

Minutes  
Silver Lake City Council  
Regular Meeting  
6:30pm, July 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 Joanna Jacobs, Councilor Chris Penaz

Staff present: Diane Pedersen, Dale Kosek, Jerrod Weckman, Owen Klinker, Tanya Olson, Ashley Ardolf-Mason, Betty Wraspir

Others present: Karin Ramige, Sheriff Tim Langenfeld, Deputy Aaron Ward

***Motion by Winfrey second by Jacobs to approve the agenda. Vote for: Unanimous. Motion carried.***

Consent Agenda:

1. Approve minutes from July 5, 2022 Quarterly Meeting
2. Approve Payroll #14 and June Ambulance
3. Approve Claims

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

Public Comment - None

Department Business

1. Public Works Liaison Report
  - a. KLM has been contacted regarding the water tower painting. The work will be reviewed by a drone on Friday, July 22, at 9:30am and Scott from KLM plans to be here.
  - b. Received a quote from Overline on quarterly sanitary jetting, waiting on two more contractors to turn in quotes.
  - c. Horizon Pool is scheduled to repair the leak on August 28, working around swimming lessons.
  - d. Prep has begun for Pola-Czesky Days. Workers have been rounded up.
  - e. Gorman Rupp pump has been returned. It starts and runs and will have a compression test done on it.
  - f. Blight vehicles not being dealt with by the owner. The owner has received a citation, the city will pursue the next steps which will involve the city attorney.
  - g. Discussion regarding the cracks at the pool. SEH can bring out a structural cement inspector, but that could cost the city around \$800. The coping was deteriorating and causing the tile to move and separate. The previous deck above the coping was solid poured concrete, now it is poured in sections three feet by 18 inches to allow for movement of the ground so the tiles don't move and open up again. Allowing for this movement corrected the tile issues but may be what has caused some of the cracks in the new cement. Public Works will obtain a signed agreement stating what structural deficiencies Horizon Pool will cover and invite them to the August council meeting to discuss the repairs.
  - h. PeopleService Reports
    - i. O&M Report
      1. April and May wastewater levels show there is a lot of infiltration into the system.
    - ii. WO Maintenance Report
    - iii. Sanitary Sewer Survey report
  - i. Public Works Budget update
    - i. YTD expenditures are right at or just under the 50% budget mark and right in line with last year.
      1. Office supplies is higher due to the purchase two laptop computers this year.
      2. Utilities have about a 50% increase.
  - j. Snow & Ice
    - i. Comparable to last year

- ii. Repairs & Maintenance down from last year due to replacement of clutch and gear in the tandem.
- iii. \$13,000 budgeted for loader tires that have not been purchased yet and the price has increased.
- iv. The push box cut snow time down considerably this year and has paid for itself.
- k. Solid Waste
  - i. The city is doing a lot of its own recycling which has helped keep expenses down.
- l. Pool Budget update
  - i. Chemical costs are higher. Horizon Pool will be sending a YTD itemized list of purchases. In 2021 there was a surplus of chemicals from 2020 due to covid which kept the cost down last year.
  - ii. Cost of concessions increased over last year decreasing gross profit. Question was asked if this is due to bulk purchase this year or if the same amount has been purchased as last year.
  - iii. Repairs & Maintenance on equipment, purchased a hot water heater last year.
  - iv. Capital purchase is a new vacuum cleaner paid for by the Pool & Parks Organization as a pass thru.
- m. Park & Rec Budget update
  - i. Contributions and Donations is up due to \$14,800 in salt sales funds being transferred from Pool & Parks Organization to the city.

## 2. Public Safety Liaison Report

- a. Fire Department Report
- b. Fire Department Budget update
  - 1. Uniform allowance-in the process of ordering uniforms which will come to \$10-\$11,000 but the Relief Association will pay the cost over what is budgeted at \$3000.
  - 2. There will be some extensive training done in the fall including a house burn.
  - 3. Contract Services – SCBA certifications.
  - 4. Repairs & Maintenance – pump repairs last year.
  - 5. Capital Other Equipment – five more turnouts being ordered yet this year.
  - 6. Capital Buildings & Structures plans – door openers, air compressor
- c. Sheriff's Report
  - i. Event type report
  - ii. Police Hours for June
  - iii. 2023 Contract Proposals
    - 1. Presented 40 and 50 hours per week proposals with a one-year contract at this time and possibly do a two-year contract next year when negotiations are settled.
      - a. 17% increase in hourly rate over this year due to increased costs for equipment, fuel, etc. as well as wage adjustment made at the county level. Keep in mind that this is a union negotiation year that will hopefully be done by budget time. The preliminary calculations were made using a 3% increase.
      - b. There has been about a 10-15% increase in activity in the city that has required response from the sheriff's department.
      - c. Contract started on August 18, 2020, but full-time contract hours did not start until later in 2021 because they didn't have the staff needed to fulfil the contract.
      - d. They would like an idea by their September meeting.
  - iv. Villager Apartments
    - 1. Recommend maintaining management agreement with the owner but question some of the points in the agreement. City attorney agrees to maintain the agreement.
- d. Ambulance Report
  - i. Policy updates

***Motion by Penaz second by Jacobs to approve the updated ambulance policy with recommended changes by the city attorney regarding articles three and eight. Vote for: Unanimous. Motion carried***

- ii. Budget update
  - 1. Looking like the 2022 expenditures will come in under budget.
  - 2. Uncollectible debt is high, this item will be reviewed.
- iii. Fire Chief commended the ambulance staff for their part in helping the two departments work cohesively.

## 3. Municipal Liquor Liaison Report

- a. Street dance was successful.
- b. Working on bids for roof recoating project.
- c. Sunday sales, scheduling, and stocking discussion.
- d. MLS Budget update
  - i. Install a programable thermostat in the liquor store to help control expenses.
- e. Request for Action – Olson Review

**Motion by Winfrey second by Jacobs to approve the six-month review for Tanya Olson and retain with an increase from Grade 13 Step 3 to Grade 13 Step 4 at \$17.07 per hour effective 7/18/2022. Vote for: Unanimous. Motion carried**

- 4. Community Development
  - a. Commissioner’s Report
    - i. LED Sign update
      - 1. Working on information needed by engineer.
      - 2. Will bring variance request to September Planning Commission meeting.
        - a. Variance request is good for a year.
      - 3. Will prepare city permit – hoping for sign to be put up in the spring of 2023.
        - a. The permit is only good for 180 days, so don’t apply too early.
    - ii. MNTAP update
    - iii. Campground discussion
      - 1. Lions considering funding the project, would like it to reference the Lions in the name.
      - 2. Once in place, it should fund itself and not be a burden on the city.
      - 3. Should improve usage of city facilities such as the pool.
- 5. Administration
  - a. Clerk’s Report
    - i. Treasurer’s report
    - ii. Budget update
      - 1. Administration Revenues up due to LED sign donation.
      - 2. LGA Revenue is received in July and December.
      - 3. Participation Rec has a \$14,800 transfer from Pools & Parks Organization from salt sales in past years.
      - 4. Auditorium revenues are down \$7800 from last year. Last year there were donations from the Lions for an ice machine and a freezer.
      - 5. General Notices were higher last year due to ads for hiring.

Old Business:

- 1. Resolution 22-18 Allocating that portion of 4<sup>th</sup> Avenue North that lies East of Park Avenue
  - a. Request made for Public Works to call in a locate ticket.
- 2. Wage scale review
  - a. Prepare a 7% wage increase for the 2023 wage scale.
- 3. Right-of-Way Ordinances & Permit Application– first reading
  - a. More definite definition of restoration after the completion of the job.
  - b. Incorporate the two-page permit application for the City of Silver Lake.

New Business: - None

Open Discussion

- a. 645 Grand Avenue asking for reconsideration of council denial for curb cut. They asked to be on the August 15<sup>th</sup> agenda.
- b. Thank the Silver Lake Kids Committee for putting in the FLWA wrestling for Pola-Czesky Days.
- c. Recommendation that the bar is not open the Sunday of Pola-Czesky Days.

Adjourn

**Motion by Winfrey second by Adams-Bruins to adjourn the meeting at 9:35pm. Vote for: Unanimous. Motion carried**