

MINUTES
Lake Crystal City Council
Tuesday, March 12, 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; Megan Hutchens, Administrative Assistant; and Christopher Kennedy, City Attorney; Police Chief Joe Flavin; Dean Tibbetts, Street and Parks Department; David Paul, Fire Chief

Others present: Gary Reed, Lake Crystal Firefighter Volunteer

Public Hearing: Ordinance 2024-3 CenterPoint Energy Gas Franchise Agreement

Mayor Todd Wiens closed the regular meeting of the City Council and opened the public hearing of Ordinance 2024-3 CenterPoint Energy Gas Franchise Agreement at 7:31 PM. City Attorney Chris Kennedy stated that there are no major changes to the franchise agreement. There were no additional questions or comments from residents or the council. Wiens closed the public hearing at 7:32 PM.

Mayor Todd Wiens opened the Regular Council Meeting at 7:32 PM

Staff Reports

Ambulance Service Update

No report.

Fire Department Update

Fire Chief David Paul stated that the department is at a total of 15 calls for the year. The department is working on recruitment to prepare for upcoming retirements. The Regional Firefighter class was held on Saturday, March 9th, 2024, and the Lake Crystal Fire Department and Fire Relief Association's Annual Rib Feed will be held Saturday, March 16th, 2024, at the Lake Crystal American Legion Post #294.

Lake Crystal Firefighter Volunteer Gary Reed attended the council meeting to discuss the purpose, requirements, and timeline of the FEMA Staffing for Adequate Fire and Emergency Response (SAFER) Grant. The grant will provide financial support for recruitment, retention, pre-employment physicals, equipment, and turnout gear for the Fire Department. The grant will open at the beginning of September and he stated the City of Eagle Lake has agreed to be the fiscal agent.

Police Department Update

Fire Chief Joe Flavin announced that the Police Department bathroom remodel has been completed and most of the updated office furniture has arrived.

Part-time Officer Cortney Devlaeminck continues her training, Officer Austin Smith is back to full-time status, and Sergeant Matthew Gangelhoff will be on personal a two-week leave. Flavin

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confirmed that the department is fully staffed for St Patrick's Day weekend.

Street & Parks Department Update

Staff members of the Street and Parks Department have been bust repainting bathrooms at each of the City's parks.

The Lake Crystal sign at the intersection of Main Street and Highway 60 will be removed in the Spring of 2025. Street and Parks Superintendent Dean Tibbetts discussed the option of moving the sign to the intersection of County Road 20 and Main Street by the Lake Crystal Area Recreation Center.

There are mechanical issues with the City's current loader. Tibbetts discussed the cost of repairs versus the trade-in value. Repairs will cost roughly \$8,000.00 and the trade-in value is about \$17,000.00. Tibbetts requested permission from the council to get on the used loader list. The council agreed by consensus to get on the used loader list.

City Administrator Update

Written report provided in the packet. City Administrator Angela Grafstrom stated that 16% of registered voters voted in person and 32% of registered voters mailed in a ballot for the March 5th Presidential Nomination Primary.

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 26, 2024, Regular Meeting of the City Council
2. Payment of bills totaling \$186,059.31
 - reviewed by Councilor Cooper and Councilor Hanson prior to the meeting
3. Approve Ambulance Write-Offs totaling \$8,496.86 from 16 total accounts
4. Resolution 2407 Authorizing the Sale of Land

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

Action Items

Ordinance 2024-03 CenterPoint Energy Gas Franchise Agreement (1st Reading)

The council did the first reading of Ordinance 2024-03 CenterPoint Energy Gas Franchise Agreement.

Motion made by Councilor Windsperger to approve Ordinance 2024-03 CenterPoint Energy Gas Franchise Agreement.

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Ambulance Resignation of Aubrie Cherney effective 3-31-24

Lake Crystal Ambulance EMT Aubrie Cherney submitted her resignation on February 29th, 2024, due to health concerns. Cherney's dedication to the Ambulance Service was greatly appreciated.

Motion made by Councilor Turgeon to approve the resignation of Aubrie Cherney from the Lake Crystal Ambulance Service effective 3/31/2024, motion seconded by Councilor Cooper and carried unanimously.

City of Lake Crystal Advance Resignation Notice Program

The Public Utilities Commission (PUC) approved the City of Lake Crystal Advance Resignation Notice Program during the March 12th commission meeting. There were no additional comments or questions from the council.

Motion made by Councilor Turgeon to approve the Advance Resignation Program, motion seconded by Councilor Hanson and carried unanimously.

Approve Quote for Cement Work at City Shop

Street and Parks Superintendent Dean Tibbetts provided a quote for concrete and trench work from Clint Adams Concrete. The estimate includes the cost of concrete, concrete removal, installation of 4-foot trenches, and drains totaling \$6,850.00. Grates for the drains are not included in the estimate and will be purchased from Industrial Fabrication Services. The 2023 quote for similar work from Barnett Construction was estimated to cost closer to \$10,000.00.

Motion made by Councilor Turgeon to approve the quote for cement work at the City Shop, motion seconded by Councilor Windsperger and carried unanimously.

Information/Discussion Items

- A. Upcoming meetings and events:
- Monday, April 1, 2024, 7:30 PM Regular Council Meeting

Council Comments and Observations

Councilor Michael Turgeon requested that the Street and Parks Department work on replacing the doors of the Little Libraries located at each of the city parks.

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Adjournment:

There being no further business of the Lake Crystal City Council, Councilor Hanson motioned to adjourn the regular meeting of March 11, 2024, motion seconded by Councilor Windsperger and carried unanimously. The meeting was adjourned at 8:09 P.M.

Todd Wiens, Mayor

Angela Grafstrom, City Administrator