

Minutes
Silver Lake City Council
6:30 Regular Meeting
August 21, 2023
Silver Lake Auditorium

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

Members present: Mayor Bruce Bebo, Councilor Sandie Adams-Bruins, Councilor Joanna Jacobs, Councilor Josh Mason, Councilor Chris Penaz

Members Absent: None

Staff present: Diane Pedersen, Dale Kosek, Ashley Ardolf-Mason, Wyatt Konen, Cory Behrendt,

Others present: Tim Langenfeld, Aaron Ward, Roger Pokornowski, K. Vorlicek, Aaron Rasmussen, Lisa Jameson, Cort Jameson, Connie Jameson, Dan Kielas, Karen Kielas, John Shonsht, Ray Bandas,

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

Consent Agenda:

1. Approve minutes from July 17, 2023, Quarterly Meeting
2. Approve Payroll #15 and #16 and July Ambulance
3. Approve Claims

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

Public Comment – None

Old Business:

1. Hale Township – Grand Avenue – Roger Pokornowski
 - a. Aaron Rasmussen will have a contract written up for temporary use of a curb cut onto Grand Avenue. The contract will be presented to the council for review and then to the city attorney.
 - i. 2–3-year contract
 - ii. Determine cost per year to be paid January 1 of each year. If not paid, curb cut will be taken out.

Department Business:

1. Public Works
 - a. Public Works Liaison Report
 - i. Pola-Czesky Days went well, cleanup crew was adequate.
 - ii. Removed gravel out of city's right-of-way on Grand Avenue.
 - iii. The televising and jetting of the sanitary sewer is complete. SEH is reviewing. Main Street looks good.
 - iv. Doing minimal storm line televising and flow testing
 - v. Pool repairs are scheduled for the last week in August.
 - vi. Horizon Pool will notify us when to pump out the pool.
 - vii. CenterPoint red tagged the pool heater due to a gas leak. We are putting together replacement estimates for the 2024 budget.
 - viii. Pool and Parks have a new slide coming in the next few weeks for the pool.
 - ix. Talked with People Services regarding the fall hydrant flushing schedule.

- x. Schweigert Roofing's annual inspection of the municipal roofs report will follow. They checked for hail damage and cleaned gutters on the auditorium.
- xi. Reviewed People Services reports.
- xii. LED sign footings have been dug.is

2. Public Safety Liaison Report

- a. Fire Department Report
 - i. Review of calls.
 - ii. Received notification that the fire department has been awarded a \$224,000 FEMA grant for SCBA units, RIT pack, and compressor and fill station. The fire department's portion is \$11,200, which Public Safety Aid is being requested for.
 - iii. Preparation of the preliminary 2024 budget has begun.
 - iv. Pola-Czesky Days department raffle was a success.
 - v. Monday night's drill had life Link 111 landing zone drill with the helicopter landing in the auditorium parking lot.
 - vi. Officer position applications are open for Chief 3, Captain, LT, and Safety Officer.
- b. Sheriff's Report
 - i. Event Type report.
 - ii. July hours.
 - iii. 2024 and 2025 Contract Proposals
 - 1. 2024 rate \$74.65
 - 2. 2025 rate \$76.28
 - 3. The council will discuss in September the number of hours they wish to contract.
- c. Ambulance Report
 - i. A brief Ambulance meeting was held on August 2, 2023.
 - ii. Pola-Czesky Days went well.
 - iii. Working on the preliminary 2024 budget.
 - iv. Request for Action to approve paying for an EMR to return to school for a second time due to starting late and missing six weeks of class the first time and never being able to catch up. The cost of the class is \$1500.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve paying \$1500 for EMR Jacky Kern to attend class at South Central College in Mankato for EMT training. Vote for: Unanimous. Motion carried.

- v. Staffing as of 6/12/2023:
 - 1. 5 EMR's (2 currently enrolled to become EMT's)
 - 2. 7 EMT's (1 EMT is currently of leave of absence)
 - 3. 1 student in school (ETA on graduating end of July)
 - 4. 1 student starting school in August pending council action.
 - 5. Currently have 4 crews with active rotation
- vi. July call stats:
 - a. 7 calls
 - i. 3 No Transport
 - b. Previous Year (2022)
 - i. 18 calls
 - ii. 2 No transport.

3. Municipal Liquor Liaison Report

- a. Trivia nights have been great, usually bringing in between 40-50 people. Will continue every other Tuesday with food special to relieve kitchen stress.
- b. Still looking for daytime help.
- c. Pola-Czesky Days went well.
- d. Will be taking food manager's class in person September 11th in Plymouth.
- e. Making some service changes. Pest control services will be switched, saving \$330 per year.

- f. Considering opening for Vikings games this fall if staff is available. Discussing entertainment options with the gambling manager for Vikings games.
- g. The last food truck of the season will be September 27th.
- h. Food inspector stopped on 8/16/23. Everything went well other than some minor corrections.
- i. Reviewed financials. There are still issues in some recording of invoices causing monthly figures to be off.
- j. Requests for Action
 - i. Accept resignation for Justina Olson

Motion by Councilor Penaz second by Councilor Jacobs to approve request to accept the resignation of Justina Olson effective August 26, 2023. Vote for: Unanimous. Motion carried.

- ii. Accept resignation for Tanya Olson

Motion by Councilor Penaz second by Councilor Mason to approve request to accept the resignation of Tanya Olson, Lead Bartender, effective August 18, 2023. Vote for: Unanimous. Motion carried.

- iii. Approval for advertising for Lead Bartender
 - 1. MLS Manager should start advertising for a Lead Bartender.
- iv. Approval of bid for air conditioner repair/replacement
 - 1. This will be addressed at the September meeting once all quotes have been received.
- k. Celebration of life for Bonnie Dahl will be held at the Muni on September 16th at 3:00pm.

4. Community Development

- a. Planning Commission met August 8, 2023.
 - i. Talked with Lili Lennox regarding doing a mural for the city. Would like to do a resident survey to get thoughts as to what should be put on the mural. City Clerk will complete the grant application and then a survey will be made available for residents to share their ideas of what they would like to see included on the mural.
- b. LED sign policy
 - i. Begin with running events and non-profit information, use a list of city businesses as a filler when needed.
 - ii. Events will be run for the month preceding the event.
 - iii. The City Clerk will contact the City of Waverly and see how their sign is operated.
- c. Reviewed the cannabis ordinance being read later tonight.

5. Administration

- a. Clerk's report
 - i. July Treasurer's Report
 - 1. The Liquor Fund CD in the amount of approximately \$95,000 and the Ambulance Equipment CD in the amount of approximately \$131,000 will mature on October 2. Both funds will be reinvested.
 - ii. Request for Action to approval the contract with SafeAssure for 2024. The contract was \$2810.90 in 2023 and is \$3063.88 for 2024.

Motion by Councilor Penaz second by Councilor Jacobs to accept the 2024 contract with SafeAssure in the amount of \$3063.88. Vote for: Unanimous. Motion carried.

- iii. Request to approve updates to the Personnel policy regarding Earned Sick and Safe Leave effective January 1, 2024, Paid Family and Medical Leave effective January 1, 2026, and updated Drug, Alcohol and Cannabis Testing and Drug-Free Workplace.
 - 1. Remove the Paid Family and Medical Leave that is not effective until January 1, 2026. It will be added at that time.
 - 2. The policy will be condensed and presented to the council again for approval.
- iv. Request to approve Public Safety Aid to be received in December 2023 in the amount of \$38,114 to be used for Knox boxes in the amount of \$1004.66 for the auditorium and liquor store, \$11,200 to be used for the city match for the FEMA grant for the fire department's SCBA's, about \$6300 for ambulance winter gear, and approximately \$19,600 (the balance of the Public Safety Aid) for a Hurst tool. Will approach townships to see if they will help fund the remaining balance of approximately \$25,400 with ARPA funds.

Motion by Councilor Penaz second by Councilor Jacobs to approve the Public Safety Aid to be used for Knox boxes and fire department SCBA's. Ambulance winter gear and a Hurst tool will be addressed once quotes are received and townships have been approached. Vote for: Unanimous. Motion carried.

- v. Request for Action to approve ARPA funds in the amount of \$88,955.75 to be used for the needed pool repairs.

Motion by Councilor Jacobs second by Councilor Penaz to approve the use of ARPA funds in the amount of \$88,955.75 for the needed pool repairs. Vote for: Unanimous. Motion carried.

- vi. Pool summer recap
 1. Lifeguard pay

New Business

1. Request for Action – Approval of one day gambling and liquor permits for Church of the Holy Family for their church bazaar to be held on Sunday, October 1, 2023.

Motion by Councilor Penaz second by Councilor Mason to approve the one-day gambling and liquor permits for Church of the Holy Family for their church bazaar on October 1, 2023. Vote for: Unanimous. Motion carried.

2. Resolution 23-17 establishing City of Silver Lake Regulations Related to Counting of Write-in Votes.
 - a. The city council chose to not pass the resolution establishing regulations related to counting of write-in votes as they want to see all votes counted.
3. Corporate Authorization Resolution for First Community Bank authorizing Mayor Bruce Bebo, City Clerk/Treasurer Diane Pedersen, and Deputy Clerk Karissa Wicklund-Kurth powers to perform transaction with First Community Bank due to the need to close the old checking account and open a new account.
4. First reading of cannabis use proposed ordinance.
 - a. Suggest adding the Coordination with city and town ordinances to the McLeod County ordinance.
 - b. Will review need for city ordinance after McLeod County's ordinance is established.
5. Review of the proposed fee schedule for 2024.
 - a. Increase Water Base Charge from \$14.50 to \$15.00.
 - b. Increase Water Usage Charge per 1,000 gallons from \$9.00 to \$9.50.
 - c. Increase Sewer Base Charge from \$14.50 to \$15.00.
 - d. Increase Sewer Usage Charge per 1,000 gallons from \$11.00 to \$11.50.
 - i. These increases would cause an increase of about \$4.39 to the average monthly billing and an increase of \$2.20 for a single person and brings the city closer to Rural Developments recommended guidelines.
 - e. Decrease the ambulance base charge for normal and accident response from \$1300 to \$1100.
 - f. Increase Special Police Services from \$72 to \$75 per hour.
 - g. Increase family season pass for up to 5 members from \$160.00 to \$175.00 which is \$35 per member.
 - h. Eliminate the Daily Passbook as it is misused creating issues.
 - i. Pool Party Package is \$150.00 for 1 hour with 1 lifeguard for up to 20 people (no food included). \$25.00 per hour for each additional lifeguard needed.
6. Review of the 2024 Preliminary budget
 - a. Wage scale discussion.
 - b. Line-item review.

Open Discussion

1. Playground

Adjourn

Motion by Councilor Adams-Bruins second by Councilor Jacobs to adjourn the meeting at 10:23pm. Vote for: Unanimous. Motion carried.

Diane E. Pedersen, City Clerk/Treasurer

Seal of the City