

Minutes
Silver Lake City Council
Regular Meeting
6:30pm, June 17, 2024
Silver Lake Auditorium

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

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

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

Consent Agenda:

1. Approve minutes from May 20, 2024, Regular Meeting
2. Approve Payroll 11 & 12, April Ambulance
3. Approve Claims

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

Public Comment - None

Department Business:

1. Public Works Liaison Report
 - a. The state inspection of the pool went well.
 - b. Will be doing sewer televising for project.
 - c. The compost site is being run in accordance with hours due to out-of-town dumping.
 - d. Mowing has been plentiful but is going well.
 - e. Public Works has been reviewing ordinances.
 - f. Beginning to work on 2025 budget.
 - g. Working on getting bids to repair some raised manholes on Century, possibly damaging snow equipment.
 - h. Started Pola-Czesky days preparations.
 - i. MN Rural Water was out and assisted in a water stop locate. They are a very valuable resource to have.
 - j. Meeting held with PeopleService to discuss rain events for clarifying responsibilities.
 - k. People Service Report
 - i. O&M Report
 - ii. WO Maintenance Report
2. Public Safety Liaison Report
 - a. Fire Department Report
 - i. Calls reviewed.
 - ii. The car show was a success.
 - iii. Request for Action for repairs to Engine 1 and Engine 3:
 1. Engine 1 and Engine 3 were tested for certification. Engine 1 passed but has a #4 discharge leak. Engine 3 is in need of repairs: relief valve, deck gun vacuum leak. Estimate for repairs to both engines is \$3800 from Emergency Apparatus Maintenance (EAM).
 - iv. National Night Out to be held on Tuesday, August 6, from 5:30-8pm.
 - b. Sheriff's Report
 - i. Event type report
 - ii. Police Hours report

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the repairs by EAM to both engines at a cost not to exceed \$3800. Vote for: Unanimous. Motion carried.

c. Ambulance Report

- i. Department meeting was held June 3, 2024.
- ii. Staffing was reviewed.
- iii. Reviewed runs.
- iv. The department has training with Image Trend/Elite billing system to ensure proper fields get filled out with run reports.
- v. Ambulance to host Music in the Park July 11th.
- vi. Working with SLFD on gathering donations for the National Night Out.
- vii. Requests for Action for dismissal of two ambulance members:
 1. Matthew Karshnik

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the dismissal of Matthew Karshnik effective June 1, 2024. Vote for: Unanimous. Motion carried.

2. Connor Stepka

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the dismissal of Connor Stepka effective June 1, 2024. Vote for: Unanimous. Motion carried.

3. Municipal Liquor Liaison Report

- a. The Car and Bike Show was held on Saturday, May 18 and had a good turnout. Hamburgers and Pork burgers were served by the SLFD.
- b. Equipment issues with mini fridge, burger machine and glass defroster being worked on.
- c. Roof repair was completed by Forcier on June 8th.
- d. AC quotes attached.

Motion by Councilor Adams-Bruins second by Councilor Mason to approve option 2 from B&C Plumbing to clean the MLS air conditioner coils not to exceed \$950. Vote for: Unanimous. Motion carried.

- e. Outdoor band and celebration for five (5) year restoration of Muni building planned for July 12th. Request for action will be presented at the July quarterly meeting.
- f. Got new mats for the kitchen.
- g. Food truck nights have been going well.

4. Community Development

- a. Commissioner's report
 - i. Planning Commission met on June 11 and discussed the following:
 1. Garbage hauler application.
 2. Proposed commercial garbage hauler fee \$250.

5. Administration

- a. Clerk's report
 - i. May treasurer's report.
 - ii. Distributed budget worksheets to department heads for preliminary budget and beginning to work on 2025 budget.
 - iii. Employee recognition policy.
 1. Discussed a policy granting department heads the ability to set aside budgeted funds for approved recognition events. The council chose not to move forward with the policy.
 - iv. Request for Action to approve the annual review for Karissa Wicklund-Kurth.

Motion by Councilor Adams-Bruins second by Councilor Jacobs to approve the annual review for Karissa Wicklund-Kurth with a 2% increase at Grade 14 Step 9+ to \$25.15 per hour effective June 10, 2024. Vote for: Unanimous. Motion carried.

- v. Request for Action to approve the annual review for Gloria Lundberg.

Motion by Councilor Jacobs second by Councilor Adams-Bruins to approve the annual review for Gloria Lundberg with a wage increase from Grade 11 Step 2 to Grade 11 Step 3 \$16.01 per hour effective May 27, 2024. Vote for: Unanimous. Motion carried.

- vi. SEH 90% Council Workshop date set for Monday, July 8, at 6:30 pm in conjunction with the quarterly city council meeting.

Old Business – None

New Business:

1. Request for Action to approve election judge pay for 2024 at \$11.68 per hour.

Motion by Councilor Mason second by Councilor Adams-Bruins to approve election judge pay for 2024 at a rate of \$11.68 per hour. Vote for: Unanimous. Motion carried.

Open Discussion - None

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 7:50 pm

Diane E. Pedersen, Clerk/Treasurer

Seal of the City: