Minutes  
Silver Lake City Council  
Regular Meeting  
July 16, 2018

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

Members present: Mayor Bruce Bebo, Councilors Josh Mason, Ken Merrill, Nolan Johnson and Brenda Fogarty

Others present: Jon Jerabek, Clerk/Treasurer; RJ Cripps, Police Chief; Dale Kosek, Public Works Supervisor (PWS); Karin Ramige, McLeod Publishing; Amber Donley, GDO Law; Mike Shoenecker, ADMARK; Kyle Wawrzyniak, Darrell Kaczmarek, Harvey Mikolichek, Sarah Kahn, Jason Eischens

*A motion was made by Councilor Johnson seconded by Councilor Mason to approve the agenda.  
Vote for: Unanimous  
Motion carried.*

Consent Agenda:

1. Approve minutes of the July 2, 2018 regular meeting.
2. Approve payroll #14
3. Claims to be paid: $32,557.94 (June EFT)

$69,013.74 (7/13/18)

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

Old Business:

1. Chapter 11 Liquor Ordinance. The Council reviewed the amended Liquor Ordinance. It was noted that the hours that patrons should leave the premises should be updated for weekdays and weekends.

*A motion was made by Councilor Johnson seconded by Councilor Mason to approve Ordinance 90: An Ordinance Amending Chapter 11 of the Silver Lake Municipal Code Regarding Liquor Regulations with changes to update hours for leaving premises for weekdays and weekends.*

*Vote for: Unanimous*

*Motion carried.*

1. Soil Erosion Control Ordinance. The updated proposed Soil Erosion Control Ordinance was reviewed. The Council advised Clerk Jerabek to look at amount of disturbed soil that would require a permit and how enforcement of ordinance would occur.
2. Multi-Unit Housing Ordinance. The proposed updated Multi-Unit Housing Ordinance was reviewed. The Council requested that the fees listed in the ordinance be changed to refer to the City’s Fee Schedule instead of an actual dollar amount. The Council advised Clerk Jerabek to send the updated ordinance to the current owners of multi-unit properties.

*A motion was made by Councilor Johnson seconded by Councilor Fogarty to approve Ordinance 91: An Ordinance Amending Section 2.5 of the Silver Lake Municipal Zoning Code Regarding Occupancy Regulations for Multi-Unit Housing Complexes with changes to fee amounts referring to City’s Fee Schedule.*

*Vote for: Unanimous*

*Motion carried.*

1. Housing Study Presentation. Mike Shoenecker, AdMark, presented his findings in “Housing Assessment of the City of Silver Lake, MN July 2018.” The findings included the need for more single-family housing, rental housing, and some options for home fix-up loans to rehab some of the older properties in the city. Shoenecker stated that single level housing would also be needed to keep aging residents in the city. The study can be used by developers to secure financing for housing projects.

New Business

1. Car and Bike Show Request. Darrell Kaczmarek and Kyle Wawrzyniak requested the Council’s approval to for the Silver Lake Fire Relief Association to host a Car and Bike Show on September 15, 2018. A portion of Main Street between Lake Ave and Thomas Ave would be closed for the event.

*A motion was made by Councilor Johnson seconded by Councilor Merrill to approve the Car and Bike Show on September 15, 2018.*

*Vote for: Unanimous*

*Motion carried.*

1. Citizen Parking Concern. Jason Eischens expressed concerns over the lack of parking on Thomas Ave where his family resides. Eischens asked whether that street could be turned into a one-way street. The Council asked Clerk Jerabek to investigate the issue.
2. Resolution 18-12: Resolution Appointing Election Judges. The Council reviewed election judges for the 2018 primary and general election.

*A motion was made by Councilor Johnson seconded by Councilor Mason to approve Resolution 18-12: Resolution Appointing Election Judges for the 2018 primary and general election.*

*Vote for: Unanimous*

*Motion carried.*

Department Business:

1. Public Works (PW) – Councilor Johnson and PWS Kosek reported the following:
   1. An estimate from Rockhard Concrete was reviewed to replace sidewalks in the City. The Council previously approved Rockhad Concrete to complete the work, but the price per square foot was incorrect. The work would be completed by September 15, 2018.

*A motion was made by Councilor Johnson seconded by Councilor Merrill to approve using Rockhard Concrete to complete the sidewalk repairs for 2018 for $4,230.00.*

*Vote for: Unanimous*

*Motion carried.*

* 1. Pola-Czesky Days prep is underway, and business banners are scheduled to be repaired.
  2. Sealcoating streets is scheduled for the week of July 16.
  3. A leak in the flume has been detected at the swimming pool. It will be looked at after the pool closes for the season.
  4. May PeopleService report was reviewed.
  5. The Council discussed a letter received from the current City Arborist Connie Kratzke. Kratzke would like to be viewed as more of a resource when questions arise then to be handling all the roles that are outlined for the City Arborist.

1. Public Safety – Councilor Mason and Police Chief Cripps reported the following:
   1. Resolution 18-13: A resolution approving State of Minnesota Joint Powers Agreements with the City of Silver Lake on behalf of Its City Attorney and Police Department was presented for approval. The resolution approves a five-year contract with the State of MN for the Police Department to use the State’s criminal justice data communications network.

*A motion was made by Councilor Johnson seconded by Councilor Fogarty to approve Resolution 18-13: A resolution approving State of Minnesota Joint Powers Agreements with the City of Silver Lake on behalf of Its City Attorney and Police.*

*Vote for: Unanimous*

*Motion carried.*

* 1. The arrest list was reviewed, blight notices have been sent to residents not in compliance, and Pola-Czesky Days roster has been set.
  2. Chief Cripps explained to the Council that the Police Department should consider having a backup squad car as the McLeod County Sherriff’s Department doesn’t have squad cars available for use when the City’s squad is out of commission.

1. MLS – Councilor Merrill reported the following:
   1. Sales for May were $49,301.08 with a net profit of $6,567.45. Sales year-to-date were $264,287.33 with a net profit of $9,332.19.
   2. The computer in the off-sale was no longer functioning as of Friday, July 13. Councilor Merrill explained that he authorized Manager Ardolf-Mason to order a new computer to replace the old one as it was a vital part of the operation. The cost of the new computer is $1,603.13.
2. Community Development – Councilor Fogarty reported the following:
   1. Planning Commission did not meet for the month of June.
   2. Summer Recreation and swimming pool attendance were similar to last year at this point.
   3. Summer Recreation has multiple trips planned for the remainder of the year.
3. Administration – Clerk Jerabek reported the following:
   1. June treasurer’s report given.
   2. Deputy Clerk training has started and is going smoothly.
   3. The Council held the annual review for Clerk Jerabek. The Council advised Clerk Jerabek to keep working on budgeting for the City, present option for projects in the City, and continue training with the Deputy Clerk.

*A motion was made by Councilor Fogarty seconded by Councilor Merrill to approve the annual review for Clerk Jerabek and to retain with a step increase to $23.26 (Salary $48,388).*

*Vote for: Unanimous*

*Motion carried.*

Open discussion:

1. Harvey Mikolichek and Sarah Kahn notified the Council that members of some non-profit organizations went through various department buildings and offices with department heads to learn of the needs for space for each department. They wanted to determine if there were some short-term solutions that would be less cost prohibitive. The Council stated that there are currently no plans to move departments, but if the group wanted to present some ideas they could request to be on an upcoming meeting agenda. Mikolichek requested to be on the August 20th regular meeting agenda.
2. Councilor Mason questioned why the mosquito spray for July 3rd took place with rain forecasted. Clerk Jerabek stated he would check with Clarke Environmental on the issue.
3. Clerk Jerabek notified the Council that there have been two instances where potential new home builders asked what the City charged for water and sewer connection fees and expressed that they felt they were high for the area. The Council discussed a possible option where it could be lowered for a couple months to attract new construction.

*A motion was made by Councilor Fogarty seconded by Councilor Mason to adjourn this regular meeting of the Silver Lake City Council.  
Vote for: Unanimous  
Motion carried; meeting adjourned at 10:09PM.*

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Jon Jerabek, Clerk/Treasurer