

Minutes
Silver Lake City Council
Regular Meeting
August 16, 2021

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

Members present: Mayor Bruce Bebo, Councilor Josh Winfrey, Councilor Chris Penaz, Councilor Michelle Schneider, Councilor Sandy Adams-Bruins

Staff present: Karissa Kurth, Steve Hackbarth, Dale Kosek

Others present: Karin Ramige, David Broll, Ryan Edblom

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

Consent Agenda

1. Approve minutes from July 19, 2021 Regular Meeting
2. Approve minutes from July 27, 2021 Workshop
3. Approve Payroll 16, 17 and July Ambulance
4. Claims to be paid: \$1836.00 (7/20/21), \$44700.02 (7/30/21) and \$26326.43 (July EFT)

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

Public Comment – No comment given.

Department Business

1. Public Works
 - a. Schwickerts roofing reports were compared to Marty's Roofing inspections to address roof conditions on the city buildings. Council will review estimates at next council meeting.
 - b. Public Works Supervisor Kosek is collecting bids for new plow for the 1 ton and used push bar for the payload.
 - c. Estimate from MC Tree Service for \$1,380.00 to cleanup the shore line along CedarCrest. Mayor Bebo told the council there should be donation money left from the last time tree trimming was done along the walking path. *Motion by Penaz second by Schneider to approve the MC Tree Service estimate for the \$1,380.00 at no cost to the city because of the donation money to pay for it. Vote for: Unanimous. Motion carried.*
 - d. Manhole Repair on East and Frank St. Collecting Bids for repair.
 - e. People Service is looking for a new pump for the Cleveland Lift Station. Lee Ortloff will be attending the September meeting to discuss.
2. Public Safety
 - a. Fire Department
 - i. Discussed calls for July
 - ii. House Burn Training was successful

- iii. 7 members of the Fire Department will be taking the EMR class starting in January
 - b. Police Services
 - i. Reviewed July event totals provided by McLeod County Sheriff's Office
 - c. Ambulance Department
 - i. 2 students are done taking their EMT course and need to schedule their National Registry test
 - ii. Assistant Chief position currently remains open
 - iii. Still looking for EMTs to join the service and have conducted a few interviews
- 3. Municipal Liquor/Auditorium
 - a. Sales for July were \$37,148.06 with a profit of \$773.74. Year-to-date sales were \$189,689.21 with a profit of \$19,674.17
 - b. Deputy Clerk Kurth is working on getting procedures and policies in place with current staff.
 - c. Discussion about scheduling and the lack of staff to cover the shifts that remain open.
 - d. Hiring committee gave a report on the candidate that was chosen for the Liquor Store Manager position. *Motion by Schneider second by Penaz to approve to hire Owen Klinker as Municipal Liquor Store Manager at Step 5 on the pay scale pending background check and drug test. Vote for: Unanimous. Motion carried.*
- 4. Community Development
 - a. Planning Commission application review. *Motion by Winfrey second by Schneider to approve appointing Amy Penaz for the Planning Commission vacancy. Vote for: Schneider, Winfrey, Adams-Bruins, Bebo. Abstaining: Penaz*
 - b. Pool will be closing on August 31st
 - c. Councilor Winfrey gave pool report on attendance the pool passes purchased
- 5. Administration
 - a. July Treasurer's Report reviewed.
 - b. American Rescue Plan Act. Half of the amount has been received by the city in the amount of \$43,067.53. The city has until 2024 and guidelines were discussed on how the money could be spent.
 - c. Second City Clerk/Treasurer interviews will be conducted on August 17th with a Special Meeting to follow for council to decide on a candidate to hire.
 - d. SafeAssure contract was reviewed and it was decided to keep their services. *Motion by Penaz second Schneider by to approve the SafeAssure invoice for \$2,755.79. Discussion: Councilor Winfrey inquired about if the cost had been increased from the previous contract. Vote for: Unanimous. Motion carried.*

Old Business

- 1. Curb Cuts. Current policy and procedures were discussed about property owners doing curb cuts. Public Works Supervisor Kosek will be looking for more information to find guidelines and bring to the September meeting.

New Business

1. 119 Grove Ave NE Utility Bill. Property owner had a water leak for 10 days at 7000 gallons per day. Council discussed payment plan with the property owner.
Motion by Adams-Bruins to forgive the bill. Motion failed.
Motion by Schneider second by Penaz to start a payment plan for the owner of 119 Grove Ave NE at \$100 a month and forgive late fees as long as payment comes in monthly until the full amount is paid for. Discussion: Mayor Bebo clarified that late fees would not be applied to this amount but would be applied to the regular utility bill. Vote for: Unanimous. Motion carried.
2. David Broll presented the council with a plan on the piece of property on Century Lane and County Road 92. Currently the property is not in city limits and would need to be annexed into the city. Research will be done by the city for the annexation process and the agreement that was made between the city and David Broll.
3. Silver Lake Pool and Parks Organization Temporary On-Sale Liquor License for Molly B.
Motion by Winfrey second by Schneider to approve temporary On-Sale liquor license. Discussion: Councilor Penaz inquired about the event the license was for. Vote for: Unanimous. Motion carried.

Open Discussion

1. Councilor Winfrey would like to have the city attorney review the agreement with David Broll
2. Mayor Bebo asked about when the 60 days is up for Konen Homes to bring an update for the Main Street lots

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

Meeting adjourned at 8:15pm.

Karissa Kurth, Clerk/Treasurer

Seal of the City: