Minutes  
Silver Lake City Council  
Regular Meeting  
July 18, 2011

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

Members present: Mayor Bruce Bebo, Councilors Eric Nelson, Carol Roquette and Nolan Johnson (arrived at 6:45pm)  
Absent: Councilor Willie Krohn

Others present: Kerry Venier, Clerk; Alyssa Schauer, Silver Lake Leader; Ty Turnquist, MNSPECT; Gerald Quast; MLS Manager; Sandra Keswick

*A motion was made by Councilor Roquette seconded by Councilor Nelson to approve the agenda.  
Vote for: Unanimous  
Absent: Councilor Krohn  
Motion carried.*

Consent Agenda:

1. Approve minutes of the July 5, 2011 regular meeting.
2. Approve payroll #14 & June Amb.
3. Claims to be paid: $22,240.64 (07/13/11)  
    $ 9,194.47 (07/18/11)

*A motion was made by Councilor Roquette seconded by Councilor Nelson to approve the Consent Agenda.  
Vote for: Unanimous  
Absent: Councilor Krohn  
Motion carried.*

Old Business:

1. Councilors reviewed a resolution of support to secure state bonding proceeds to further develop the Luce Line State Trail. Clerk Venier explained that the DNR’s Master Plan for the section of the Luce Line Trail between Winsted and Cedar Mills includes paving the trail. Councilor Johnson said he could not support paving the trail because the Cro River Sno Pros organization doesn’t support paving the trail. Clerk Venier told Councilors that snowmobiles would still be able to use the paved portion of the trail and there would be a parallel trail that would have a limestone cover that could be utilized by horse riders. Venier also told members that the plan is the same as the one that was previously supported by the City two years ago.  
   Mayor Bebo said he would like to see a design of the trail. No motion was made on the resolution of support.
2. Councilors reviewed a resolution regarding the reinvestment of City funds. Clerk Venier told Councilors that this would renew a certificate of deposit for the Fire Equipment Funds that are held in trust for the SLFD Relief Association for funds they have raised for the purchase of equipment. The current balance is $52,600.73 which would be reinvested with First Community Bank.  
     
   *A motion was made by Councilor Roquette seconded by Councilor Nelson to approve Resolution 11-20 approving the reinvestment of City Funds.  
   Vote for: Unanimous  
   Absent: Councilor Krohn  
   Motion carried.*
3. At the request of MLS Manager Gerald Quast the Council kept the meeting open to complete his performance evaluation. Councilors evaluated Mr. Quast’s performance in 13 areas including Job Knowledge, Productivity, Quality, Initiative and Overall Performance. Councilors, on average rated Mr. Quast’s performance a B, or meeting the expectations of the position and gave areas that they would like him to focus on in the upcoming year including a focus on meeting budget goals and setting consequences for ongoing issues within the operations (ie. Over pouring drinks).  
     
   *A motion was made by Councilor Johnson seconded by Councilor Roquette to approve the annual review of Gerald Quast as Liquor Store Manager.  
   Vote for: Unanimous  
   Motion carried.*

New Business:

1. Councilors reviewed a one day gambling and 3.2 Beer On Sale License for Holy Family Catholic Church on October 2, 2011. The application had been approved by the SLPD.  
     
   *A motion was made by Councilor Johnson seconded by Councilor Roquette to approve a one day gambling and 3.2 Beer On Sale License for Holy Family Catholic Church on October 2, 2011.  
   Vote for: Unanimous  
   Absent: Councilor Krohn  
   Motion carried.*
2. Councilors reviewed a request from GSL Superintendent Chris Sonju to review the traffic pattern in front of Lakeside Elementary to improve safety for the children coming to and from school. Clerk Venier said that a representative from the district will attend the August meeting and he wanted to make the Councilor aware of the request so the Councilor could begin gathering more information on possible improvements.
3. Councilors reviewed water and sewer rate proposals but due to a power outage they were unable to review what effects changing the rates would be needed to bring the City into a range that would help qualify them for Rural Development Funding, which is approximately 1.5% of the median household income.

Department Business:

1. MLS: Councilor Johnson reported the following:  
    June ‘11 June ‘10 YTD ’11 YTD ‘10  
   Sales $43,564 $46,851 $255,285 $261,838  
   Cost of Goods $27,875 (62%) $33,004 (69.2%) $145,000 (55.9%)$142,497 (53%)   
   Wages & Benefits $11,144 (24.8%) $11,496 (24.1%) $65,911 (25.4%) $69,975 (26%)  
   Overhead $ 6,585 (14.6%) $ 7,393 (15.5%) $32,351 (12.4%) $37,579 (14%)  
   Net Profit $ ( 636) (-1.4%) $ (4,228)(-8.8%) $16,107 (6.3%) $18,680 (7%)  
     
   Clerk Venier explained that there was an adjustment made to the May report due to some expenses being classified as June expenses but they were actually for May which resulted in a decrease in May’s profit, thus resulting in a lower year to date profit this month.  
     
   The annual reviews for Amy Nowak and Mike Yurek were presented and MLS Manager Quast had recommended their approval.  
     
   *A motion was made by Councilor Johnson seconded by Councilor Nelson to approve the annual review with step increase for PT Bartender Amy Nowak.  
   Vote for: Unanimous  
   Absent: Councilor Krohn  
   Motion carried.  
     
   A motion was made by Councilor Johnson seconded by Councilor Roquette to approve the annual review for PT Cleaner Mike Yurek.  
   Vote for: Unanimous  
   Absent: Councilor Krohn  
   Motion carried.*
2. Public Safety: Councilor Roquette reported the following:
   1. Scheduling of officers has been completed and we will be utilizing officers from Lester Prairie PD and the McLeod County Sheriff’s Posse.
   2. Will be posting officers at security checkpoints to ensure alcoholic beverages are contained within area licensed for Pola Czesky Days liquor license.
   3. No update on when the new squad will be in service was available at the time of the meeting.
3. Public Works: Councilor Nelson reviewed the following:
   1. Asphalt repairs have been completed.
   2. Crack filling of City streets will be conducted after the Pola Czesky Days celebration.
   3. Staff will be patching streets beginning July 19th.
   4. The preliminary public works budget has been submitted to the Clerk’s office.
   5. Staff has requested permission to utilize a cleanup crew to help with clean up efforts during the Pola Czesky Days celebration.  
        
      *A motion was made by Councilor Johnson to allow Public Works Supervisor Kosek to hire temporary help to clean up during Pola Czesky Days.  
      Vote for: Unanimous  
      Absent: Councilor Krohn  
      Motion carried.*
4. Community Development:
   1. Clerk Venier reported that no Planning Commission meeting was held in July as there was no business on the agenda. Venier thanked Commissioners Tim Johnson (8) and Karl Wawrzyniak (3) for their years of service and informed Councilors that there are two openings on the Planning Commission and applications will be taken to fill them.
   2. Ty Turnquist of MNSPECT gave a report of building permit activity for the 2nd quarter of 2011. Ty noted that residential construction was up slightly from 2010 but the commercial and institutional construction was down significantly compared to 2010.
5. Administration: Clerk Venier reported the following:
   1. June’s Treasurer’s report was presented and Clerk Venier noted that fund balances are in a good position for this time of year.
   2. Councilors reviewed Ordinance 76 amending variance language of the Zoning Ordinance for the second time. Clerk Venier reminded Councilors that the ordinance updates the City’s Zoning Ordinance to comply with changes in State Law.
   3. Councilors discussed the process they wanted to take in reviewing and adopting a preliminary budget. Clerk Venier said that department heads have submitted their budget requests and they will be compiled and distributed to Councilors the week of July 25th. Formal discussion of the preliminary budget will take place at the August 15th meeting and a Special meeting was scheduled for September 12th to approve the preliminary budget.

Open Discussion:

1. Mayor Bebo informed Councilors that he had received proposals for a trail on the west end of Silver Lake along City property. The proposals were submitted by Mueller & Sons in the amount of $6,035 and South West Paving in the amount of $3,390, Mayor Bebo said that he approved the proposal from South West Paving and also that cost for including a curb cut would be determined at a later date. Mayor Bebo reiterated that all of the money will come from donations received from organizations and no money would come from property taxes. Bebo also told Councilors that work on the trail could begin as early as the 22nd and the trail should be complete by August 5th.

*A motion was made by Councilor Johnson seconded by Councilor Roquette to adjourn this regular meeting of the Silver Lake City Council.  
Vote for: Unanimous  
Absent: Councilor Krohn  
Motion approved; meeting adjourned at 8:35 pm.*

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Bruce Bebo, Mayor

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Kerry Venier, Clerk/Treasurer