auto accident
 - 2. Hale Township: 5 medicals, 1 auto accident
 - 3. Rich Valley Township: no calls
 - 4. Winsted Township: no calls
 - ii. Radio update project is going well with county board.
 - 1. Received contracts for programming and installation. They have been signed and returned.
 - 2. McLeod County Board approved the purchase of the radios.
 - 3. Signed and returned agreement with McLeod County.
 - iii. Participated in ice rescue training with Ambulance service.
 - iv. McLeod County inquired if the city would consider allowing a repeater being placed on the city water tower as they are looking for options other than their current tower rental. A proposal will need to be brought to the council.
- a. Sheriff's Report
 - i. Event type report
 - ii. Police Hours for February – they are hitting their contracted 50 hours per week consistently.
- b. Ambulance Report
 - iii. Liaison's Report
 - 1. Request for Council Action to accept the retirement of Ambulance Volunteer Christine Wawrzyniak effective April 1, 2022.

Motion by Penaz second by Winfrey to accept the retirement of ambulance volunteer Christine Wawrzyniak effective April 1, 2022. The council thanked Christine for her service to the city. Vote for: Unanimous. Motion carried.

- 2. Exit interviews were offered, none accepted. Council received an email indicating that exit interviews were not wanted. Request for Council Action to accept the resignations of ambulance volunteers Steven Hackbarth, Angie Donwen, Doug Brown, Justus Madson, Jon Heitz and Julie Tuominen.

Motion by Penaz second by Adams-Bruins to accept the resignations of ambulance volunteers Steven Hackbarth, Angie Donwen, Doug Brown, Justus Madson, Jon Heitz, and Julie Tuominen. Vote for: Unanimous. Motion carried.

- 3. Request for Council Action to accept the resignation of ambulance volunteer Paul Davis effective April 1, 2022.

Motion by Penaz second Adams-Bruins to accept the resignation of ambulance volunteer Paul Davis effective April 1, 2022. Vote for: Unanimous. Motion carried.

- 4. Request for Council Action to approve Interim Ambulance Officers as presented by the volunteer ambulance service:
 - a. Interim Chief Ashley Ardolf-Mason through December 2022.

Motion by Penaz second no one to approve Ashley Ardolf-Mason as the Interim Ambulance Service Chief through December 2022. Motion failed.

- b. Interim Assistant Chief Betty Wraspir through December 2023.

Motion by Penaz second Winfrey to approve Betty Wraspir as the Interim Ambulance Service Assistant Chief through December 2023. Vote for: Unanimous. Motion carried.

- c. Interim Secretary Veronica Jacobs through December 2022.

Motion by Penaz second Adams-Bruins to accept Veronica Jacobs as the Interim Ambulance Service Secretary through December 2022. Vote for: Unanimous. Motion carried.

- d. Interim Training Officer Sarah Peterson through December 2022.

Motion by Penaz second Winfrey to approve Sarah Peterson as the Interim Ambulance Service Training Officer through December 2022. Vote for: Unanimous. Motion carried.

- e. Interim Training Officer Jacqueline Kern through December 2022.

Motion by Penaz second Adams-Bruins to approve Jacqueline Kern as the Interim Ambulance Service Training Officer through December 2022. Vote for: Unanimous. Motion carried.

- f. Interim Chief Ashley Ardolf-Mason through December 2022. Discussion was held regarding asking the ambulance officers to attend the quarterly council meeting on April 4, 2022.

Motion by Penaz second Schneider to approve Ashley Ardolf-Mason as the Interim Ambulance Service Chief through December 2022. Vote for: Mayor Bebo, Councilor Penaz, Councilor Adams-Bruins, Councilor Schneider Vote against: Councilor Winfrey Motion carried.

- 5. Request for Council Action to approve the increase in the ALS (Advanced Life Support) rate to \$1500 from \$1200.

Motion by Penaz second Schneider to approve increasing the ALS rate from \$1200 to \$1500. Vote for: Unanimous. Motion carried.

3. Municipal Liquor

a. Liaison's Report

- i. Advertised for new part time employees, had a few people interested. With events at the auditorium and as summer progresses, more employees will be needed.
- ii. Ice golf was a huge success. Busy all day long with the meat raffle (thank you Lion's Club and Fire Department). Karaoke at night helped keep people here. Next year they are going to try and make a few improvements, including someone to check IDs at the door if possible.
- iii. Increased prices at the bar for some beers and liquors to reflect the increase in prices from our distributors.
- iv. Working on increasing off-sale prices too because of increased cost of goods.
- v. Purchased some larger case value buy deals on liquor that will increase profit margin for the next few months on those items.
- vi. Tanya has been working with the beer distributors to help revamp the off-sale look.
- vii. Fireman's Food Truck is going to start coming in about once a month.
- viii. Looking at a new computer system.
- ix. Bar Triathlon will be taking place.
- x. June 24 parking lot band. Will be asking for council action later.
- xi. April 24 Liquor Liability Training. Councilor Winfrey will be bringing this up with the Pola-Czesky Days Committee.
- xii. Reviewed financials.

- b. Request for Council Action to review and approve 6-month Employee Evaluation for Justina Ferrell. Recommend retaining with wage increase to Grade 11 Step 1 @ \$14.06 per hour.

Motion by Winfrey second Schneider to approve 6-month employee evaluation for Justina Ferrell and recommend retaining her with wage increase to Grade 11 Step 1 @ \$14.06 per hour. Vote for: Unanimous. Motion carried.

- c. Owen Klinker, MLS Manager, chose to leave the meeting open for his 6-month performance evaluation.
 - i. Request for Council Action to approve 6-month Employee Evaluation for Owen Klinker. Recommend retaining with wage increase to Grade 17 Step 6 @ \$24.93 per hour.

Motion by Winfrey second Adams-Bruins to approve 6-month employee evaluation for Owen Klinker and recommend retaining him with wage increase to Grade 17 Step 6 @ \$24.93 per hour. Vote for: Unanimous. Motion carried.

Mayor Bebo called for a short recess at 8:22pm. The meeting reconvened at 8:27pm.

4. Community Development
 - a. Commissioner's report
 - i. Planning Commission did not meet in March due to their regular meeting night being the Township Election night and meetings were not to be held between 6-8pm. The next meeting is scheduled for Tuesday, April 12, at 7:00pm.
5. Administration
 - a. Clerk's report
 - i. February treasurer's report
 - ii. Reviewed Department Head meeting discussions.
 - iii. MNSPECT has finalized all open permits for 104 Grove Ave, The Villager Apts. The six-month inspection for this property will be due in June.
 - iv. Researching providing WIFI at the city pool.
 - v. Requests for Council Action
 1. City Staff (Diane, Karissa, Dale & Jerrod) to attend Safety and Loss Control workshops in St. Cloud on Tuesday, April 19.

Motion by Winfrey second by Schneider to approve the request for Diane Pedersen, Karissa Kurth, Dale Kosek and Jerrod Weckman to attend the LMC Safety and Loss Control Workshop in St. Cloud on Tuesday, April 19, at a cost of \$20 per individual. Vote for: Unanimous. Motion carried.

2. Close city office on Tuesday, April 19, due to all city staff attending Safety and Loss Control workshops in St. Cloud.

Motion by Penaz second by Adams-Bruins to approve the request to close the city office for staff to attend the LMC Safety and Loss Control Workshop in St. Cloud on Tuesday, April 19. Vote for: Unanimous. Motion carried.

3. Clerk Pedersen requested authorization to take the city vehicle home overnight from March 21-24 for attending the MCFOA Annual Conference in St. Cloud.

Motion by Winfrey second by Adams-Bruins to approve the request for Clerk Pedersen to take the city vehicle home the night of Monday, March 21 through Thursday, March 24, while attending the MCFOA Annual Conference in St. Cloud. Vote for: Unanimous. Motion carried.

4. Request for Council Action to approve 6-month Employee Evaluation for Diane Pedersen. Recommend retaining with wage increase to Grade 17 Step 6 @ \$24.93 per hour.

Motion by Winfrey second Schneider to approve 6-month employee evaluation for Diane Pedersen and recommend retaining her with wage increase to Grade 17 Step 6 @ \$24.93 per hour. Vote for: Unanimous. Motion carried.

Old Business:

New Business:

1. Update Pool/Summer Rec Fee Schedule
 - a. Civics will supplement pool passes purchased through July 1 again this year like they have in the past: \$25 for a family pass and \$10 for an individual pass. Pool and Summer Rec Directors should have a conversation with the Lion's regarding donations as well.

Motion by Penaz second Winfrey to approve the new fee schedule for Pool and Summer Rec fees. Vote for: Unanimous. Motion carried.

2. Clarke Environmental Mosquito Management Agreement

Motion by Winfrey second Penaz to approve the agreement with Clarke Environmental Mosquito Management for 2022 for 11 weekly/biweekly treatments @ \$1540 per month billed June-August. The approved contract period and agreement is the 2022-2024 seasons where the price is not to exceed 3% over the previous year. Vote for: Unanimous. Motion carried.

3. Pola-Czesky Days fireworks location discussed due to not being able to get the company that did them on the water in the past.
 - a. Strip of land off the trail by Cedar Crest
 - b. Shut down the road in front of the softball field

4. Resolution 22-12: Resolution Approving Workers' Compensation Insurance Premiums

- a. Premium multiplier was .79 in 2021 vs .76 in 2022 due to lower amount paid in claims the past three years.

Motion by Penaz second Adams-Bruins to accept Resolution 22-12 approving Worker's Compensation Insurance Premiums. Vote for: Unanimous. Motion carried.

5. Resolution 22-14: Resolution Accepting the Resignation and Declaring a Council Vacancy.
 - a. Councilor Michelle Schneider is moving out of the Silver Lake city limits and can no longer serve on the city council.
 - i. The council thanked Michelle for her service. A vacancy will be posted on the website and on Facebook.

Motion by Penaz second Winfrey to accept Resolution 22-14 accepting the resignation of Councilor Schneider effective March 21, 2022 and Declare a Council Vacancy. Vote for: Unanimous. Motion carried.

Open Discussion

1. Thanked the ambulance service members that resigned for the service they provided to the city.
2. Thanked the Townships for being welcoming at their meetings.
3. Annexation of four lots.
4. Schedule city clean up.

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

Adjourn 9:15pm