Minutes  
Silver Lake City Council  
Regular Meeting  
October 17, 2011

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

Members present: Mayor Bruce Bebo, Councilors Carol Roquette and Eric Nelson

Absent: Councilors Nolan Johnson and Willie Krohn

Others present: Kerry Venier, Clerk: Dale Kosek, Public Works Supervisor; Bill Hummel, Police Chief; John Rodeberg, City Engineer; Scott Qualle, Building Inspector; Alyssa Schauer, Silver Lake Leader

*A motion was made by Councilor Roquette seconded by Councilor Nelson to approve the agenda.  
Vote for: Unanimous  
Absent: Councilors Johnson and Krohn  
Motion carried.*

Consent Agenda:

1. Approve minutes of the October 3, 2011 regular meeting.
2. Approve payroll #20 and Sept. Amb.
3. Claims to be paid: $31,875.43 (10/06/11)  
    $14,766.28 (10/17/11)

*A motion was made by Councilor Roquette seconded by Councilor Nelson to approve the Consent Agenda.  
Vote for: Unanimous  
Absent: Councilors Johnson and Krohn  
Motion carried.*

Old Business:

1. Mayor Bebo opened the only sealed bid received for the 2005 Ford Crown Victoria squad car. The bid was from Gene’s Towing for $701.00. Councilors discussed their disappointment in only receiving one bid for the car and felt the amount was too low for the value of the car.   
   *A motion was made by Councilor Roquette seconded by Councilor Nelson to reject the bid received for the 2005 squad car.  
   Vote for: Unanimous  
   Absent: Councilors Johnson and Krohn  
   Motion carried.*  
     
   Councilors directed Clerk Venier to advertise the rebidding through the sealed bid process with bids due by 4:00pm on November 21, 2011 with the bid opening at the 11/21/11 regular meeting at 6:30pm.
2. Councilors reviewed the Capital Improvement Plan that was presented earlier in the year. Mr. John Rodeberg of S.E.H., the City’s Engineers, reviewed the projects outlined in the plan and Clerk Venier suggested that staff recommends looking at the Cured In Pipe project along Highway 7 portion of the sanitary sewer as the highest priority because this area has historically had high I&I which is likely causing problems in the lift stations and force main. Venier reasoned that if this project cuts out a significant portion of flows during wet weather it may help alleviate problems at the lift stations and the force main. Mr. Rodeberg discussed the improvements in infrastructure along Grove Ave and reported that he has had discussions with the County Engineer and it appears that the County may have some funding available to do the project in 2013 but they are awaiting the City’s input into doing the project as a joint effort.   
   Councilors also reviewed other items on the CIP and hear the recommendation from staff that negotiations with the County will help to determine the priority of the turn back project and there will still need to be discussion of what route would be turned over to the City. As for the Water Tower expansion/replacement and water treatment, Clerk Venier and PW Supervisor Kosek reported that the more immediate need is to increase the storage capacity of the existing tower as it is not enough to provide sufficient water supply at present should the pumps become inoperable. The water treatment option, as recommended by Staff, would be the lowest priority of those presented in the CIP as it addressed aesthetic water quality issues.  
     
   The Council appointed Councilors Nelson and Roquette and Clerk Venier and PW Supervisor Kosek to a subcommittee to meet with S.E.H. and the County Engineer to continue discussions on moving forward with the Grove Ave project and developing a turn back proposal for presentation to the City Council and the County Board.
3. Councilors conducted the annual performance review for City Clerk Kerry Venier rating his performance in various areas ranging from Job Knowledge & Public Relations to leadership & Planning. On average Councilors rated Venier as slightly exceeding the expectations of the position. Some expectations for the upcoming year included continuing to monitor the budget, working to attract new business (most notably to the Marathon station), and improving water/sewer billing process.  
   *A motion was made by Councilor Roquette seconded by Councilor Nelson to retain and approve the annual review for Kerry Venier.  
   Vote for: Unanimous  
   Absent: Councilors Johnson and Krohn  
   Motion carried.*
4. Councilors conducted the annual performance review for Public Works Supervisor Dale Kosek rating his performance in various areas ranging from Job Knowledge & Public Relations to Leadership & Planning. On average Councilors rated Kosek as slightly exceeding the expectations of the position. Some expectations for the upcoming year included focusing on keeping a close eye on the budget and controlling costs as well as focusing on controlling overtime costs etc. and planning for the next five years.  
   *A motion was made by Councilor Roquette seconded by Councilor Nelson to retain and approve the annual review for Dale Kosek.  
   Vote for: Unanimous  
   Absent: Councilors Johnson and Krohn  
   Motion carried.*

New Business:

1. Councilors reviewed a proposal from Borka Excavating for snow hauling. The proposal was to conduct snow hauling services for the 2011/ 2012 snow season at a rate of $70.00/her per truck. PW Supervisor Kosek informed Councilors that this was the same rate that they had charged for the 2010/2011 season.  
   *A motion was made by Councilor Roquette seconded by Councilor Nelson to approve the proposal from Borka Excavating to perform snow hauling services for the 2011/2012 at a rate of $70.00 per hour per truck.  
   Vote for: Unanimous  
   Absent: Councilors Johnson and Krohn  
   Motion carried.*

Department Business:

1. MLS: Clerk Venier reported the following:  
    Sept’11 Sept ’10 YTD ’11 YTD ’10  
   Sales $41,839 $42,015 $393,665 $411,177  
   Cost of Goods $24,386(57.1%) $21,216(49.7%) $224,120(55%) $231,753(55.1%)  
   Wages & Benefits $11,689(27.4%) $11,259(26.4%) $106,243(26.5%) $111,207(26.5%)  
   Overhead $5,998 (14.0%) $4,818 (11.3%) $ 52,199 (13.5%) $ 56,503.(13.4%)   
   Net Profit $ 648 (1.5%) $5,390(12.6%) $ 20,891(5%) $ 18,022(4.5%)  
     
   Councilors reviewed a proposal to contract out cleaning services for the MLS, Auditorium and City Office. The proposal compared the costs proposed by Service Master and also showed the costs of doing the cleaning in house with City Staff. Costs for the MLS were: In House $7,269 versus Contract cost of $7,800; Costs for the Auditorium were: In House $2,600 versus Contract costs of $4,680 (with event set up and cleaning cost of $385/event); cost for City Office were: In House $354 versus Contract costs of $1,560. Costs were per year, Councilors wanted to review more information regarding if the City would still need the linen and mat services if they went with a cleaning company and also how many times a week the contract included cleaning at the MLS, they wanted to see the cost for only cleaning twice per week.
2. Public Service: Councilor Roquette and Chief Hummel reported the following:
   1. Calls for the month have been typical.
   2. Police have been seeing a rise in residential burglaries and are asking resident to be sure to keep things locked and valuables removed from plain view in vehicles in order to deter the potential for crime.
   3. Chief Hummel reported that he has spoken with GSL Lakeside Principal Wang regarding offering a DARE program but she said she intended to work with the Glencoe PD regarding such programs.
   4. Clerk Venier reported that the Fire Department had conducted smoke detector checks for residents and had received batteries donated by Batteries Plus. The department also conducted Fire Prevention/Safety programs for approximately 150 3rd graders at Lakeside Elementary.
3. Public Works: PW Supervisor Kosek reported on the following:
   1. Televising/Jetting crew is in town to televise storm sewer line on the west end of town near the Aquatic Center. Kosek reported that the televising revealed that for the most part the lines are clear and in good condition, they did find two areas where the gas lines were bore through the sewer pipe and Centerpoint Gas has been notified and the repairs will be made, there was also one area where a fiber optic line was bore through as well, and as of yet the phone company has not responded.
   2. The Aquatic Center has been winterized and sweeping of leaves has begun.
   3. The compost site will be cleaned up after the first snow fall of the year according to the County.
   4. Mayor Bebo asked Kosek to check with Hutchinson to see if they would be interested in conducting a program to vacuum leaves in Silver Lake for a cost.
4. Community Development:
   1. Clerk Venier reported that the Planning Commission met and reviewed a request to locate a goat slaughterhouse on Main Street at Jerabek’s Market. The planning commission reviewed if this type business conformed with the B-1 allowable uses and determined that it did not and advised the party that a variance would need to be applied for and there would be other consideration, such as water/sewer regulations that would need to be considered as well. The matter is being researched by the party at this time.
5. Administration:
   1. Clerk Venier reported that Councilor Krohn had resigned from the Council and Councilors reviewed a resolution recognizing a vacancy on the Council.  
      *A motion was made by Councilor Roquette seconded by Councilor Nelson to approve Resolution 11-27 recognizing a vacancy on the Silver Lake City Council.  
      Vote for: Unanimous  
      Absent: Councilor Johnson  
      Motion carried.*
   2. Councilors reviewed the process for filling a vacant seat. Venier reported that they had to fill the seat in an expeditious manner and they could do so by 1) conducting a special election (approx. cost would be $5,000) or 2) appoint an individual to serve until the next general election and then a 2yr council position would be on the next ballot. Councilors directed Venier to run an ad to see if anyone is interested and they would interview and appoint someone as opposed to spending the money to run a special election.

Open Discussion:

1. Clerk Venier gave Councilors a handout discussing the new changes in the Homestead rules as passed in the last legislative session. Venier pointed out that the credit had been eliminated and now it is an exclusion that reduces the property value the example in the hand out showed it resulting in a increase in taxes on a $116,000 valued home at about $30 per year, but Clerk Venier reported that with the elimination of the state credit and an increase in levy the change has the potential to be much larger.

*A motion was made by Councilor Roquette seconded by Councilor Nelson to adjourn this regular meeting of the Silver Lake City Council.  
Vote for: Unanimous  
Absent: Councilor Johnson  
Motion carried; meeting adjourned at 10:00 pm.*

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Bruce Bebo, Mayor

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Kerry Venier, Clerk/Treasurer