

Minutes
Silver Lake City Council
Regular Meeting
February 16, 2021
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 Michelle Schneider, Councilor Chris Penaz

Staff present: Jon Jerabek, Steve Hackbarth, Dale Kosek, Jerrod Weckman

Others present: Karin Ramige, David Krueger, Jordan Van Oort, Mitch Baumhoefner, AJ Stockwell

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

Consent Agenda

1. Approve minutes from January 19, 2021 Regular Meeting
2. Approve Payroll 3, 4 and January Ambulance
3. Claims to be paid: \$73,920.78 (1/29/21); \$19,465.43 (January EFT); \$40,884.82 (2/12/21)

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

Public Comment – No comment.

Department Business

1. Public Works
 - a. PeopleService December 2020 and January 2021 reports reviewed.
 - b. Schwickerts Tecta America presented a \$700 annual roof inspection contract for all City owned buildings. The contract includes one annual inspection, removal of debris, minor caulking, photos of defects, annual report, web-based program with roof information, and warranty protection. The Council discussed the renewal process, the option to request bids from other contractors if repairs were needed, and contract terms. An updated contract will be presented at the next Council meeting.
 - c. Plow truck had rebuilt transmission and clutch installed.
 - d. Citations for street parking issued after five-inch snowfall.
 - e. Letters to property owners for sidewalk clearing continue to be sent.
2. Public Safety
 - a. Police Services
 - i. Reviewed January event totals and hours provided by McLeod County Sheriff's Office.
 - b. Fire Department
 - i. January run report reviewed with 11 calls.
 - ii. Starting live training with masks and social distancing.

- iii. First Responder refresher scheduled for April.
 - iv. Repairing suspension on Polaris six-wheeler.
 - c. Ambulance
 - i. Three recruits are taking EMT courses.
 - ii. Request to hire Jake Burmis as EMR (First Responder). Burmis would take a bridge course to obtain EMT certification. *Motion by Adams-Bruins second by Penaz to approve hiring Jake Burmis as EMR for the Ambulance Department pending passing of background investigation and drug screen. Vote for: Unanimous. Motion carried.*
- 3. Municipal Liquor Store
 - a. Sales for January were \$39,611.40 with a profit of \$3,081.14.
 - b. Ice Golf will be occurring on February 20 with meat raffle, music, and meals at the Auditorium.
 - c. Request to approve agreement with Hutchinson Theatre Company for rent of the Auditorium for 15 days during the month of April to perform a play. Rent would be \$800 and \$125 per day if more days are needed. The Council discussed clean up after the events and whether refreshments would be served. *Motion by Winfrey second by Penaz to approve the rental agreement with the Hutchinson Theatre Company for \$800 with the contingency that the theatre company would perform the cleanup after uses. Vote for: Unanimous. Motion carried.*
 - d. Request to approve hire of Brody Jacobson as part-time Bartender. *Motion by Schneider second by Winfrey to approve hire of Brody Jacobson as part-time Bartender pending passing of background investigation and drug screen with a starting wage of \$10.79 per hour. Vote for: Unanimous. Motion carried.*
 - e. Request to approve Addie Kordell's annual review for Lead Bartender. *Motion by Schneider second by Winfrey to approve annual review for Addie Kordell and to retain with wage increase to \$15.85 per hour at step 2 for Lead Bartender position. Vote for: Unanimous. Motion carried.*
 - f. Request to approve Amy King's 6-month training review for part-time Bartender. *Motion by Schneider second by Adams-Bruins to approve 6-month training review for Amy King and to retain with wage increase to \$11.38 per hour at step 1 for Bartender position. Vote for: Unanimous. Motion carried.*
- 4. Community Development
 - a. Planning Commission met on February 9.
 - i. The City received two proposals from real estate agents for listing Main Street lots. One recommended listing the lots for \$1, required a \$3,000 fee when sold, and required a 1-year listing agreement. One recommended listing the lots for \$30,000, required a \$3,000 fee when sold, and required a 2-year listing agreement. Councilor Penaz requested that the Council wait on approving an agreement until next month's meeting as an interested developer has approached him regarding purchasing the lots. The Council agreed to table the topic.
 - ii. Discussed the campground and Clerk Jerabek gathering information regarding regulations.

- iii. Discussed the farmers market and Clerk Jerabek checking on liability insurance concerns.

5. Administration

- a. Reviewed January Treasurer's Report.
- b. McLeod County GIS has requested City financial participation in the 2022 county-wide aerial photo. Silver Lake participated in 2018 for \$845. The 2022 budget would include \$1,000 for the project. *Motion by Adams-Bruins second by Winfrey to approve supporting the 2022 county-wide aerial photo up to \$1,000. Vote for: Unanimous. Motion carried.*
- c. The Council reviewed two options for a Lawn Meter Policy regulating outside water use and credits applied to the sewer usage portion of a utility bill. Option 1 would require a refundable deposit for the meter and Option 2 would be a non-refundable fee for use of a meter. *Motion by Winfrey second by Adams-Bruins to approve Lawn Meter Policy Option 2. Vote for: Unanimous. Motion carried.*
- d. New City email addresses are in use.

Old Business

1. Preliminary Engineering Report. Jordan Van Oort and David Krueger from SEH presented the progress of the USDA Rural Development application as well as funding sources for the Infrastructure Improvement Project including state bonding. Krueger informed the Council that SEH would work to apply for a variety of funding sources at no cost to the City as Rural Development may not have the funds necessary to complete such a large project. The Council discussed concerns with the City's ability to afford the estimated \$27 million project. Krueger stated it was best for the City to seek all available funding and reduce the scope, if necessary, after funding amounts were known. A resolution would need to be approved at a future meeting to apply for bonding. The Council reviewed a Water Tower Maintenance Plan required as part of the PER. *Motion by Winfrey second by Schneider to approve the Silver Lake Water Tower Maintenance Plan. Vote for: Unanimous. Motion carried.*
2. Local State of Emergency Review. Late fees for past due utility accounts will be reinstated on March 25, 2021. Past due accounts have been notified.
3. Sanitary Sewer Inspection Ordinance. The Council reviewed the ordinance and inspection forms and discussed the large number of homes that would be non-compliant due to the age of the City infrastructure. The Council discussed tabling the ordinance until more was known on the infrastructure project as replacing sanitary service lines could be a part of the project. *Motion by Winfrey second by Adams-Bruins to table the Sanitary Sewer Inspection Ordinance for six months. Vote for: Unanimous. Motion carried.*

New Business

1. Sidewalk Ordinance Review. The Council review the current ordinance as well as several area city ordinances for snow removal on public sidewalks. The current procedure can result in nearly a week passing before the Public Works department is able to clean an unkept sidewalk. The Council discussed limiting the scope to certain high-traffic sidewalks. Clerk Jerabek to work with Public Works on specific sidewalks to keep cleared and consult the City Attorney on speeding up the current process of notifying property owners.
2. Resolution 21-07: Resolution Approving Local Board of Appeal and Equalization Meeting. The Local Board of Appeal and Equalization Meeting on April 5, 2021 at 6pm in the Auditorium

allows property owners to raise questions or concerns regarding their property valuation as it pertains to property taxes. *Motion by Winfrey second by Penaz to approve Resolution 21-07. Vote for: Unanimous. Motion carried.*

3. Resolution 21-08: Resolution Approving to Not Waive Monetary Limits on Municipal Tort Liability. MN State Statute sets a limit on tort liability claims unless a City chooses to waive them. The resolution does not waive those limits. *Motion by Winfrey second by Adams-Bruins to approve resolution 21-08. Vote for: Unanimous. Motion carried.*
4. Resolution 21-09: Resolution Approving Workers' Compensation Insurance Premiums. The resolution approves the payment of a not to exceed amount of \$21,378 for Workers Compensation Insurance from March 2020 through March 2021 with the League of MN Cities Insurance Trust. *Motion by Winfrey second by Adams-Bruins to approve Resolution 21-09. Vote for: Unanimous. Motion carried.*
5. Resolution 21-10: Resolution Approving Property/Casualty Insurance Premiums. The City has not yet received the premium quote from the League of MN Cities Insurance Trust for the renewal. *Motion by Winfrey second by Adams-Bruins to table Resolution 21-10. Vote for: Unanimous. Motion carried.*
6. Resolution 21-11: Resolution Approving Off-Site Gambling for the Silver Lake Lions Club. MN Gambling Control Board requires that the City Council approve the application for Off-Site Gambling for the Lions Club on February 20, 2021 via resolution. *Motion by Adams-Bruins second by Schneider to approve Resolution 21-11. Vote for: Unanimous. Motion carried.*

Open Discussion

1. Discussed six-month project goals for the Councilors and Mayor.
2. Discussed the swimming pool repair progress and the completion date.

Motion by Adams-Bruins second by Schneider to adjourn this regular meeting of the Silver Lake City Council. Vote for: Unanimous. Motion carried.

Meeting adjourned at 9:15pm.

Jon Jerabek, Clerk/Treasurer

Seal of the City:

CITY COUNCIL
CITY OF SILVER LAKE

**RESOLUTION 21-07: RESOLUTION APPROVING LOCAL BOARD OF
APPEAL AND EQUALIZATION MEETING**

WHEREAS, the City of Silver Lake Local Board of Appeal and Equalization is comprised of the members of the City Council, and

WHEREAS, a public meeting must be held between April 1 and May 31, and

WHEREAS, the purpose of the meeting is to determine whether property in the jurisdiction has been properly valued and classified by the assessor,

WHEREAS, in the absence of a certified member of the Council, the City Council is limited to only holding an “Open Book” meeting, whereby the Council can only hear the property owner’s appeal but cannot take any action. Any action must be recommended to the McLeod County Board of Appeals and Equalization.

THEREFORE BE IT RESOLVED, by the City Council of the City of Silver Lake that the Local Board of Appeal and Equalization open book meeting will be held on April 5, 2021 at 6pm in the Silver Lake Auditorium located at 320 Main St W.

Adopted by the Council this 16th day of February 2021.

Bruce Bebo, Mayor

Seal of The City:

Jon Jerabek, City Clerk/Treasurer

CITY COUNCIL
CITY OF SILVER LAKE

**RESOLUTION 21-08: RESOLUTION APPROVING TO NOT WAIVE THE
MONETARY LIMITS ON MUNICIPAL TORT LIABILITY**

WHEREAS, the City of Silver Lake has liability insurance through the League of Minnesota Cities Insurance Trust (LMCIT), and

WHEREAS, the LMCIT requires that members must decide each year whether to waive the statutory tort liability limits to the extent of the coverage purchased, and

WHEREAS, the limit for an individual claimant would be \$500,000 on any claim to which the statutory tort limits apply and the limit for all claimants for a single occurrence would be \$1,500,000 to which the statutory tort limits apply, and

THEREFORE BE IT RESOLVED, by the City Council of the City of Silver Lake that the City of Silver Lake does not waive the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.

Adopted by the Council this 16th day of February 2021.

Bruce Bebo, Mayor

Seal of The City:

Jon Jerabek, City Clerk/Treasurer

**CITY COUNCIL
CITY OF SILVER LAKE**

**RESOLUTION 21-09: RESOLUTION APPROVING WORKERS'
COMPENSATION INSURANCE PREMIUMS**

WHEREAS, the City of Silver Lake has recognized that as a responsible employer it needs to provide certain benefits and insurances for its employees, and

WHEREAS, Workers' Compensation is designed to protect employees and employers for costly workplace accidents, and

WHEREAS, the City has participated in the League of Minnesota Cities Insurance Trust's Group Self Insured Workers' Compensation plan for numerous years, and

WHEREAS, the preliminary premium for 2021 LMCIT Workers' Compensation Insurance is \$21,378 and the total budgeted amount for 2021 was \$42,300, and

WHEREAS, the Fire Department portion of the premium may be discounted 10% due to 90% of firefighters declaring non-smoking status,

THEREFORE, BE IT RESOLVED, by the City Council of the City of Silver Lake to approve the 2021 LMCIT Workers' Compensation Premium at a not to exceed amount of \$21,378.

Adopted by the Council this 16th day of February 2021.

Bruce Bebo, Mayor

Seal of The City:

Jon Jerabek, Clerk/Treasurer

CITY COUNCIL
CITY OF SILVER LAKE

**RESOLUTION 21-11: RESOLUTION APPROVING OFF-SITE GAMBLING FOR
THE SILVER LAKE LIONS CLUB**

WHEREAS, the Silver Lake Lions Club currently holds a Minnesota-issued gambling license to conduct business at 200 Main St W, Silver Lake, MN, and

WHEREAS, the Silver Lake Lions Club has applied for an Off-Site Gambling permit with the State of Minnesota to conduct gambling at 320 Main St W, Silver Lake, MN on February 20, 2021, and

WHEREAS, the application requires the City Council of Silver Lake to approve the application by resolution prior to State approval,

THEREFORE, BE IT RESOLVED, by the City Council of the City of Silver Lake that the Silver Lake Lions Club is approved to conduct off-site gambling at 320 Main St W, Silver Lake, MN 55381 on February 20, 2021.

Adopted by the Council this 16th day of February 2021.

Bruce Bebo, Mayor

Seal of The City:

Jon Jerabek, City Clerk/Treasurer