

Minutes
Silver Lake City Council
Regular Meeting
July 15, 2019

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

Members present: Mayor Dorothy Butler, Councilors Josh Winfrey, Brenda Fogarty, Chris Penaz and Nolan Johnson

Staff present: Jon Jerabek, Clerk/Treasurer; RJ Cripps, Police Chief; Dale Kosek, Public Works Supervisor (PWS); Ashley Ardolf-Mason, Ambulance Director; Duane Wawrzyniak, EMT

Others present: Karin Ramige, McLeod Publishing; Bruce Bebo, Joe Yates, Rachel Yates, Jason Eischens, Brent Posusta, Frank Koelfgen

Motion by Councilor Fogarty seconded by Councilor Johnson to approve the agenda.

Vote for: Unanimous

Motion carried.

Consent Agenda

1. Approve minutes from July 1, 2019 Regular Meeting
2. Approve minutes from July 8, 2019 Workshop Meeting
3. Approve payroll #14 and June Ambulance
4. Claims to be paid: \$27,798.56 (June EFT)
 \$10,789.60 (6-28-19)

Motion by Councilor Fogarty seconded by Councilor Johnson to approve the Consent Agenda.

Vote for: Unanimous

Motion carried.

Public Comment

1. Bruce Bebo addressed the Council on mosquito spraying.

Old Business

1. Multi-Unit Housing Certificate Review. Council reviewed the progress of the certificate application for 104 Grove Avenue South. McLeod County Public Health posted the building as a health hazard due to the high methamphetamine levels tested.
2. Main Street Lots and Business Subsidy Policy. Council reviewed a proposed policy for business subsidy and an application form. Brent Posusta addressed the Council on continued interest in Main Street lots and property tax concerns and the option for tax abatement.
3. Motel Multi-Unit Housing Update. Council reviewed memo from city attorney Ken Janssen regarding definition of "motel" in city ordinance and discussed defining length of stay for motel operations. Concern was expressed over criminal activity at the Silver Lake Motel.
4. Resolution 19-11: Resolution Approving Limited Parking on Grove Ave NE. Clerk Jerabek updated Council on progress of limiting parking on Grove Ave for safety of bus loading and unloading.

5. Pola-Czesky Days Camping Permit. Council reviewed permit for allowing camping near the softball field and volleyball courts over Pola-Czesky Days. Camping would be limited to tents only and would be available for a maximum of three days.

Motion by Councilor Winfrey seconded by Councilor Penaz to allow camping near the softball field and volleyball courts over Pola-Czesky Days by reservation only through City Hall.

Vote for: Unanimous

Motion carried.

New Business

1. Civic Association Camping Request. The Silver Lake Civic Association requested to camp near the volleyball courts on the weekend of September 6-8, 2019. All attendees would sign waivers and the sites would be cleaned after use.

Motion by Councilor Johnson seconded by Councilor Penaz to allow the Silver Lake Civic Association to camp near the volleyball courts on September 6-8, 2019.

Vote for: Mayor Butler, Councilor Johnson, Councilor Penaz and Councilor Fogarty

Abstained: Councilor Winfrey

Motion carried.

2. First Reading Ordinance 95: An Ordinance Amending Chapter 9 Section 6 Subdivision 2 of the Silver Lake Municipal Code Regarding Parking Regulations. Council reviewed updated ordinance to allow option for parking on Thomas Avenue between Main Street and Cleveland Street.

Department Business

1. Public Works

- a. Request to replace catch basin at northwest corner of Lake Avenue and Howard Street. Received quote from Juul Contracting for \$4,700 with an estimated \$2,000 in curb, gutter and asphalt.

Motion by Councilor Winfrey seconded by councilor Fogarty to approve catch basin replacement at Lake Avenue and Howard Street not to exceed \$6,700.

Vote for: Unanimous

Motion carried.

- b. Pola-Czesky Days preparation underway.

- c. Swimming Pool

- i. Leak isolated to umbrella feature.

- ii. Water quality has been very good this summer.

- d. People Service report reviewed.

- e. Annual Review for Maintenance Worker III Gary Jerabek.

Motion by Councilor Winfrey seconded by Councilor Penaz to approve annual review for Gary Jerabek and to retain.

Vote for: Unanimous

Motion carried.

- f. Annual Review for Public Works Supervisor Dale Kosek.

Motion by Councilor Winfrey seconded by Councilor Fogarty to approve annual review for Dale Kosek and to retain.

Vote for: Unanimous

Motion carried.

2. Public Safety

- a. Fire Department
 - i. Reviewed calls for month.
 - ii. Community relations event at McLeod Historical Society pork chop supper.
 - iii. Extractor and dryer have been delivered to fire hall.
 - iv. Continuing to work on officer hiring process.
- b. Ambulance Department
 - i. Reviewed calls for month.
 - ii. One EMT and one EMR have been placed on crews.
 - iii. Prepping call room for EMTs.
 - iv. Ambulance Director Ashley Ardolf-Mason informed the Council on Ambulance Department history, pay, recruiting, budget, yearly call review and concerns over future of the department.
- c. Police Department
 - i. Coordinated with Public Health on posting hazardous substance placards at 104 Grove Avenue South.
 - ii. Department has begun testing body worn cameras with full-time employees.
 - iii. Reviewed arrests and call activity for month.

Mayor Butler called for a brief recess at 8:37pm.

Mayor Butler called the meeting back to order at 8:40pm.

3. Municipal Liquor

- a. Sales for June were \$45,203.97 with a net profit of \$5,282.03 and year-to-date sales were \$251,000.44 with a net profit of \$21,715.01.
- b. Request to approve the hire of Jim Nowak as part-time bartender.
Motion by Councilor Penaz seconded by Councilor Johnson to approve hire of Jim Nowak as part-time bartender at starting wage of \$10.27 pending drug test and background check.
Vote for: Unanimous
Motion carried.
- c. Request to approve the hire of Heather Johnson as custodial worker.
Motion by Councilor Penaz seconded by Councilor Winfrey to approve hire of Heather Johnson as custodial worker at starting wage of \$10.27 with maximum time of 4.5 hours to complete specified weekly cleaning pending drug test and background check.
Vote for: Mayor Butler, Councilor Penaz, Councilor Winfrey and Councilor Fogarty
Abstained: Councilor Johnson
Motion carried.
- d. Request to approve the hire of Rhonda Kaczmarek as part-time bartender.
Motion by Councilor Penaz seconded by Councilor Winfrey to approve hire of Rhonda Kaczmarek as part-time bartender at starting wage of \$10.27 pending drug test and background check.
Vote for: Unanimous
Motion carried.

4. Community Development

- a. Planning Commission met to discuss Business Subsidy Policy and review option for marketing to developers for building in Silver Lake.

Motion by Councilor Johnson seconded by Councilor Penaz to set public hearing for Business Subsidy Policy at 6pm on Monday, August 19, 2019.

Vote for: Unanimous

Motion carried.

- b. Reviewed dog barking ordinance. Will discuss at future meeting.
- c. Discussed yard waste, recycling and options for maintaining the sites. McLeod County Environmental Services seeking input from councils/boards throughout county.

- d. Request to support McLeod County application for Parks and Trails Legacy Fund for Dakota Rail Trail Project.

Motion by Councilor Fogarty seconded by Councilor Johnson to approve sending a letter of support for the Legacy Fund application.

Vote for: Councilor Fogarty and Councilor Johnson

Vote against: Councilor Penaz, Councilor Winfrey and Mayor Butler

Motion failed.

- e. Councilor Penaz and Councilor Winfrey will be attending meetings with SEH and USDA Rural Development on capital improvement project. Councilor Johnson and Mayor Butler will serve as alternates.

5. Administration

- a. Reviewed June Treasurer's Report
- b. Request to approve RFP for 2019-2021 audits.

Motion by Councilor Fogarty seconded by Councilor Penaz to approve RFP for 2019-2021 audits.

Vote for: Unanimous

Motion carried.

- c. Request to work with Shannon Sweeney of David Drown Associates for financial advising.

Motion by Councilor Fogarty seconded by Councilor Penaz to approve request to work with Shannon Sweeney for financial advising.

Vote for: Unanimous

Motion carried.

- d. Council informed on insurance claim for hail damage to city owned buildings

- i. Pool building and shed by softball field will require roof replacement.

Motion by Councilor Penaz seconded by Councilor Johnson to approve seeking estimates for roof replacements at pool building and storage shed.

Vote for: Unanimous

Motion carried.

- e. Annual Review for Clerk Jerabek

Motion by Councilor Johnson seconded by Councilor Penaz to approve annual review for Clerk Jerabek and to retain with step increase to \$24.33 per hour.

Vote for: Unanimous

Motion carried.

Open Discussion

1. Discussed review process for employees.

Motion by Councilor Fogarty seconded by Councilor Penaz to adjourn this regular meeting of the Silver Lake City Council.

Vote for: Unanimous

Motion carried.

Meeting adjourned at 10:10pm.

Jon Jerabek, Clerk/Treasurer

Seal of the City: