

Minutes
Silver Lake City Council
Regular Meeting
6:30pm, November 18, 2024
Silver Lake Auditorium

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

Members Present: Mayor Bruce Bebo, Councilor Joanna Jacobs, Councilor Jarrett Whitney, Councilor Sandie Adams-Bruins
Members Absent: Councilor Josh Mason
Staff Present: Diane Pedersen, Wyatt Konen, Ashley Mason, Dale Kosek, Kyle Wawryzniak
Others Present: Sam Fink, Brody Bratsch, Katie Fogelberg, Sergeant Kyle Jorgensen

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

Consent Agenda:

1. Approve minutes from October 21, 2024, Regular Meeting
2. Approve Payroll 22 & 23 and October Ambulance
3. Approve Claims

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

Public Comment – None

Department Business:

1. Public Safety Liaison Report
 - a. Fire Department
 - i. Chief 1 Report
 1. Calls reviewed.
 2. Two probationary firefighters will begin firefighter 1, 2, and Hazmat class in December.
 3. Received MBFTE award letter for \$7685, runs from July 1-June 30. The amount is based on \$285/firefighter.
 4. SCBA & fill station are in service.
 5. Relief Association purchased battery rescue tools, and the department has been training.
 6. Continue to work with the city clerk on the budget.
 7. Request for Action to approve Fire Department Officers
 - a. Chief 1 – Dale Kosek

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the appointment of Dale Kosek as Fire Chief 1 for a three-year term from January 1, 2025-December 31, 2027. Vote for: Unanimous. Motion carried.

- b. Captain 2 – Brandon Matthews

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the appointment of Brandon Matthews as Captain 2 for a three-year term from January 1, 2025-December 31, 2027. Vote for: Unanimous. Motion carried.

- c. Lieutenant 2 – Ryan Hoffman

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the appointment of Ryan Hoffman as Lieutenant 2 for a three-year term from January 1, 2025-December 31, 2027. Vote for: Unanimous. Motion carried.

- d. Secretary – Trisha Zajicek

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the appointment of Trisha Zajicek as Secretary for a three-year term from January 1, 2025-December 31, 2027. Vote for: Unanimous. Motion carried.

- e. Safety Officer – Wade Dolezal

Motion by Councilor Jacobs second by Councilor Whitney to approve the appointment of Wade Dolezal as Safety Officer for a three-year term from January 1, 2025-December 31, 2027. Vote for: Unanimous. Motion carried.

- b. Sheriff's Report
 - i. Event totals
 - ii. Monthly billing

- iii. Discussed ATV ordinance
- c. Ambulance Report
 - i. Second annual stuff the rig campaign is taking place November 1-December 1 with Hutchinson Area Christmas for Kids.
 - ii. Current membership reviewed.
 - iii. Calls reviewed.

2. Public Works

- a. Liaison Report
 - i. Street sweeping is complete for the year.
 - ii. Outdoor projects and maintenance is wrapping up.
 - iii. Compost yard is filling up fast.
 - iv. Request for Action to approve the six-month review for Jon Ramige. Request to retain with a step increase from Grade 14 Step 4 \$21.57 to Grade 14 Step 5 \$22.11.

Motion by Councilor Whitney second by Councilor Adams-Bruins to approve the step increase to Grade 14 Step 5 \$22.11/hour for the public works maintenance III, Jon Ramige, effective 11/18/2024. Vote for: Unanimous. Motion carried.

- b. Reviewed People Service Reports
 - i. September O&M Report
 - ii. WO Maintenance Report
 - iii. Water Plant Maintenance Expenditures
- c. SEH presentation of final plans and specifications for infrastructure project.
 - i. 100% Plan and Specs are done and have been submitted to Rural Development and they have been reviewed.
 - ii. Resolution 24-29: Resolution Approving Plans and Specifications and Ordering Advertisement for Bids.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve Resolution 24-29 approving plans and specifications and ordering advertising for bids with the edit of moving the reading on Tuesday, January 14, 2025, from the Clerk's Office to the Council Chambers. Vote for: Unanimous. Motion carried.

3. Municipal Liquor Liaison Report

- d. TSBL burger machine is working.
- e. New freezer was received on October 22, 2024, from TriMark at a cost of \$2,001.03.
- f. Taste of the Holidays was November 2 in the auditorium.
- g. Bradley Security has submitted a bid in the amount of \$8156.00 for a new MLS security system. Will seek other bids.
- h. Turkey bowling will be held on November 27. There will be a DJ and Karaoke.
- i. Request for Action to approve moving forward with one of the compressor quotes.
 - i. AREngH
 - 1. \$6250 for repair of current compressor.
 - 2. \$28,950 for replacement.
 - ii. AEM Mechanical
 - 1. \$4,484.60 for repair of current compressor.
 - 2. \$22,932.59 for replacement.

Motion by Admas-Bruins second by Councilor Jacobs to approve hiring of AEM Mechanical for the repair of the compressor at a cost not to exceed \$4484.60. Vote for: Unanimous. Motion carried.

- j. Annual THC premium is quoted at \$46. The total annual premium for liquor liability insurance is quoted at \$4,236, a decrease from the current cost.

Motion by Admas-Bruins second by Councilor Whitney to approve selling of THC products at the Municipal Liquor Store Off-Sale only. Vote for: Unanimous. Motion carried.

- k. Discussed MLS manager's answers to council's questions from last meeting.
- l. Request for Action to approve the annual review of Sarah Hlavka. Request to retain with a step increase.

Motion by Councilor Adams-Bruins second by Councilor Whitney to approve the step increase to Grade 11 Step 2 \$15.62/hour for part-time bartender Sarah Hlavka effective 11/18/2024. Vote for: Unanimous. Motion carried.

- m. Reviewed financials:
 - i. MTD net loss \$6753.08
 - ii. YTD net income \$23,067.48
- 4. Community Development
 - a. Commissioner's report
 - 1. Held Public Hearing for CUP #24.01 for 1104 Main St W. to run water and sewer hook-ups from the main residence rather than requiring new connections to the city line. The Planning Commission recommends approving the permit.

Motion by Councilor Whitney second by Councilor Adams-Bruins to approve CUP #24-01 at 1104 Main St W for the extension of water and sewer services from the main residence to the accessory building. Vote for: Unanimous. Motion carried.

- 2. Discussed McLeod County's proposed Cannabis Use Ordinance.
- 3. Discussed proposed City of Silver Lake's Cannabis Businesses Ordinance.

- 5. Administration
 - a. Clerk's report
 - iii. Reviewed October's treasurer's report.

- i. Request for Action to close city hall on Tuesday, December 24, 2024.

Motion by Councilor Adams-Bruins second by Councilor Whitney to close city hall on Christmas Eve, Tuesday, December 24, 2024. Vote for: Unanimous. Motion carried.

- ii. Discussed replating of city lots. It is the recommendation of the Public Works Supervisor to move the south lot line in by six feet to make it more in line with the alley across the street. The lots can be combined into one lot at the same time. We will need to work with the surveyor and the city attorney for new legal descriptions.
- iii. Jeremy Anderson from PeopleService contacted the lab they use regarding lead sampling. There are two options:
 - 1. Samples go through the city.
 - 2. Samples go through residents.
 - a. The City Council would like the water sampling information to be made available for residents, so they are responsible for requesting lead testing if they want it done.
- e. Discussed Planning Commission members and terms.

New Business:

- 1. Resolution 24-25: Resolution approving health insurance for FT Employees

Motion by Councilor Whitney second by Councilor Jacobs to approve Resolution 24-25 approving health insurance for FT Non-Elected Employees. Vote for: Unanimous. Motion carried.

- 2. Resolution 24-26: Resolution Authorizing the use of credit cards by designated city employees to make purchases on behalf of the city of Silver Lake for 2025.

Motion by Councilor Adams-Bruins second by Councilor Jacobs to approve Resolution 24-26 authorizing the use of credit cards by designated city employees to make purchases on behalf of the city of Silver Lake for 2025. Vote for: Unanimous. Motion carried.

- 3. Resolution 24-27: Resolution approving assessments for delinquent utility accounts and other work performed by the city as directed by city code.

Motion by Councilor Jacobs second by Councilor Whitney to approve Resolution 24-27 approving assessments for delinquent utility accounts. Vote for: Unanimous. Motion carried.

- 4. The annual meeting date was set for Monday, January 6, 2025, at 6:30pm.

Old Business:

1. Budget Review

a. Preliminary Levy Certification compared to Final Levy Certification

i. Changes made to the proposed budget:

1. Community Development
 - a. Removed \$5000 transfer to EDA
2. Municipal Building
 - a. Removed \$15,000 Capital Buildings
3. Fire Department
 - a. Decreased Transfer to Capital Fund from \$45,000 to \$20,000
4. Swimming Pool
 - a. Increased Wates to more accurately reflect actual as 2024 wages were \$46,000.

	<u>2023</u>	<u>Preliminary</u>	<u>Final</u>	
i. 01 General Fund		\$594,376	\$637,084	\$622,924
ii. 05 2013A Bond Fund		\$ 24,427	\$ 23,513	\$ 23,513
iii. Total Levy		\$618,803	\$660,597	\$646,437
iv. % Increase		4.57%	6.75%	4.47%

b. 2025 Fee Schedule Review

- i. Reviewed water and sewer rates as compared to RDA suggested rates.
 1. Change Water Usage Charge from \$10 to \$12
 2. Change Sewer Usage Charge from \$12 to \$11
 3. Change Storm Water Base Rate from \$7 to \$11
- ii. Reviewed pool rates.
 1. Change Family Season Pass Rate from \$175 to \$80+\$40 for each additional family member. Remove the line stating up to 10 additional at \$35.
 2. Change Individual Season Pass from \$75 to \$80
 3. Change Swimming Lesson Fee from \$50 to \$60
 4. Change Semi-Private Lesson Rate from \$75 to \$80
- iii. Ball Field
 1. Add an annual league fee of \$250 for ball field rental.
- iv. Cannabis Retail
 1. Initial Registration Fee \$500
 2. Annual Renewal Fee \$1,000
- v. Wage Scale Review
 1. Proposed 2025 with a 2.50% COLA over 2024 rates.
 - a. Resolution 24.28: Resolution Creating a Compensation Plan for Non-Elected Employees.

Motion by Councilor Whitney second by Councilor Jacobs to approve Resolution 24-28 creating a compensation plan for non-elected employees for 2025. Vote for: Unanimous. Motion carried.

- vi. Reviewed McLeod County Cannabis Use Ordinance – will be reviewing on November 21.
- vii. First Reading of Proposed Regulation of Cannabis Retail Business Ordinance

Open Discussion:

1. Water meters – since they are non-returnable due to paint overspray, the city is willing to purchase them at ½ price.

Motion by Councilor Adams-Bruins seconded by Councilor Whitney to adjourn this regular meeting of the Silver Lake City Council. Vote for: unanimous. Motion carried.

Meeting Adjourned 9:27 pm