Minutes  
Silver Lake City Council  
Regular Meeting  
August 17, 2015

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

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

Others present: Kerry Venier, Clerk/Treasurer; Forrest Henriksen, Police Chief; Dale Kosek, PW Supervisor; Ken Bradford; Karin Caldwell, Chronicle

*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 July 20, 2015 regular meeting.
2. Approve payroll #15, 16 & July Amb.
3. Claims to be paid: $ 26,403.40 (7/23/15)  
    $ 24,577.18 (7/31/15)  
    $ 1,326.00 (7/31/15)  
    $ 7,761.82 (8/7/15)

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

Old Business:

1. Councilors received correspondence from Adriane Kientzy expressing her interest in the vacant Council seat but was unable to attend the meeting due to military training; no other persons were present to express interest in the seat.  
    *A motion was made by Councilor Johnson seconded by Councilor Mason to appoint Adriane Kientzy to the vacant Council seat until Dec. 31, 2015.  
   Vote for: Unanimous  
   Motion carried.*
2. Councilors reviewed a proposed rental ordinance. Councilors amended the following parts of the proposed ordinance:
   1. Sec. 2.01 set a compliance date of 7/31/2016.
   2. Sec. 2.02 (a) Multiple Dwelling. Any dwelling of 2 or more dwelling units.
   3. Sec. 2.07 (e) Certificate Fee. A fee of $25.00 for each dwelling unit to be paid at the time of application for any housing certificate. The fee shall be imposed for all new applications or in the case of renewal of certificates upon application.
   4. Add Sec. 2.07 (f) Special/Re-inspection Fee. A fee of $50.00 shall be imposed for any inspections that are the result of receipt of a valid complaint and in cases where the Occupancy Inspector has determined the dwelling unit does not meet the minimum requirements set by this chapter.
   5. Section 2: This ordinance shall take effect and be in force from and after January 1st, 2016 and following publication.  
        
      *A motion was made by Councilor Mason seconded by Councilor Merrill to approve Ordinance 83.   
      Vote for: Unanimous  
      Motion carried.*
3. Councilors reviewed the proposed 2016 preliminary budget and property tax levy. Clerk Venier summarized the changes to the original budgeted and after discussion and other amendments to the budget and levy as follows:
   1. General Fund Expenses & Revenues $773,718 (9.01% increase from 2015)
   2. General Fund Tax Levy $415,481 (11.42% increase from 2015)
   3. Debt Service Tax Levy $ 68,592 (30.77% decrease from 2015)
   4. TOTAL Property Tax Levy $484,073 (2.56% increase from 2015)  
        
      *A motion was made by Councilor Johnson seconded by Councilor Mason to approve Resolution 15-17 adopting the 2016 preliminary City budget and tax levy for taxes collectible in 2016.  
      Vote for: Unanimous  
      Motion carried.*

New Business:

1. Councilors met with Kenneth Bradford and interviewed him for the position of Police Chief. Mr. Bradford discussed his experience in law enforcement and as a Police Chief. Councilors discussed Mr. Bradford’s qualifications and fit for the position.   
   *A motion was made by Councilor Johnson seconded by Councilor Mason to offer Kenneth Bradford the positon of Police Chief at a rate of $40,495 base salary (step 4 year 3).  
   Vote for: Unanimous  
   Motion carried.*

Department Business:

1. Public Safety: Chief Henriksen reported the following:
   1. Received three Tasers and put into use.
   2. Reported on activities over the Pola Czesky Celebration weekend.
   3. Presented and recommended approval of the annual review with pay increase for Officer Robert Cripps.  
      *A motion was made by Councilor Johnson seconded by Councilor Mason to approve the annual review with step increase for Officer Robert Cripps.  
      Vote for: Unanimous  
      Motion carried.*
   4. Chief Henriksen discussed with Councilors that his annual review was due as well. Councilors agreed that there was no need to conduct a review as Henriksen’s employment with the City was soon to end but did agree that had he not have submitted his resignation he would have received an increase.  
      *A motion was made by Councilor Johnson seconded by Councilor Merrill to approve a step increase for Henriksen retro back to his review date.  
      Vote for: Unanimous  
      Motion carried.*
   5. Councilor discussed allowing Chief Henriksen to stay on staff until a new chief is hired.  
      *A motion was made by Councilor Johnson seconded by Councilor Mason to continue the employment relationship with Forrest Henriksen until a new chief is hired.  
      Vote for: Unanimous  
      Motion carried.*
2. Public Works: Councilor Mason reported the following Public Works matters:
   1. Pola Czesky days clean up and maintenance went well.
   2. Preliminary plans for Cleveland St reconstruction will be presented at the September meeting.
   3. Presented and recommended the annual review for Gary Jerabek and reported that Mr. Jerabek is eligible for a 3% longevity pay increase.  
      *A motion was made by Councilor Mason seconded by Councilor Johnson to approve the annual review and 3% longevity increase for Gary Jerabek.  
      Vote for: Unanimous  
      Motion carried.*
3. Liquor Store: Councilor Johnson reported the following Liquor Store matters:
   1. July sales $57,841 and Net Profit $10,051 (17.02%)
   2. Year to Date sales $305,497 and YTD Net Profit $28,039 (8.86%)
   3. Presented annual reviews for Chelsea Mikolichek and Nicole Winfrey and recommended approval with step increase.  
      *A motion was made by Councilor Johnson seconded by Councilor Merrill to approve the annual review with step increase for Chelsea Mikolichek.  
      Vote for: Unanimous  
      Motion carried.  
      A motion was made by Councilor Johnson seconded by Councilor Mason to approve the annual review with step increase for Nicole Winfrey.  
      Vote for: Unanimous  
      Motion carried.*
4. Community Development: Councilor Merrill reported the following:
   1. No planning commission meeting was held in July.
   2. Received a notice for a variance request to construct a new tower on land surrounded by City land. Councilors had no objections to the variance.
   3. The Rec program ended with their annual Valley Fair trip and in a meeting with Rec. Dir. Gary Kosek, Councilor Merrill reported that the program went well and the pool will likely be open through Labor Day with variable open hours due to lack of availability of guards; it was also reported that the rec. program is hoping to get enough interested kids to bring back the girls softball program next year.
5. Administration: Clerk Venier presented the July Treasurer’s report.

Open Discussion:

1. Councilor Mason asked staff why the umbrellas haven’t been put up at the pool. It was reported that the PW Supervisor was working with the Pool & Parks Committee to organize volunteers to help.
2. Reviewed a training announcement through McLeod County Emergency Management for elected officials.
3. Councilors asked for an update on the sidewalk management plan. Clerk Venier will forward the request to PW Supv. Kosek.

*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 10:16 pm.*

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Kerry Venier, Clerk/Treasurer