

Minutes
Silver Lake City Council
Regular Meeting
6:30pm, February 21, 2023
Silver Lake Auditorium

Mayor Bebo called the 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, Dale Kosek

Others Present: Karin Ramige, Jim Nowak, John Rodeberg, Sam Fink

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

Consent Agenda:

1. Approve minutes from January 17, 2023, Council Workshop
2. Approve minutes from January 17, 2023, Regular Meeting
3. Approve minutes from February 9, 2023, Council Workshop
4. Approve Payroll 2, 3, & 4 and January Ambulance
5. Approve Claims

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

Public Comment – None

Department Business:

1. Municipal Liquor Store Liaison Report
 - a. The Hiring Committee completed interviews for Manager position.
 - i. Request for Action to approve the hiring of Wyatt Konen as the municipal Liquor Store Manager at Grade 17 Step 2 at \$23.26/hour. He will be under the supervision of the Deputy Clerk for 6 months and then reevaluated at that time.

Motion by Councilor Penaz second by Councilor Jacobs to approve the hiring of Wyatt Konen as the Municipal Liquor Store Manager at Grade 17 Step 25 at \$23.26 per hour. Vote for: Unanimous. Motion carried.

- b. St. Patrick's Day party scheduled on Friday, March 17. Double Dee's Band is scheduled to play.
 - c. Paint nights have been received well.
 - d. 2023 food truck schedule will be coming out soon. Food trucks will be on Wednesday nights May-September.
 - e. Civics beanbag tournament in the auditorium in March.
 - f. Financials reviewed.
 2. Public Works Liaison Report
 - a. Looking to have Overline and Son come to jet and televise Main Street force main in April.
 - b. Request for Action for Jerrod to attend Pool Operator classes in Plymouth April 5th & 6th at a cost of \$375.

Motion by Councilor Penaz second by Councilor Adams-Bruins to approve the request for Jerrod to attend Pool Operator classes in April at a cost of \$375.. Vote for: Unanimous. Motion carried.

- c. PeopleService has a mapping system that Public Works can have access to for \$20/month. Lee will present the system at the March council meeting.
- d. Discussed city hall remodel.
- e. Rock Hard to complete pool deck as soon as possible the spring.
- f. KLM has located a contractor that may be able to assist in finishing the painting on the water tower support columns and the original punch list.
- g. SEH – John Rodeberg
 - i. Owner-Engineers Agreement (OEA) for the infrastructure project.

Motion by Councilor Jacobs second by Councilor Penaz to approve the OEA for the infrastructure project. Vote for: Unanimous. Motion carried.

- ii. Annual General Services Agreement

Motion by Councilor Jacobs second by Councilor Penaz to approve the annual agreement with SEH. Vote for: Unanimous. Motion carried.

3. Public Safety Liaison Report

a. Fire Department

- i. Reviewed January calls.
- ii. Annual meeting with the City and Townships is scheduled for 2/22/2023 at 7pm.
- iii. Congratulations to probationary fire fighters Bennett, Erickson and Schmidt for passing their final written test for 1001 Class Fire Fighter 1. They will be starting 1002 Class Fire Fighter 2 and the Has Mat entry level.
- iv. In April, the fire department EMR's will be taking a certification refresher know as the 44 Plan.
- v. Upcoming fundraisers in May include Molly B and the car show.
- vi. Calendar sales did well. Funds were used to purchase 30 pagers at a cost of \$12,450.
- vii. Radios received with funds from McLeod County covid cares money will be delivered at the end of February. Training will take place once they are here.
- viii. Discussed extrication equipment purchased from Matco Tools with the approved \$8900 from the 2022 Fire Dept Capital Equipment Fund as the equipment from Retrofit Hydraulic fell through.

b. Sheriff's Report

- i. Event type report
- ii. Police Hours

c. Ambulance Report

- i. Looking at purchasing a new Toughbook or Ipad for Ambulance reports as the current Toughbook is outdated and runs extremely slow.
- ii. Ambulance received a new cell phone for in the Rig.
- iii. Yearly Med Variance Training was held with Allina on February 9, 2023. All rostered members received the training and passed.
- iv. Chief Mason attended a two day Leadership Boot Camp in Duluth with Arrowhead EMS on January 25-26.
- v. Training Officer Kern attended a training session in Duluth on January 25-26 with Arrowhead Ems. Officer Kern was able to bring back new training methods to provide EMS personnel.
- vi. Staffing as of 2/13/2023:
 - 1. 6 EMR's (3 currently enrolled to become EMT's)
 - 2. 6 EMT's
 - 3. Currently have 4 crews with active rotation
- vii. State inspection was completed on January 12 and the department passed.
- viii. January Call Stats:
 - 1. 13 calls (17 in 2022)
 - a. 8 Transports (13 transports in 2022)
 - b. 5 No Transports (4 no transports in 2022)

4. Community Development

- a. Planning Commission met on Tuesday, February 14, 2023.
 - i. Public Hearing held for LED sig.

- ii. Variance request received for an accessory building (detached garage) to be converted into living quarters at 813 Main Street.
- iii. Zoning Ordinance #101 & #102 – Right-of-Way Ordinance reviewed.
 - 1. All permits are in and have now been issued. The cost was covered by donations received.
 - 2. Deciding if poles will be painted or galvanized.
 - 3. A public hearing is scheduled for 7:00pm on February 14, 2023.
 - 4. The projected cost currently is around \$65,000, which is up from the original projection of \$33,000.
 - 5. Daktronics requires broadband for running the sign.
 - 6. Hoping to have the sign ready to install by May.

5. Administration

a. Clerk's report

- i. January Treasurer's Report presented.
- ii. Money Market rates presented for various investment levels and investment periods.
- iii. Some of the CD's that matured last year had ¼% added to the rate now and will be adjusted again at maturity.
- iv. The CD's for the water fund had their rates double now, water fund to .90 and sewer fund to 1.50, and both will be increased to a minimum of 3% at maturity.
- v. Juneteenth was passed as a state holiday in which public business cannot be conducted. This change goes into effect on August 1, 2023. This change is being made in the personnel policy.
- vi. Request for Action for Clerk Pedersen to attend the Minnesota Municipal Clerks and Finance Officer Association Annual Conference March 22-24 in St. Cloud.

Motion by Councilor Penaz second by Councilor Adams-Bruins to approve the request for Clerk Pedersen to attend the Annual MCFOA Conference in St. Cloud from March 22-24.. Vote for: Unanimous. Motion carried.

Old Business

- 1. Right-of-Way Ordinance #101 & # 102
 - a.

Motion by Councilor Penaz second by Councilor Adams-Bruins to approve the Right-of-Way Ordinance #101 & # 102. Vote for: Unanimous. Motion carried.

New Business

- 1. Resolution 23-06: Resolution Approving Local Board of Appeal and Equalization meeting.

Motion by Councilor Penaz second by Councilor Adams-Bruins to Resolution 23-06 setting the date for the Local Board of Appeal and Equalization meeting for April 3 at 6:00pm. Vote for: Unanimous. Motion carried.

- 2. Resolution 23-07: Resolution Approving RUS Bulletin 1780-27 Loan Resolution for Water, Sewer and Storm Portion of the Infrastructure Project.

Motion by Councilor Penaz second by Councilor Adams-Bruins to Resolution 23-07 approving RUS Bulletin 1780-27 Loan Resolution for water, sewer and storm portion of the infrastructure project. Vote for: Unanimous. Motion carried

- 3. Resolution 23-08: Resolution Approving Form RD 1942-47 Loan Resolution (Public Bodies) for the Rural Development Community Facilities Loan for the Street Portion of the Infrastructure Project.

Motion by Councilor Penaz second by Councilor Adams-Bruins to Resolution 23-08 approving Form RD 1942-47 Loan Resolution (Public Bodies) for the RD CF Loan for the street portion of the infrastructure project. Vote for: Unanimous. Motion carried

4. Resolution 23-09: Resolution Approving RUS Bulletin 1780-12 Grant Agreement for the RD Grant for Water and Sewer Parts of the Infrastructure Project.

*Motion by Councilor Penaz second by Councilor Adams-Bruins to Resolution 23-09 approving RUS Bulletin 1780-12 Grant Agreement for the RD Grant for Water and Sewer parts of the infrastructure project..
Vote for: Unanimous. Motion carried*

Open Discussion

- 1.

*Motion by Councilor Penaz second by Councilor Mason to adjourn the meeting Vote for: Unanimous.
Motion carried.*

Meeting adjourned at 8:10pm.

Diane E. Pedersen, Clerk/Treasurer

Seal of the City: