Minutes  
Silver Lake City Council  
Regular Meeting  
December 21, 2016

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

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

Absent: Councilor Adrianne Kientzy

Other Present: Kerry Venier, Clerk; Ray Bandas Jr.; RJ Cripps, Interim Police Chief; Officer Mark Anderson; Pat and Brenda Fogarty; Karen Caldwell, Chronicle; Sam DeLeo, on behalf of Dollar General.

*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 November 16, 2015 regular meeting.
2. Approve payroll #24, 25, November Amb. & Annual Fire pay.
3. Claims to be paid: $ 350.00 (12/15/15)  
    $ 6,509.00 (12/14/15)  
    $95,576.87 (11/30/15)  
    $ 5,224.63 (11/16/15)  
    $12,152.27 (12/10/15)

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

\*\*Ray Bandas Jr., on behalf of the Knights of Columbus, presented a check for $313.00 to the City to be used for the Winterfest celebration. Proceeds were from the latest paper drive fundraiser.

Mayor Bebo opened the Truth in Taxation hearing at 6:30 PM. Clerk Venier reviewed the changes to the preliminary budget for adjustment to Health Insurance and Contributions to Health Savings Accounts. Venier reported that the changes resulted in a General Fund Levy need of $393,131 down from the preliminary levy of $415,481.

Councilors reviewed budgeted expenditures and added $2,000 for a wage study and $10,000 for Public Works repair and maintenance of storm sewers and eliminated a $10,000 transfer from the Liquor Store. Councilors set the final budget as follows:  
 General Fund Expenditures: $753,237  
 General Fund Revenues: $753,237  
 General Fund Tax Levy $405,000  
 Debt Service Tax Levy $ 68,592  
 Total Tax Levy $473,592

*A motion was made by Councilor Merrill seconded by Councilor Johnson to approve Resolution 15-23 adopting the 2016 City Budget and Tax Levy for Taxes collectible in 2016.  
Vote for: Unanimous  
Motion carried.*

At 7:00 PM Mayor Bebo opened a public hearing for public input on Ordinance #84 Extending the Corporate Limits of the City of Silver Lake to include Certain Unincorporated Land Abutting Upon the City Limits Pursuant to MN Stat §414.033, SUBD. 2(3). Property Owner Robert Shamla addressed the Council and informed them that he has a purchase agreement in place for the property for the development of a Dollar General store on the property. Mr. Sam Deleo, a representative for the Developer confirmed that the site was selected for development and meets their needs for a location. Mr. Deleo explained that Dollar General owns and operates hundreds of store throughout the Country. Clerk Venier reported that he had attended the Hale Township Board meeting and informed them of the project and that the City would be considering the annexation tonight. Property owners with land contiguous to the property and Hale Township were also notified via certified mail of the Public Hearing regarding the annexation petition as well; Venier also reported that no comments were received opposing the annexation.

*A motion was made by Councilor Johnson seconded by Councilor Merrill to close the Public Hearing at 7:33 PM.  
Vote for: Unanimous  
Motion carried.*

*A motion was made by Councilor Merrill seconded by Councilor Mason to approve Ordinance 84: Extending The Corporate Limits of the City of Silver Lake to Include Certain Unincorporated Land Abutting Upon the City Limits Pursuant to MN Statute §414.033, Subd. 2(3).  
Vote for: Unanimous  
Motion carried.*

Old Business:

1. Councilors reviewed year end transfers; Clerk Venier reported that the City had received higher than expected Tax Revenues with approximately $40,000 in delinquent tax receipts and with the mild winter he expected the Snow & Ice Budget to come in nearly $20,000 under budget. With an estimated fund balance increase of $60,000 for the General Fund Venier recommended increasing the transfers in the following funds: Increasing transfer from the General fund to the Street Capital Improvement Fund (CIP) $3,000, the Squad CIP fund of $4,000 to replace money used to purchase tasers this year, to Public Works Equip. CIP $32,000 to repay the fund for the purchase of a street sweeper and payloader, and to transfer money from the General Fund to the Economic Development Fund of $15,000.  
   *A motion was made by Councilor Merrill seconded by Councilor Johnson to approve Resolution 15-21 authorizing year-end transfers to various funds.  
   Vote for: Unanimous  
   Motion carried.*

New Business:

1. Councilors reviewed an application for an On-Sale Wine/Strong Beer License from Molly’s Café. The PD had recommended approval.  
   *A motion was made by Councilor Merrill seconded by Councilor Johnson to approve an On-Sale Wine/Strong Beer License for 2016 for Molly’s Café.  
   Vote for: Unanimous  
   Motion carried.*
2. Councilors reviewed different compensation plans for 2016 with Cost of Living Adjustments ranging from 2-3%. Clerk Venier reported that the budget had included room for a 3-4% COLA.  
   *A motion was made by Councilor Merrill seconded by Councilor Johnson to approve Resolution 15-24 approving a compensation plan for 2016 (including a 2% COLA).  
   Vote for: Unanimous  
   Motion carried.*

Department Reports:

1. Administration: Clerk Venier reported the following:
   1. Reviewed November’s Treasurer Report.
   2. Presented a resolution to amend the Flex Spending Plan for 2015 to allow for the carryover of $500 for 2016 as allowed by IRS rules.  
      *A motion was made by Councilor Johnson seconded by Councilor Mason to approve Resolution 15-24 amending the Flex Spending Plan for 2015.  
      Vote for: Unanimous  
      Motion carried.*
   3. Presented a request to close City Hall at noon on Christmas eve if staff uses vacation time.  
      *A motion was made by Councilor Johnson seconded by Councilor Mason to approve closing City Hall on Christmas Eve if staff uses vacation time.  
      Vote for: Unanimous  
      Motion carried.*
   4. Reviewed a contract for Ambulance Billing Services with Expert T. The contract would run for five years and the cost would be $27.00 per billing. Venier reported that the service is very worthwhile as the City would have to add staff and train them to provide the billing and collection services.  
      *A motion was made by Councilor Johnson seconded by Councilor Merrill to approve the contract with Expert T for ambulance billing and collection services.  
      Vote for: Unanimous  
      Motion carried.*
   5. Reviewed a letter from Councilor Kientzy announcing that she will be resigning her Council seat because she has moved from the City. Clerk Venier presented a resolution recognizing a vacancy on the Council.  
      *A motion was made by Councilor Mason seconded by Councilor Johnson to approve Resolution 15-25 recognizing a vacancy on the Council.   
      Vote for: Unanimous  
      Motion carried.*  
      Mrs. Brenda Fogarty addressed the Council indicating her interest in the open seat. Councilors asked that Clerk Venier post the seat opening in the paper and asked Mrs. Fogarty to attend the next meeting.
   6. Received a letter of commendation from the American Legion POST 141 for Officer Anderson for his role in a recent arrest of an individual who was allegedly falsely portraying himself as a veteran and swindling money from area American Legions and the DAV Chapter in Hutchinson.
2. Liquor Store: Councilor Johnson reported the following:
   1. Liquor Store sales for November were $42,990 with a Net Profit of $2831.
   2. Year to date sales were $489,380 and Net Profit is $40,314.
   3. Reviewed Auditorium expenses and revenues year to date with Revenues of $13,948 and is currently in a deficit of $21,053.
3. Public Safety: Interim Chief Cripps reported the following:
   1. Chief Ken Bradford resigned his position. Mr. Bradford notified Clerk Venier via email that he did not feel it was in the City’s or his best interest that he continues to an employment relationship. Venier reported that Mr. Bradford worked for one week and gave no notice.  
      *A motion was made by Councilor Merrill seconded by Councilor Johnson to appoint Robert Cripps as the Interim Police Chief.  
      Vote for: Unanimous  
      Motion carried.*
   2. Councilors requested posting the position again and Mayor Bebo asked Clerk Venier to explore options for the department including contracting with McLeod County Sheriff for services.
   3. The Peace Officer Standards and Training (POST) audit was completed and POST complimented the department for having all of the required polices and training documentation completed.
   4. Reported on call activity.
4. Public Works: Councilor Mason reported the following:
   1. Provided an estimate for work needing to be done on the West Lift Station.  
      *A motion was made by Councilor Johnson seconded by Councilor Mason to approve repairs to the West Lift Station by Tri State Pump in the amount of $1,700.65.  
      Vote for: Unanimous  
      Motion carried.*
   2. Reported that the Multi Unit Housing inspections had been completed and letter of correction for facilities that need corrections and a 30-day re-inspection period was set for re-inspection. Inspections went well and owners commented on the benefit of having the program.
5. Community Development: Councilor Merrill reported the following:
   1. Planning Commission met and continued review of the Comprehensive Plan. Content of the Plan has been updated now will be working with Mid MN Development to update the design of the plan.
   2. The Planning Commission also received an application for a Variance to reduce the parking space requirements from 1 space/100 sq.ft. to 1 space/244 sq.ft of retail space for the property being considered for annexation to construct a Dollar General. The public hearing for the variance (if the property is annexed) is to be set for January 12, 2016 at 7:00 pm.
   3. Planning Commission, during discussion of the Comp Plan, also discussed the possible need to conduct a Housing Study as a tool to attract developers of housing or rental units in the community.

Open Discussion: Mayor Bebo announced he will conduct a free Christmas Tree pickup on January 2nd and asked people to have their trees out on the curb by 11 AM.

*A motion was made by Councilor Johnson seconded by Councilor Mason to adjourn this regular meeting of the Silver Lake City Council.  
Vote for: Unanimous  
Motion carried; meeting adjourned at 9:32 PM.*

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Kerry Venier, Clerk/Treasurer