

Minutes
Silver Lake City Council
Regular Meeting
April 18, 2022
Silver Lake Auditorium

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

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

Staff present: Diane Pedersen, Dale Kosek, Ashley Ardolf-Mason, Betty Wraspir

Others present: Karin Ramige, Sara Oberloh (Auditor), Andrew Fiebelkorn, Damon Ewald (Cedarcrest)

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

Consent Agenda:

1. Approve minutes from April 4, 2022 Open Book Hearing of the Board of Appeals and Equalization
2. Approve minutes from April 4, 2022 Quarterly Meeting
3. Approve Payroll 7 & 8, March Ambulance and Quarterly 1
4. Approve Claims

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

Public Comment - None

City Auditor Presentation. Oberloh & Oberloh, LTD. Representative Sara Oberloh presented the 2021 Financial Audit for the City. The overall net position of the city increased by \$453,788 over 2020 to \$5,651,417. The ending General Fund cash and investment balance increased to \$686,485 from \$531,598 in 2020. The net positions of the Water Fund, Sewer Fund, Fire Fund, Storm Sewer Fund, Ambulance Fund and Municipal Liquor Fund all increased in 2021. In 2021 the city received \$44,478 in American Rescue Plan Act Funds. Overall, the city has good reserves with project money available and not a lot of debt. The General Fund is strong, and all funds are operating in the positive. Oberloh noted that there were no legal compliance issues and the communications with management went well.

Department Business:

1. Public Works Liaison Report
 - a. The city is going to contract for jetting as it is not currently contracted with PeopleService. Currently gathering quotes for jetting and cleaning of designated sanitary mains. Camera work was done in 2020, so that should not need to be done at this time.
 - b. Pool cleaning and filling will begin soon, weather permitting
 - i. Discussion held regarding the cracks in the pool concrete decking. Council members were asked to meet with Dale at the pool to view the hairline cracks in person and determine if there is a need to bring the concrete company back to redo the job. Sealer was placed over the cracks last fall at the expense of the concrete company.
 - c. Gathering options on street patching.
 - d. Water main repairs took place at Cleveland and East Avenue.
 - e. Obtaining quotes for MLS roof repairs due to rusting screws and exterior tin painting. The quote for painting should include a color change.
 - f. Contacted KLM regarding paint repair on the water tower. KLM has contacted the painter to schedule the repairs. Discussion with the KLM representative to prepare a letter regarding the work to be done that he should present to the city council for review and acceptance. Half of the contracted payment was made last fall; the remainder will be paid when all work is completed in an acceptable manner.
 - g. People Service Report
 - i. Hydrant flushing scheduled for second week in May.

2. Public Safety Liaison Report

a. Fire Department Report

- i. Review of calls.
- ii. Request for Council Action to approve the Car & Bike Show request for May 21st, 2022, Hosted by the Silver Lake Fire Relief Association.
 1. The closing of the street will need to be approved by the county and the permit request has been submitted.
 2. Discussion was held regarding the one-way through the liquor store parking lot. It was suggested to either enforce the one-way or get rid of it. Public Works will review the situation.

Motion by Penaz second by Winfrey to approve the Car & Bike Show request for May 21, 2022. Vote for: Unanimous. Motion carried.

- iii. Three EMR's are being scheduled on the ambulance service.
- iv. April 21st the Chief and two Assistant Chief's will be attending the Lion's meeting to request donation funds for equipment replacement.

b. Sheriff's Report

- i. Event type report
- ii. Police Hours for March
- iii. Request for Council Action to approve the Sheriff's Department to house a squad car in one of the city's garage bays.
 1. A discussion was held regarding giving up city space to house a county vehicle. The consensus is that the city does not have an overabundance of space and that space could benefit either the fire department or the ambulance service. A motion was not made on the request for action.

c. Ambulance Report

- i. Reviewed the March run report.
- ii. Application for Payment of Licensure Training Costs
- iii. Silver Lake Ambulance Policy update
 1. Additional changes to be made, will be reviewed again at a later date.
- iv. Discussion regarding the eight-minute response time required to be on the ambulance service.
- v. Request for Council Action to approve the hiring of Allison White as an EMR with the ambulance service pending a clear background check and negative drug screening.

Motion by Penaz second by Adams-Bruins to approve the hiring of Allison White as an EMR with the Ambulance Service. Vote for: Unanimous. Motion carried

- vi. Request for Council Action to approve the hiring of Mark Cornell as an EMT with the ambulance service pending a clear background check and a negative drug screening.

Motion by Penaz second by Adams-Bruins to approve the hiring of Mark Cornell as an EMT with the Ambulance Service. Vote for: Unanimous. Motion carried

3. Municipal Liquor Liaison Report

- a. Two new part-time employees have started. Would like to find a couple of more employees.
- b. Pool tournament went well.
- c. Ice maker fixed.
- d. Starting to host food trucks on Wednesdays.
- e. Electric burger press not working well.
- f. New pull-tab accountability system in place.
- g. Request for Council Action to approve Jewelie Hussman as a new bartender at the rate of \$13.33 per hour.

Motion by Winfrey second by Penaz to approve the hiring of Jewelie Hussman as a bartender at the rate of \$13.33 per hour. Vote for: Unanimous. Motion carried

- h. Request for Council Action to approve Sabrina Pavin as a new bartender at the rate of \$13.33 per hour.

Motion by Winfrey second by Penaz to approve the hiring of Sabrina Pavin as a bartender at the rate of \$13.33 per hour. Vote for: Unanimous. Motion carried

- i. Request for Council Action to close the south entrance of the parking lot and west parking of the liquor store after the fire department's car and bike show on May 21, 2022, for an outdoor DJ.

Motion by Winfrey second by Penaz to approve closing of the south entrance and west parking of the liquor store following the fire department's car and bike show on May 21, 2022, for an outdoor DJ. Vote for: Unanimous. Motion carried

- j. Request for Council Action to approve closing the south parking lot entrance and west parking lot of the Muni on June 24, 2022, for an outside band and dance.

Motion by Winfrey second by Penaz to approve closing of the south entrance and west parking of the Muni on June 24, 2022, for an outdoor band and dance. Vote for: Unanimous. Motion carried

4. Community Development

a. Commissioner's report

- i. No update on main street lots.
- ii. Mr. Broll is considering selling some lots to another developer, so Annexation is on hold.
- iii. Request for conditional use permit. A resident would like to run a small fabrication business out of his garage. Once he pays the application fee, the process of notification will take place.

5. Administration

a. Clerk's report

i. March Treasurer's Report

1. Local Government Aid (LGA) is not received until July and December each year.

ii. Department head meeting summary

1. Discussed ambulance policy and reimbursement form.

iii. Non-Owned Automobile Liability Coverage – see Resolution 22-13 below.

iv. Request for Council Action to approve hotel costs for Clerk Pedersen for Municipal Clerks Institute May 9-13, 2022.

Motion by Penaz second by Adams-Bruins to approve hotel costs for Clerk Pedersen for Municipal Clerk's Institute May 9-13, 2022. Vote for: Unanimous. Motion carried

Old Business:

1. Final reading of Purchasing Policy

Motion by Winfrey second by Adams-Bruins to approve the purchasing policy. Vote for: Unanimous. Motion carried

New Business:

1. Cedar Crest Emergency Preparedness Planning

- a. Damon Ewald is requesting an agreement between Cedar Crest and the City of Silver Lake to assist in the event of a natural disaster impacting Cedar Crest that would allow Cedar Crest to access to the City Auditorium for sheltering and caring of residents until a more suitable facility is available. An agreement will be developed with the City Attorney.

2. Lawn Meter buy back

- a. Andrew Fiebelkorn, 201 Century Lane, is moving out of city limits requested the city to defer from its policy and buy back his lawn water meter. The city will not purchase it back, but determined it is owned by the resident and he can take it with him rather than leave it at the current property he is selling.

3. Resolution 22-13: Resolution Approving Property/Casualty Insurance Premiums

a. Non-Owned Automobile Liability Coverage

- i. Currently city staff, fire and ambulance personnel are covered. More research will be done regarding this type of coverage.

Motion by Winfrey second by Penaz to dissolve the non-owned liability section of the property/casualty insurance policy as of Monday, April 18, 2022, and table the Resolution 22-13 until May. Vote for: Unanimous. Motion carried

4. Resolution 22-15: Resolution Authorizing Transfers for Infrastructure Improvement Project

Motion by Winfrey second by Adams-Bruins to approve Resolution 22-15 authorizing transfers for infrastructure project. Vote for: Unanimous. Motion carried

5. Request for Action Application for 1-Day Gambling License for Silver Lake Pools & Park Organization for Pola-Czesky Days raffle

Motion by Winfrey second by Adams-Bruins to approve the Silver Lake Pools & Park Organization's application for a 1-day gambling license for Pola-Czesky Days raffle. Vote for: Unanimous. Motion carried

6. City Council vacancy applications
 - a. Joanna Jacobs and Roxanne Yurek
 - i. Discussion held regarding the qualifications and interest shown by both candidates.

Motion by Winfrey second by Penaz to appoint Roxanne Yurek to fill the empty council seat. Vote for: Winfrey, Penaz. Vote Against: Adams-Bruins, Bebo. Motion Failed

Motion by Adams-Bruins second by Bebo to appoint Joanna Jacobs to fill the empty council seat. Vote for: Adams-Bruins, Bebo. Vote Against: Winfrey, Penaz. Motion Failed

Mayor Bebo, to break the tie vote, recommended Joanna Jacobs to till the empty council seat until the next election.

Open Discussion

1. Discussion held regarding the possible purchase by the city of the building next to the fire hall, water tower and city well for future city needs. The property is currently for sale for \$129,000.
2. LED Sign is still in the works. He is working on obtaining funding.
 - a. The city will need to develop a policy regarding advertising and sponsors.
3. Discussion regarding the "Do Not Occupy" units in the Villager Apartments.
 - a. An agreement has been signed allowing the City of Silver Lake Occupancy Inspector and law enforcement personnel access to the two "Do Not Occupy" units.
4. Saturday, May 14, is the city-wide cleanup from 8am-12 noon. Mayor Bebo will work.
5. Earth Day weeklong cleanup of the county trail. Individuals can sign up in the city office.
6. Still waiting to hear on the bonding bill.

Adjourn

Motion by Penaz second by Adams-Bruins to adjourn the meeting at 9:27pm. Vote for: Unanimous. Motion carried