

Minutes
Silver Lake City Council
Regular Meeting
6:30pm, January 21, 2025
Silver Lake Auditorium

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

Members Present: Mayor Bruce Bebo, Councilor Jarrett Whitney, Councilor Joanna Jacobs, Councilor Josh Mason, Councilor Roxanne Yurek

Members Absent: None

Staff Present: Diane Pedersen

Others Present: Sam Fink, Kelvin Breeggemann

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

Consent Agenda:

1. Approve minutes from January 6, 2025, Annual Meeting
2. Approve Payroll 1 & 2
3. Approve Claims

Motion by Councilor Whitney second by Councilor Yurek to approve the consent agenda. Vote for: Unanimous. Motion carried.

Public Comment – None

Department Business

1. Public Works
 - a. SEH – Infrastructure Project Bid Review
 - i. Braun Intertec Proposal for construction materials testing and special inspections for the infrastructure project.
 1. Time and materials contract to provide soil, concrete and bituminous testing during the duration of the project.
 2. Came in higher than budget -> \$180,000. SEH expects it to be closer to \$150,000.
 - a. Figured at three trips per week during construction for 2 ½ years at four hours per trip
 3. SEH budgeted at 1% of total construction costs with them being out from the middle of April to the middle of November Seven months x three trips per week x four hours per trip = 28x3x4 = 336 hours per year x 2 ½ years = 840 total hours. The contract needs to be revised to update the total weeks listed as 48 to 81 according to the number of trips they have listed for each type of testing.
 4. The contract will be signed once the project has been awarded.
 - ii. Review & sign M 1780 Guide 5.
 1. Requirement from USDA Rural Development affirmative steps for small minority and women’s supplier and services.
 - iii. Resolution 25-08: Resolution Receiving Bids, but does not award the project.
 1. Bids were received from:
 - a. R&R Excavating
 - i. Base Bid \$12,943,434.47

- ii. Total Bids \$15,315,802.67
- b. Holtmeier Construction, Inc.
 - i. Base Bid \$14,098,726.76
 - ii. Totals Bids \$16,455,227.24
- c. Hjerpe Contracting, Inc.
 - i. Base Bid \$15,231,866.24
 - ii. Total Bids \$17,701,281.61
- d. Duininck, Inc.
 - i. Base Bid \$16,468,680.15
 - ii. Total Bids \$19,278,821.65

Motion by Councilor Mason second by Councilor Whitney to Resolution 25-08 receiving bids. Vote for: Unanimous. Motion carried.

- iv. Council workshop to be held on Tuesday, February 4, at 6:30pm with SEH, Rual Development, and Financial Advisor Shannon Sweeney to review affordability.
 - b. Public Works Liaison Report
 - i. Indoor maintenance continues including painting and organizing
 - ii. Snow removal went well – spoke to deputy about cars parked on streets during plowing.
 - iii. Preparing for some seminars: pool and rural water.
 - iv. Spoke with a few contractors about the upcoming project.
 - v. Attended SafeAssure safety meeting.
 - c. Reviewed PeopleService reports.
2. Public Safety
- a. Fire Department
 - i. Fire calls reviewed.
 - ii. Annual City/Township/Fire Department budget meeting is tentatively scheduled for February 12, 2025.
 - a. Sheriff's Report
 - i. Reviewed Police Hours
 - ii. Reviewed Event Totals Report
 - b. Ambulance
 - i. Members are discussing ideas for using the State Revenue Grant that was received at the end of December.
 - 1. Seeking quotes for updates to the rig, LED lights, and traffic beacon.
 - 2. Other ideas include an auto-lift cot (\$30,000), pagers, uniforms, auto-suction.
 - 3. Lions will be helping with the cost of stab proof vests. Get those on active rotation fitted and then have generic sizes for those not on active rotation (currently 15 total). (\$1500 each with a state reimbursement of \$900 each for a cost of \$700 each(rounded) or a total of \$10,500).
 - ii. Staffing reviewed
 - iii. Calls reviewed
 - iv. Request for Action to hire Madlynn Emery as an EMT. She has completed her coursework at South Central College.

Motion by Councilor Jacobs second by Councilor Whitney to approve the hire of Madlynn Emery as an EMT effective 1/21/2025. Vote for: Unanimous. Motion carried.

- v. Billing software update
2. Municipal Liquor Store/Auditorium
- a. The compressor is working well, beer is now cold.
 - b. A new camera system is supposed to be installed on January 30th so as to not disturb business hours.
 - c. Ice Golf will be on February 15th if weather allows.
 - d. The inventory audit went fine, she gave some tips and suggestions to better assist in managing inventory.

- e. Pickleball is now available in the auditorium.
- f. Request for Action for three new hires:
 - i. Alexis Forar Grade 11 Step 0 effective December 18, 2024.

Motion by Councilor Whitney second by Councilor Yurek to approve the hire of Alexis Forar Grade 11 Step 0 effective December 18, 2024. Vote for: Unanimous. Motion carried.

- ii. Adeline Plath Grade 11 Step 0 effective January 10, 2025.

Motion by Councilor Whitney second by Councilor Mason to approve the hire of Adeline Plath Grade 11 Step 0 effective January 10, 2025. Vote for: Unanimous. Motion carried.

- iii. Finley Sturges Grade 11 Step 0 effective January 10, 2025.

Motion by Councilor Whitney second by Councilor Jacobs to approve the hire of Finley Sturges Grade 11 Step 0 effective January 10, 2025. Vote for: Unanimous. Motion carried.

- g. No financials were available for review.

3. Community Development

- a. 102 Main St has had two inquiries
 - i. Coffee Shop
 - ii. Event Center
- b. Inquiries on city lots
 - i. Kelvin Breeggemann – coffee/ice cream shop. Lot requirements will be forwarded to him.
 - ii. Olivia Oster – community garden
- c. Recommended additions to the Comprehensive Plan.
 - i. Trail by the lake
 - ii. Pickleball courts
 - iii. LED sign
- d. Silver Lake letters left from making the header for the LED sign. The city is not currently looking to put up additional signs but would store the letters for possible future projects.
- e. It is the recommendation of the Planning Commission to declare a vacancy for the position previously held by Ryan McDonald. The position will be posted on the city website sign accepting applications.

Motion by Councilor Yurek second by Councilor Jacobs to declare a vacancy on the Planning Commission for the position previously held by Ryan McDonald. Vote for: Unanimous. Motion carried.

- d. Pool update
 - i. Possible remodeling with new desk and chair. The Lions have donated \$2200 for these items.
 - ii. Currently we have a \$3300 donation. The Pool Manager will reach out to other organizations.
 - iii. Other items requested: lifeguard chair (\$800), first aid kit (has been ordered), iPad and Square for recording attendance and accepting credit cards.
 - iv. The Pool Manager will reach out to past lifeguards to see who is returning.
 - v. The Pool Manager would like to begin water aerobics and a swim team in the evenings.
 - vi. Will look at ordering concessions next month.

4. Administration

- a. Clerk's Report
 - i. December Treasurer's Report
 - ii. End-of-year reports and tax filings are being completed. W-2's have been mailed.
 - iii. Request to approve a utility credit in the amount of \$257.52 for 1212 Main St W. due to a faulty meter.

Motion by Councilor Yurek second by Councilor Whitney to approve the utility credit for 1212 Main St W. in the amount of \$257.52. Vote for: Unanimous. Motion carried.

- iv. Request to review the fee schedule to add bulk water rates

1. Bulk Water Rate for work completed within city limits
 - a. \$15/1000 gallons
2. Bulk Water Rate for work completed outside of city limits
 - a. \$20/1000 gallons
3. Meter Rental Rate for Bulk Water Purchases
 - a. \$60/month
4. SafeBuilt will be invited to attend the February 18th city council meeting to discuss permit fees which have not been updated since 2018.

Old Business - None

New Business

1. Stacy DeSantis – street parking -> did not attend the meeting.
2. Request for Action to approve compensating the Deputy Clerk when attending MMBA board meetings, legislative day, annual conference & regional meetings for 2025.

Motion by Councilor Jacobs second by Councilor Mason to approve compensating the Deputy Clerk while attending MMBA board meetings, legislative day, annual conference & regional meetings in 2025. Vote for: Unanimous. Motion carried.

Open Discussion

1. February 4th, a council workshop is scheduled for 6:30pm.

Motion by Councilor Jacobs second by Councilor Whitney to adjourn the meeting Vote for: Unanimous. Motion carried.

Meeting adjourned at 8:28 pm.

Diane E. Pedersen, Clerk/Treasurer

Seal of the City: