

Minutes
Silver Lake City Council
Regular Meeting
6:30pm, May 20, 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, Dale Kosek, Chris Penaz, Ashley Mason
Others Present: Michaela Maresh, Sam Fink, Sara Oberloh

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

Consent Agenda:

1. Approve minutes from April 15, 2024, Regular Meeting
2. Approve minutes from May 2, 2024, Special Meeting
3. Approve Payroll 9 & 10, April Ambulance
4. Approve Claims

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

Public Comment - None

New Business:

1. Discussion regarding Matt & Michaela Maresh requesting late fee being removed from their utility bill.

Motion by Councilor Mason second by Councilor Adams-Bruins to approve the removal of \$11.10 late fees from Matt & Michaela Maresh's utility bill. Vote for: Unanimous. Motion carried.

2. Resolution 24-14: Resolution Appointing Part-Time Seasonal Employees

Motion by Councilor Adams-Bruins second by Councilor Mason to approve Resolution 24-14 appointing part-time seasonal employees. Vote for: Unanimous. Motion carried.

3. Request for Action: Application for 1-Day Gambling License for Silver Lake Pools & Park Organization for Pola-Czesky Days raffle.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the application for a 1-day gambling license for the Silver Lake Pools & Park Organization for Pola-Czesky Days raffle. Vote for: Unanimous. Motion carried.

4. Request for Action: Application for a temporary liquor license and dance and live music license for Pola-Czesky Days.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the application for a temporary liquor license and dance and live music license for Pola-Czesky Days pending necessary approvals. Vote for: Unanimous. Motion carried.

5. Request for Action: Application for 1-Day Gambling License for Fire Department Relief Association for Pola-Czesky Days.

Motion by Councilor Adams-Bruins second by Councilor Mason to approve the application for a 1-day gambling license for the Fire Department Relief Association for Pola-Czesky Days. Vote for: Unanimous. Motion carried.

6. Council vacancy discussion

Old Business: - None

City Auditor Presentation

Oberloh & Oberloh, LTD. Representative Sara Oberloh presented the 2023 Financial Audit for the City. The city received an unmodified or clean audit opinion. The total assets for the city are \$7,569,934, deferred outflow of resources (pension liability) is \$255,397, total liabilities are \$1,041,013, and deferred inflow of resources (pension) is \$233,323. The overall net position of the city is \$6,560,995 with the unrestricted net position (working capital) being \$2,841,527. The ending General Fund cash and investment balance increased to \$790,294 from \$740,816 in 2022. The net positions of the Water Fund, Sewer Fund, Storm Sewer Fund, and Fire Fund net position all decreased in 2023 due to the infrastructure project.

Ambulance Fund and Municipal Liquor Fund both increased in 2023. In 2023 the city spent \$88,966 in American Rescue Plan Act Funds to repair the pool. Overall, the city has good reserves with project money available and not a lot of debt. The General Fund is strong, and all funds are operating in the positive. Oberloh noted that there were no legal compliance issues and the communications with management went well.

Department Business:

1. Public Works Liaison Report

- a. New staff training is going well.
- b. City Hall paving will be completed by next week.
- c. Pool
 - i. American Leak found a return leak. May be able to repair in-house.
 - ii. Heaters up and running.
 - iii. MDH inspection of slide scheduled by Pool & Parks committee.
- d. Requests for Action
 - i. Roof replacement of well pump house behind fire hall and storage building under the water tower.

Motion by Councilor Adams-Bruins second by Councilor Mason to approve the request to have TLB Construction replace the roofs on the well pump house and the storage building not to exceed \$3,150. Vote for: Unanimous. Motion carried.

- e. Completing List from SEH
 - i. Scheduling scan lateral televising for locates and sewer connections.
 - ii. Storm sewer dye tracing for RDA project
- f. Lawn spraying to begin, blight and grass notices to be sent, sheriff's office will work on vehicles to be removed from blight properties.
- g. MLS roof references discussed. Roof repair can begin.
- h. Putting together the costs of ventilation at the pool to exchange air in the pump/chemical room and in the showers in the bathhouse.
- i. Formal letter to the city regarding the public works supervisor retirement from full-time employment effective 6/28/2024.

Motion by Councilor Adams-Bruins second by Councilor Mason to accept the letter of resignation from Public Works Supervisor Dale Kosek setting his retirement date as June 28, 2024. Vote for: Unanimous. Motion carried.

- j. SEH
 - i. Refer to the SEH minutes.
 - ii. Deferment Policy
- k. Sanitary Sewer System – Authority of Inspectors
 - i. Ordinance 42 adopted in 1998 and amended in May 2021 authorizes Public Works or representatives of the city right of entry for inspection purposes.
- l. People Service Report
 - i. O&M Report
 - ii. WO Maintenance Report

2. Public Safety Liaison Report

- a. Fire Department Report
 - i. Call reviewed.
 - ii. A car show was held last weekend. Had about 50 cars participated.
 - iii. The Grain Bin safety class had 96 attendees. The public requested a program again in July 2025, possibly on farm equipment safety.
 - iv. National Night Out events are being put together for August 6.
 - v. Simulated auto accidents mock drill held on May 13 with Ambulance and Fire Department.
- b. Sheriff's Report
 - i. Event type report
 - ii. Police Hours for March
- c. Ambulance Report
 - i. Department meeting held May 9, 2024.
 - ii. Staffing reviewed.
 - iii. Ambulance repairs complete., rig was picked up on 4/11/24. Repairs cost \$6397.88.

- iv. Hale Township is willing to donate for a new ambulance. Discussion as to where funds should be put. If donated, they would be placed in the Ambulance Unit CD Fund 408. Looking at 5–7-year timeframe.
- v. Requests for Action to approve Fire Dept EMR’s joining Ambulance to help fill shifts.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the hire of Stephen Bennett as a volunteer ambulance member effective immediately. Vote for: Unanimous. Motion carried.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the hire of Trevor Erickson on a stand-by status for the ambulance service effective immediately. Vote for: Unanimous. Motion carried.

- vi. Reviewed new encrypted radio channels.
- vii. Reviewed filling out run reports to meet insurance agency requirements.
- viii. Working with SLFD on gathering materials for National Night Out.
- ix. Discussion held regarding funds in squad car and police forfeiture funds. Will be readdressed at budget time.

3. Municipal Liquor Liaison Report

- a. Return of Trivia Night has not been successful, ending this month. Going to try pool tournaments on Tuesdays instead.
- b. The Whiskey Strippers Band performed at the Muni Friday, May 17.
- c. The Car and Bike Show was held on Saturday, May 18.
- d. AC quotes were not included, they will be reviewed next month.
- e. Patio is set up.
- f. Potential new position being considered - kitchen helper for up to 8 hours per week.
- g. Five-year appreciation since remodel possibly to be held July 12.
- h. Request for Action: Approve employee review for Faye Duffy.

Motion by Councilor Adams-Bruins second by Councilor Jacobs to approve the request to retain Faye Duffy with a step increase to Grade 11 Step 3 \$16.01 per hour effective 4/18/2024. Vote for: Unanimous. Motion carried.

- i. Requests for Action to accept the following employee resignations:
 - i. Bella Conn

Motion by Councilor Adams-Bruins second by Councilor Mason to accept the resignation of Bella Conn effective immediately. Vote for: Unanimous. Motion carried.

- ii. McKenna Monahan

Motion by Councilor Adams-Bruins second by Councilor Mason to accept the resignation of McKenna Monahan effective immediately. Vote for: Unanimous. Motion carried.

- iii. Andrew Olson

Motion by Councilor Adams-Bruins second by Councilor Mason to accept the resignation of Andrew Olson effective immediately. Vote for: Unanimous. Motion carried.

- j. Financials reviewed:
 - i. MTD Net Loss (\$5,488.38), down from a net income of \$5,002.48 in 2023.
 - ii. YTD Net Income \$11,928.03, down from \$20,091.79 in 2023.

4. Community Development

- a. Commissioner’s report
 - i. Planning Commission met on May 14 and discussed the following:
 - 1. Powered by Volunteers mural placement and unveiling.
 - 2. History of Main Street mural.
 - ii. Look at the timing of slides on LED sign.
 - iii. Set up a sign committee meeting.

5. Administration

- a. Clerk’s report
 - i. Spring cleanup was held on Saturday, May 11. Funds received totaled \$455. Expenses have not been billed yet. In 2023 they were \$41, in 2018 they were \$316.
 - ii. Pool donations reviewed.
 - 1. Total expenses in 2023 were \$113,095 with revenues totaling \$109,987.75, leaving a balance of \$3,107.25 paid by the city.
 - 2. Total expenses in 2024 for the pool heaters are \$24,293.06. Total revenues received equal \$13,751.61, leaving a balance of \$10,541.45 paid by the city.

3. Pool House updates include shelves, refrigerator, message board, storage shed, storage cabinets, hot dog roller and popcorn kettle totaling \$4,738.49. Lions, Civics, Legion and Pool & Parks are covering these expenses.
- iii. A new state flag – Legion will provide when they arrive next week.
- iv. City Lots
 1. Replat to move alley out of the lots that are for sale.
 2. Relist with REMAX Realty.

Open Discussion - None

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

Meeting Adjourned 9:07pm

Diane E. Pedersen, Clerk/Treasurer

Seal of the City: