

Minutes  
Silver Lake City Council  
Regular Meeting  
6:30pm June 16, 2025  
Silver Lake Auditorium

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

Members Present: Mayor Bruce Bebo, Councilor Joanna Jacobs, Councilor Roxanne Yurek

Members Absent: Councilor Josh Mason

Staff Present: Diane Pedersen

Others Present: Sam Fink, Ryan Raisanen, Mike Hauan, Deputy Kyle Juergensen, Olivia Oster

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

Consent Agenda:

1. Approve minutes from May 19, 2025, Regular Meeting
2. Approve SEH minutes from May 19, 2025, Regular Meeting
3. Approve Payroll 11 & 12, May Ambulance
4. Approve Payment Application #2 in the amount of \$579,409.69
5. Approve RD-440-11 Disbursement Request #1 amendment to \$1,854,577.87 from \$1,879,301.47. An SEH invoice was included twice.
6. Approve RD-440-11 Disbursement Request #2 in the amount of \$103,444.20
7. Approve Claims

***Motion by Councilor Yurek second by Councilor Jacobs to approve the consent agenda. Vote for: Unanimous. Motion carried.***

Public Comment – The Mayor thanked the Sheriff Deputy and all county workers for all they do to help the residents of the city.

Old Business

1. The proposed fee schedule from SafeBuilt was discussed
  - a. SafeBuilt provided full contract.
  - b. An amended contract does not need to be prepared. The current contract goes through December 31, 2026.
  - c. The city agreed to increase the building permit fees, but to wait to increase the Maintenance fees with the new contract beginning January 1, 2026.
  - d. The fees have not been updated since 2018. They are currently 1997+10%, looking to go to the 2018 fee schedule.

***Motion by Councilor Jacobs second by Councilor Yurek to approve the changes to the proposed fee schedule on page 28 through the end of the year for the new building permit fees, but to wait to increase the maintenance fees with the new contract that will be effective January 1, 2026. Vote for: Unanimous. Motion carried.***

New Business

1. Reviewed application for the open council position
  - a. Ted Gehring
  - b. Oliver Oster

***Motion by Councilor Yurek second by Councilor Jacobs to approve the appointment of Ted Gehring to the open council position. Vote for: Unanimous. Motion carried.***

## Department Business

### 1. Public Works

#### a. SEH

- i. Project Status Update
- ii. Resident Concerns
- iii. CR 92 status
  1. A Joint Powers Agreement for the section from Grove Avenue to Century Lane is attached for council consideration. Will be addressed at the July council meeting.
- iv. Other Items
  1. Xcel Energy Agreement
    - a. Need to update an agreement for private outlets for Christmas utilities.
  2. Resolution 25-17: Resolution Authorizing the City Clerk to File an Application with the Minnesota Management and Budget Office for the Purpose of Water and Wastewater Facility Improvements for the 2026 Bonding Bill.

***Motion by Councilor Jacobs second by Councilor Yurek to approve Resolution 25-17 Authorizing the City Clerk to File an application with the Minnesota Management and Budget Office for the Purpose of Water and Wastewater Facility Improvements for the 2026 Bonding Bill. Vote for: Unanimous. Motion carried.***

#### b. Public Works Liaison Report

- i. Pool is open for the season on June 9<sup>th</sup>.
- ii. Planning some pot-hole repairs to streets not done this year.
- iii. Planning some landscape repair at the ball field, auditorium and city shop.
- iv. Starting street and sidewalk weed control
- v. Working on the 2026 budget.

#### c. People Service

- i. Reviewed Reports
  1. Page 62 April water pumped

### 2. Public Safety

#### a. Fire Department

- i. Liaison Report
  1. Reviewed calls.
  2. Working on Fire Hall safety checklist
    - a. Compressor, Labeling lines, Door openers
  3. The car show fundraiser was a success.
  4. ISO inspection was done on June 10 and went well. The agency rates fire equipment and training for homeowner insurance rates. The new rate will be completed in 90 days.
  5. Two firefighters passed their EMT certification, Trevor Erickson and Stephen Bennett.

#### b. Sheriff's Report

- i. Reviewed event totals and police hours reports.

#### c. Ambulance

- i. Silver Lake Ambulance received \$6,000 from Silver Lake Lions for the purchase of stab proof vests which were fitted on June 10<sup>th</sup>.
- ii. Starting to work on items for meal planning for Music in the Park on July 10<sup>th</sup>.
- iii. Staffing and calls were reviewed.
- iv. Request for Action to approve payment for Ridgewater College EMT course for Anna Monsrud.

***Motion by Councilor Jacobs second by Councilor Yurek to approve the payment for Ridgewater College EMT course, books and test for Anna Monsrud not to exceed \$2000. Vote for: Unanimous. Motion carried.***

### 3. Municipal Liquor Store/Auditorium

- a. Business recap
- b. Staffing recap
- c. Operations recap
- d. Auditorium recap
- e. Facilities recap
- f. Reviewed financials.
  - i. April MTD (\$5,692.42+MLS windows \$1,796.44=\$3,895.98)
  - ii. YTD (\$13,925.10+MLS windows \$1,796.44=\$12,128.66)
- b. Requests for Action to approve the reviews for Faye Duffy and Jewelie Hussmann will be presented at the July 7 Quarterly meeting.
- c. Request for Action – Accept resignation of Amanda Sathre effective June 3, 2025.

***Motion by Councilor Yurek second by Councilor Jacobs to accept the resignation of Amanda Sathre effective June 3, 2025. Vote for: Unanimous. Motion carried.***

- d. Request for Action to approve the position of Kitchen Help/Clerk.
  - i. Talked about the Kitchen Help/Clerk job description. Will be discussed further at the July 7 quarterly council meeting.

### 4. Community Development

- a. The Planning Commission met on Tuesday, June 10, 2025.
  - i. Ryan Raisanen - 120 Main St E. requesting to rezone the lot from R-1 to R-2 prior to the sale of the property.
    1. Owners will return to the city office to start the rezoning process. The process will not be completed and filed until a survey of the lot is given to the city.
  - ii. Michael Lipe - proposal of two four-plex units on city lots.
    1. The city will replat the south six feet of the lots.
    2. Replating the rest of the city lots will be up to the purchaser.
    3. Reviewed the subsidy agreement the city had for a previous sale.
    4. The city needs to get a market valuation done on the lots to determine the value of the subsidy of being sold for \$1.
    5. A public hearing will need to be held due to selling the property at a subsidized cost.
      1. The purchaser needs to provide the city with a development plan.
      2. A development agreement needs to be prepared between the city and the purchaser.
      3. The city needs to complete credit/background checks on the purchaser.
      4. The purchaser is to provide the city with a letter of credit for the value of the city lots.
  - iii. Comprehensive Plan
  - iv. Pool Closing Policy

***Motion by Councilor Yurek second by Councilor Jacobs to approve the pool closing policy. Vote for: Unanimous. Motion carried.***

### 5. Administration

- a. Clerk's Report
  - i. Distributed budget worksheets to departments for preliminary budget and working on 2026 budget.
  - ii. Pola-Czesky Parade Committee will plan to post parade route signs on the Wednesday prior to the parade to allow ample time for residents to make other parking arrangements during that time. The committee will need to adjust their route as Center Street and Frank Street will not be ready for use.

iii. Requests for approval for the following annual reviews:

1. Karissa Wicklund Kurth

- a. Requesting to retain with Grade 14 Step 9+ with a 3% increase effective 6/9/2025.

***Motion by Councilor Yurek second by Councilor Jacobs to approve the annual review for Karissa Kurth Grade 14 Step 9+ with a wage increase of 2.50% effective 6/9/2025. Vote for: Unanimous. Motion carried.***

2. Becky Dammann

- a. Currently Grade 12 Step 3 \$17.75 approved with the seasonal employee approvals.

3. Gloria Lundberg

- a. Currently Grade 11 Step 3 \$16.41, retain with a wage increase to Grade 11 Step 4 \$16.82 effective 5/26/2025.

***Motion by Councilor Jacobs second by Councilor Yurek to approve the annual review for Gloria Lundberg to retain with a wage increase to Grade 11 Step 4 \$16.82 effective 5/26/2025. Vote for: Unanimous. Motion carried.***

iv. Request to approve the hiring of Gloria Lundberg as part-time office help

1. No motion was made. Need to advertise for the position again.

v. Reviewed McLeod County Hearing Notifications

Open Discussion

1. Pool cleaning robot being requested from the Lions by Public Works.

***Motion by Councilor Yurek second by Councilor Jacobs to adjourn the meeting Vote for: Unanimous. Motion carried.***

Meeting adjourned at 9:02 pm.

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Diane E. Pedersen, Clerk/Treasurer

Seal of the City: