

Minutes

Silver Lake City Council
Regular Quarterly Meeting
July 6, 2020
Silver Lake Auditorium

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

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

Staff present: Jon Jerabek, Dale Kosek, Michelle Schneider, Ian Coates, Mark Anderson, Larry Warzecha

Others present: Karin Ramige, Bruce Bebo, Harvey Mikolichek, Clarence Mikolichek, Bob Carlson, Brenda Chmielewski, John Rodeberg, Mike Skrbich, Sheriff Scott Rehman, Greg Stang, Lee Ortloff, Jeremy Anderson, Roxy Yurek

Motion by Fogarty seconded by Johnson to approve the agenda.

Vote for: Unanimous

Motion carried.

Consent Agenda

1. Approve minutes from June 15, 2020 Regular Meeting
2. Approve Payroll #13, 14 and Quarterly #2
3. Claims to be paid: \$49,846.33 (6/5/20)
 \$40,289.43 (6/19/20)
 \$58,780.74 (6/30/20)

Motion by Fogarty seconded by Winfrey to approve the Consent Agenda.

Vote for: Unanimous

Motion carried.

Public Comment – No comment.

Old Business

1. Preliminary Engineering Report Update. Discussed operating procedure at wastewater treatment ponds. John Rodeberg, SEH, and PeopleService representatives Greg Stang, Lee Ortloff, and Jeremy Anderson were present to discuss operations and answer questions. Rodeberg stated that SEH was in agreeance with PeopleService on current operating procedure. Private septic dumping was discussed and will continue to be suspended due to potential capacity issues and lack of monitoring. Management of facility was addressed, and concerns expressed over maintenance of cattails, trees, grass, etc.
2. Multi-Unit Housing Review. Reviewed list of nine corrections to be made at 104 Grove Ave S resulting from inspection performed by Fire Chief Kosek and MNSPECT Building Official Barry Brainard.

3. Compost Site Permits and Policy. Discussed permitting for non-residents and use of logbook to track loads. The annual permit fee would be \$25 with load fees of \$50 per five 12-yard loads. No commercial use would be allowed.
Motion by Winfrey seconded by Penaz to approve Compost Site Permit and Policy update allowing non-resident use.
Vote for: Winfrey, Penaz, Butler, Johnson
Vote against: Fogarty
Motion carried.
4. Local State of Emergency Review. Discussed continuing the local emergency and reviewing at next meeting.
5. Police Department Services. Reviewed cost estimates for contracting with Sherriff's Office (SO) for temporary coverage and permanent coverage, maintaining City's own department, and merging with Lester Prairie. Council discussed that it was necessary to increase full-time Police Officer starting wage to \$22 per hour and Police Chief starting wage to \$26 per hour. The SO would charge \$58.47/hr. for a temporary 6-month contract with coverage hours limited to 2-3 hours per day. The SO would charge \$59.72/hr. for a 2021 full year contract. At 40 hrs. coverage per week the cost would be \$124,225.47. A preliminary expense budget for the City maintaining its own department was estimated at \$271,859.00 not including revenues. The City cost of a merger with Lester Prairie estimate was \$281,777.00 not including revenues. Citizens voiced opinions on services. Discussed Officer Coates being approved for hire by City of Glencoe Police Department with unknown start date. Reviewed survey on Police Services and discussed adding more financial information and setting end date of July 19. Survey to be available on City website and in paper form at City Hall.
6. Utility Accounts. Discussed late fees, shut-offs, and current accounts past due. Concerns expressed over amounts past due and lack of effort to pay. Clerk Jerabek to check with City Attorney on performing shut-offs and requiring payments.
7. Gehlen Drive Storm Sewer. Reviewed estimates from Juul Contracting (\$8,795.50) and Litzau Excavating (\$8,775.00) for fixing sanitary sewer line and catch basins on Gehlen Drive. Televising of the line to check for connection to private drain line was unsuccessful due to lack of access. It will be checked when work is to be performed.
Motion by Winfrey seconded by Penaz to approve estimate from Litzau Excavating for \$8,775.00 to replace 2 catch basins and line at Gehlen Drive.
Vote for: Unanimous
Motion carried.

New Business

1. 2021 Property Assessment and COVID-19. County Assessor Brenda Chmielewski notified the Council that assessments would be completed curbside and property owners would receive a postcard notifying them of the changes and provide contact information for questions.
2. Frank Street Tree Trimming Proposals. Reviewed estimates from TreeStory (\$3,000.00), Kale Nygaard (\$1,680.00), and Reinert Logging and Lumber (\$1,500.00 to \$2,000.00) for trimming three blocks of trees hanging over Frank Street.
Motion by Winfrey seconded by Penaz to approve Kale Nygaard estimate of \$1,680.00 for Frank Street tree trimming.
Vote for: Unanimous
Motion carried.

3. MLS Electronic Pull Tabs. Silver Lake Lions would like to sell electronic pull tabs via tablets at the MLS. The MLS would need to provide a wireless internet port and petty cash to pay out winnings. The rent payment would be 20% of the Lions' profit each month, the same as the current pull tab rent.

Motion by Winfrey seconded by Penaz to approve the Lions selling electronic pull tabs at the MLS.

Vote for: Unanimous

Motion carried.

4. 2020 Budget Progress Review. Council reviewed year-to-date budget for 2020. Clerk Jerabek reviewed CARES funding that covers COVID-19 expenses. Workers' Compensation expenses were higher than anticipated. Specific line items that were over or near budget were reviewed.

Mayor Butler called for brief recess at 8:56pm. Mayor Butler called meeting back to order at 8:59pm.

5. Clerk Jerabek Annual Review. Council performed annual department head evaluation for Clerk Jerabek.

Motion by Winfrey seconded by Fogarty to approve annual review for Clerk Jerabek and to retain with step increase to \$25.56/hr. at a yearly salary of \$53,172.00.

Vote for: Unanimous

Motion carried.

Open Discussion

1. Councilor Fogarty noted fireworks and Police Department standing down concerns.
2. Discussed flush boxes for fire hydrant flushing.

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

Vote for: Unanimous

Motion carried.

Meeting adjourned at 9:20pm.

Jon Jerabek, Clerk/Treasurer

Seal of the City: