Minutes
Silver Lake City Council
Regular Meeting
September 17, 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, Dorothy Butler, Josh Winfrey, Nathan Schuette, Jordan Van Oort, SEH; Sarah Kahn, Duane Wawrzyniak, Ambulance Chief

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

Consent Agenda:

1. Approve minutes of the August 20, 2018 Regular Meeting.
2. Approve payroll #18, 19 and August Ambulance
3. Claims to be paid: $29,951.47 (August EFT)

$52,168.30 (8/31/18)

$175.00 (8/31/18)

$33,658.58 (9/14/18)

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

Old Business:

1. SEH Recommendation for Flooding at East Ave and Cleveland Street. Jordan Van Oort, SEH, presented a recommendation to excavate a channel to allow drainage that would alleviate the flooding occurring on East Ave and Cleveland St. The current ditch is on private property and easements would need to be obtained for the City to complete any work. Van Oort stated that clearing one area could fix the flooding issue.

*A motion was made by Councilor Merrill seconded by Councilor Fogarty to approve Clerk Jerabek to work with the City Attorney to obtain easements from the property owners and for preliminary digging not to exceed $2,000.*

*Vote for: Unanimous*

*Motion carried.*

1. Department Space Needs. Councilor Fogarty presented the Planning Commission recommendation to proceed with cementing, installing insulation and tin, and installing heating systems in the north two stalls of the City Shed for Fire Department use for an estimated cost of $21,000. Harvey Mikolichek stated the cost could be reduced by $6,000 based on possible monetary and labor donations. The Council discussed options for obtaining the McLeod County building on the east end of Main Street as well as remodeling the current City Hall and directed Mikolichek to proceed with drawings for layout options.

*A motion was made by Councilor Fogarty seconded by Councilor Merrill to approve cementing the floor, installing insulation and tin, and installing heating fixtures to the two north stalls of the City Shed to be used for Fire Department use with $6,000 of the $21,000 estimate to be provided through donation of monetary funds and labor.*

*Vote for: Mayor Bebo, Councilors Johnson, Fogarty, and Mason*

*Vote against: Councilor Merrill*

*Motion carried.*

1. 2019 Preliminary Budget. Clerk Jerabek presented an updated preliminary budget for 2019 that included updated salary and benefits numbers according to the current year’s expenditures. The Council questioned the increases and Clerk Jerabek explained that the budget for 2018 was insufficient in planning for certain expenses. Clerk Jerabek explained that the projected Tax Capacity had increased $59,000 which could result in lower property tax rates for the City. The Council directed Clerk Jerabek to work with Department Heads to find areas where expenses could be reduced.

*A motion was made by Councilor Merrill seconded by Councilor Mason to approve “Resolution 18-15: A resolution adopting the 2019 Preliminary City Budget and Preliminary Tax Levy for Taxes collectible in 2019” with a General Fund tax levy of $504,775 and a 2013A GO Bond levy of $23,986.*

*Vote for: Unanimous*

*Motion carried.*

*A motion was made by Councilor Johnson seconded by Councilor Mason to approve the 2019 Preliminary Budget.*

*Vote for: Unanimous*

*Motion carried.*

New Business:

1. Request for Temporary On-Sale Liquor License for Silver Lake Lions on October 26, 2018. The Council reviewed the request for a temporary on-sale liquor license for the Silver Lake Lions

*A motion was made by Councilor Merrill seconded by Councilor Mason to approve the temporary on-sale liquor license for the Silver Lake Lions on October 26, 2018.*

*Vote for: Unanimous*

*Motion carried.*

1. Resolution 18-14: A Resolution Opposing the Sale of Strong Beer, Spirits and Wine in Grocery and Convenience Stores.

*A motion was made by Councilor Mason seconded by Councilor Merrill to approve Resolution 18-14.*

*Vote for: Unanimous*

*Motion carried.*

Department Business:

1. Public Works (PW) – Councilor Johnson and PWS Kosek reported the following:
	1. Two culverts were replaced on the drainage ditch effecting flooding on East Ave and Cleveland St. The property owners where the culverts were placed agreed to pay half the cost of the work.
	2. A request was made to replace 8 tires on the tandem plow truck for $3,000.

*A motion was made by Councilor Johnson seconded by Councilor Fogarty to approve the purchase of tires for the tandem plow truck not to exceed $3,000.*

*Vote for: Unanimous*

*Motion carried.*

* 1. PeopleService July report was reviewed.
1. Public Safety – Councilor Mason, Police Chief Cripps, and Ambulance Chief Wawrzyniak reported the following:
	1. The Council reviewed the squad take-home policy and response time policy. It was unsure when the take-home policy was adopted. The Council debated the policy and voiced that it should apply to full-time officers.

*A motion was made by Councilor Johnson seconded by Councilor Mason to approve the squad take-home section for full-time officers under Chapter 9 of the Police Department policy.*

*Vote for: Unanimous*

*Motion carried.*

* 1. The call list activity was reviewed.
	2. Chief Cripps stated he was meeting with an official with MNDOT to discuss the speed limit on Highway 7 on the east end of Silver Lake.
	3. Chief Wawrzyniak addressed the Council on the future of the Ambulance department. It was stated that unless new members were recruited by the Spring of 2020 the department would likely not have the staff to provide service. The department is working on a recruitment drive in the fall of 2018. Wawrzyniak requested that the run-time for the Ambulance department be raised from $6 to $10 per hour. The rate had not been increased since 1991

*A motion was made Councilor Fogarty seconded by Councilor Johnson to approve run-time pay for the Ambulance department increased to $10 per hour.*

*Vote for: Unanimous*

*Motion carried.*

1. MLS – Councilor Merrill reported the following:
	1. Sales for July were $53,320.63 with a net profit of $3,020.72. Sales year-to-date were $359,460.69 with a net profit of $8,982.72.
	2. Annual Review for Full-Time Bartender Darrell Kaczmarek.

*A motion was made by Councilor Merrill seconded by Councilor Johnson to approve the annual review for Darrell Kaczmarek and to retain with a wage increase to $14.78.*

*Vote for: Unanimous*

*Motion carried.*

* 1. A request was made to hold an outdoor music event in the parking lot of the MLS on October 13, 2018.

*A motion was made by Councilor Merrill seconded by Councilor Johnson to approve the outdoor music event at the MLS on Saturday, October 13, 2018.*

*Vote for: Unanimous*

*Motion carried.*

1. Community Development – Councilor Fogarty reported the following:
	1. Planning Commission met and heard from Harvey Mikolichek on possibility of moving City Hall to the Auditorium and moving Fire Department equipment to part of City Shed.
	2. The summer rec and swimming pool attendance were reviewed. The swimming pool expenses through August were near $70,000 with revenues totaling near $26,000.
2. Administration – Clerk Jerabek reported the following:
	1. August treasurer’s report given.
	2. Capital Improvement Plans were being worked on with Department Heads.
	3. 409 Grove Ave resident set up a payment plan over the next 24 months to pay an outstanding utility bill.
	4. The water meter at 104 Howard St was repaired after discovering the utility bill had been estimated since September 2015. The meter malfunctioned and did not record any usage. Clerk Jerabek explained that the same calculations were made to determine a usage amount to bill as was used in the 409 Grove Ave meter issue. The total amount to charge came to $322. The property owner agreed to pay the amount and requested that the bill be separate from the monthly utility bill.

*A motion was made by Councilor Johnson seconded by Councilor Mason to approve the charge of $322 to the utility account at 104 Howard St.*

*Vote for: Unanimous*

*Motion carried.*

* 1. The water meter at 630 Grand Ave was corrected after discovering the utility bill had been estimated since June 2015. The current property owner purchased the property in May 2016. The usage that had not been billed was 89,801 gallons. Clerk Jerabek explained that an alternate usage amount was calculated by charging for usage of 1300 gallons per month for 13 months and 2000 gallons for two months as the home was occupied by one individual for the 13 months and two individuals for two months. The revised usage amount resulted in a charge of $225.35 instead of the $1018.00 originally billed. The property owner expressed that they should not have to pay for usage charges as it was an estimated amount and it was the City’s mistake for not billing correctly. The Council explained that there was a service used and should be paid for and that it was a conservative estimate.

*A motion was made by Councilor Merrill seconded by Councilor Fogarty to approve the revised utility bill of $225.35 at 630 Grand Ave.*

*Vote for: Unanimous*

*Motion carried.*

* 1. A request to approve repairs to the lift in the Auditorium for $2019.08.

*A motion was made by Councilor Merrill seconded by Councilor Mason to approve the Auditorium lift repairs for $2019.08 by Arrow Lift.*

*Vote for: Unanimous*

*Motion carried.*

*A motion was made by Councilor Mason seconded by Councilor Johnson to adjourn this regular meeting of the Silver Lake City Council.
Vote for: Unanimous
Motion carried; meeting adjourned at 10:26PM.*

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* Seal of the City:
Jon Jerabek, Clerk/Treasurer