Minutes
Silver Lake City Council
Regular Meeting
May 21, 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; Harvey Mikolichek; Gary Mallak, American Legion Post 141; Duane Yurek; Kristi Mesenbrink, Deputy Clerk

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

Consent Agenda:

1. Approve minutes of the April 16, 2018 regular meeting.
2. Approve minutes of the April 26, 2018 special meeting.
3. Approve minutes of the May 1, 2018 special meeting.
4. Approve payroll #9, 10 and April Ambulance
5. Claims to be paid: $31,165.32 (April EFT)

$35,774.25 (4/27/18)

$42,550.95 (5/11/18)

$22,073.79 (5/22/18)

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

Old Business:

1. Auditorium Landscape Project. Council reviewed updated plans for landscaping and a flag pole for the front of the Auditorium per the recommendations of the Planning Commission. The Planning Commission recommended having one flag pole due to the park near the Auditorium currently having three and recommended to not incorporate an electronic sign due to future costs of repairing the roof of the Auditorium. The Civic Association has stated they would donate up to $4,000 for the project, and the Silver Lake Lions and American Legion Post 141 had stated to the City Clerk that they would also be willing to donate.

*A motion was made by Councilor Fogarty seconded by Councilor Johnson to approve the landscaping plan provided by Kaczmarek Landscaping, LLC. and the flag pole estimate from Countryside Flagpole for a single pole for a total not to exceed $7,275.*

*Vote for: Unanimous*

*Motion carried.*

New Business

1. Veteran Memorial Sign in Legion Park. Gary Mallak, American Legion Post 141, presented a request for a granite sign to be erected in the City/Legion park located in the center of the city. The complete cost of the proposed sign would be donated by the Legion and would read “Silver Lake Veterans Memorial Park.” The Council advised the Legion to work with the Public Works Department to decide on a proper location for the sign.

*A motion was made by Councilor Merrill seconded by Councilor Johnson to accept the donation of $5,113 to purchase a memorial sign to be erected in the City/Legion park.*

*Vote for: Unanimous*

*Motion carried.*

1. Resolution 18-10: Resolution Approving Property/Casualty Insurance Premium. Council reviewed amount for insurance through the League of MN Cities Insurance Trust. The total for 2018 is $27,751 compared to 2017’s amount of $26,319.

*A motion was made by Councilor Merrill seconded by Councilor Fogarty approving Resolution* *18-10: Resolution Approving Property/Casualty Insurance Premium.*

*Vote for: Unanimous*

*Motion carried.*

1. Resolution 18-11: Resolution Appointing Part-Time Seasonal Employees. Council reviewed various part-time seasonal staff for summer rec and swimming pool operations.

*A motion was made by Councilor Fogarty seconded by Councilor Mason to approve Resolution 18-11: Resolution Appointing Part-Time Seasonal Employees.*

*Vote for: Unanimous*

*Motion carried.*

1. Request for 1-Day Gambling Permit for Silver Lake Fire Relief Association on Aug. 5, 2018. Council reviewed application from the Fire Relief Association for a 1-day gambling permit on Aug. 5, 2018 for a fee of $25.

*A motion was made by Councilor Fogarty seconded by Councilor Mason to approve the request for a 1-day gambling permit on Aug. 5, 2018 by the Silver Lake Fire Relief Association.*

*Vote for: Unanimous*

*Motion carried.*

Department Business:

1. Public Works (PW) – Councilor Johnson and PWS Kosek reported the following:
	1. PWS Kosek met with PeopleService to review sampling results, annual water inspection and hydrant flushing schedule.
	2. The pool repairs have been taking place and the Council was notified that there were three breaks. The total cost of the repair should be under the $15,000 max that was set. The tentative opening date for the season is June 8th.
	3. An estimate from Rock Hard Concrete was presented for replacing sidewalk and curb on the Main Street Development Project and a section of curb on Frank St. The Council advised that the proposal to be completed in 30 days.

*A motion was made by Councilor Johnson seconded by Councilor Fogarty to approve the sidewalk and curb repair not to exceed $4,326 and to be completed in 30 days.*

*Vote for: Unanimous*

*Motion carried.*

* 1. The Council reviewed two estimates for the 2018 sealcoat project. The estimate from Pearson Bros. was for $40,016.43 at $1.27/yd and the estimate from Caldwell Asphalt Co was for $44,742.78 at $1.42/yd. The Council questioned how the bid specs were developed. PWS Kosek had set the material requirements and Pearson Bros. measured the area to be sealcoated. The Council advised that a contract be developed by the City Attorney.

*A motion was made by Councilor Johnson seconded by Councilor Mason to approve the estimate from Pearson Bros. for $40,016.43 and to have contract developed by the City Attorney.*

*Vote for: Unanimous*

*Motion carried.*

* 1. A request for Council approval was made by PWS Kosek to repair the remaining Pola-Czesky Days tent anchors. The City would pay for materials and the labor would be donated.

*A motion was made by Councilor Fogarty seconded by Councilor Johnson to approve the repair of the anchors for the Pola-Czesky Days tent not to exceed $1500.*

*Vote for: Unanimous*

*Motion carried.*

* 1. The Council was informed that there is a leak at a main gate valve at the intersection of Main Street and Silver Ave. PWS Kosek stated that it could cost up to $7500 to fix if they needed to replace the valve. Water service is still being supplied to residents in the area.

*A motion was made by Councilor Johnson seconded by Councilor Merrill to approve repairing the main gate valve at Main St and Silver Ave for a cost not to exceed $7500.*

*Vote for: Unanimous*

*Motion carried.*

* 1. The mower lease from L&P Supply is in use for the year.
1. Public Safety – Councilor Mason, Fire Chief Dale Kosek, and Police Chief Cripps reported the following:
	1. Mike Posusta and Joey Ebert are retiring from the Fire Department.
	2. Trisha Zajicek was recommended to be approved to the Fire Department. Zajicek has previous experience as a volunteer firefighter at Hamburg and has passed her interview and agility testing.

*A motion was made by Councilor Mason seconded by Councilor Johnson to approve Trisha Zajicek as a volunteer firefighter pending a background check and physical test.*

*Vote for: Unanimous*

*Motion carried.*

* 1. Police Department (P.D.) report was given which described more issues with students at Lakeside school and resulted in more presence at the school.
	2. The P.D. will again be participating in the Towards Zero Deaths campaign. Chief Cripps explained that there were more hours allotted for Silver Lake to participate. The extra wages incurred by participating are paid for through the campaign. The Council requested that Chief Cripps come back with a detailed list of other costs that would be incurred for approval at the next meeting.
	3. Councilor Mason stated the Ambulance Director will look at a run wage change from $6/hr to $10/hr. More information will be provided at a future meeting.
1. MLS – Councilor Merrill reported the following:
	1. Sales for April were $40,737.25 with a net loss of $3,294.61. Sales year-to-date were $168,557.32 with a net profit of $2,115.57.
	2. Council reviewed yearly reviews for part-time bartenders Faye Duffy and Kayla Shaul.

*A motion was made by Councilor Merrill seconded by Councilor Johnson to approve the yearly review for Faye Duffy and to retain with a step increase to $11.18.*

*Vote for: Unanimous*

*Motion carried.*

*A motion was made by Councilor Merrill seconded by Councilor Fogarty to approve the yearly review for Kayla Shaul and to retain with a step increase to $10.62.*

*Vote for: Unanimous*

*Motion carried.*

* 1. MLS Manager Ardolf-Mason attended the MMBA Annual Conference and reported that it was beneficial and was able to meet other managers to discuss their operations.
1. Community Development – Councilor Fogarty and Clerk Jerabek reported the following:
	1. Planning Commission met on Monday, May 14. Harvey Mikolichek was present at the meeting to discuss topics related to sewer issues, Main Street development, and space needs for the City departments. The Commission also reviewed Auditorium Landscape plans.
	2. The Council reviewed a letter from Xcel Energy that outlined the use of streetlight poles in the City. The City staff will review which poles can have banners, flags, decorations, etc. with Xcel.
2. Administration – Clerk Jerabek reported the following:
	1. April treasurer’s report was reviewed. The Council had questions on the disbursements for the General Fund. Clerk Jerabek will review and report back to the Council.
	2. Clerk Jerabek attended year one of the Minnesota Municipal Clerks Institute. The sessions were informative, and he found it beneficial to make connections with other Clerks around the state.
	3. Clerk Jerabek met with a representative of the USDA Rural Development to discuss grant and loan possibilities. The program is primarily centered around loans as their grant money for the year is minimal.
	4. There will be an implementation meeting with Department of Health for the Wellhead Protection Plan and Clerk Jerabek will look at grant opportunities for the projects outlined in the plan.
	5. The Deputy Clerk position was discussed. The City had received 22 applications for the position. The hiring committee was originally designated to be the Personnel Committee but due to a conflict of interest Councilor Merrill was assigned to the hiring committee to replace Councilor Fogarty.
	6. The City Spring Clean-up was held on Saturday, May 21. Both dumpsters from Waste Management were filled and Clerk Jerabek estimated that the costs of the disposal should be offset by the revenue from the clean-up.

Open discussion:

1. Councilor Merrill expressed interest of holding a workshop meeting of the City Council to discuss the Space Needs Analysis and how the City should proceed with the information they received from the study.
2. Mayor Bebo recognized Deputy Clerk Kristi Mesenbrink for her years of service with the City. Mesenbrink’s last day will be May 22, 2018. The Council thanked her for all of her hard work and wished her luck.
3. The American Legion Post 141 presented a donation of $1,000 for the Auditorium landscape project.

*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 9:00PM.*

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Jon Jerabek, Clerk/Treasurer