

Minutes
Silver Lake City Council
Regular Meeting
6:30pm, August 19, 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,
Members Absent: None
Staff Present: Diane Pedersen, Chris Penaz, Dale Kosek, Ashley Mason
Others Present:

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

Consent Agenda:

1. Approve minutes from July 15, 2024, Regular Meeting
2. Approve Payroll 15 & 16 and July Ambulance
3. Approve Claims

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

Public Comment – None

Department Business:

1. SEH
 - a. WIF application packet – to receive the \$3.1 million in PFA Grant money for the infrastructure project from USDA-Rural Development.
 - i. Request to approve the hire of Molly Krakowski of MCK, Inc. to monitor the prevailing wage for the infrastructure project at a cost of \$65 per hour up to \$34,200. Up to an additional 60 hours available at a cost of \$3900 with prior approval needed. This expense will fall under the legal and administrative expenses.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the hire of Molly Krakowski of MCK, Inc. to monitor the prevailing wage for the infrastructure project at a cost not to exceed \$34,200. Vote for: Unanimous. Motion carried.

- ii. Request to approve Form 5 – Compliance with Laws, Rules and Regulations.

Motion by Councilor Mason second by Councilor Adams-Bruins to approve Form 5 of the WIF application. Vote for: Unanimous. Motion carried.

- b. Resolution 24-17: Resolution Approving Applying for MPFA Water Infrastructure Fund Grant.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve Resolution 24-17: Resolution approving applying for MPFA Water Infrastructure Fund Grant. Vote for: Unanimous. Motion carried.

- c. Right-of-Way and Title Documents

- i. Review of Preliminary Title Opinion – says the city owns everything with the right-of-way and all city property as described stating that the city will work within city property.
 - ii. Request to approve RD 442-21 – Right-of-Way Certificate to be submitted to Rural Development which states the city will operate within the city right-of-way.

Motion by Councilor Adams-Bruins second by Councilor Mason to approve RD 442-21 – Right-of-Way Certificate. Vote for: Unanimous. Motion carried.

- iii. Review of RD 442-22 Opinion of Counsel Relative to Right-of-Way Certificate.
 - iv. Request to approve the Right-of-Way map of all temporary and permanent easements within the project scope and all of the areas that permits will be needed for..

Motion by Councilor Adams-Bruins second by Councilor Mason to approve the Right-of-Way map for Rural Development. Vote for: Unanimous. Motion carried.

- d. Project timeline reviewed.

- e. SEH open house for presentation on easements and to answer easement related questions. The open house will be held on Wednesday, September 18, 2024, at 7:00pm in the auditorium.

2. Public Works Liaison Report

- a. Roofs on well house and fire department shed have been replaced.
- b. Painting of well house and fire department shed is complete along with other miscellaneous painting.
- c. Schwickerts completed gutter cleaning and roof inspection, still waiting for report.
- d. Auditorium Bids for air conditioning. We have received a \$5000 donation from the Lions. Will be discussed again in September.
 - i. B&C Plumbing & Heating \$9050 + \$550 electrical done by Major Electric
 - ii. Mikolichek Plumbing & Heating \$9365 with \$200 electrical/unit included
- e. Request for Action regarding manhole repair and patching of 16 manholes
 - i. Rockton Group \$12,000, would have work done before November.
 - ii. Southwest Paving \$10,200, would complete work within 30 days.

Motion by Councilor Adams-Bruins second by Councilor Jacobs to approve the hiring of Southwest Paving to mill and patch around 16 manholes at a cost not to exceed \$10,200. Vote for: Unanimous. Motion carried.

- f. Request for Action to purchase a plow for the dodge truck
 - i. Received a quote from RecTech Sales & Service Company for a snowplow/deflector at a cost of \$10,203.50.

Motion by Councilor Adams-Bruins second by Councilor Mason to approve the purchase of a snowplow/deflector from RecTech Sales & Service at a cost not to exceed \$10,203.50. Vote for: Unanimous. Motion carried.

- g. Request to purchase garage door openers for the public works shed at a cost of \$3758.25. The council wanted to see a second quote prior to approval so it will be reviewed at the September meeting.
- h. People Service Report
 - i. O&M Report
 - ii. WO Maintenance Report
 - iii. Water Plant Maintenance Expenditures

3. Public Safety Liaison Report

- a. Fire Department Report
 - i. Calls reviewed.
 - ii. National Nite Out was a success.
 - iii. SCBA compressor system in service.
 - iv. 2025 Preliminary Budget presented to city clerk.
 - v. The replacement box for Rescue 2 has arrived and will be installed shortly.
 - vi. LED lights have been installed on the vehicles.
 - vii. The department has been awarded Hoods for Heros grant. They will be receiving 30 hoods that are valued at \$200-\$300 each at a golf tournament held on September 9.
- b. Sheriff's Report
 - i. Event totals
 - ii. Monthly billing
- c. Ambulance Report
 - i. Reviewing of Ambulance Policies/By-Laws underway with lawyer assistance.
 - ii. Current membership reviewed.
 - iii. Working on 2025 Preliminary budget.
 - iv. Chief working on grant for Ambulance. Looking to purchase a Stop Lights Beacon which changes all traffic lights to Red when switched on.
 - v. Chief working on Rural MN Ambulance Service Aid Application due September 16.
 - vi. Calls reviewed.
 - vii. Request for Action to pay for EMR Steven Bennett to attend Ridgewater College for EMR to EMT Bridge Class.
 - 1. Steven has been on active rotation with Silver Lake Ambulance since April and has requested the service pay for his schooling to obtain his EMT licensure. The cost would be \$995 for the class plus books for a total of around \$1200.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the payment for the EMR to EMT bridge class and books for Steven Bennett not to exceed \$1200 following completion of the ambulance reimbursement form. Vote for: Unanimous. Motion carried.

4. Municipal Liquor Liaison Report

- a. Need more bartenders.
- b. TSBL burger machine update. Needs repairs totaling \$773.24.
- c. DJ and karaoke on Friday, August 23rd.
- d. The last food truck of the year will be Gouda Q on September 25th.
- e. Pola-Czesky Days sales for the muni increased 4.77% from last year.
- f. Will perform an inventory audit between now and the end of September with lead bartender to ensure reports are completely accurate for year-end.
- g. Reviewed financials:
 - i. MTD net loss \$4,199.88.
 - ii. YTD net income \$12,16.80

5. Community Development

- a. Commissioner's report
 - i. The Planning Commission did not meet in August due to primary election, but Commission Mason met with the pool manager.
 1. The question was raised if there were guidelines the council wanted followed for closing the pool due to low attendance or weather. The council wants to see the pool open during scheduled hours regardless of attendance numbers. The only reason to close would be due to weather but should reopen if time allows.

6. Administration

- a. Clerk's report
 - i. July treasurer's report.
 - ii. Request for Action to approve contract with SafeAssure for 2024-2025.

Motion by Councilor Mason second by Councilor Jacobs to approve the contract in the amount of \$3155.80. Vote for: Unanimous. Motion carried.

- iii. Request for Action to approve closing City Hall on Wednesday, November 6, the day after the election and Friday, November 29, the day after Thanksgiving.

Motion by Councilor Adams-Bruins second by Councilor Jacobs to approve closing City Hall on Wednesday, November 6, 2024, until noon the day after the election. Vote for: Unanimous. Motion carried.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve closing City Hall on Friday, November 29, 2024, the day after Thanksgiving. Vote for: Unanimous. Motion carried.

- iv. Reviewed Mural #2, Historical Silver Lake.
- v. Reviewed proposed wage scale for 2025 which is calculated with a 3% COLA increase.
- vi. Reviewed the 2025 preliminary budget.
- vii. Reviewed an application submitted by Jarrett Whitney for the open council position.
- viii. Discussed primary state election – 54 ballots cast, no issues reported.
- ix. Discussed filings for office:
 1. Mayor – Bruce Bebo
 2. Councilor – 2-year term – Jarrett Whitney
 3. Councilor – 4-year term – Ted Gehring, Roxy Yurek, Josh Mason

Old Business:

1. Reviewed policy regarding city employees working secondarily as paid on-call firefighters-emergency responders.
Motion by Councilor Jacobs second by Councilor Mason to approve the policy regarding city employees working secondarily as paid on-call firefighters-emergency responders. Vote for: Unanimous. Motion carried.

2. Discussed city website contact information. Council members will provide additional information by the end of the year.

New Business:

1. Request for Action: Request to approve a one-day gambling permit for Teuby (2B) Continued to hold a raffle at the American Legion on September 7, 2024.

Motion by Councilor Adams-Bruins second by Councilor Jacobs to approve the request for a one-day gambling permit for Teuby (2B) Continued for a raffle to be held at the Legion on September 7, 2024. Vote for: Unanimous. Motion carried.

2. Request for Action: Request to approve Church of the Holy Family one-day gambling and liquor license for church bazaar.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve 1-day gambling and liquor licenses for the Church of the Holy Family for annual church bazaar to be held on Sunday, October 6, 2024. Vote for: Unanimous. Motion carried.

Open Discussion:

1. Pedestrian crossing painting discussion

Motion by Councilor Mason seconded by Councilor Adams-Bruins to adjourn this regular meeting of the Silver Lake City Council. Vote for: unanimous. Motion carried.

Meeting Adjourned 8:50 pm

Diane E. Pedersen, Clerk/Treasurer

Seal of the City: