Minutes  
Silver Lake City Council  
Regular Meeting  
September 18, 2017

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

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

Others present: Jon Jerabek, Clerk/Treasurer; Dale Kosek, Public Works Supervisor (PWS); RJ Cripps, Police Chief; John Rodeberg, SEH; Darrell Kaczmarek, Ross MacMullan, Eric Inselmann, Ron Posusta, Kyle Wawrzyniak, Kandis Hanson, MNSPECT; Karen Ramige, McLeod Publishing

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

Consent Agenda:

1. Approve minutes of the August 21, 2017 regular meeting.
2. Approve payroll #17, 18, 19 & August Amb.
3. Claims to be paid: $26,428.42 (8/24/17)  
    $18,416.56 (8/31/17)  
    $44,103.42 (9/14/17)  
   *A motion by Councilor Merrill seconded by Councilor Johnson to approve the Consent Agenda.  
   Vote for: Unanimous  
   Motion carried.*

MNSPECT gave their Quarterly Building Inspector’s Report. There have been twenty-two permits issued year to date that amounted to $59,953.00 in valuation.

Old Business:

1. A Sidewalk Repair update was given by the Public Works Supervisor Kosek. Construction should begin in the next couple weeks.
2. Main Street Building Update. The Council discussed the timeline for the demo specs and advised PWS Kosek to shut off water to outer two buildings. They also advised Clerk Jerabek to notify the League of Minnesota Cities of project regarding insurance.

*A motion was made by Councilor Johnson seconded by Councilor Mason to approve Resolution 17-12 finding parcels to be occupied by structurally substandard buildings.*

*Vote for: Unanimous*

*Motion Carried.*

*A motion was made by Councilor Merrill seconded by Councilor Mason to approve Resolution 17-11 acquiring property legally described on exhibit “a”.*

*Vote for: Unanimous*

*Motion Carried.*

*A motion was made by Councilor Johnson seconded by Councilor Fogarty to approve Resolution 17-13 authorizing an interfund load for advance of certain costs in connection with acquisition and demolition on Main Street.*

*Vote for: Unanimous*

*Motion Carried.*

1. John Rodeberg from SEH outlined a Space Needs Analysis for the Fire Department and Public Works. This would be added to the original analysis that included the City Hall, Ambulance and Police Department.

*A motion was made by Councilor Johnson seconded by Councilor Fogarty to approve the Space Needs Analysis for the Fire Department and Public Works for $2,600 exclusive of reimbursable expenses.*

*Vote for: Unanimous*

*Motion Carried.*

1. Councilors reviewed the updated Chicken Ordinance. Clerk Jerabek explained that it now provides language on single family dwellings, and that permits won’t be required.

*A motion was made by Councilor Merrill seconded by Councilor Mason to approve amending Ordinance 52 to allow chicken coops within city limits of Silver Lake municipal code.*

*Vote for: Unanimous*

*Motion Carried.*

1. Councilors reviewed the 2018 preliminary budget and proposed tax levy. Clerk Jerabek explained that the Pool expenses and revenues were updated to reflect the end of season numbers. The Council asked Clerk Jerabek to add $3,000 Pool Repair and Maintenance. Jerabek explained that although revenues were going up 11.52%, the tax capacity increased 16.65% which resulted in a 7.68% decrease in Property Tax Rate. Jerabek noted that the GO Bond 2007A levy will be coming off books in 2018. The levy amount in 2017 for that bond was $45,035. The same amount was added to Community Development expenses as a transfer to the EDA fund. This will be used in future payments for the Main Street Building Project. The General Fund expenses and revenues were set to $858,441 and the Preliminary General Fund Tax Levy was set at $496,704, the Debt Service Tax Levy was set at $23,531 for a total 2017 Preliminary Tax Levy of $520,235.  
   *A motion was made by Councilor Johnson seconded by Councilor Mason to approve Resolution 17-10 adopting the 2018 preliminary budget and tax levy.  
   Vote for: Unanimous  
   Motion carried.*

New Business:

1. Reviewed a one day on sale liquor license for Silver Lake Lions for Oct. 27, 2017.  
   *A motion was made by Councilor Merrill seconded by Councilor Fogarty to approve a one-day liquor license for Oct. 27, 2017 for the Silver Lake Lions Club at 320 Main St W.  
   Vote for: Unanimous  
   Motion carried.*
2. The Fire Department presented a proposal to purchase a 1992 pumper from the City of Hutchinson and to sell a 1983 tanker to Steile Construction. The money from the sale of the tanker would be used to help pay for the for the pumper as well as money from their current budget that is running under for the year.

*A motion was made by Councilor Fogarty seconded by Councilor Johnson approving the purchase of a 1992 pumper from the City of Hutchinson for $10,000.*

*Vote for: Unanimous*

*Motion carried.*

*A motion was made by Councilor Fogarty seconded by Councilor Merrill approving the sale of the 1983 tanker to Steile Contruction for $2,500.*

*Vote for: Unanimous*

*Motion carried.*

Department Reports:

1. Community Development: Councilor Mason and Clerk Jerabek reviewed the following
   1. Councilor Mason stated that the swimming pool had 18 dogs for their dog swim night and that there was a leak in the pool. They would also need to replace a segment of the slide.
   2. Planning Commission met on Tuesday, September 12.
   3. Clerk Jerabek notified the Council that he reached out to David Broll to discuss the Silver Edge Estates. Mr. Broll would like to set up a meeting with Mayor Bebo and Clerk Jerabek to discuss options.
   4. Clerk Jerabek notified the Council of a party interested in annexation to the city.
   5. Clerk Jerabek notified the Council that he is updating the city’s website and started a City of Silver Lake Facebook page.
2. Public Works: Councilor Fogarty reported the following:
   1. Fall street sweeping will start shortly as well as hand patching potholes and manholes.
   2. The leak in the swimming pool has been identified and PWS Kosek Is working on estimates.
   3. Storm Sewer Committee will be meeting with SEH September 19, 2017 to discuss options for addressing issues.
   4. Chris Penaz was recommended for part time Maintenance Worker I. Penaz would be available for morning and day shifts to help with snow removal and other miscellaneous tasks.

*A motion was made by Councilor Fogarty seconded by Councilor Mason approving Chris Penaz for part time Maintenance Worker I at a starting wage of $12.85 pending background check and drug test results.*

*Vote for: Unanimous*

*Motion carried.*

* 1. People services will be flushing hydrants in the next couple weeks. The public will be notified of dates.
  2. A broken tile by Lakeside on Cleveland St. will be fixed.
  3. Discussed a bill from Harvey Mikolichek for fixing tie downs for Pola-Czesky Days tent. The Council stressed that this needed to be passed through the Council before work was completed.

*A motion was made by Councilor Johnson seconded by Councilor Merrill approving $250 to be paid to Harvey Mikolichek for tie down repairs.*

*Vote for: Unanimous*

*Motion carried.*

1. Liquor Store: Councilor Merrill reported the following:
   1. MLS Manager Ashley Ardolf-Mason held an employee meeting to discuss multiple issues.
   2. Interviewed for part time and full-time bartenders. Four candidates were interviewed by Ardolf-Mason, Clerk Jerabek, and Councilor Merrill. The hiring committee recommended Darrell Kaczmarek for the full-time bartender position.

*A motion was made by Councilor Merrill seconded by Councilor Johnson to approve Darrell Kaczmarek for full time bartender at a starting wage of $13.79 pending background check and drug test results.*

*Vote for: Unanimous*

*Motion carried.*

*A motion was made by Councilor Merrill seconded by Councilor Johnson to approve Reese Nurmi for part time bartender at a starting wage of $9.87 pending drug test results.*

*Vote for: Unanimous*

*Motion carried.*

* 1. The MLS would like to hold a parking lot party on Saturday, October 7 from 3pm-7pm. The PD was notified and gave approval.

*A motion was made by Councilor Merrill seconded by Councilor Johnson to approve an outdoor music event in the parking lot of the MLS on October 7, 2017 from 3pm-7pm.*

*Vote for: Unanimous*

*Motion carried.*

* 1. Bids are being gathered for entryways and carpet in off-sale.
  2. Profit for August at the MLS was $5,805.81 and year to date was $30,428.06; sales for the month were $52,359.77 and year to date sales are at $372,658.59.

1. Administration: Clerk Jerabek reported the following:
   1. Treasurer’s report was discussed.
   2. The Solar Garden should be completed at the end of October.
   3. At the previous Wellhead Protection meeting it was discussed that Clerk Jerabek should be designated as Wellhead Protection Manager.

*A motion was made by Councilor Johnson seconded by Councilor Mason to designate Clerk Jerabek as Wellhead Protection Manager.*

*Vote for: Unanimous*

*Motion carried.*

1. Public Safety: Councilor Johnson and Chief Cripps reported the following:
   1. Gave call activity report for the month.
   2. Interviewed a candidate for a part time officer position. Ross MacMullan was interviewed and recommended by Chief Cripps. The City would be responsible for holding his license and training. MacMullan’s availability would be an asset to the department.

*A motion was made by Councilor Fogarty seconded by Councilor Johnson to approve Ross MacMullan as part time officer at starting wage of $16.40 pending background check and drug test results.*

*Vote for: Unanimous*

*Motion carried.*

* 1. Chief Cripps notified the Council that he was injured in an incident with an individual under arrest. He should be able to return to full active duty shortly.

Open discussion:

1. The Council asked about assessments on tax forfeited property. Clerk Jerabek notified the Council that any assessments previously on a property could get reassessed by the city after the forfeiture auction.
2. The Council asked to review Main St demo specs prior to bid documents going out.
3. Councilors discussed streamlining hiring procedure and advised Clerk Jerabek to look into details of current background checks being done.
4. The ditch on Hwy 7 that has not been graded and seeded was discussed. The Council would like that to be done quickly.

*A motion was made by Councilor Merrill seconded by Councilor Johnson to allow PWS Kosek to look into contracting for leveling and seeding ditch on Hwy 7 if it hasn’t been completed by October 1, 2017.*

*Vote for: Unanimous*

*Motion carried.*

1. Councilor Merrill will be attending a League of MN Cities Regional Meeting in New Ulm.
2. Clerk Jerabek was advised to get landscaping plans from Kaczmarek Landscaping for front of Auditorium.

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

*\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_* Seal of the City:  
Jon Jerabek, Clerk/Treasurer