

Minutes
Silver Lake City Council
Special Meeting
December 6, 2021
Silver Lake Auditorium

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

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

Staff present: Diane Pedersen

Others present: Karin Ramige, Mike Jaunich

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

1. Consent Agenda

- a. Approve minutes from November 15, 2021, Regular meeting

Motion by Councilor Penaz second by Councilor Adams-Bruins to approve the Consent Agenda. Vote for: Unanimous. Motion Carried.

Public Comment – No comment given.

Department Business

1. Resolution 21-23: Resolution Adopting 2022 Fee Schedule

- a. Discussion regarding changes from last year:

- i. Water Base Charge from \$14.00 to \$14.50
- ii. Water Usage Charge from \$8.50 to \$9.00
- iii. Sewer Base Charge from \$14.00 to \$14.50
- iv. Sewer Usage Charge from \$10.50 to \$11.00
- v. Added a Security & Cleaning Deposit for Charity & Non-Profit Events of \$50.00
- vi. Changed Special Police Services from \$45 to \$60/hour for each officer
- vii. Changed Bartender (per hour) from \$20 to \$25

A motion was made by Councilor Peanz seconded by Councilor Adams-Bruins to approve Resolution 21-23 approving the 2022 Fee Schedule with the changes noted. Vote for: Unanimous. Motion Carried.

2. Resolution 21-24: Approving State of MN Joint Powers Agreements with the City of Silver Lake on Behalf of its City Attorney and Police Department.

A motion was made by Councilor Penaz seconded by Councilor Adams-Bruins to pass Resolution 21-24 approving the Joint Powers Agreement with the City of Silver Lake on Behalf of its City Attorney and Police Department. Vote for: Unanimous. Motion Carried.

3. Resolution 21-27: Resolution Amending Approved Assessments for Delinquent Utility Accounts and Other Work Performed by the City as Directed by City Code.

- a. Discussion was held regarding the acceptance of late payments once the resolution to assess property tax has been approved by the city council. It was stated that once the council approves the list to be assessed, no late payments should be accepted because of the time spent preparing the information.

A motion was made by Councilor Adams-Bruins seconded by Councilor Schneider to pass Resolution 21-27 Amending Approved Assessments to remove four addresses that paid their delinquent utility bill prior to the assessment being sent to the County Auditor. Vote for: Unanimous. Motion Carried.

4. Resolution 21-28: Resolution to Accept the Redistribution of Unrequested Coronavirus Local Fiscal Recovery Fund Established under the American Rescue Plan Act.

A motion was made by Councilor Penaz seconded by Councilor Adams-Bruins to pass Resolution 21-28 Accepting the Redistribution of Unrequested Coronavirus Local Fiscal Recovery Funds established under the American Rescue Plan Act. Vote for: Mayor Bebo, Councilor Penaz, Councilor Adams-Bruins, Councilor Schneider. Voted Against: Councilor Winfrey. Motion Carried.

5. Resolution 21-29: Resolution Creating a Compensation Plan for Non-Elected Employees for 2022.

- a. Discussion was held regarding reclassing Custodial Workers and Bartenders from Grade 10 to Grade 11.

A motion was made by Councilor Penaz seconded by Councilor Schneider to accept the upgrade of Custodial Workers and Bartenders from Grade 10 to Grade 11 on the Compensation Plan scale. Vote for: Unanimous. Motion Carried.

- b. Discussion was held regarding what step to move Bartenders to when moving them up a grade level.

A motion was made by Councilor Winfrey seconded by Councilor Schneider to recommend to the MLS Manager to start current employees at Grade 11 Level 2 on the 2022 Compensation Plan scale. Vote for: Unanimous. Motion Carried.

A motion was made by Councilor Winfrey seconded by Councilor Schneider to pass Resolution 21-29 Creating a Compensation Plan for Non-Elected Employees for 2022 at a 2.5% wage increase. Vote for: Unanimous. Motion Carried.

6. Resolution 21-33: Resolution setting the Cost-of-Living Increase for 2022.

A motion was made by Councilor Winfrey seconded by Councilor Adams-Bruins to pass Resolution 21-33 Creating a Compensation Plan for Non-Elected Employees for 2022 with a 2.5% Cost-of-Living increase. Vote for: Unanimous. Motion Carried.

7. Resolution 21-30: Resolution Designating Polling Place for 2022.

A motion was made by Councilor Schneider seconded by Councilor Penaz to pass Resolution 21-30 Designating the Polling Place for 2022 as the Silver Lake Auditorium. Vote for: Unanimous. Motion Carried.

8. Resolution 21-34: Approving the Auction of a Tax Forfeited Parcel Located within the City of Silver Lake.

A motion was made by Councilor Penaz seconded by Councilor Adams-Bruins to pass Resolution 21-34 to let the State of Minnesota Auction a Tax Forfeited Parcel at 204 Rice Ave located within the City of Silver Lake. Vote for: Mayor Bebo, Councilor Penaz, Councilor Adams-Bruins, Councilor Schneider. Voted Against: Councilor Winfrey. Motion Carried.

9. Lead Bartender, Addie Kordell, was out on FMLA leave which ended November 30, 2021. Despite multiple invitations to meet with the city council, she has made no attempt to meet with them and request an extension of her medical leave or voice her desire to return to her position with the city. The council needs to determine if they wish to terminate her position as Lead Bartender and open it up for advertising to hire.

A motion was made by Councilor Penaz seconded by Councilor Schneider to terminate Lead Bartender, Addie Kordell, due to lack of communication with the city. Vote for: Unanimous. Motion Carried.

Old Business

1. Villager Apartment update

- a. Mike Jaunich was present and stated that all inspections have been completed to the satisfaction of MNSPECT, including the broken truss in attic and all fire code violations.
- b. Mike's projection for the two uninhabitable units is that he will complete one unit per year.
- c. Mike plans on installing a security system to help all parties involved with security issues. He will connect with the Sheriff's department to make sure they know to keep him up to date with issues they learn of.
- d. MNSPECT stated that they would allow occupancy of six of the eight units as all items on the list have been substantially completed and there are no safety concerns regarding the remaining details. There is a mechanical permit left to be inspected, but that is not part of the complaint. They were very impressed that all items needing to be addressed were completed in a timely manner. Their recommendation is to issue a temporary certificate of occupancy for the six units that will have to be reissued every 180 days (6 months). Once the two unoccupied units are completed, a full certificate of occupancy would be issued. Any open permits need to be completed prior to issuing the temporary certificate of occupancy, and the only outstanding one is the mechanical permit for piping that needs to be brought up to code.
- e. The two uninhabitable units, according to city ordinance 2.59c, must be placarded as unfit for human habitation. This should be taken care of by the building inspector, Dale Kosek.
- f. City Ordinance 2.62 Conduct on Licenses Premises states that it is the responsibility of the Owner or property manager, with the assistance of local law enforcement, to take appropriate action regarding tenant conduct.
- g. Ordinance 2.63 states that the Fire Chief must be granted access to complete necessary inspections.

A motion was made by Councilor Penaz seconded by Councilor Schneider to issue a temporary certificate of occupancy for six units located at 104 Grove Ave, Villager Apartments, with reinspection to be completed in six months. Vote for: Unanimous. Motion Carried.

2. 2022 Budget

- a. Discussion regarding council wages staying the same as last year, and they are. There was a slight change from 2020 to 2021.
- b. Discussion regarding 80% increase in Public Works Repairs & Maintenance/Equipment. That is due to 1/3 of the cost of payloader tires being coded there. The other 2-3 is coded under Snow & Ice Control Repairs & Maintenance/Equipment. Total cost is \$12,000.
- c. Pool Operating Supplies increase is for the summer rec salt sales that are now being run through the Participant Recreation program.
- d. Liquor Store is budgeting for a surplus of \$10,107 before the transfer of \$10,000 to the general fund.

New Business

1. Application for Club License for American Legion Post 141

A motion was made by Councilor Winfrey seconded by Councilor Adams-Bruins to approve the Liquor License for the American Legion Post 141. Vote for: Unanimous. Motion Carried.

2. Application for On-Sale Liquor License for Molly's Café. Previously they held an On-Sale Wine and Strong Beer License.

A motion was made by Councilor Adams-Bruins seconded by Councilor Schneider to approve the On-Sale Liquor License for the Molly's Cafe. Vote for: Unanimous. Motion Carried.

3. Application for On/Off Sale Liquor License for the Municipal Liquor Store.

A motion was made by Councilor Winfrey seconded by Councilor Schneider to approve the On/Off Sale Liquor License for the Municipal Liquor Store. Vote for: Unanimous. Motion Carried.

Open Discussion

1. Councilor Winfrey wanted to reiterate and clarify his statement regarding the statement of "not to exceed" when accepting bids/quotes.
2. Discussion regarding two bids for furnaces in the Auditorium. Should have two bids for the next council meeting.
3. Discussion regarding the fryer exhaust issue in the Liquor Store. Owen is working on getting it fixed.

A motion was made by Councilor Penaz seconded by Councilor Schneider to adjourn this special meeting of the Silver Lake City Council. Vote for: Unanimous Motion carried; meeting adjourned at 8:13pm

Diane Pedersen, City Clerk/Treasurer

Seal of the City: