Minutes  
Silver Lake City Council  
Regular Meeting  
April 18, 2011  
  
Mayor Bruce Bebo called the meeting to order at 6:30pm.

Members present: Mayor Bruce Bebo, Councilors Eric Nelson and Wilbert Krohn  
Absent: Councilors Nolan Johnson and Carol Roquette

Others present: Kerry Venier, Clerk; Scott Qualle, Building Inspector; Bill Hummel, Police Chief; Jerry Ardolf; Ashley Ardolf; Alyssa Schauer, Silver Lake Leader; Sandra Keswick

*A motion was made by Councilor Nelson seconded by Councilor Krohn to approve the agenda with the addition of Review of Building Permit Deposit Fees under the Old Business section.  
Vote for: Unanimous  
Motion carried.*

Consent Agenda:

1. Approve payroll #7 and March Ambulance
2. Claims to be paid: $10,202.70 (4/7/11)  
    $19,238.46 (4/18/11)

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

Old Business:

1. Councilors reviewed a petition for annexation for 9928 Highway 7. Ashley Ardolf and Jerry Ardolf approached the Council regarding the petition and since the Council had agreed at the March 18th meeting to waive the WAC/SAC fees for the property contingent on annexing the property into the City and the utilities being extended at 100% owners cost. Ms. Ardolf said they would like to move forward with the annexation and reported that they had spoken with Hale Township representatives and were informed that the Township would waive the 90 day waiting period for the City to adopt an ordinance annexing their property. Clerk Venier reported that he has not yet received the waiver from Hale Township but it was no longer necessary since the 90 day waiting period has passed and the City can act on the ordinance now.  
   Clerk Venier presented Ordinance 74: An Ordinance Extending the Corporate Limits of the City of Silver Lake. Councilors reviewed the ordinance.  
     
   *A motion was made by Councilor Nelson seconded by Councilor Krohn to adopt Ordinance 74: An ordinance extending the corporate limits of the City of Silver Lake to include certain unincorporated unplatted land abutting upon the City limits pursuant to MINN. STAT. §414.033, Subdivision 5.  
   Vote for: Unanimous  
   Motion carried.*
2. Clerk Venier updated Councilors on the progress of a hazardous building located at 216 Oliver Ave. A court date has been set for May 3rd at which time the City will petition the court for a summary judgment to enforce the order for repairs that was served on the owner(s) of the property to raze the garage and make needed repairs to the exterior of the home to bring it up to the minimal safety requirements of the MN Building Code.  
   Venier also reported that if the Court sides with the City and the owner(s) still refuse to take care of the structure the City can then order the work to be done and the costs assessed to the property taxes. Mayor Bebo told members that the City doing the work would tie up City funds for over a year until the assessments are paid.
3. Mr. Scott Qualle of MNSPECT, the City’s building inspectors, addressed Councilors with a revised building permit deposit schedule. Councilors had asked for a revised deposit schedule to include building projects that don’t have square footage to be used in determining the valuation of the permit. Mr. Qualle explained the new schedule had proposed deposits set for varying valuations for projects where the valuations weren’t based on square footage, noting that this would be remodel projects. Mayor Bebo explained that this deposit schedule is not adding new costs to building permits, rather it is requiring people who apply for a permit to pay a deposit covering the plan review fee at the time of application; he noted that the plan review fee is due regardless of whether or not a permit is issued. This deposit is to help prevent people from applying and then abandoning a project and leaving the City responsible for trying to collect the plan review fee.  
    *A motion was made by Councilor Krohn seconded by Mayor Bebo to approve the Building Permit Deposit Fee schedule.  
   Vote for: Unanimous  
   Motion carried.*
4. Councilors reviewed a letter from Southwest Initiative Foundation notifying them that the City’s application for repainting the Auditorium has been approved. Clerk Venier said that he will be attending an orientation program for the grant on April 26th to learn the details of the program and to order the paint for the project; he also told Councilors that the grant was for ninety seven (97) gallons of paint to be used for the exterior and interior of the building. The stipulations for the grant are that the project be completed within one year and all labor must be donated.   
   Mayor Bebo and Clerk Venier will be working with organizations and anyone interested in helping to set up a schedule as to when the project will begin.

Department Reports:

1. Municipal Liquor Store: Clerk Venier reported the following for the Municipal Liquor operations for the month of March:  
    Mar. ’11 Mar. ’10 YTD ’11 YTD ‘10
   1. Sales $42,711 $46,973 $124,421 $126,812
   2. Cost of Goods $22,914(52.7%) $25,873(53.2%) $ 65,479(52%) $ 66,743(51.4%)
   3. Wages & benefits $12,552(28.9%) $12,207(25.1%) $ 31,358(24.9%) $ 33,458(25.7%)
   4. Overhead $ 4,087( 9.4%) $ 7,185(14.8%) $ 11,268(8%) $ 15,304(11.8%)
   5. Net Profit $ 3,922( 9.0%) $ 3,367( 6.9%) $ 17,752(14.1%) $ 14,345(11.1%)
   6. The MLS Manager has conducted the annual reviews for the following employees and recommends approval of the reviews with a step increase:  
      Matt Wojciak-part time bartender  
      Bonnie Dahl-part time bartender  
       *A motion was made by Councilor Nelson seconded by Councilor Krohn to approve the annual review with step increase for Matt Wojciak.  
      Vote for: Unanimous  
      Motion carried.  
        
      A motion was made by Councilor Nelson seconded by Councilor Krohn to approve the 6-month review with wage increase for Bonnie Dahl.  
      Vote for: Unanimous  
      Motion carried.*
2. Public Works: Councilor Nelsons reported the following:
   1. Spring sweeping of streets has been completed.
   2. Hydrant flushing has been scheduled on 4/18 and a notice was put in the Silver Lake Leader.
   3. Effluent discharge samples have been submitted and discharging will commence once results are received and within limits; MPCA has been contacted about the possibility of a special discharge if needed.
   4. Staff is currently inspecting streets and will report recommendation on seal coating and crack filling needs at the May meeting.
   5. Prep work will begin next week on the pool.
   6. Preliminary paperwork has been filed with FEMA for possible reimbursement of wet condition expenses.
   7. Councilors heard a report on a manhole located on West Main Street. The manhole had sunk into the roadway and PW Supervisor Kosek reported that the line was a storm sewer line that only had one catch basin feeding it and the line was on a hill so it did not take any water as it was. The cost to repair the line was estimated at $8,000 to & $10,000; being that the line was not needed Kosek recommended abandoning the line and the cost to fill the man hole and cover it would be approximately $800-$1200. Councilors supported Kosek’s decision to abandon the line.
3. Public Safety: Chief Hummel reported the following:
   1. Revised quotes have been received to paint the new squad car with a two tone color scheme. Chief Hummel had originally reported that the cost was estimated by Andy’s Body Shop at under $800. Chief Hummel reported that the estimate did not include taking apart and reassembling the car and had been adjusted to $1,200. Mayor Bebo told Councilors that the current squad was white with the decals and that leaving the new squad, if not painted, would look the same.  
        
      *A motion was made by Councilor Nelson seconded by Councilor Krohn to leave the new squad white.  
      Vote for: Unanimous  
      Motion carried.*
   2. Chief Hummel requested that the Council revisit the animal control ordinance by considering a requirement to require animals (dogs in particular) to have an id tag or be registered with the City.
4. Community Development: Councilor Krohn reported that there was no planning commission meeting in April and there was a Summer Rec sign up on April 13. Mayor Bebo reported that the SL Business Association is ordering banners to be hung along Main St.
5. Administration: Clerk Venier reviewed the March Treasurer’s Report and informed Councilors that the 2010 audit has been completed and is working with auditors to prepare the financial statements which will be ready for review at the May meeting.

Open discussion:

1. Councilors asked Clerk Venier to get price quotes for a bulletin board to be hung outside City Hall.

*A motion was made by Councilor Krohn seconded by Councilor Nelson to adjourn this regular meeting of the Silver Lake City Council.  
Vote for: Unanimous  
Motion carried; meeting adjourned at 8:30pm.*

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Bruce Bebo, Mayor

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Kerry Venier, Clerk/Treasurer