

**MINUTES**  
**Lake Crystal City Council**  
**Monday, February 26, 2024, 7:30 pm**  
**City Council Chambers**  
**100 E. Robinson St.**

Mayor Todd Wiens called the meeting to order at 7:30 P.M. Members present: Councilors Brett Hanson, Gina Cooper, Michael Turgeon, and Michael Windsperger.

Staff members present: City Administrator Angela Grafstrom; Sara Raisbeck, Administrative Assistant; and Christopher Kennedy.

Others present: Ryan Yunkers, Lake Crystal Area Rec Center; Libby Kautner, Kennedy & Graven.

**Staff Reports**

Ambulance Service Update

No report.

Fire Department Update

No report.

Police Department Update

No report.

Street & Parks Department Update

Written report provided in the packet.

City Administrator Update

Written report provided in the packet.

Ryan Yunkers-LCARC Update

Ryan updated the council on the Playground Project which now has \$525K of funds that have been raised. The Rec Center is in the process of hiring a new Family Programs Manager. Ryan also touched on a potential Frisbie Golf Project with the Lake Crystal Lions Club.

**Consent Agenda** *(The following agenda items are considered to be non-controversial and routine innature. They will be handled with one motion of the City Council. Councilors may request that specific items be removed from the Consent Agenda and be acted upon separately)*

1. Minutes February 5, 2024, Regular Meeting of the City Council
2. Payment of bills totaling \$147,704.09
  - reviewed by Councilors Windsperger and Turgeon prior to the meeting.
3. Resolution 2405 Accepting Donations
4. Surplus fire equipment for disposal

**Motion made by Councilor Hanson to approve consent items one through four**, motion seconded by Councilor Cooper and carried unanimously.

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**Action Items**

Resolution 2406 Bethel Ecumen Release of Conduit Debt

Libby Kautner of Kennedy & Graven explained a conduit debt is when a municipality issues a debt obligation, usually for a small fee, to a debt holder and gives the proceeds to a non-profit. In this case the city issued a debt in 2014 for Ecumen. Ecumen is refinancing their debt and needs the city to approve the resolution releasing the debt to be refinanced. It does not affect the city as they were paid a fee in 2014 and have no other financial obligation or revenue from the debt.

***Motion made by Councilor Hanson to approve Resolution 2406 Bethel Ecumen Release of Conduit Debt***, motion seconded by Councilor Cooper and carried unanimously.

Advance Resignation Program

City Administrator Grafstrom provided the Council with examples from surrounding cities that included a ninety-day notice at \$500, one hundred twenty-day notice at \$1,000, and one hundred eighty-day notice at \$1,500. The Councilors and Mayor talked through the different examples and would like City Administrator Grafstrom to put together an example using hourly pay verses a set dollar amount. No motion was made at this meeting.

Approve Office Intern through South Central Services Cooperative for 400 Hours

The City of Lake Crystal would like to hire an intern from Mankato State University to intern at City Hall this summer for 400 Hours at a rate of \$12 per hour. The city can get reimbursed the full cost from South Central Service Cooperative.

***Motion made by Councilor Cooper to approve the Office Intern through SCSC for 400 hours at \$12 an hour***, motion seconded by Councilor Hanson and carried unanimously.

Approve Fence Repair at Collis Field

Matt Gangelhoff of the Baseball Association got an updated estimate of \$45,273. The council budgeted for 2024 \$45,000 for the fence repairs at Collis. It is the recommendation to council from the Park and Rec Commission to approve the fence repairs at Collis.

***Motion made by Councilor Windsperger to approve the fence repair at Collis Field in the amount of \$45,273***, motion seconded by Councilor and carried unanimously.

Approve Irrigation Cost Share at Collis Field

The Baseball Association is looking to put in an irrigation system at Collis Field and have the cost shared between the association, school, and City. The cost for the system is \$52,660. The council asked if the school has agreed. The Association has spoken to them, and it seems like they are on board with the plan. The Baseball Association will pay for the meter, but would also like the city to pay for the watering. Grafstrom shared the cost of watering the school's football field (\$14,164.32 in 2023) for perspective. The Park and Recreation Commission recommended council approve the irrigation expenses. Grafstrom

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stated this is not budgeted, but the city does still have its whole portion of the Marcille Jenson funds. No portion was needed for the courtyard as that had been budgeted for 2023 and came in under budget. Or, it could also come out of the capital fund.

***Motion made by Councilor Turgeon to approve the Irrigation Cost Share with the school and Baseball Association at Collis Field***, motion seconded by Councilor Hanson and carried unanimously.

Approval of Meter Installation at Collis Field

The Lake Crystal Baseball Association will be responsible for the Meter Installation at Collis Field, and the City of Lake Crystal will be responsible for paying the water bill at Collis Field.

***Motion made by Councilor Turgeon to approve the meter installation to be covered by Lake Crystal Baseball Association, and watering costs to be covered by the City of Lake Crystal at Collis Field***, motion seconded by Councilor Windsperger and carried unanimously.

Highway 60 Aesthetics Plan

- Review Preliminary
- Sandblasting
- Budget New City Sign Removal and Replacement 30-70K

City Administrator Grafstrom provided the Council with different photos and examples of City Sign options. The Council discussed and showed interest in the sign that is similar to the Saint Peter Veteran's Memorial. The Council directed Grafstrom to convey to MnDOT they want it to have color changing LED lights and larger letters of all the same font. They do not want the odd "a" as it appears in the city logo. The Council would like to see the current sign moved to a different part of town, if possible, to still be utilized. They suggested the street department could start working on this as they are slow now anyway with no snow to plow. The Council will continue to discuss. No motion was made at this meeting.

Upcoming meetings and events:

- Monday, March 11<sup>th</sup> 7:30pm Regular City Council Meeting

**Council Comments and Observations**

**Adjournment:**

***There being no further business of the Lake Crystal City Council, Councilor Cooper motioned to adjourn the regular meeting of February 26, 2024***, motion seconded by Councilor Hanson and carried unanimously. The meeting adjourned at 8:35 P.M.

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Todd Wiens, Mayor

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Angela Grafstrom, City Administrator