Minutes  
Silver Lake City Council   
Regular Meeting  
September 21, 2015

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

Clerk Kerry Venier administered the Oath of Office for newly appointed Councilor Adriane Kientzy.

Members present: Mayor Bruce Bebo, Councilors Nolan Johnson, Josh Mason, Ken Merrill, and Adriane Kientzy

Others present: Jon Jerabek, Liquor Store Manager, Dan Ehrke and Chris Knutson of SEH, Robert Cripps; Karin Caldwell, Chronicle

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

Consent Agenda:

1. Approve minutes of the August 17, 2015 regular meeting.
2. Approve minutes of the August 21, 2015 special meeting.
3. Approve payroll #17, 18 & Aug. amb.
4. Claims to be paid: $13,292.64 (8/17/15)  
    $16,590.95 (8/21/15)  
    $ 300.00 (8/27/15)  
    $20,148.46 (9/03/15)

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

Old Business:

1. Reviewed a resolution ordering the preparation of a Feasibility Report for Cleveland St Improvements.   
   *A motion was made by Councilor Mason seconded by Councilor Johnson to approve Resolution 15-18 ordering preparation of feasibility report for Cleveland St Improvements.  
   Vote for: Unanimous  
   Motion carried.*
2. Reviewed a resolution declaring official intent to reimburse certain expenditures from bond proceeds.  
   *A motion was made by Councilor Johnson seconded by Councilor Mason to approve Resolution 15-19 declaring official intent to reimburse certain expenses from bond proceeds.  
   Vote for: Unanimous  
   Motion carried.*
3. Chris Knutson of SEH reviewed the draft feasibility report for Cleveland St improvements and estimated the project cost at $853,200. Mr. Knutson estimated that to repair the sewer main alone would cost the City approximately $150,000. Councilors discussed funding options and heard from Dan Ehrke that there are limited grant options. Clerk Venier recommended that the Council review the Capital Improvement Plan to see how this project will work into it. Councilors decided to review the CIP and the draft feasibility study at the October 5th meeting.

New Business:

1. *A motion was made by Councilor Johnson seconded by Councilor Merrill to renew the contract with Lutheran Social Services to provide space and facilities in the Auditorium for Senior Dining.  
   Vote for: Unanimous  
   Motion carried.*
2. Reviewed a resolution approving various assessments. Councilors asked to review the fee schedule for City services.  
   *A motion was made by Councilor Johnson seconded by Councilor Mason to approve Resolution 15-16 approving various assessments.  
   Vote for: Unanimous  
   Motion carried.*

Department Business:

1. Public Safety: Reviewed the following:
   1. Discussed appointing an Interim Police Chief.  
      *A motion was made by Councilor Johnson seconded by Councilor Kientzy to appoint Robert Cripps as the Interim Police Chief at a rate of $18.32 per hour.  
      Vote for: Unanimous  
      Motion carried.*
   2. Interim Chief Cripps reported that schedule is covered during the interim until a new Chief is on board.
   3. Requested that the Council review wages it currently pays and presented area wages for PD’s.
   4. Reported that the department is working on blight issues with homeowners.
2. Public Works: Councilor Mason reported the following:
   1. Scheduled maintenance to clean the sanitary main on Cleveland St from the lift station to the end at the intersection of Cleveland St and East Ave.
   2. Fall hydrant flushing will happen the week of October 5th. A notice will be put in the paper and noted on utility bills.
3. Liquor Store: Councilor Johnson reported the following:
   1. Sales for August were $48,918 with a net profit of $11,114 and Year to Date sales are at $354,415 with a net profit of $39,153.
   2. Recommended Ashley Ardolf-Mason to be promoted to Head Bartender.  
      *A motion was made by Councilor Johnson seconded by Councilor Merrill to hire Ashley Ardolf-Mason as a full time bartender.  
      Vote for: Mayor Bebo, Councilors Johnson, Merrill, Kientzy  
      Abstain: Councilor Mason  
      Motion carried*
   3. *A motion was made by Councilor Johnson seconded by Councilor Mason to approve the annual review with step increase for Adriane Kientzy.  
      Vote for: Mayor Bebo, Councilors Johnson, Mason & Merrill  
      Abstain: Councilor Kientzy  
      Motion carried.*
4. Community Development: Councilor Merrill reported that the Planning Commission met and discussed updating the Comprehensive plan and reviewed a proposal from SEH to update the Comprehensive plan but commissioners felt that since it was updating that they could do it in house with staff.  
   Clerk Venier reported that based on discussions with 1st Community bank they would be willing to help develop finance options if the City were to ever develop a business development program. Venier also presented a proposal from Mid MN Development Commission for updating the comp plan as requested by the planning commission. No action was taken on either proposal.
5. Administration: Clerk Venier reported the following:
   1. Reviewed August Treasurer’s report.
   2. Presented a resolution approving Health Insurance Plan for full time employees for 2016. Councilors asked that the Personnel Committee review the City/Employee contributions to premiums.  
      *A motion was made by Councilor Johnson seconded by Councilor Kientzy to approve Resolution 15-20 approving health insurance for full time non-elected employees.  
      Vote for: Unanimous  
      Motion carried.  
      A motion was made by Councilor Merrill seconded by Councilor Johnson to direct the Personnel Committee to review the City/Employee contributions to insurance premiums.  
      Vote for: Unanimous  
      Motion carried.*
   3. Reviewed a previously tabled request to waive auditorium fees for a group that will be putting on a vendor fair with vendor’s fees being donated to the McLeod County Food shelf.   
      *A motion was made by Councilor Johnson seconded by Councilor Mason to waive fee for Shelly Dressen and charge $1.00 and cleaning deposit of $75 for the 11/14/15 use of the auditorium.  
      Vote for: Unanimous  
      Motion carried.*
   4. Conducted the annual review for Clerk Venier. Councilors felt Venier was meeting the expectations of the position.  
      *A motion was made by Councilor Johnson seconded by Councilor Merrill to approve the annual review for Clerk Venier.  
      Vote for: Unanimous  
      Motion carried.*

Open Discussion:

1. Councilor Merrill informed Councilors and Staff that there will be regional meetings held by the League of MN Cities and he would like to attend one on Oct. 27th and encouraged someone else to go as they are very informative.  
   *A motion was made by Councilor Johnson and Councilor Mason to send Councilor Merrill and one other person to the LMC Regional meeting.  
   Vote for: Unanimous  
   Motion carried.*

*A motion was made by Councilor Johnson seconded by Councilor Kientzy to adjourn this regular meeting of the Silver Lake City Council.  
Vote for: Unanimous  
Motion carried; meeting adjourned at 10:00pm.*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Seal of the City:  
Kerry Venier, Clerk/Treasurer