Minutes

Silver Lake City Council  
5:30 Council Workshop

6:30 Regular Meeting

April 17, 2023

Silver Lake Auditorium

Council Workshop started at 5:30 pm.

The discussion was held with Shaun Mulhern from KLM regarding the completion of the painting of the city water tower.

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

Members present: Mayor Bruce Bebo, Councilor Sandie Adams-Bruins, Councilor Chris Penaz, Councilor Joanna Jacobs, Councilor Josh Mason

Staff present: Diane Pedersen, Dale Kosek, Jerrod Weckman

Others present: Karin Ramige, Ryan McDonald

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

Consent Agenda:

1. Approve minutes from April 3, 2023, Open Book Hearing of the Board of Appeals and Equalization
2. Approve minutes from April 3, 2023, Quarterly Meeting
3. Approve Payroll 7, March Ambulance and Quarterly 1
4. Approve Claims

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

Public Comment - None

Old Business:

1. LED sign – AJ Forcier answered questions regarding the warranty.
2. Campground update
   1. Councilor Penaz discussed a three (3) year plan he has developed. He will be meeting with

New Business:

1. Resolution 22-13: Resolution Approving Property/Casualty Insurance Premiums in the amount of $32,235. The total budgeted amount is $31,625 which is $610 less than the amount due.

***Motion by Councilor second by Councilor to approve Resolution 23-11 Resolution Approving Property/Casualty Insurance Premiums in the amount of $32,235. Vote for: Unanimous. Motion carried.***

1. Request for Action from Silver Lake Pools & Park Organization to provide improvements to the auditorium stage.

***Motion by Councilor second by Councilor to approve the Silver Lake Pools & Park Organization’s request to make improvements to the auditorium stage. Vote for: Unanimous. Motion carried.***

Department Business:

1. Public Works Liaison Report
   1. Obtaining quotes for patching. Working with SEH to set up street maintenance schedule to work with the RDA project.
   2. Discussed the information presented by KLM representative Shaun Mulhern regarding the completion of the painting of the city’s water tower.
   3. Request for Action to continue the annual lawn mower program with L&P for 2023 at a cost of $3300.

***Motion by Councilor Mason second by Councilor to approve Public Works continuing the annual lawn mower program with L&P for 2023 at a cost of $3300. Vote for: Unanimous. Motion carried.***

* 1. Discussion was held regarding the city pool.
     1. Rock Hard to complete deck repair ASAP.
  2. Spring street sweeping is underway.
  3. Hydrant flushing is scheduled for the last week in April.
  4. Jeremy Pearson will be billed for the 9,000 gallons of water at $12/1,000 gallons that he purchased on 12/9/2022 for making snow.
  5. Request for Action for part-time summer help as Maintenance 1 at $14.82/hour, not to exceed 20 hours per week. The position would run from May 1 through September 1, 2023.

***Motion by Councilor Mason second by Councilor to approve the hiring of a part-time Maintenance 1 worker for up to 20 hours per week beginning May 1 and going through September 1, 2023. Vote for: Unanimous. Motion carried.***

* 1. Dale will be having rotator cuff surgery on April 24, 2023. He should be able to return to limited duty work after six (6) weeks.

1. Public Safety Liaison Report
   1. Fire Department Report
      1. Review of calls.
      2. Firefighters Erickson, Schmidt and Bennett have completed Firefighter I & II. They are finishing Haz mat.
      3. Dale attended township annual meetings.
      4. Request for Council Action to approve the Car & Bike Show request for May 20th, 2023, Hosted by the Silver Lake Fire Relief Association. Main St. (County Rd 92) between Lake Ave & Thomas Ave will be closed from 12:00pm to 7:00pm.
         1. The closing of the street will need to be approved by the county and the permit request has been submitted.

***Motion by Councilor Mason second by Councilor to approve the Car & Bike Show request for May 20, 2023. Vote for: Unanimous. Motion carried.***

* 1. Sheriff’s Report
     1. Event type report
     2. Police Hours for March
  2. Ambulance Report
     1. Monthly Executive meeting and Ambulance meeting was held on April 13th, 2023.
        1. Request for Action to hire Matt Karshnik as an EMR, with the intent that he will also attend EMT bride course.

***Motion by Councilor Mason second by Councilor to approve the hiring of Matt Karshnik as an EMR pending a clear background check and a negative drug screen. Vote for: Unanimous. Motion carried.***

* + - 1. A new I-Pad for reports is in the works and will hopefully be ordered by months’ end.
      2. Discussed township donations.
      3. On-call room changes are in the works. Will be partaking in City Wide Clean p to ride the office of unnecessary items.
      4. New ARMER Radio System Trainings are complete. Will not be installing the new equipment until closer to the go-live date.
      5. Asked by Music in the Park committee if the ambulance would be interested in working a date, with donation/proceeds going to the service. The date is yet to be determined.
      6. Reviewed call for March.
         1. 13 calls (10 in 2022)

2 ALS intercepts

6 No Transport

* + - * 1. YTD calls is 51.

1. Municipal Liquor Liaison Report
   1. Wednesday food trucks have started. They are posted on the Muni Facebook and Instagram pages as well as on the community event calendar on the city website.
   2. Isaiah Muller band and easter egg promotion brought in a lot of new customers.
   3. “Muni Madness” had 52 brackets entered: 26 $1 brackets and 26 $10 brackets.
   4. Collecting items for animal shelter through the month of April
   5. The patio has been set up for the warm weather.
   6. Planning nightly bar promotions and events. Examples include trivia night, buckets of beer, summer bean bag league, and happy hour.
   7. Training is going well. Very comfortable with daily reports, mostly comfortable with entering invoices and somewhat comfortable with putting new items into inventory.
   8. Financials reviewed: $6878.67 net income for March compared to a $2319.33 net loss for 2022 and $9823.24 net income YTD compared to $5738.28 net loss for 2022.
2. Community Development
   1. Commissioner’s report
      1. Planning Commission met on April 11, 2023.
      2. The May meeting date has been changed to May 16 due to Clerk Pedersen being at a conference on May 8.
      3. Planning Commission recommends approval of the Conditional Use Permit for 813 Main Street.
         1. A city issues a permit to allow conditional use when the applicant meets the general and specific ordinance standards. The permit allows the use only if the applicant addresses the stands set forth in the zoning ordinance.
         2. Cities may only grant CUPs for uses specifically listed in the zoning ordinance as conditional uses in a particular zoning district. If a use is not designated as a conditional use in a zoning district, then the city may not issue a CUP without first amending the zoning ordinance to provide for the conditional use.
         3. According to Zoning Ordinance Section 13.11. Conditional Uses Section D Recommendation Item 2-E, the Planning Commission shall find that there is adequate water supply and sewage disposal facilities provided and in accordance with applicable standards.

***Motion by Councilor second by Councilor to approve the Conditional Use Permit for 813 Main Street. Vote for: Unanimous. Motion carried.***

* + 1. Discussed LED sign funding and what events should be allowed on the sign.
    2. Commissioner Kahn will invite Councilor Penaz to attend the next meeting with the group that has been working on the campground.

1. Administration
   1. Clerk’s report
      1. March Treasurer’s Report
         1. There are two (2) funds that need to have money transferred from savings to checking, 204 ambulance and 317 GO Bond. These transfers will be completed by month-end.
      2. Main Street lots repayment program – funds are transferred semi-annually in February and August. The last payment is scheduled for August 2024.
      3. Pool Manager/Lifeguards
         1. We have received two applications for the Pool Manager position, one individual is not yet 18 years old.
         2. We are up to 11 lifeguards, 7 returning and 4 new. Last year there were 15.
         3. Review of proposed revision to personnel policy regarding drug testing to follow LMC model.
            1. Scope of Coverage: addition of full-time, part-time, seasonal and temporary as well as listing lifeguards as safety sensitive personnel.
            2. Uses Prohibited: addition of cannabis, While Impaired of Alcohol or Drugs, Driving While Impaired, Criminal Drug Convictions, and Failure to Disclose Lawful Drugs.
            3. Testing Required: Adopting LMC wording.
            4. Federal Grant Employees: Addition of LMC wording.

Open Discussion

Adjourn

***Motion by Councilor second by Councilor to adjourn the meeting at 9:27pm. Vote for: Unanimous. Motion carried.***

Seal of the City

Diane E. Pedersen, City Clerk/Treasurer