Minutes

Silver Lake City Council

Regular Meeting

May 17, 2010

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

Members present: Mayor Bruce Bebo, Councilors Pat Fogarty, Jennell Johnson, Nolan Johnson, and Carol Roquette

Others present: Kerry Venier, Clerk; Ken Merrill, Silver Lake Leader; Paul Harvego, City Auditor; Gerald Quast, MLS Manager; Bill Hummel, Police Chief; Forrest Henrickson, Police Officer

*A motion was made by Councilor Roquette seconded by Councilor Nolan Johnson to approve the agenda.*

*Vote for: Unanimous*

*Motion carried.*

Consent Agenda:

1. Approve minutes of the April 5, 2010
2. Approve minutes of the April 15, 2010 Board of Review meeting.
3. Approve payroll #9&10 and April Ambulance
4. Claims to be paid: $26,601.34 (April Efts)  
    $ 117.60 (4/29/10)  
    $13,436.14 (4/23/10)  
    $ 589.95 (5/7/10)   
    $43,083.04 (5/7/10)

*A motion was made by Councilor Fogarty seconded by Councilor Jennell Johnson to approve the Consent Agenda.  
Vote for: Unanimous  
Motion carried.*

Presentation of 2009 Audit of City Accounts:

Paul Harvego reported the following information related to the annual City Audit:

* The General Fund balance increased $79,494 for 2009 and ended the year with a fund balance of $244,702;
* The Ambulance and Fire Special Revenue funds saw changes of $3,496 and ($623) respectively and ended the year with fund balances of $27,491 for the Ambulance and $142,123 for the Fire Fund ;
* The Capital Improvement Fund (which is used for future equipment planned purchases) increased $43,712 to $159,936;
* The Bond Funds were being spent down as is the case with these type of funds that are used to pay off the City’s debt, Mr. Harvego told Councilors that the City will likely have to adjust the levy for the Silver Edge Bond fund as there may not be enough cash in the fund to pay the balance of the outstanding bonds. Clerk Venier said the levy schedule for the fund had been adjusted and will continue to be monitored and the bonds will be paid off by 2013.
* Activity on the enterprise (water, sewer, & Liquor Store) were reported as follows: Mr. Harvego reported that the City continue to monitor the water/sewer rates and possible make minor adjustments each year rather than one time fee adjustments as this will lessen the burden on the system users. He also suggested constantly reviewing Liquor Store reporting and making sure the pricing of items is done on a timely basis and gross profit is held at a rate the yields a profit for the facility. As the Liquor Operations have experienced a loss the Auditor reminder the Council that if it loses money in three consecutive years a public hearing will be required to gain public input about the viability of continuing Liquor Operations;
  + Water Fund: Change in net assets $41,402
  + Sewer Fund: Change in net assets $(24,065)
  + Municipal Liquor: Change in net assets $( 4,763)
* Overall, Mr. Harvego commented that financially the City is making positive strides towards it goals and credited the Council and City Staff for good planning and fiscal responsibility. Harvego also commented that the City continue and make stronger efforts to follow some City policies (ie. Approval of timecards, and inventory control procedures.)

Old Business:

1. Councilors reviewed a proposed ordinance amending the Animal Control ordinance. Mayor Bebo and Councilor Fogarty felt that the proposed amendment will still require the same amount of enforcement effort by the Police as the current one does. Chief Hummel informed Councilors that he did not want the police department to have the responsibility of approving or denying applications for additional pets; Mayor Bebo informed Councilors that the proposed ord. would still require the Police department to approve or deny dog/cat license. Councilor Fogarty said he was not happy with the lack of enforcement of the current ordinance and didn’t think changing the ordinance would result in better enforcement. Chief Hummel said the current had never been enforced and was ‘junk’. Clerk Venier told Councilors that the ordinance was written and approved by the City Attorney and it was not ‘junk’ rather it was poorly enforced. Mayor Bebo also reminded Councilors that since the current ordinance was passed (in 2003) there had only been the one time, in Dec of ’09, that the Council had received a complaint about the ordinance and that was due to the fact that a police officer had incorrectly informed the party that the City had no animal control ordinance, a point Mayor Bebo hoped Chief Hummel would review with that officer.  
     
   After discussion Councilors did not take any action on the proposed amendment and Councilor Nolan Johnson said he will conduct an informal survey of residents and report back at a later date.

New Business:

1. Councilors reviewed Resolution 10-10 approving part time seasonal employees. The resolution presented employees for part time life guards, summer recreation helpers, and pool maintenance staff.  
   *A motion was made by Councilor Nolan Johnson seconded by Councilor Jennell Johnson to approve Resolution 10-10 appointing Part time seasonal employees.  
   Vote for: Unanimous  
   Motion carried.*
2. Councilors reviewed Resolution 10-12 approving 2010 rates for the Bruce Maresh Aquatic Center. Clerk Venier recommended that following rates for admissions, lessons, and pool rentals:  
   Family Pass (up to 5/household) $100.00 +$10 additional member  
   Individual Pass $ 55.00  
   Daily Pass $ 5.00  
   Daily Pass Book (10 day pass) $ 35.00  
   Swim Lessons $ 35.00  
   Semi-Private Lessons $ 55.00  
   Rentals  
   Pool w/ lifeguard (up to 20ppl) $100.00 Addl. Guard $15/hr.  
   Pool Package (includes 20-12 oz cans pop & either 4 lg. pizzas or 20 hot dogs)  
    $150.00 Addl. Guard $15/hr.  
     
   *A motion was made by Councilor Fogarty seconded by Councilor Nolan Johnson to approve Resolution 10-12 approving 2010 rates for the Bruce Maresh Aquatic Center.  
   Vote for: Unanimous  
   Motion carried.*

Department Business:

1. Municipal Liquor Store: Clerk Venier reported the following:
   1. April sales were $42,832 compared to $44,373 in April 2009.
   2. Cost of Goods Sold April $25,001 (56.35%) YTD $91,086 (52.29%)
   3. Wages & Benefits April $11,946 (26.93%) YTD $45,404 (26.06%
   4. Overhead April $10,650 (24.01%) YTD $25,457 (14.61%)
   5. Profit April $(3,231) (-7.28%) YTD $12,261 (7.04%)
   6. Councilors and MLS Manager Quast discussed the annual review for Nikki Forcier and Manager Quast recommended approval of the review with a step increase.  
      *A motion was made by Councilor Fogarty seconded by Councilor Jennell Johnson to approve the annual review and step increase for Nikki Forcier, a part time bartender.  
      Vote for: Unanimous  
      Motion carried.*
   7. Councilors discussed hours for cleaners at the auditorium and MLS Manager Quast said he will review their hours and hold them to a minimum.
2. Public Works: Councilor Nolan Johnson reported the following:
   1. Aquatic Center preparations are moving along with an anticipated opening date of June 11th.
   2. A request for Council action was presented for the replacement of an air release valve on a force main at the intersection of Hwy 7 & Park Ave.  
      *A motion was made by Councilor Nolan Johnson seconded by Councilor Roquette to approve the replacement of an air release valve at the corner of Hwy 7 & Park Ave.  
      Vote for: Unanimous  
      Motion carried.*
   3. Councilors discussed resurfacing an alley between Grove Ave and Lake Ave. Dale Kosek is getting proposals for completing the work.
3. Public Safety: Councilor Roquette and Chief Bill Hummel reported on the following:
   1. The Police Department and Silver Lake Lions will hold a bike rodeo on May 22.
   2. Presented a copy of a contract between the City and McLeod County for a computer in the squad. Clerk Venier will get a correct copy of the contract from the Sheriff’s office to be signed, the contract was approved at the previous meeting.
   3. Officer Henrickson and Chief Hummel discussed the need to a crime free multi unit housing ordinance. Hummel reported that the department receives numerous calls to an apartment building in town and the landlord is uncooperative in resolving many of the issues that arise; he will have a proposed ordinance for the next meeting.
4. Community Development: Councilor Fogarty and Clerk Venier reported the following:
   1. Planning Commission met on May 11th and received an application for a variance at 72 Main St W and a public hearing on the application is scheduled for June 8th at 7 pm.
   2. Funds are being raised for the purchase of a pier on Silver Lake. Mayor Bebo reported that the Lake Enhancement Association is working on cleaning up the shoreline that the City owns in front of the Cedar Crest facility. Councilors discussed if the City should put up some funding for the purchase of a pier on the Lake near Cedar Crest.  
      *A motion was made by Councilor Fogarty seconded by Councilor Jennell Johnson to designate $2,000.00 from the EDA fund towards the purchase of a pier.  
      Vote for: Unanimous  
      Motion carried.*
   3. Summer Rec sign up was held on May 5th. 64 families signed up children for 184 summer rec activities. Programs will include baseball, softball, and T-ball, as well as summer rec day program, and swimming lessons.
5. Administration: Clerk Venier presented the following information:
   1. Councilors reviewed the April Treasurer’s Report.
   2. Councilors reviewed Resolution 10-11 approving the reinvestment of City Funds. Clerk Venier explained that this had recommendations for the reinvestment of funds currently held in certificates of deposit.  
      *A motion was made by Councilor Fogarty seconded by Jennell Johnson to approve Resolution 10-11 approving the reinvestment of City funds.  
      Vote for: Unanimous  
      Motion carried.*
   3. Presented for Council review, a contract for ambulance billing services from Xpert T Billing. Clerk Venier explained that the contract would charge $24.75 per billable account; Venier explained that the ambulance billing process is getting more and more confusing and he felt going with a company that specializes in medical billing would generate additional revenue for the City through more accurate billing and collection of accounts.  
      *A motion was made by Councilor Roquette seconded by Councilor Jennell Johnson to approve a two year contract with Xpert T Billing Inc. to provide ambulance billing services.  
      Vote for: Unanimous  
      Motion carried.*
   4. Councilors reviewed a proposal to replace computers in the Clerk’s office. Clerk Venier reported that the proposal included the replacement of two computers and the other two computers will be cleaned and used for Public Works and the Pool, it also includes the set up of the new computers and the network. Venier also explained the proposal cost is $2,630 and the budget for this year was $3,000.  
      *A motion was made by Councilor Roquette seconded by Councilor Jennell Johnson to approve the replacement of Clerk’s office computers through PC Techheads for the proposed cost of $2,630.00.  
      Vote for: Unanimous  
      Motion carried.*

Open Discussion:

1. Mayor Bebo requested that Clerk Venier send flowers for the funeral of former Mayor Joe Gehlen in appreciation of his contributions to the City.
2. Councilor Roquette requested approval to attend the League of MN Cities annual Conference, Clerk Venier reported that there are funds available in the Council budget for training.  
   *A motion was made by Councilor Fogarty seconded by Councilor Jennell Johnson to approve Councilor Roquette’s request to attend the League of MN Cities annual conference for one day.  
   Vote for: Unanimous  
   Motion carried.*

*A motion was made by Councilor Fogarty seconded by Councilor Jennell Johnson to adjourn this regular meeting of the Silver Lake City Council.  
Vote for: Unanimous  
Motion carried; meeting adjourned at 10:06 pm.*

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Bruce Bebo, Mayor

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Kerry Venier, Clerk/Treasurer