

Minutes
Silver Lake City Council
Regular Meeting
6:30pm July 21, 2025
Silver Lake Auditorium

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

Members Present: Mayor Bruce Bebo, Councilor Joanna Jacobs, Councilor Roxanne Yurek, Councilor Josh Mason, Councilor Ted Gehring

Members Absent: None

Staff Present: Clerk Diane Pedersen, PW Chris Penaz, MLS Jarrett Whitney

Others Present: Sam Fink, Jeremy Anderson, Ryan Raisanen, Michael Lipe, Cole Bremer

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

Consent Agenda:

1. Approve minutes from July 7, 2025, Quarterly Meeting
 - a. Correction to minutes: Mayor Bebo opposed the wage increase of Chris Penaz.
2. Approve Payroll #14 and June Ambulance
3. Approve Payment Application #3 in the amount of \$999,042.24
4. Approve RD-440-11 Disbursement Request #3 in the amount of \$480,191.88 which includes Bond payoff of \$292,160.
5. Approve Claims

Motion by Councilor Mason second by Councilor Yurek to approve the consent agenda. Vote for: Unanimous. Motion carried.

Public Comment – None

Department Business

1. Public Works
 - a. SEH
 - i. Project Status Update
 - ii. Resident Concerns
 - iii. CR 92 status
 1. A Joint Powers Agreement for the section from Grove Avenue to Century Lane is attached for council consideration. Will be addressed at the August council meeting.
 - iv. Other Items
 1. Payment Application #3 presented in consent agenda
 2. OneDrive link for SEH Daily logs sent to council
 - b. Public Works Liaison Report
 - i. Preparing for Pola-Czesky Days.
 - ii. Pond mowing and maintenance
 - iii. Pool controller failed on 7/12/2025. Aqua Logic replaced it on 7/14/2025.
 - iv. Tower bid from Maguire received. Five emails were sent out for bids, only Maguire responded. Maguire will write the bid for the work to be completed in the spring of 2027 after the project is complete. They offer a two-year payment plan with no interest. If the bid is signed now, the price will be locked in.
 - v. Mowing, weed control and alley maintenance continues.
 - vi. No hydrant flushing at this time due to infrastructure project. Completing a partial flush rather than the full city may cause more issues for residents than if a full flush is completed. Will look at completing in the fall.

vii. Discussed comp time policy.

1. If the policy is going to be changed, it should be for all employees, not just a certain department.

Motion by Councilor Yurek second by Councilor Mason to approve an increase in the comp time limit from 24 to 40 hours effective August 1, 2025. Vote for: Unanimous. Motion carried.

c. People Service

i. Discussed the proposed contract. Tabled until the August council meeting.

1. Change the number of times for flushing hydrants from two to three.

2. Confirm what other price changes are in the contract.

ii. Discussed not doing hydrant flushing this fall due to the infrastructure project and the inability to properly flush all of the lines.

iii. Reviewed the Sanitary Survey Report from the Minnesota Department of Health. This survey is completed every sixteen months. No violations are noted and any concerns noted are being addressed by the infrastructure project.

iv. Reviewed monthly reports

2. Public Safety Liaison Reports

a. Fire Department

i. Reviewed calls.

ii. The department did controlled burns for property owners who provided donations to the department. The donations were used to purchase a battery chainsaw.

iii. The department is looking for donations to replace the current blood pressure unit and upgrade the AED.

iv. Chief 1 addressed the RDA project construction meeting and informed SEH of the importance of notifying the Fire Department of work being done that will affect fire protection for the district.

v. Conducted a drill with surrounding cities.

vi. National Night Out is scheduled for Tuesday, August 5, from 5:30-8pm on the city softball field.

vii. Drew Neaton has completed training and is off probation.

b. Sheriff

i. Reviewed event totals and police hours reports.

c. Ambulance

i. Silver Lake Ambulance hosted Music in the Park on July 10th. Made a profit of \$627.03, which is comparable to previous years.

ii. Starting to work on National Night Out scheduled for August 5th.

iii. Prepping for Pola-Czesky Days

iv. Staffing and calls were reviewed.

v. Request for Action to approve status change from EMR to EMT for Stephen Bennett and Trevor Erickson.

Motion by Councilor Jacobs second by Councilor Yurek to approve the status change for Stephen Bennett from EMR to EMT effective June 7, 2025. Vote for: Unanimous. Motion carried.

Motion by Councilor Jacobs second by Councilor Mason to approve the status change for Trevor Erickson from EMR to EMT effective May 20, 2025. Vote for: Unanimous. Motion carried.

3. Municipal Liquor Store/Auditorium

a. Business recap

b. Staffing recap

c. Operations recap

d. Auditorium recap

e. Facilities recap

f. Reviewed financials.

i. June MTD (\$5,105.88)

ii. YTD (\$19,030.98)

- g. Request for Action to approve removing the “Cash Only” requirement for THC product purchases at the MLS off-sale.
- iii. The previous rule was put into place to eliminate potential credit/debit card fraud purchases which would not have any standing for dispute should it arise. This is due to THC/Cannabis NOT being federally regulated at this time. The MLS has very few, if any, credit/debit card disputes, therefore, the increase in revenue via card use would far outweigh the potential of loss from a fraudulent purchase.
- iv. THC sales must remain a separate purchase.

Motion by Councilor Gehring second by Councilor Mason to approve the removal of the “Cash Only” requirement for THC sales. Vote for: Unanimous. Motion carried.

4. Community Development

- a. The Planning Commission met on Tuesday, July 8, 2025.
 - i. Public Hearing held regarding rezoning request for 120 Main St E.
 - 1. Planning Commission recommends approving the rezoning request.
 - 2. The council reviewed the building plan presented by the potential buyer of the property.
 - a. Looking at making it a four-unit building.
 - b. Two options
 - i. Hold on to the property as a long-term real estate investment for himself. Fund the whole project personally and then hold on to the property for seven years. Not the option he is planning on.
 - ii. Have the renovation completed and pass it off to the right construction guys and buyers and sell it within a year. There is the possibility of working with someone else with a construction background and holding on the real estate while they complete the work.
 - 3. The purchaser hopes to close on August 8, 2025.

Motion by Councilor Yurek second by Councilor Mason to approve the rezoning of 120 Main St. E. from R-1 to R-2s. Vote for: Councilor Yurek, Councilor Mason, Councilor Jacobs, Councilor Gehring. Opposed: Mayor Bebo. Motion carried.

- ii. Michael Lipe - proposal of two four-plex units on city lots.
 - 1. Reviewed the subsidy application submitted.
 - 2. Reviewed building plans submitted.
 - 3. Discussed the value of the lots and the possibility of selling them outright.
 - 4. Discussed the city replating the lots into two equal lots and moving the south boundary in six feet.
 - 5. Market values obtained from McLeod County Taxes. The total for all four lots is \$23,300.
 - 6. The purchaser needs to provide the city with a site plan showing the lot lines and setbacks. He wants to start with the two west lots for the first building.
 - 7. A development agreement needs to be prepared by the city attorney.
 - 8. The city needs to complete credit/background checks on the purchaser.
 - 9. The purchaser is to provide the city with a letter of credit for the value of the city lots.

Motion by Councilor Gehring second by Councilor Mason to approve replotting and surveying the Main Street city lots into two equal lots and moving the south lot line in six feet. Vote for: Unanimous. Motion carried.

Motion by Councilor Gehring second by Councilor Mason to approve rezoning the Main Street city lots from R-1 to R-2 once they have been replotted. Vote for: Unanimous. Motion carried.

iii. Comprehensive Plan

1. Action items added per council request.

Motion by Councilor Yurek second by Councilor Mason to approve 2025 Comprehensive Plan as presented. Vote for: Unanimous. Motion carried.

iv. Pool update

5. Administration

a. Clerk's Report

i. June Treasurer's Report

1. Replace Water Fund #607 CD that was cashed in in October 2024 in the amount of \$484,573.42.
2. Paying off the 2013A GO Bond in Fund 317.

ii. Utility payment request on behalf of 216 Summit. Something was left running in May, which the owners are not disputing. They are requesting a payment plan of \$100 in addition to the current month's charges until the \$800 bill from May is paid.

Motion by Councilor Yurek second by Councilor Mason to approve the payment plan of \$100 per month plus their current utility bill. Vote for: Unanimous. Motion carried.

- iii. The ROW permit application was reviewed, and it was agreed that the \$300 street opening fee is to be removed from the fee schedule as it is covered under the ROW permit.
- iv. Department heads will meet on Monday, August 4th, to finalize preliminary department numbers. The preliminary budget will be presented to the council in August.
- v. Working on the MN Paid Family and Medical Leave Act. Meeting with Rich Westlund to discuss options.

Old Business

1. Playground update

New Business

1. Resolution 25-18: Resolution regarding the administration of the MN Wetland Conservation Act.
 - a. Delegate the implementation of chapter 8420 and the act to the McLeod Sail and Water Conservation District (SWCD)

Motion by Councilor Yurek second by Councilor Jacobs to approve Resolution 25-18 delegating the implementation of chapter 8420 and the Act to the McLeod SWCD. Vote for: Unanimous. Motion carried.

- b. Reviewed McLeod County public hearing notices.

Open Discussion

1. Grant writer

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

Meeting adjourned at 9:37 pm.

Diane E. Pedersen, Clerk/Treasurer

Seal of the City: