

Minutes  
Silver Lake City Council  
Regular Meeting  
April 4, 2022  
Silver Lake Auditorium

Mayor Bebo called the regular meeting to order at 6:38pm.

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

Staff present: Diane Pedersen, Dale Kosek, Tim Grenke, Kyle Wawrzyniak, Ashley Ardolf-Mason, Betty Wrapsir, Veronica Jacobs, Sarah Petersen

Others present: Karin Ramige, Joanna Jacobs, Jordan Van Oort, Scott Qualle, Mike Jaunich

Request to add Fire Department to the agenda under Public Safety and MNSPECT under Old Business.

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

Consent Agenda

1. Approve minutes from March 21, 2022 Regular Meeting
2. Claims to be paid

***Motion by Penaz second by Winfrey to approve the Consent Agenda. Vote for: Unanimous. Motion carried.***

Public Comment - None

Department Business

1. Public Works
  - a. Final reading of Ordinance 99

***Motion by Penaz second by Adams-Bruins to accept Ordinance 99. Vote for: Unanimous. Motion carried.***

2. Public Safety
  - a. Sheriff's Department
    - i. Discussion regarding billing when there are two officers in the car. When that occurs, it is for training purposes, and we are only billed for one officer.
    - ii. Discussion held regarding housing a Sheriff Squad in one of the city's garage bays for a deputy living north of Silver Lake in the Dassel/Cokato area. Fire Department and Ambulance Service have discussed the request and do feel we can provide room for the vehicle in the city garage and the city vehicle can be moved into the south ambulance bay. The Sheriff's department will do further investigation regarding insurance coverage while stored in the City of Silver Lake and come back with a contract between the City and the County.

b. Ambulance

- i. Qualifications to be an active member of the ambulance service:
  1. Clear background check
  2. Negative drug screening
  3. Safe Driving Course Certificate
  4. EMSRB certification as an EMR or EMT
    - a. Classroom training can be completed at various training institutions such as Ridgewater, Ridgeview, Crown College
- ii. Request for Action to hire Jerrod Weckman, a Public Work's Employee, as an EMR on the ambulance service as a backup driver on weekdays when he is at work.

***Motion by Penaz second by Adams-Bruins to approve the hire of Jerrod Weckman as an EMR on the ambulance service. Vote for: Unanimous. Motion carried.***

- iii. Request for Action to hire Tyler Kosek, a Fire Department First Responder, as an EMR on the ambulance service.

***Motion by Penaz second by Adams-Bruins to approve the hire of Tyler Kosek as an EMR on the ambulance service. Vote for: Unanimous. Motion carried.***

- iv. Request for Action to hire Ryan Hoffman, a Fire Department First Responder, as an EMR on the ambulance service.

***Motion by Penaz second by Winfrey to approve the hire of Ryan Hoffman as an EMR on the ambulance service. Vote for: Unanimous. Motion carried.***

- v. Request for Action to hire John Marvan, a Fire Department First Responder, as an EMR on the ambulance service.

***Motion by Penaz second by Adams-Bruins to approve the hire of John Marvan as an EMR on the ambulance service. Vote for: Unanimous. Motion carried.***

- vi. Request for Action to rehire Justus Madson, as an EMR on the ambulance service.
  1. Discussion regarding the reasons he chose to leave and why he chose to return.

***Motion by Penaz second by Winfrey to approve the rehire of Justus Madson as an EMR on the ambulance service. Vote for: Unanimous. Motion carried.***

- vii. New Hire Process
  1. Applicant will contact the ambulance service and complete an application.
  2. Ambulance Service Executive Committee will review the application, interview the applicant, and if accepted, will refer the applicant to the city office to complete a consent form for a background check and to set up a drug screening.
  3. Once the applicant successfully completes the background check and drug screening, the applicant will again meet with the city staff and complete all new hire paperwork, including the tuition reimbursement form. The Executive Committee will then complete a Request for Action for the City Council with a recommendation to hire the applicant as a probationary hire. During the probationary period, the applicant will complete their training to become EMR and/or EMT certified in EMSRB.

During the probationary period the member will not be an active member of the service, and they will not be assigned any shifts or be put in a rotation schedule entitling them to be paid, but they can ride along to observe and gain experience which will count towards their licensure when completing their training course.

4. Once an applicant has been certified by EMSRB, they are eligible to be placed in the rotation of the active member roster and to be placed in the on-call schedule. At this time, they will receive pay for the time they serve, and they will receive specific Silver Lake Ambulance Service training.
- viii. Cost of training for new hires
1. Currently the training is paid for upfront by the City of Silver Lake and the applicant signs an agreement that they will reimburse the City if they do not meet the terms of the agreement.
  2. Other options for training costs:
    - a. Have the new hire pay for the full cost of training upfront and have the city reimburse them once they have completed the training and provided one full consecutive year of active service on the rotation schedule.
    - b. Have the new hire pay for the EMR portion of their training and the city pay for the EMT portion. Once a full year of service of consecutive service has been met on the rotation schedule, have the city reimburse the volunteer for the cost of their EMR training.
    - c. The possibility of a scholarship opportunity.
- c. Fire Department
- i. A statement was read regarding an incident that occurred over the weekend involving a first responder.

#### Old Business

1. SEH update on auditorium study
  - a. Phase II Evaluation requested by the State Historical Society on the Auditorium to determine the eligibility for the purpose of getting approval to build a water treatment plant and water storage tank behind the auditorium.
    - i. What implications does being put on the National Registry have on future changes to the auditorium? According to Duluth Archeology and SHPO, there are no restrictions as to what the city can do with the auditorium and the surrounding properties unless it is a project that involves Federal funds.
    - ii. Per Duluth Archeology, even if the auditorium is found to be eligible for the National Registry, the city can not be compelled to list it on the registry, but the evaluation will be complete, and the city would qualify for federal funding.

***Motion by Penaz second by Adams-Bruins to accept the bid of \$2962.33 from Duluth Archeology to complete the Phase II Evaluation as requested by SHPO. Vote for: Unanimous. Motion carried.***

2. MNSPECT – Village Apartments
  - a. McLeod County Sheriff’s Department contacted MNSPECT indicating that a deputy had contact with someone living in a Do Not Occupy Ordered apartment.

## New Business

1. 2022 Budget Progress. The expense and revenues budgets through February were examined for all city funds.
2. Request for Action to change the May 16<sup>th</sup> City Council meeting date to May 23<sup>rd</sup> due to the City Clerk being gone for training May 9-13.
  - a. Discussion regarding having the Deputy Clerk cover the preparation of the council packet while the Clerk is gone.

## Open Discussion

1. Pursuing ambulance service tuition reimbursements
  - a. Proper protocol regarding the completion of all new hire paperwork was not followed in the past which caused inconsistencies and incomplete paperwork. Due to these inconsistencies, the city council has elected not to pursue collection of training fees of past members and will ensure proper procedures are followed in the future.
2. Recreation Director and Head Lifeguard pay
  - a. Discussion held regarding possibly changing the grade level. To be discussed again in the future.
3. Power grid failure discussion

***Motion by Penaz second by Winfrey to adjourn this regular meeting of the Silver Lake City Council.  
Vote for: Unanimous. Motion carried.***

Meeting adjourned at 8:26pm.

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Diane E. Pedersen, Clerk/Treasurer

Seal of the City: