Minutes  
Silver Lake City Council  
Regular Meeting  
March 21, 2016

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

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

Others present: Kerry Venier, Clerk/Treasurer; Dale Kosek, PW Supervisor; RJ Cripps, Police Chief; Karin Ramige, Chronicle; Ty Turnquist and Tom Richardson, MNSPECT; Larry Lhotka

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

Consent Agenda:

1. Approve minutes for February 16, 2016 regular meeting.
2. Approve payroll #4, 5, & Feb. Amb.
3. Claims to be paid: $ 24,467.91 (2/16/16)  
    $ 6,404.23 (2/18/16)  
    $ 40,000.06 (3/03/16)

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

Old Business:

1. Councilors reviewed the previously tabled request to eliminate the one-way designation on Park Ave. S. Councilors expressed concern that the road is not wide enough to accommodate two-way traffic.  
   *A motion was made by Councilor Fogarty seconded by Councilor Mason to deny the request to eliminate the one-way designation on Park Ave S.  
   Vote for: Unanimous  
   Motion carried.*
2. Councilors reviewed Part 1 of the Well Head Protection Plan. Clerk Venier and PW Supervisor Kosek explained that development of the Well Head Protection Plan was mandated by the MN Department of Health and they had provided staffing to complete Part 1. Venier explained that once the City approves Part 1 of the Plan then the City must hold a Public Hearing and move on to completing Part II of the plan. Part II of the plan must be completed by the City and Venier informed Councilors that the State will assist in guiding the City as to what is needed for completion of Part II of the plan. Venier suggested that upon approval of Part I the Public Hearing could be scheduled for the April 18th regular meeting, in which a representative from Dept of Health would attend and explain the next steps in completing the plan.  
   *A motion was made by Councilor Johnson to approve Part I of the Well Head Protection Plan.  
   Vote for: Unanimous  
   Motion carried.  
     
   A motion was made by Councilor Johnson seconded by Councilor Fogarty to hold a Public Hearing on the City’s Well Head Protection Plan on April 18th 2016 at 6:30pm.  
   Vote for: Unanimous  
   Motion carried.*

Department Business:

1. Municipal Liquor Store: Councilor Merrill reported the following:
   1. Sales for February were $40,974 and net profit was $5,099. Councilors reviewed the gross profit for the On Sale and Off Sale beer/wine/liquor. Councilor Merrill also reviewed the last three years’ net profits in comparison with Municipal operations in our region and Statewide.
   2. Councilor Merrill presented a recommendation from MLS Manager Jerabek and Clerk Venier to hire Bryan Driver as a part time bartender.  
      *A motion was made by Councilor Merrill seconded by Councilor Johnson to hire Bryan Driver as a part time Bartender pending pre-employment drug test.  
      Vote for: Unanimous  
      Motion carried.*
   3. Councilor Merrill presented a completion of training period review for Ashley Ardolf-Mason for the Head Bartender position.   
      *A motion was made by Councilor Merrill seconded by Councilor Johnson to approve the training period review with step increase for Ashley Ardolf-Mason, Head Bartender.  
      Vote for: Unanimous  
      Abstain: Councilor Mason  
      Motion carried.*
   4. Councilors expressed a desire to continue to conduct on-sale inventory on a monthly basis.
2. Public Safety: Chief Cripps reported the following:
   1. Discussed request to reduce patrol hours to 65 hours per pay period with no on call. Chief Cripps reported that he and Clerk Venier had met with the Sheriff and if the City is going to operate a department they must have someone available at all times to cover calls for service in the City. Clerk Venier reported that after discussions with the City Attorney and the Sheriff it would be very difficult to run an effective department with one full time officer and part time officers; so the options to the City would be to contract with the McLeod County or to prepare to invest more money and hire a full time officer. Upon recommendation from the Chief, Councilors looked at hiring a full time officer and appointed Councilors Nolan Johnson and Brenda Fogarty to a hiring committee along with Chief Cripps. Discussion was then held regarding hiring and getting an officer in place by August. Clerk Venier suggested that the City advertise to create an eligibility list of potential officers that would be retained for six months to a year, the list could be used to hire FT or PT officers from.  
      *A motion was made by Councilor Fogarty seconded by Councilor Johnson to approve beginning the process to hire a Full Time Officer.  
      Vote for: Unanimous  
      Motion carried.*
3. Public Works: Councilor Fogarty reported the following:
   1. Spring street sweeping has been completed.
   2. Hydrant flushing scheduled for April 5.
   3. Staff met with Engineers to review possibilities to address drainage issues in the area of West Frank and Center St.
   4. Discussed setting new spending limits for Department heads. Tabled the discussion to a later date.
   5. Patching of streets is to be done once black top is available.
   6. Having sweeper serviced.
   7. Presented a proposal for Televising along a portion of East Main St. The proposal was for approximately 1,300 LF of 8” sanitary sewer line.  
      *A motion was made by Councilor Fogarty seconded by Councilor Johnson to approve the proposal from Hydro-Klean to televise 1,300 LF of sanitary sewer along Main St E. in the amount of $1,573.00.  
      Vote for: Unanimous  
      Motion carried.*
   8. PW Supervisor Kosek presented a list of sidewalks city wide that were in need of repair and estimated the cost at $11,000. He will organize the project and get letters out to affected resident notifying them of their cost (which is 50% of the repairs) and solicit proposals from contractors to do the work this year.
4. Community Development: Councilor Mason reviewed the following:
   1. Planning Commission met and discussed setting up an Arbor Day Celebration with Lakeside school in the fall to complete the Tree City USA application. The Planning Commission also reviewed plans for themselves for this year which included completing the update to the Comp Plan and reviewing the applicability of the Current zoning ordinance.
   2. Reported that the City Clerk will be meeting with MNDOT and McLeod County on April 4th regarding the access options along the north side of Hwy 7.
5. Administration: Clerk Venier reported the following for Council consideration:
   1. Venier presented the February Treasurer’s report of cash and investments on hand and adjustments.
   2. Presented a proposal from Clarke Environmental for Mosquito Management services for 2016. Venier reported there were two options available 1) Eight Biweekly treatments at $350 per treatment or 2) Fifteen weekly treatments at $320 per week. Venier reminded Councilors that the City had opted for the eight treatments in the past and had budgeted to cover eight treatments.  
      *A motion was made by Councilor Johnson seconded by Councilor Fogarty to approve the Agreement with Clarke Environmental Services to provide eight bi-weekly treatments for $350.00 per treatment.  
      Vote for: Unanimous  
      Motion carried.*
   3. Presented a request to adjust City Hall hours for the summer to 8:00 AM to 5:00 PM Mon. – Thur. and Fri from 8:00 AM to Noon. Councilors approved testing the hours for the month of April with Clerk Venier to report back.

Open Discussion:

1. Councilor Merrill reported that the Silver Lake Legion was inquiring if the City would be willing to help with the cost of replacing the roof on picnic shelter at the Legion park. Councilors asked Merrill to get more information once the Legion gets pricing options

*A motion was made by Councilor Fogarty seconded by Councilor Johnson to adjourn this regular meeting of the Silver Lake City Council.  
Vote for: Unanimous  
Motion carried; meeting adjourned at 10:05 pm.*

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Kerry Venier, Clerk/Treasurer