

Minutes  
Silver Lake City Council  
Regular Meeting  
December 20, 2021

Mayor Bebo called the Truth in Taxation meeting to order at 6:00pm.

Members present: Mayor Bruce Bebo, Councilor Josh Winfrey, Councilor Chris Penaz, Councilor Michelle Schneider

Members absent: Councilor Sandie Adams-Bruins

Staff Present: Diane Pedersen

Others Present: Karin Ramige,

Clerk Pedersen presented the 2022 Budget and Levy information. Revenue and expense budgeted amounts were reviewed for all funds and departments. The total General Fund Levy would be set at \$545,489 and the Debt Service Levy would be set at \$23,980 for a total of \$569,469. The levy total would be a 3.67% increase from the 2021 budget.

Mayor Bebo closed the Truth in Taxation Hearing at 6:30pm.

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

Members present: Mayor Bruce Bebo, Councilor Josh Winfrey, Councilor Chris Penaz, Councilor Michelle Schneider

Members absent: Councilor Sandi Adams-Bruins

Staff present: Diane Pedersen, Steve Hackbarth, Dale Kosek, Jerrod Weckman, Owen Klinker, Ashley Donwen

Others present: Karin Ramige, Matthew Fronk, David Broll, Sarah Kahn

*Motion by Winfrey second by Penaz to approve the agenda. Vote for: Unanimous. Motion carried.*

Consent Agenda

1. Approve minutes from December 6, 2021, Special Meeting
2. Approve Payroll 24, 25 and 26, November Ambulance, Annual Ambulance and Annual Fire Department
3. Approve Claims Paid

*Motion by Winfrey second by Penaz to approve the Consent Agenda. Vote for: Unanimous. Motion carried.*

Public Comment

1. Matthew Fronk raised a concern regarding the curbing in front of his house at 220 Frank Street. The curbing is heaving, and the water backs up due to drainage issues in front of his driveway. He can not replace his driveway until the curbing is repaired. This has been addressed previously and the consensus was that all but the last 25 feet is the homeowner's responsibility. Matt believes the curbing is part of the city street and he should not be responsible for that. Currently there is not any storm sewer in that area. Curb and gutter have been 100% homeowner responsibility after it has been established and needs repair. Correcting the flow to the end of the road is the responsibility of the city. Previously when it was looked at by a contractor the recommendation was to replace two lengths of curb and gutter West of Mr. Fronk's. Public Work's Supervisor Mr. Kosek suggested having SEH come and look at the area and get their recommendation on how to best fix the issue.

## Old Business

### 1. Silver Edge Estates – David Broll

- a. Mr. Broll wanted to verify that the agreement used for the first two phases was still acceptable for going forward with the third phase. The agreement was reviewed by the city attorney who did not see any issues with the agreement covering the life of the project and that he was not aware of any amendments that the City or Mr. Broll were requesting.
- b. The first discussion centered on the four lots on Century Avenue that Mr. Broll wants to annex into the city. These four lots are deeper than lots 10-12 across the street because they are next to the highway. Most lots are 130-135 feet deep. These lots are 200-205 feet deep. There is a 25' setback with a 7 ½ foot boulevard, so the homes would be about 32' back from the curb. The concern was raised as to what type of home will be able to be put on lot 1, which is pie shaped. That is an issue Mr. Broll will have to deal with. The City will continue to work on the process of annexing this land into the City.

*Motion by Penaz second by Winfrey to proceed with annexation of Silver Edge Estates subdivision Outlot A per plans presented to council. Vote for: Unanimous. Motion carried.*

*Motion by Winfrey second by Penaz to follow the phase II agreement for the four lots in Outlot A. Vote for: Unanimous. Motion carried.*

- c. The question was raised as to whether or not the current agreement will go through phase III. Again, the agreement was reviewed by the city attorney who did not see any issues with the agreement covering the life of the project and that he was not aware of any amendments that the City or Mr. Broll were requesting. The concern is for the City locking itself into something it can't afford to do. The next suggested phase is 11 lots along Noble along Noble Street which will connect to William Street which leads back to Century Ave. It was noted that the market seems to be slab on grade homes which raises the concern of where people go during a tornado. Each home has the option to build a tornado safe room.
- d. As stated in the agreement, Section II Representations of Developer Letter G "the phases of the construction shall be relevant with respect to procedures to be employed to finance the project, including the City's assistance in particular shares". If the City supports and agrees to the contract, construction can only happen if both parties have the funds to pay for the new construction.
- e. One concern addressed was the width of the new city streets. That will be addressed as the phase moves forward.
- f. Councilor Winfrey stated he would like to see the city move forward with the next phase of Silver Edge Estates. He feels the past agreement is a good template to follow for the next phase. Mayor Bebo stated that he believes the whole council is in favor of seeing the development grow.

## Department Business

### 1. Community Development

- a. Sarah Kahn set up a 7:00pm on-line conference call set up with Gabriel Martin, the Green Step Advisor from MNTAP.
  - i. The program Silver Lake is interested in is the Green Step City Program. It is a completely voluntary program and is designed for cities in Mn that are looking to take another step in their efforts to become a green city. One of the main benefits is the website you get membership to that lists other cities and what they are doing. A second benefit is that it is a free program. We do need to provide a point of contact person for the program. There are 29 steps listed on the

website, Sarah noted that she has been looking at two that relate to Silver Lake Step 17 which deals with wastewater management and step 20 which deals with ground water/drinking water and water treatment.

- ii. Mayor Bebo asked that Sarah provide the website information with the City Clerk who can then pass it on to the council members.
- iii. One issue that could be looked at is our snow removal and the placement of the snow containing salt next to the lake. The Planning Commission will look into this.

## 2. Public Works

### a. Supervisor Report

- i. Three estimates were provided for the replacement of three furnaces in the auditorium. The council would like more information prior to accepting a bid. They would like warranty information, best option, and cost for WiFi thermostats.

### b. Multi-unit housing inspections complete unless noted otherwise:

- i. Harvey Mikolichek – 20363 Jade Road
- ii. HDM Estates LLC – Ethel’s Place - 1024 Main St W.
  1. Will be completed in January as they are currently out of the country.
- iii. Lloyd Management – Uptown Apartments – 301 Center St NW
- iv. WNS Properties Inc – 129 Main St E
- v. NYB LLC – 104 Lake Ave S
- vi. CedarCrest – 1401 Main St W
- vii. Lakeside Manor – 127 Park Ave SW
- viii. Kandyohi, HRA-Mc Leod – 107 Grove Ave NE
- ix. BFK Management, Frank Noelfgen – 808 Hwy 7
- x. ATB Properties – Mike Jaunich – Villager Apartments – 104 Grove St SE
  1. Waiting for completion of mechanical permit.

### c. PeopleService reports provided.

## 3. Public Safety

### a. Fire Department – report presented by Fire Chief Kosek.

- i. Presented calls for September.
- ii. Request for Action to accept Fire Officer Hiring Committee recommendation of Joseph Schauer for Lt. 2 position vacated by Brandon Matthews who was hired to Captain position. This is a 3-year terms that ended 12/31/2021, so Joseph is starting a new term

*Motion by Winfrey second by Schneider to hire Joseph Schauer for Lt. 2 position vacated by Brandon Matthews who was hired to Captain Position of the Fire Department. Vote for: Unanimous. Motion carried.*

### b. Sheriff Report

- i. In the absence of Councilor Adams-Bruins, Mayor Bebo presented the Sheriff’s monthly report.

### c. Ambulance Department – report presented by Councilor Adams-Bruins

- i. Discussed calls for November.
  1. 24 runs in November, which was a record setting month.
  2. Already done 16 runs for December which will likely be another record setting month.
  3. A normal year is around 150 runs. 2021 is currently as 173 runs.

#### a. Mutual Aid Runs in 2021

##### i. 23 Total

1. 19 Allina
2. 2 Cokato
3. 2 Ridgeview

- b. Silver Lake had 93 runs
      - i. 47 for city residents and 46 for Cedarcrest.
    - c. 57 runs for Townships
      - i. 37 for Hale, 19 for Rich Valley and 1 for Kasson
  - ii. Letter to City Council regarding ambulance parking.
    - 1. Move current Emergency Personnel Parking Only signs directly across from Ambulance Bay, reserve four spots, and put signs up on each parking spot.
  - iii. Department Head meetings will resume in 2022 with the Liquor Store, Fire Department, Ambulance, and City Clerk.
  - iv. Minutes will be taken at all ambulance meetings. If minutes are not taken, the meeting needs to be recorded.
- 4. Municipal Liquor/Auditorium
  - a. Councilor Schneider presented the MSL report.
  - b. Discussion regarding deep fryer.
  - c. Liquor inventory corrections continue to be made. Discussion as to whether new software is needed.
  - d. The Muni struggles with computer issues.
  - e. Financials were reviewed.
  - f. Request for Council Action.
    - i. *Motion by Schneider second by Penaz to approve the Request for Action regarding an employee review and retro pay. Vote for: Unanimous. Motion carried.*
  - g. Discussion regarding placement of current employees on the wage scale due to step change. Recommended that employees that have been working at the Muni for more than a year would start at Grade 11 Step 1. New Employees and those who have been working for less than a year will begin at Grade 11 starting step as of January 1, 2022.
- 5. Administration
  - a. November Treasurer's Report reviewed.
  - b. Will begin working with the auditor.

#### New Business

1. Resolution 21-31: Resolution Accepting Donations Received.

*Motion by Winfrey second by Schneider to approve Resolution 21-31: Accepting Donations Received in 2021. Vote for: Unanimous. Motion carried.*

2. Resolution 21-32: Resolution Adopting the 2022 City Budget and Tax Levy for Taxes Collectible in 2022.

*Motion by Winfrey second by Schneider to approve Resolution 21-32: Adopting the 2022 City Budget and Tax Levy for Taxes Collectible in 2022. Vote for: Unanimous. Motion carried.*

- a. Discussion pointing out that the preliminary budget was 11.74 and the final is 3.67.

3. Resolution 21-35: Resolution Authorizing Year-End Transfers to Various Funds.

- a. Discussion regarding differences between last year transfers and this year.
    - i. 2020 had a transfer of \$13,000 from Police to Parks & Pool
    - ii. The General Fund transfer for the City's share to Ambulance went from \$10,000 to \$22,037.
    - iii. Total transfer for 2020 was \$194,940 and for 2021 is \$179,977.

*Motion by Winfrey second by Schneider to Authorizing Year-End Transfers to Various Funds. Vote for: Unanimous. Motion carried.*

Open Discussion

1. Councilor Winfrey suggested that whenever the city has excavation taking place with either new construction or repairs, the city should be requiring a compaction test.
2. Mayor Bebo stated that WinterFest was the past weekend, and it was well attended, and everything went well. It was greatly appreciated by all that attended and it showed that the city cares about its people.
3. Quarterly meeting for Mayor appointments is scheduled for Monday, January 3, 2022, at 6:30pm. The only other item on the agenda is the furnaces for the auditorium.

*Motion by Penaz second by Schneider to adjourn this regular meeting of the Silver Lake City Council. Vote for: Unanimous. Motion carried.*

Meeting adjourned at 9:05 pm.

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Diane Pedersen, Clerk/Treasurer

Seal of the City: