Minutes  
Silver Lake City Council  
Regular Meeting  
March 19, 2018

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

Members present: Mayor Bruce Bebo, Councilors Josh Mason, Ken Merrill, Brenda Fogarty and Nolan Johnson

Others present: Jon Jerabek, Clerk/Treasurer; RJ Cripps, Police Chief; Karin Ramige, McLeod Publishing; Darrel Kaczmarek, MLS Head Bartender/Asst. Fire Chief; Ashley Ardolf-Mason, MLS Manager

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

Consent Agenda:

1. Approve minutes of the Feb. 20, 2018 regular meeting.
2. Approve payroll #5, #6, February Ambulance.
3. Claims to be paid: $29,516.84 (February EFT)

$18,068.47 (2/18/18)

$350.00 (3/7/18/)

$64,699.86 (3/15/18)

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

Old Business:

1. Ordinance 87: An Ordinance Allowing Chicken Coops with the City Limits to the Silver Lake Municipal Code. Clerk Jerabek notified the Council that the Ordinance was originally passed on September 18, 2017 but was not published in the City Newspaper within the 45 day limit according to MN Statute. The City Attorney recommended that a resolution be passed that clarified and described the error and called for a second vote. The Council then could vote a second time on the Ordinance giving the Clerk time to publish the updated ordinance. No changes were made to the original ordinance previously approved.

*A motion was made by Councilor Fogarty seconded by Councilor Merrill to approve Resolution 18-09 Resolution approving a second vote on Ordinance 87: An Ordinance Allowing Chicken Coops with the City Limits to the Silver Lake Municipal Code due to noncompliance with publication requirement.*

*Vote for: Unanimous*

*Motion carried.*

*A motion was made by Councilor Merrill seconded by Councilor Mason to approve Ordinance 87: An Ordinance Allowing Chicken Coops with the City Limits to the Silver Lake Municipal Code.*

*Vote for: Unanimous*

*Motion carried.*

1. Ordinance 89: An Ordinance Amending Ch.15, Section 4, Regarding Regulation of Water and Sewer Systems. At the December regular meeting the Council requested charging a $50 turn on charge for water and a $50 turn off charge for water, and they requested that any property be charged for base water/sewer fees as long as they had a meter. Clerk Jerabek presented the updated ordinance that reflected these changes and minor clerical changes. The Council reviewed the changes and questioned why the City charges the property owner for a new meter if theirs is faulty. Clerk Jerabek stated that it could be changed, but after discussion the Council decided to not make any changes.

*A motion was made by Councilor Fogarty seconded by Councilor Johnson to approve Ordinance 89: An Ordinance Amending Ch.15, Section 4, Regarding Regulation of Water and Sewer Systems.*

*Vote for: Unanimous*

*Motion carried.*

New Business

1. 2018 Mosquito Treatment. The Council reviewed a contract from Clarke Environmental Mosquito Management, Inc. for mosquito management for 2018. The Council discussed public opinion after having the service for the last couple years. It seemed as though residents were pleased with the results. In 2017 the City contracted for 11 treatments for a total cost of $3,861.00.

*A motion was made by Councilor Merrill seconded by Councilor Johnson to approve an 11-treatment contract with Clarke Environmental Mosquito Management for 2018 at cost of $4,059.00.*

*Vote for: Unanimous*

*Motion carried.*

Department Reports:

1. Public Works (PW) - Councilor Johnson reported the following:
   1. Snow events went well this winter.
   2. PW Supervisor Kosek submitted a request for council approval for advertising for bids for 2018 sealcoat project.

*A motion was made by Councilor Johnson seconded by Councilor Merrill approving PW Supervisor Kosek to advertised for 2018 Sealcoat bids per spec supplied by public works.*

*Vote for: Unanimous*

*Motion carried.*

* 1. PW Supervisor Kosek submitted a request for council approval for trading in the John Deere tractor to L&P Supply Company for a new model.

*A motion was made by Councilor Johnson seconded by Councilor Merrill to approve trading the John Deere tractor to L&P for a new model for a cost of $1,600.00.*

*Vote for: Unanimous*

*Motion carried.*

* 1. SEH will begin surveying for Storm Water Project once the weather permits.
  2. PeopleService and Public Works will be meeting in April to conduct emergency generator training.
  3. The Council reviewed the PeopleService report for December.

1. Public Safety - Councilor Mason and Chief Cripps reported the following:
   1. Chief Cripps will continue looking at transcriptionist position for the Police department.
   2. The PD, in cooperation with other agencies, conducted a search and seizure of drugs at a residence in town.
   3. The PD call activity for the last month was reviewed.
   4. Councilor Mason stated that there was an issue that might need to be discussed; however, due to security issues he felt the meeting should be closed to discuss the matter. Chief Cripps also felt the meeting needed to be closed to discuss the topic. The Council decided to prepare for a portion of the quarterly meeting on April 2, 2018 to be closed.
   5. Chief Cripps explained that the PD has conducted presentations with the local schools on school shootings.
2. Liquor Store - Councilor Merrill and MLS Manager Ardolf-Mason reported the following:
   1. The sales for the month of February were $40,915.49 with a net loss of $5,580.48. Councilor Merrill explained that a major portion of this was due to the drain repair conducted in December 2017 that was recently paid. The sales for the year to date were $76,232.81 with a net profit of $1,810.11. Councilor Merrill notified the Council that inventory and promotions are a major priority for MLS Manager Ardolf-Mason.
   2. MLS Manager Ardolf-Mason presented requests for holding a band in the parking lot on May 19 and hosting a bike/car show with the SLFD on Main St the same day. A portion of Main St would be blocked off to accommodate the show. The FD would also be selling hamburgers at the show. The Council requested that the FD look into a food license for the event and for the MLS and FD to coordinate more with the PD on the event, and to bring the plan to the meeting on April 2.
   3. MLS Manager Ardolf-Mason requested permission to attend the MMBA Conference in Alexandria.

*A motion was made by Councilor Fogarty seconded by Councilor Merrill to approve Ardolf-Mason’s request to attend the conference for $190 plus mileage.*

*Vote for: Unanimous*

*Motion carried.*

* 1. The Personnel Committee met with MLS Manger to review two recommendations for part-time bartenders. The committee approved Ashlee Wells and Chad Schmandt. Only Schmandt has responded to accepting the position.

*A motion was made by Councilor Merrill seconded by Councilor Fogarty to approve the hires as approved by the Personnel Committee for Chad Schmandt and Ashlee Wells.*

*Vote for: Unanimous*

*Motion carried.*

1. Community Development - Clerk Jerabek and Councilor Fogarty reviewed the following:
   1. Councilor Fogarty stated the there was no Planning Commission meeting held in February, and there is a citizen who is interested in joining the commission.
   2. Councilor Fogarty spoke with Summer Rec and Swimming Pool Coordinator Gary Kosek. Kosek noted that they held a sign up for summer rec and swimming lessons. They had 37 families sign up for spots. They expect to see more in the upcoming months.
   3. Kosek is working on getting a third and fourth grade baseball team for summer rec program.
   4. Clerk Jerabek presented a quote from Stewart Signs for an electronic sign in front of the Auditorium. Crow River Signs will also be presenting a quote. The sign size would be around 3ft by 8ft. The Council would like to see an overall design with total pricing for the Auditorium project.
   5. Clerk Jerabek noted that the right of way use permit was obtained from McLeod County for the 2018 Mileka’s Run on May 13.
2. Administration: Clerk Jerabek reported the following:
   1. February Treasurer’s report was presented.
   2. The on-site portion of the audit was completed. Financial Statements presentation is tentatively scheduled for April 16.
   3. Clerk Jerabek has posted and submitted for public notice the Open Book Hearing of Local Board of Appeal and Equalization meeting on Monday, April 2 and 6:00pm in the Auditorium.
   4. The Council reviewed Liability Release and Parks and Rec After Hours Permit forms that were developed in cooperation with the City Attorney to address the Civic Association being granted approval to stay down by the softball field in July. Councilors expressed concern why it was necessary to have a permit when this was only for a single event. Clerk Jerabek noted that this could be used for future requests. The Council also asked why there wouldn’t be a deposit charged in case the area was left with garbage or damage. Clerk Jerabek stated that it could be added if it was felt to be necessary. The Council mentioned that the permit should state that a requirement for the permit should be obtaining City Council approval.

*A motion was made by Councilor Merrill seconded by Councilor Fogarty to approve the Release of Liability form and the Silver Lake Park and Recreation After Hours Permit with the addition of the words “Permit only available through City Council approval” under the Permit Conditions section.*

*Vote for: Unanimous*

*Motion carried.*

* 1. Clerk Jerabek requested Council approval for not waiving the monetary limits on municipal tort liability established by MN State Statute.

*A motion was made by Councilor Merrill seconded by Councilor Johnson to approve Liability Coverage Waiver Form stating the City of Silver Lake does not waive the monetary limits on municipal tort liability established by Minnesota Statutes Section 466.04.*

*Vote for: Unanimous*

*Motion carried.*

Open discussion:

1. Councilor Johnson informed the Council that Eric Inselmann would like to develop a welcoming committee for new residents in Silver Lake. Clerk Jerabek stated that he would assist him in gathering information.
2. Councilor Merrill requested a portion of the quarterly meeting be dedicated to discussing the Main St development.

*A motion was made by Councilor Fogarty seconded by Councilor Merrill to adjourn this regular meeting of the Silver Lake City Council.  
Vote for: Unanimous  
Motion carried; meeting adjourned at 8:43PM.*

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Jon Jerabek, Clerk/Treasurer