

Minutes  
Silver Lake City Council  
Regular Meeting  
6:30pm, July 15, 2024  
Silver Lake Auditorium

Mayor Bebo called the meeting to order at 6:34pm.

Members Present: Mayor Bruce Bebo, Councilor Sandie Adams-Bruins, Councilor Joanna Jacobs, Councilor Josh Mason,  
Members Absent: None  
Staff Present: Diane Pedersen, Chris Penaz, Dale Kosek, Cory Behrandt  
Others Present: Larry Lhotka, Bryan Urban

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

Consent Agenda:

1. Approve minutes from July 8, 2024, Quarterly Meeting and SEH 90% Workshop
2. Approve Payroll 14 and June Ambulance
3. Approve Claims

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

Public Comment – Bryan Urban discussed concerns with the infrastructure project.

New Business:

1. Discussion with Larry Lhotka, 801 Frank St NW, regarding tree removal on his property for the infrastructure project. Larry questioned how far back the right-of-way goes.
2. Resolution 24-15: Resolution appointing additional election judge

*Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve Resolution 24-15: Resolution appointment an additional election judge. Vote for: Unanimous. Motion carried.*

3. Resolution 24-16: Resolution ordering preparation of report on improvement.

*Motion by Councilor Adams-Bruins second by Councilor Mason to approve Resolution 24-16: Resolution ordering preparation of report on improvement. Vote for: Unanimous. Motion carried.*

Department Business:

1. Public Works Liaison Report
  - a. Working on curb spraying, painting of wellhouse and other outbuildings, Pola-Czesky Days prep, compost pile reduction, and sanitary sewer televising for the infrastructure project.
  - b. Discussion held regarding auditorium lot drainage after rain.
  - c. Met with PeopleService and all of their on-call employees that service Silver Lake to review equipment used during emergency calls.
  - d. Auditorium AC quotes. Asking for donations from local organizations. To be discussed at the August Council meeting.
  - e. Would like to hire four adults for Pola-Czesky Days clean-up on Friday and Saturday nights so it can be done overnight rather than early morning. Will hire 4-6 kids to help with Friday setup and Monday clean-up. Hoping sentence-to-serve individuals to help on Monday.

*Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the hiring of four adults for Friday & Saturday clean-up and 4-6 kids for Friday setup and Monday cleanup. Vote for: Unanimous. Motion carried.*

- f. People Service Report
  - i. O&M Report
  - ii. WO Maintenance Report
2. Public Safety Liaison Report
  - a. Fire Department Report
    - i. Calls reviewed.
    - ii. SCBA compressor system installed on July 11.

- iii. SCBA training to be held on July 29 by McQueen.
  - iv. National Night Out Tuesday, August 6.
  - v. Engine 1 & 3 repairs are complete and certified
  - vi. Rich Valley made a \$10,000 donation to the fire department.
  - vii. Request for Action to hire the grant writer for R2 brush/grass unit replacement truck grant was not addressed as the request was approved by the fire department and the check was approved by council at a prior meeting. Going forward all expenses not budgeted for, even those under \$2,000, will be presented for prior approval. A Grant Expense line item is to be added to the 2025 fire department budget beginning in 2025.
  - viii. Kitchen fire demo trailer will be here for demonstrations during Pola-Czesky Days.
  - ix. Extrication tools have been ordered at a cost of approximately \$45,000. This is being funded by donations of \$9,000 (\$4,000 Compeer and \$5,000 Crow River Snow Pros) with the remaining balance covered by Fire Relief.
- b. Sheriff's Report
    - i. Event totals
    - ii. Monthly billing
  - c. Ambulance Report
    - i. Training was held on July 1, 2024.
    - ii. Staffing was reviewed.
    - iii. Reviewed runs.
    - iv. Hosted Music in the Park on July 11. Total meals served were around 144 for donations of \$1,150. Total expenses were \$368.25 leaving a net profit of \$519.75 with a donation of \$51.98 to Pola-Czesky Committee.
    - v. Request for Action to hire Samoane Wagner as an EMR and pay for her training to become a certified EMT. She is currently not an EMR but would earn that certification while taking the EMT course.

*Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the hire of and payment of training and books not to exceed the total cost of \$2,000 for Samoane Wagner following completion of background check and drug test. Vote for: Unanimous. Motion carried.*

### 3. Municipal Liquor Liaison Report

- a. Air conditioner replaced on July 12.
- b. Mini Five-Year Remodel Celebration was held on July 12.
- c. Burger press being serviced by TSBL.
- d. Currently short-staffed.
- e. The bonus hole game is a success.
- f. Pool tournaments replacing Tuesday Trivia have brought in new patrons and good business on a usually slow day.
- g. Request for Action to approve the review for part-time bartender Sarah Hlavka. Retain with wage increase from Grade 11 start to Grade 11 Step 1 \$14.85 effective 5/27/2024.

*Motion by Councilor Adams-Bruins second by Councilor Mason to approve the six-month review and to retain Sarah Hlavka with a step increase. Vote for: Unanimous. Motion carried.*

- h. Reviewed financials:
  - i. MTD net loss \$7,523 – due to roof repairs.
  - ii. YTD net income \$16,217

### 4. Community Development

- a. Commissioner's report
  - i. Planning Commission did not meet in July.

### 5. Administration

- a. Clerk's report
  - i. June treasurer's report. Currently working on entering audit entries for 2023.
  - ii. Discussion held regarding an On-Call Fire Fighter Policy. Will be discussed again at the next meeting.
  - iii. Discussion held regarding an Emergency Responder Policy. Will be discussed again at the next meeting.

- iv. Informed council of Cedar Crest celebration scheduled for August 14. Wanted to make the city aware of visitors parking on the city street during the celebration.

Old Business:

1. Waste Management contract finalized
2. Garbage Hauler Application
3. Garbage Hauler Fee discussion.

*Motion by Councilor Adams-Bruins second by Councilor Mason to set the garbage hauler annual fee at \$50. Vote for: Unanimous. Motion carried.*

Open Discussion:

1. Discussion was held regarding establishing an emergency services tab on the city website with resources for residents who have an issue and need to find help.
2. Park Grants discussion

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

Meeting Adjourned 8:25 pm

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Diane E. Pedersen, Clerk/Treasurer

Seal of the City: