

Minutes  
Silver Lake City Council  
Regular Meeting  
August 17, 2020  
Silver Lake Auditorium

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

Members present: Mayor Dorothy Butler, Councilor Josh Winfrey, Councilor Brenda Fogarty, Councilor Chris Penaz, Councilor Nolan Johnson

Staff present: Jon Jerabek, Dale Kosek, Steve Hackbarth

Others present: Nick Dahl, Ken Janssen, Bruce Bebo, Clarence Mikolichuk, Tony Victorian, Nancy Brown, Ron Shimanski, Wade Dolezal, Sandie Adams-Bruins, Steve Hackbarth, Michelle Schneider, Tim Grenke, Logan Clouse, Vicki Clouse, Sandy Jerabek, Rick Gonzalez, Bonnie Ardolf, Vince Corbin, Andrea Corbin, Karin Ramige, Scott Rehmann, Donald Benz, Deb Bebo, John Marvan, Heather Mikolichuk, Ron Miskosky, Lois Miskosky, Duane Wawrzyniak,

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

Consent Agenda

1. Approve minutes from July 20, 2020 Regular Meeting
  - a. Amended minutes to "Motion by Winfrey seconded by Penaz to contract with McLeod County Sheriff's Office for 1 year with 40 hours per week coverage at a rate of \$59.72 per hour."
2. Approve minutes from July 27, 2020 Special Meeting
3. Approve Payroll #16, 17 and July Ambulance
4. Claims to be paid:

\$36,555.43	(7/29/20)
\$42,249.59	(8/14/20)
\$22,829.38	(July EFT)

*Motion by Fogarty second by Johnson to approve the Consent Agenda with the amended minutes. Vote for: Unanimous. Motion carried.*

Public Comment

1. Clarence Mikolichuk commented in favor of contracting with McLeod County Sheriff's Office.
2. Tony Victorian commented in favor of keeping the Silver Lake Police Department.
3. Bruce Bebo commented in favor of keeping the Silver Lake Police Department.
4. Nancy Brown commented in favor of keeping the Silver Lake Police Department.
5. Ron Shimanski commented on McLeod County assisting the City with police services.
6. Wade Dolezal commented in favor of keeping the Silver Lake Police Department.
7. Sandie Adams-Bruins commented in favor of keeping the Silver Lake Police Department.
8. Steve Hackbarth commented in favor of keeping the Silver Lake Police Department.
9. Michelle Schneider commented in favor of keeping the Silver Lake Police Department.
10. Tim Grenke commended in favor of keeping the Silver Lake Police Department.

## Old Business

1. McLeod County Sheriff's Office Contract. Council reviewed three proposals for law enforcement services contracts:
  - a. 40 hours per week - \$124,217.60
    - i. 2021 estimated total cost \$137,930.60
  - b. 50 hours per week - \$155,272.00
    - i. 2021 estimated total cost \$168,985.00
  - c. 70 hours per week - \$217,380.80
    - i. 2021 estimated total cost \$231,093.80

The estimated total cost for 2021 SLPD with pay scale increases was \$233,094.00 for 80 hours per week. The estimated total cost for 80 hours per week with the Sheriff's Office was \$262,148.20. Discussed selling and retaining SLPD equipment and vehicles.

*Motion by Fogarty second by Butler to table discussion on Sheriff's Office contract and search for new chief and officer. Vote for: Fogarty, Butler. Vote against: Winfrey, Penaz, Johnson. Motion failed.*

*Motion by Winfrey second by Penaz to approve "Resolution 20-12: Resolution Approving McLeod County Sheriff's Office Contract for Police Services" with coverage of 50 hours per week. Vote for: Winfrey, Penaz, Johnson. Vote against: Butler, Fogarty. Motion carried.*

*Motion by Fogarty second by Butler to table discussions on selling Police Department equipment. Vote for: Fogarty, Butler. Vote against: Winfrey, Penaz, Johnson. Motion failed.*

*Motion by Winfrey to take inventory of Police Department equipment and put it up for sale. No second. Motion failed.*

*Motion by Penaz second by Johnson to give McLeod County Sheriff's Office first right of refusal for purchasing Police Department equipment at fair market value if legally allowed. Vote for: Penaz, Johnson, Winfrey. Vote against: Butler, Fogarty. Motion carried.*

2. Pool Repair and Equipment Review. Reviewed estimates from Horizon Pool and Aqua Logic for multiple pool repairs needed. Estimated costs of all repairs and features were between \$65,000 and \$80,390. Nick Dahl, Aqua Logic, was present to outline the needs and repair process. Some work items could be completed by others for a potential cost savings. The available funds in the Swimming Pool Fund is around \$37,000 for 2020. Public Works Supervisor Kosek to seek other bids on portions of concrete work.

*Motion by Fogarty second by Penaz to table the discussion until the September regular meeting. Vote for: Unanimous. Motion carried.*
3. Eagle Scout Project Update. Logan Clouse presented an update on his Eagle Scout project and the donations received thus far. The project has been delayed with the current pandemic.
4. Preliminary Engineering Report Update. Reviewed memo on biosolid testing results from wastewater treatment ponds. SEH recommended dredging the biosolids in the areas of concern and either land applying or disposing in a landfill. The costs will be included in the PER. The architectural review for the proposed water storage and water treatment is in progress.
5. Multi-Unit Housing Review. No update on the progress at 104 Lake Ave S.
6. Local State of Emergency Review. Discussed following the Governor's peacetime emergency extension.
7. Utility Payments. Discussed maintaining current procedure of no late fees and no shut-offs.
8. Coronavirus Relief Fund Allocation. Reviewed request from Glencoe-Silver Lake Public Schools for possible CRF allocation, discussed grant applications process, reviewed current costs of roughly \$2,500 associated with CRF, and discussed process thus far with McLeod County on administration of funds. City to wait until all expenses are documented before allocating funds.

9. 2021 Preliminary Budget. Reviewed updated preliminary budget with changes to health insurance premium forecast. Discussed levy goals of a 3% or lower increase for 2021. Council to hold workshop to discuss budgeting prior to regular September meeting.

New Business:

1. MNSPECT Quarterly Report. Ty Montgomery presented building permit data for 2016-2020. Discussion held on permit application and approval process and Century Lane lot development.
2. 2020 CARES Act Grant County-Municipality Agreement. Reviewed agreement and “Resolution 20-13: Resolution Approving 2020 CARES Act Grant County-Municipality Agreement” transferring \$654.19 to McLeod County that was awarded to the City for administering elections during the COVID-19 pandemic. McLeod County purchased equipment and supplies and distributed to cities and townships.  
*Motion by Butler second by Penaz to approve Resolution 20-13. Vote for: Unanimous. Motion carried.*
3. Law Enforcement Drop-off Ordinance. Council discussed safety concerns with law enforcement dropping off individuals at local businesses and the option for an ordinance.

Mayor Butler called for a brief recess at 9:25pm. Mayor Butler called the meeting back to order at 9:30pm.

Department Business

1. Public Works
  - a. Hydro-Klean completed televising of sanitary sewer and noted more cleaning performed than expected.
  - b. Gehlen Drive storm sewer catch basin and line replaced.
  - c. Compost Site is being cleaned and organized.
  - d. PeopleService June 2020 report reviewed.
2. Public Safety
  - a. Fire Department
    - i. Run reports reviewed.
    - ii. Request to approve hire of three part-time Firefighters.  
*Motion by Butler second by Fogarty to approve Ryan Hoffman as part-time Firefighter on probationary terms pending completion of written, physical, agility exams and completing all classes. Vote for: Unanimous. Motion carried.*  
*Motion by Butler second by Johnson to approve Mitch Thompson as part-time Firefighter on probationary terms pending completion of written, physical, agility exams and completing all classes. Vote for: Unanimous. Motion carried.*  
*Motion by Butler second by Fogarty to approve Jerrod Weckman as part-time Firefighter. Vote for: Unanimous. Motion carried.*
    - iii. Request to approve Fire Dept. Officer Job Descriptions and Duties.  
*Motion by Butler second by Fogarty to approve Fire Officer Job Descriptions and Duties. Vote for: Unanimous. Motion carried.*
    - iv. Request to approve Fire Department Standard Operating Procedure Manual. City Attorney Ken Janssen noted several liability issues within the manual and

recommended changes. Fire Department to work with Clerk Jerabek and Attorney Janssen on updates.

*Motion by Fogarty second by Johnson to table the discussion on Standard Operating Procedure Manual until September regular meeting. Vote for: Unanimous. Motion carried.*

- v. Turnout gear quotes being gathered and working with DNR on possible crew cab truck availability for purchase.

b. Ambulance

- i. Reviewed quotes from Ferno (\$15,776.28) and Stryker (\$19,694.30) for a power cot. Rich Valley Township committed \$5,000 and Hale Township committed \$6,000 toward purchase.

*Motion by Butler second by Penaz to approve Ferno power cot purchase of \$15,776.28. Vote for: Unanimous. Motion carried.*

- ii. Reviewed run report.
- iii. Betty Wraspir has passed National EMT test.
- iv. Discussed need for the rented on-call room.

c. Police Department

- i. Reviewed call activity.
- ii. Meeting with Sheriff Rehmann, Chief Deputy Langenfeld, Commissioner Nagel, Mayor Butler, Councilor Penaz, and Clerk Jerabek held to discuss contract items.

3. Municipal Liquor Store

- a. Sales for July were \$59,999.78 with a loss of \$4,075.31. Year-to-date sales were \$322,586.51 with a profit of \$933.33.

- b. Request to approve annual reviews for part-time Bartender Rhonda Kaczmarek and Cleaner Heather Johnson.

*Motion by Penaz second by Johnson to approve annual review for Rhonda Kaczmarek and to retain with step increase to \$11.69 per hour. Vote for: Unanimous. Motion carried.*

*Motion by Penaz second by Winfrey to approve annual review for Heather Johnson and to retain with step increase to \$11.69 per hour. Vote for: Penaz, Winfrey, Butler, Fogarty Abstained: Johnson. Motion carried.*

- c. Request to approve part-time Bartender Gavin Ronngren. Ronngren was approved on August 10 by Personnel Committee.

*Motion by Penaz second by Johnson to approve hire of part-time Bartender Gavin Ronngren at starting wage of \$10.53 per hour. Vote for: Unanimous. Motion carried*

- d. Electronic pull-tabs have started and are going well.

- e. Request to approve Car and Bike Show on September 26.

*Motion by Penaz second by Fogarty to approve the Car and Bike show on September 26 and closing Main Street from Lake Ave to Thomas Ave from noon to 7pm. Vote for: Unanimous. Motion carried.*

4. Recreation

- a. Summer Recreation ended at the end of July. Donations from Lions Club (\$1,200) and Silver Lake Pool and Parks Organization (\$600) helped pay for trips to Big Thrill Factory, Hutch Bowl and Swim Pond at Lake Minnetonka.

5. Community Development

- a. Planning Commission meeting rescheduled for August 25 due to Primary Election on August 11.
- b. Century Lane construction being worked on with MNSPECT, SEH, and developer.
- c. MNDOT meeting on Hwy 7 rehab project and gathering public input.

6. Administration

- a. July Treasurer's Report.
- b. Discussed moving Department Business to beginning of agenda which is outlined in Council Handbook.
- c. Reviewed 2020-2021 SafeAssure contract for safety training and consulting.  
*Motion by Fogarty second by Winfrey to approve the 2020-2021 SafeAssure contract for \$2,701.75. Vote for: Unanimous. Motion carried.*
- d. Reviewed Personnel Policy update to Health Insurance and Life Insurance indicating coverage begins on the first of the month following thirty days since the start of employment.  
*Motion by Fogarty second Penaz to approve the Personnel Policy update. Vote for: Unanimous. Motion carried.*
- e. Primary election held on August 11 and 94 ballots were cast.
- f. Filings for office:
  - i. Mayor – Dorothy Butler, Amy Penaz
  - ii. Councilor (2 openings) – Michelle Schneider, Sandie Adams-Bruins, Nolan Johnson, Gary Butler

Open Discussion

1. Discussion on Conditional Use Permits and process for reviewing past permits.

*Motion by Butler second by Fogarty to adjourn this regular meeting of the Silver Lake City Council. Vote for: Unanimous. Motion carried.*

Meeting adjourned at 10:38pm.

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Jon Jerabek, Clerk/Treasurer

Seal of the City:

**CITY COUNCIL**

**CITY OF SILVER LAKE**

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**RESOLUTION 20-12: RESOLUTION APPROVING MCLEOD COUNTY  
SHERIFF'S OFFICE CONTRACT FOR POLICE SERVICES**

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**WHEREAS**, the City of Silver Lake chooses to have a police presence within its City limits, and

**WHEREAS**, the City of Silver Lake has struggled to hire and retain the personnel necessary to staff the Silver Lake Police Department, and

**WHEREAS**, the inability to hire and retain necessary positions within the Silver Lake Police Department creates a public safety risk, and

**WHEREAS**, the City of Silver Lake can contract for police services if it so chooses, and

**WHEREAS**, the McLeod County Sheriff's Department can provide contracted police services for the City of Silver Lake, and

**WHEREAS**, on July 20, 2020, the Silver Lake City Council voted to contract with the McLeod County Sheriff's Department for police services within the City of Silver Lake, and

**WHEREAS**, the McLeod County Sheriff's Department, in conjunction with the City of Silver Lake, has prepared a contract for policing services, listed under Appendix A.

**THEREFORE, BE IT RESOLVED**, the City Council of the City of Silver Lake hereby approves the contract listed under Appendix A with the McLeod County Sheriff's Office for police services within the City of Silver Lake

Adopted this 17<sup>th</sup> day of August 2020.

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Dorothy Butler, Mayor

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Jon Jerabek, Clerk/Treasurer

Seal of the City:

**CITY COUNCIL**  
**CITY OF SILVER LAKE**

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**RESOLUTION 20-13: RESOLUTION APPROVING 2020 CARES ACT GRANT  
COUNTY-MUNICIPALITY AGREEMENT**

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**WHEREAS**, McLeod County is responsible for elections within its County and the City of Silver Lake operates a polling place within its jurisdiction, and

**WHEREAS**, the City of Silver Lake has been awarded \$654.19 as provided by the State of Minnesota to McLeod County for operational expenses associated with the 2020 Primary and General Elections, and

**WHEREAS**, McLeod County has provided materials to the City of Silver Lake for operational expenses with the elections,

**THEREFORE BE IT RESOLVED**, the City Council of the City of Silver Lake hereby approves the 2020 CARES Act Grant County-Municipality Agreement attached under Appendix A.

Adopted this 17<sup>th</sup> day of August 2020.

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Dorothy Butler, Mayor

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Jon Jerabek, Clerk/Treasurer

Seal of the City: