Minutes  
Silver Lake City Council  
Regular Meeting  
November 16, 2015

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

Members present: Mayor Bruce Bebo; Councilors Nolan Johnson, Joshua Mason, Ken Merrill, & Adriane Entinger

Others present: Kerry Venier, Clerk; RJ Cripps, Interim Chief; Karin Caldwell, Chronicle

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

Consent Agenda:

1. Approve the minutes of the October 19, 2015 regular meeting.
2. Approve payroll #22,23 & Oct. Amb.
3. Approve Claims to be Paid: $ 39,993.87 (11/12/15)  
    $ 14,055.86 (10/29/15)

*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 updated Councilors that the new Chief of Police’s start date is set to be Dec. 7th.
2. Councilors reviewed the budget for 2016. Clerk Venier presented a summary of the preliminary budget and reminded Councilors that there was $10,000 in the contingency that still needed to be allocated.

New Business:

1. Reviewed a club on-sale application from the American Legion Post 141 for 2016.  
   *A motion was made by Councilor Merrill seconded by Councilor Johnson to approve the Club On-Sale License for the American Legion Post 141 for 2016.  
   Vote for: Unanimous  
   Motion carried.*
2. Reviewed the On/Off-Sale Application for the Municipal Liquor Store for 2016.  
   *A motion was made by Councilor Johnson seconded by Councilor Kientzy to approve the On/Off-Sale license for the Municipal Liquor Store for 2016.  
   Vote for: Unanimous  
   Motion carried.*
3. Councilors reviewed a contract for City Assessor services, Clerk Venier reported the contract was for five years and the cost per parcel is to remain the same.  
   *A motion was made by Councilor Merrill seconded by Councilor Johnson to approve the Contract for City Assessor services with Brenda Chiemelewski.  
   Vote for: Unanimous  
   Motion carried.*
4. Councilors received a petition for annexation for the property located at 10664 200th St, Silver Lake. The petition requested the annexation for the purpose of constructing a Dollar General Store. The property is located at the northeast corner of Hwy 7 and County Rd 16.  
   *A motion was made by Councilor Merrill seconded by Councilor Mason to set a public hearing for the annexation ordinance for the property at 10664 200th St, Silver Lake on December 21st at 7:00 PM at the Silver Lake Auditorium.  
   Vote for: Unanimous  
   Motion carried.*

Department Reports:

1. Community Development: Councilor Merrill reported the following:
   1. Planning Commission received an application from Sean Askerud for the vacant seat on the Commission.   
      *A motion was made by Councilor Merrill seconded by Councilor Johnson to appoint Sean Askerud to the Planning Commission.  
      Vote for: Unanimous  
      Motion carried.*
   2. Planning Commission reviewed the petition for annexation and recommends that the property be annexed in to the City and zoned as Commercial in the B2-Highway Business District.
   3. Discussed the plan to put a skating rink on Silver Lake. Public Works staff will be getting a load of river rock to establish a lower slope to get onto the lake. The initial set up will be approx. 50’X50’ or 50’X100” and would be done by staff; then we will look for volunteers to help maintain the rink throughout the season. Staff will construct signage for the area; which is going to be set up near the pier on the east end of town near lakeside.
2. Administration: Clerk Venier reviewed the following:
   1. Reviewed October’s Treasurer’s report.
   2. Reviewed a resolution classifying fund balances for financial reporting purposes.  
      *A motion was made by Councilor Johnson seconded by Councilor Mason to approve Resolution 15-20 Classifying Fund Balances.  
      Vote for: Unanimous  
      Motion carried.*
   3. Tabled a resolution authorizing year end transfers.
   4. Reviewed a resolution accepting donations.  
      *A motion was made by Councilor Johnson seconded by Councilor Merrill to approve Resolution 15-22 Accepting Donations Received.  
      Vote for: Unanimous  
      Motion carried.*
3. Municipal Liquor Store: Councilor Johnson reviewed the following:
   1. Monthly sales for October were $48,922 with a net profit of $2,764; YTD sales are $446,389 and net profit YTD is $37,484.
   2. Councilors asked to get clarification on what constitutes the miscellaneous expenses and a quarterly report on Auditorium activities.
   3. Recommended approval of the annual review for Bonnie Dahl.  
      *A motion was made by Councilor Johnson seconded by Councilor Merrill to approve the annual review with a step increase for Bonnie Dahl.  
      Vote for: Unanimous  
      Motion carried.*
   4. Councilors asked that on-sale inventory be tracked for Jan & Feb.
   5. Public Safety: Interim Chief Cripps reviewed the following:
      1. Reported that the Department will have a POST board audit on the 19th and suggested updating/adopting the following policies:
         1. Deadly Force and Firearms Use
         2. Allegations of Misconduct
         3. Lighting exceptions for Law Enforcement Vehicles
         4. Avoiding Racial Profiling
         5. Response to Report of Missing Persons
         6. Police Pursuit/Emergency Vehicle Operations
         7. Professional Conduct of Peace Officers (add)
         8. Criminal Conduct on School Buses (add)  
            *A motion was made by Councilor Johnson seconded by Councilor Kientzy to adopt the following updated/new policies as presented.  
            Vote for: Unanimous  
            Motion carried.*
      2. PD also would like to reminded residents of the winter parking rules when snow is forecasted.
   6. Public Works: Councilor Mason reported the following:
      1. Sanitary sewer line has been jetted along Cleveland St from East Ave to the South Lift Station.
      2. Street Sweeping is nearly complete.
      3. PW staff will review winter parking rules with PD.
      4. Completion of fall discharge of wastewater pond will be completed on 11/17/15. Requesting a quote from Tri-State pump on impellor resurfacing at the west lift station. This was an item found on the Annual Inspection.
      5. Setting up Multi Unit Inspections through the City Office.

Open Discussion:

1. Councilor Merrill reviewed the following information from the League of MN Cities regional meeting:
   1. 2016 topics for the legislative session were discussed. League officials asked if Cities would be willing to pass resolutions of support for their platform.
   2. Attended the McLeod County Trail Plan open house held in Silver Lake.
2. Mayor Bebo asked to get quotes for an AED unit for the Auditorium.

*A motion was made by Councilor Kientzy seconded by Councilor Johnson to adjourn this regular meeting of the Silver Lake City Council.  
Vote for: Unanimous  
Motion carried; meeting adjourned at 9:09 PM.*

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Kerry Venier, Clerk/Treasurer