

Minutes
Silver Lake City Council
Regular Meeting
6:30pm March 20, 2023
Silver Lake Auditorium

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

Members Present: Mayor Bruce Bebo, Councilor Sandie Adams-Bruins, Councilor Joanna Jacobs, Councilor Chris Penaz

Members Absent: Councilor Josh Mason

Staff Present: Diane Pedersen, Wyatt Konen, Jerrod Weckman

Others Present: Scott Kriese (KLM), Rudy Espinoza, Lee Ortloff (PeopleService)

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

Consent Agenda:

1. Approve minutes from February 21, 2023, Regular Meeting
2. Approve Payroll 5 & 6 and February Ambulance
3. Approve Claims

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

Public Comment – None

Department Business:

1. Public Works Liaison Report

- a. KLM Engineering representative Scott Kriese discussed finishing the contract to paint the water tower. The council would like to discuss moving forward trying to complete the contract with amendments and have the amended contract presented at an April meeting. The amendment needs to state a date of completion.
- b. Request by Rudy Espinoza for forgiveness on the storm water part of his water utility bill and a payment plan for the remaining balance. He is to return to the April 3rd council meeting with a payment plan request.
- c. Request for Action to remove signs and parking blocks from the front of City Hall and place them on the overhead doors. This would remove the trip hazard and make it easier for snow removal.

Motion by Councilor Adams-Bruins second by Councilor Jacobs to approve the removal of the city hall parking only signs and parking blocks from their current location for easier snow cleanup. Vote for: Unanimous. Motion carried.

- d. Lee Ortloff from PeopleService presented the Diamond Mas mapping system they use to document water systems in the city. It is a GIS mapping system that can show storm sewers lines, water lines, fire hydrants, valves, curb stops, lift stations, wells, jetting, manholes, street signs, etc. It can be accessed on any device and the LMC considers it a legal document. This system is available for the city to have access to for an additional \$20 per month to the current contract. If the City no longer contracted with PeopleService, it would have to have it's own contract with Diamond Maps to maintain access to the city maps.

Motion by Councilor Penaz second by Councilor Adams-Bruins to accept PeopleService \$20 per month addition to the current monthly invoice for access to the Diamond Maps System. Vote for: Unanimous. Motion carried.

2. Public Safety Liaison Report

- a. Fire Department
 - i. Fire calls reviewed.
 - ii. Held two debriefing meetings for fire and ambulance personnel after two fatal crashes.
 - iii. Met with townships and city to review 2023 fire budget and contributions for service.

- iv. On Wednesday, March 22nd, the fire department will have a demonstration of their extrication equipment at 6:30pm.
- b. Sheriff's Report
 - i. Reviewed Event Type Report
 - ii. Reviewed Police Hours
- c. Ambulance Report
 - i. Looking at purchasing a new Toughbook or iPad for Ambulance reports as the current Toughbook is outdated and runs extremely slow. Grant options are being looked into.
 - ii. Chief Mason met with Townships boards for pre-donation meetings. Rich Valley and Hale Townships have approved their requested donations.
 - iii. Staffing as of 2/13/2023:
 - 1. 6 EMR's (3 currently enrolled to become EMT's)
 - 2. 6 EMT's
 - 3. Currently have 4 crews with active rotation
 - iv. February Call Stats:
 - 1. 22 calls (18 in 2022)
 - a. 2 No Transport (1 in 2022)
 - b. 1 ALS Intercept (2 in 2022)
 - c. Chief Mason had 2 debriefings for 2 incidents.
 - 2. The ambulance was taken into Jerry's Transmission for brake light repairs, as fuses have been burning out monthly. Replaced front brakes and all brake lights.
 - 3. Hiring notice placed on Facebook, have had two responses indicating interest.
 - 4. Request for Action to Hire Aphra Fowler pending completed background check and drug test and for the City to pay for her schooling. She will be attending an EMT course beginning in April at a cost of \$1400.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the hire of Aphra Fowler pending completed background check and drug test and for the City to pay for her EMS schooling upon receipt of her signed Licensure Training Reimbursement Form. Vote for: Unanimous. Motion carried.

3. Municipal Liquor Store/Auditorium

- a. Training with the new manager has been going well.
- b. Off-sale pricing has been updated.
- c. Closing times discussed with employees and customers.
- d. Discussed with Dale about getting slab jack bids to figure out water problem under the bar.
- e. Reviewed financials.
 - i. Net loss for February (\$3,039.12) due to three major beer purchases that needed to be done in February.
 - ii. YTD Net Income \$2,944.57

4. Community Development

- a. Planning Commission met on Tuesday, March 7, 2023.
 - i. LED sign update
 - 1. A new location has been flagged.
 - 2. The City will want to make sure the sign is listed on the property insurance.
 - 3. Advertising matrix discussed. Planning Commission will review.
 - ii. Public Hearing held for 813 Main Street. Variance request received for an accessory building (detached garage) to be converted into living quarters.
 - 1. The request for 813 Main Street should have been a conditional use permit request, not a variance request. It is being referred back to the Planning Commission to discuss city sewer and water hookups.

Motion by Councilor Adams-Bruins second by Councilor Jacobs to table the variance request for 813 Main Street until after the April Planning Commission meeting. Vote for: Unanimous. Motion carried.

8:22 to 8:25 break

5. Administration

- a. Clerk's report

- i. February Treasurer's Report presented.
 1. Met with First Community Bank to discuss CD rates. The city and the bank will continue to work together.
- ii. Discussed Pool Manager position.
 1. Begin advertising for pool manager.
- i. Solar Garden Subscription Update
 1. November 2017-December 2022 city profit of \$5,149.27.

Old Business

1. Temporary Use Ordinance
 - a. This ordinance has been tabled for further research by the Planning Commission.
2. Playground update
 - a. Sandboxes need to be repaired.
 - b. Checking into playground safety compliance.
 - c. City maintenance has been making some repairs to existing equipment.
3. Christmas lights updates
 - a. Ordered 15 pole decorations (candy canes, stockings, snowflakes) and a 17-foot ground decoration.
 - b. Working on getting poles rewired.
 - c. Donations received from Lions, American Legion, Civics, and Women's Club.
 - d. Will look at selling old decorations.

New Business

1. Resolution 23-10: Resolution Approving Workers' Compensation Insurance Premiums.
 - a. The multiplier increased from .76 to .77.
 - b. Last year's total was \$21,227, this year it is \$22,525.

Motion by Councilor Penaz second by Councilor Jacobs to adopt Resolution 23-10 approving Workers' Compensation insurance Premiums. Vote for: Unanimous. Motion carried.

2. Engineer update on Senate presentation.
 - a. Made presentation at the capital last week, two days later the projects were voted down.
 - b. SEH has met with the surveying company and hope to begin that soon.
 - c. Working on the pre-design process for the project.

Open Discussion

1. Fill holes in the streets.
2. Quarterly meeting items to be addressed.
 - a. Sign guidelines.
 - b. Century Lane water bill.
 - c. Selling city's old Christmas decorations.
3. McLeod County severe weather training Monday, April 10, 2023, 7-9pm.

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

Meeting adjourned at 9:22pm.

Diane E. Pedersen, Clerk/Treasurer

Seal of the City: