Minutes  
Silver Lake City Council  
Regular Meeting  
October 19, 2015

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

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

Absent: Councilor Josh Mason

Others present: Kerry Venier, Clerk; Dale Kosek, PW Supervisor; Robert Cripps, Interim Police Chief; Karen Caldwell, Chronicle

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

Consent Agenda:

1. Approve minutes of the October 5, 2015 regular meeting.
2. Approve payroll #21, 3rd Qtr & Sept Amb.
3. Claims to be paid: $ 13,782.94 (10/15/15)  
    $ 11,576.05 (10/19/15)

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

Old Business:

1. Clerk Venier informed Councilors that he was informed by the County Investigator that the background for Police Chief Candidate should be completed by Nov. 3rd. Councilors directed the Personnel Committee to review the background and proceed with the hiring process if everything checks out satisfactorily.
2. Clerk Venier reviewed the process and schedule of implementing the Multi Unit Occupancy Regulations that go into effect on Jan. 1, 2016. Letters will be sent out to all known owners of multi-unit complexes the week of Oct. 19th and ask that applications for housing certificates be submitted to the City by Nov. 20 so inspections can be scheduled and completed in December. Councilors asked Clerk Venier to track staff time in the implementation of the Ordinance.
3. Councilors reviewed the results of the Tree Survey that was conducted by Green Corps over the summer. The survey, coordinated by Shelby Lynn Gamache, was able to identify all of the trees on both public and private land. A copy of the survey is available at City Hall.

New Business:

1. Mayor Bebo and Deb Bebo presented the City a donation of three Pet Respirators from Invisible Fence Inc. Mayor Bebo informed Councilors that they had applied for a grant for the respirators which are designed for fire fighters to be able to administer oxygen to pets during emergencies.
2. Councilors reviewed the following recommendation from the Personnel Committee in regards to employee benefits:
   1. Review the current employee package of medical insurance the city has in place. (A review of the Current Benefits as outlined in the Personnel Policy (attached see pg 20))
   2. Suggest for council action a change for the HSA contribution from the current annual $1,300 to $1,000 for single and 2,600 to $2,000 for family for 2016. (Report the actual amount is only a match amount to the employee contribution.)
   3. Suggest the personnel committee continue to review the amount the city contributes to the health plan and will come with a recommendation for the 2017 year as part of the budget process.  
      *A motion was made by Councilor Merrill seconded by Councilor Johnson to adjust the amount the City contributes to employees Health Savings Accounts to $1,000/Single Plan and $2,000/Family Plan.  
      Vote for: Unanimous  
      Motion carried.*
3. Councilors reviewed the 2016 Proposed Fee Schedule. Clerk Venier reviewed the operation budget of the Water and Wastewater funds and recommend increasing the usage rate for water to $4.00/1000 gallons and for Wastewater to $6.00/1000/gallons. Councilors also increased the base fees to $8.50/month for both Water and Wastewater. Councilors directed Clerk Venier to combine the Auditorium Use Fees to the Fee schedule as well.  
     
   *A motion was made by Councilor Merrill seconded by Councilor Johnson to approve the 2016 Fee schedule as amended.  
   Vote for: Unanimous  
   Motion carried.*

Department Reports:

1. Public Works: Clerk Venier reported the following:
   1. Leaf sweeping will continue.
   2. Buildings and equipment are being winterized.
   3. Due to warm temps secondary pond discharge will be later than usual.
   4. All hydrants were flushed on 10-14-15.
   5. Alleys will be bladed and material added this fall.
   6. Borka Excavating submitted rates for snow hauling at a $70.00/hr./truck.  
      *A motion was made by Councilor Johnson seconded by Councilor Kientzy to approve using Borka Excavating for snow hauling at a rate of $70.00/hr./truck.*
   7. Public Works will be meeting with the Police Department to review Snow removal ordinance and winter parking.
   8. Councilors asked Clerk Venier to review how often catch basins and swales are being cleared out with public works staff.
2. Community Development: Councilor Merrill reported the following:
   1. Planning Commission met and continues to work on updating the Comprehensive Plan.
   2. Councilors asked Councilor Merrill and Clerk Venier to meet with Public Works staff to discuss the feasibility of maintaining a skating rink on Silver Lake.
3. Administration: Clerk Venier reviewed the Treasurer’s Report for September.
4. Municipal Liquor Store: Councilor Johnson reported that the Liquor Store reported a loss of $4,433 for September and profit year to date is at $34,720. Councilors asked Clerk Venier to review activity for the month to find a reason for the loss. Venier reported that something was recorded improperly in August as the gross profit for August was unusually high.
5. Public Safety: Interim Police Chief Cripps reported the following:
   1. Submitted reimbursement request for ballistic vests to State of MN.
   2. Reported on call activity for September.
   3. Clerk Venier requested permission for the Fire Department to advertise for bids for tanker equipment.  
      *A motion was made by Councilor Johnson seconded by Councilor Kientzy to advertise for bids for tanker equipment for the Fire Department.  
      Vote for: Unanimous  
      Motion carried.*

Open Discussion: Councilor Merrill asked if the City can begin the process of reviewing the necessary steps the City would need to take to implement a Storm Sewer Utility.

*A motion was made by Councilor Johnson seconded by Councilor Merrill to adjourn this meeting of the Silver Lake City Council.  
Vote for: Unanimous  
Motion carried; meeting adjourned at 8:30 pm.*

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Kerry Venier, Clerk/Treasurer