

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

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

Members present: Mayor Bruce Bebo, Councilor Sandie Adams-Bruins, Councilor Joanna Jacobs, Councilor Josh Mason, Councilor Chris Penaz

Members Absent: None

Staff present: Diane Pedersen, Karissa Kurth, Jerrod Weckman, Kyle Wawrzyniak, Dale Kosek

Others present: Dick Sether, Gary Kosek, Chris Brecht, Sam Fink (SEH), Roxy Yurek

Motion by Councilor Jacobs second by Councilor Penaz to approve the agenda with the elimination of PeopleService, Civics, and David Broll. Vote for: Unanimous. Motion carried.

Consent Agenda:

1. Approve minutes from May 15, 2023, Regular Meeting
2. Approve minutes from May 25, 2023, Special Meeting
3. Approve minutes from June 8, 2023, Special Meeting
4. Approve minutes from June 13, 2023, Special Meeting
5. Approve Payroll 10 & 11 and May Ambulance
6. Approve Claims

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

Public Comment - None

Department Business:

1. Community Development
 - a. Commissioner's report
 - i. Planning Commission met on June 13, 2023.
 - ii. Boundary line adjustment for properties located at 1312 and 1316 Main St. W.
 - iii. Interest in a Main Street lot for a greenhouse business.
 - iv. LED sign
 1. \$52,431 pledged on total of \$57,000 goal.
 2. DOT permit application has been submitted; they are requesting the \$30 permit fee to be paid.
 - v. 300 Frank St. Conditional Use Permit requests to be made to Planning Commission following third reading of ordinance changes.
 - vi. Creamery – Dick Sether – would like the city to consider purchasing the property since it is adjacent to city park property. The lot is 100 feet by 250 feet, and he is willing to sell it to the city for the cost of the land. The property does have utility hook-ups.
 - vii. Summer Rec request for the city to allow the GSL Community Education Summer Rec program to utilize the pool from 9:30-11:30 on six Friday mornings during the summer.

Motion by Councilor Adams-Bruins second by Councilor Mason to allow the GSL Community Education Summer Rec program to utilize the city pool on six Friday mornings from 9:30-11:30am. Vote for: Unanimous. Motion carried.

- viii. Request by Pool and Parks to have salt sale money returned to their organization. They will attend the July 5th meeting with the needed information for the request.

- ix. Auditorium as a storm shelter. Lock boxes are being placed on city buildings, including the auditorium, so the fire department can open up the auditorium during the event of a storm.

2. Administration

a. Clerk's report

- i. May Treasurer's Report
- ii. Starting to work on the 2024 budget. Budget worksheets will be prepared and distributed to department heads for preparation of the preliminary budget.
- iii. Infrastructure financing schedule discussed.
- iv. Pola-Czesky Parade committee will plan to post parade route signs on the Wednesday prior to the parade to allow ample time for residents to make other parking arrangements during that time.
- v. Request to approve the annual review for Karissa Wicklund-Kurth was tabled until the July 5th meeting after researching how other cities handle longevity pay.
- vi. Request for Action to approve the annual review for Karissa Kurth. This tabled following further review of surrounding cities' longevity pay. To be addressed at the July 5th Quarterly meeting.
- vii. Request for Action to accept the resignation of Gary Kosek, Summer Rec Director effective June 1, 2023.

Motion by Councilor Penaz second by Councilor Jacobs accept the resignation of Gary Kosek as Summer Rec Director effective June 1, 2023. Vote for: Unanimous. Motion carried.

- viii. Request for Action to approve refunding the Lion's \$2,000 donation towards the summer rec program as it is not being run through the city this year.

Motion by Councilor Penaz second by Councilor Jacobs to approve refunding the Lion's donation of \$2,000 towards the summer rec program. Vote for: Unanimous. Motion carried.

3. Public Works Liaison Report

- a. Discussion regarding the issue of patron's feet being cut up by the bottom of the city pool. The pool liner is starting to decay. Repairs will take about a month. The council chose to require everyone who enters the pool to wear water shoes, crocks or strap sandals rather than close the pool at this time.
- b. Rock Hard Concrete and Masonry sidewalk repairs approved last fall were completed today.
- c. Street patching is complete. Southwest Paving has agreed to honor the price of \$3.10 per square foot if the city decides to re-pave the City Hall parking lot.
- d. Part-time summer help has started. He is mowing and weed whacking.
- e. Camera and jetting of Main Street for the infrastructure project has begun.
- f. Core drilling for the infrastructure project has been completed.
- g. The water tower painting is complete and the final bill in the amount of \$19,691.00 has been received.
- h. Request for Action to replace the pool water heater with the Navien On-Demand Water Heater for the pool showers at a cost of \$3,860.00.

Motion by Councilor Mason second by Councilor Jacobs to approve the purchase of the Navien on-demand water heater for the pool showers. Vote for: Unanimous. Motion carried.

- i. Annual review for Jerrod Weckman was tabled until the July 5th meeting.
- j. Rock Hard Concrete and Masonry quote for sidewalk repairs. The total cost of repairs is \$9,192.34 with the city's portion being \$4,596.17.

Motion by Councilor Penaz second by Councilor Jacobs to approve the bid from Rock Hard Concrete for sidewalk replacement at a cost of \$9,192.34 to be completed within 30 days, July 25, 2023. Vote for: Unanimous. Motion carried.

- k. SEH discussed needed SAN televising for infrastructure project. This is to determine where services are located. SEH would like to add the areas which they do not have any televising records for that fall within the scope of the infrastructure project to be completed this year to be included in preliminary designs. These costs are included in the total cost of the project.

- l. Project update provided.

4. Public Safety Liaison Report

a. Fire Department Report

- i. Review of calls.
- ii. Planning a township meeting for August to request covid funds for equipment needs.

- b. Sheriff's Report
 - i. Event type report
 - ii. Police Hours for March
- c. Ambulance Report
 - i. Monthly Executive meeting and Ambulance meeting was held on June 8, 2023.
 - ii. Ambulance received a donation from the Silver Lake Lions to purchase a new iPad for reports as the current Toughbook is several years old and runs slowly.
 - 1. iPad and case have been purchased, the program for submitting reports has been installed. Waiting on arrival of mount for the rig before using it.
 - iii. Ambulance will be hosting Music in the Park on July 13th, with Blake Klaustermeier Concertina playing. Smoked pulled port sandwiches will be served starting at 5:30pm.
 - iv. Ambulance stall has items left from city clean-up, needing to discuss what to do with items prior to mid-July as the stall will be used for Pola-Czesky Days.
 - v. Staffing as of 6/12/2023:
 - 1. 7 EMR's (3 currently enrolled to become EMT's)
 - 2. 5 EMT's (1 EMT is currently of leave of absence)
 - 3. Currently have 4 crews with active rotation
 - vi. May call stats:
 - a. 17 calls
 - i. 4 No Transport
 - 1. Previous year: 12 calls, 2 no transport.

5. Municipal Liquor Liaison Report

- a. Trivia nights have been successful, and more are planned throughout the summer.
- b. Built a Coors Banquet & Light display in Off Sale to promote our June Beer Sale & Winstock.
- c. Food trucks remain popular on Wednesday nights.
- d. May financial reports are incorrect. There were a couple of May invoices that were missed in the MLS office that did not get submitted into the May financials reports. Our Cost of Goods for May should have been higher than what is reflected in the MTD reports.
- e. Working with the Pool Manager in ordering concessions that are needed for the pool through our food distributors.
- f. THC products are now legal to sell in our Off Sale, but we are not currently selling them.
- g. New LED light installed in men's bathroom.
- h. Removed one section of shelving in the Off Sale to have more room for warm beer displays.
- i. Continue to train with Deputy Clerk Karissa in Inventory Control and Food Protocols.
- j. Request for Action to accept the resignation of Sarah Hlavka effective June 7, 2023.

Motion by Councilor Penaz second by Councilor Mason to approve accepting the resignation of Sarah Hlavka effective 6/7/2023. Vote for: Unanimous. Motion carried.

- k. Request for Action to approve the hiring of Jordyn Manderscheid as a part-time bartender at \$13.72 per hour. She has passed all pre-employment criteria for her position.

Motion by Councilor Penaz second by Councilor Jacobs to hire Jordyn Manderscheid as a part-time bartender at a rate of \$13.72 per hour. Vote for: Unanimous. Motion carried.

- l. Discussion regarding the sale of THC products in the liquor store off sale. Credit card processors are not backing THC sales, so all sales would need to be cash only.

Old Business

- 1. Spring clean-up update:
 - a. Revenue: 2022 \$465; 2023 \$340 - \$30 raised was for Christmas decorations.
 - b. Expenditures: 2022 \$61.78; 2023 \$41
- 2. Second reading of the amendment to Ordinance Code Chapter 15 Section 4 Regulation of Water and Sewer Systems and Zoning ordinance Section 2.02-B Use Regulations.
- 3. Personnel Policy review of employment of minors. City Policy will be revised to state that the city follows Federal and State guidelines regarding the employment of minors.

Motion by Councilor Penaz second by Councilor Adams-Bruins to revise the personnel policy regarding the employment of minors to follow Federal and State age guidelines. Vote for: Unanimous. Motion carried.

New Business

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

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

Open Discussion

1. Ambulance proposal to purchase the market building for city hall and ambulance.
2. Creamery – council to continue considering what the city would want that land for.
3. Playground update.
4. The campground is on-hold until infrastructure project upgrades are completed in that area.

Adjourn

Motion by Councilor Adams-Bruins second by Councilor Mason to adjourn the meeting at 8:50pm. Vote for: Unanimous. Motion carried.

Diane E. Pedersen, City Clerk/Treasurer

Seal of the City