

**MINUTES**  
**Lake Crystal City Council**  
**Monday, April 1, 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, Michael Turgeon, and Michael Windsperger. Members absent: Councilor Gina Cooper

Staff members present: City Administrator Angela Grafstrom; Megan Hutchens, Administrative Assistant; and Christopher Kennedy, City Attorney; Police Chief Joe Flavin

Others present: Brian Sarff, Bolton & Menk

**Staff Reports**

Ambulance Service Update

No report.

Fire Department Update

No report.

Police Department Update

No report.

Street & Parks Department Update

No report.

City Administrator Update

Written report provided in the packet. The city of Lake Crystal does not qualify to distribute all ballots through the mail for the election due to the city's population being over 400. The city will still be required to host a physical location for the next election.

**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 March 12, 2024, Regular Meeting of the City Council
2. Payment of bills totaling \$50,449.57
  - reviewed by Councilor Windsperger and Mayor Wiens prior to the meeting
3. Resolution 2408 Accepting Donations to the City of Lake Crystal
4. Resolution 2409 Authorizing the Sale of Land
5. Ambulance Write-Off Totaling \$331.50
6. Cemetery Deed for Mark Ashford of \$624.00 to Blue Earth County and State of MN for Burial Lot No. 672, Section C, Space 5

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

**Action Items**

Resolution 2410 Declaring Cost to be Assessed and Orderly Presentation of Assessment

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The total cost of improvement to Crystal Gardens Subdivision No. 7, Outlot B of Crystal Gardens No. 4, and contract is \$2,200,444.26. No further discussion from the council.

***Motion made by Councilor Hanson to approve Resolution 2410 Declaring Cost to be Assessed and Ordering Preparation Proposed Assessment***, motion seconded by Councilor Windsperger and carried unanimously.

Resolution 2411 Setting Hearing on Proposed Assessment

The hearing on the Proposed Assessment is scheduled for Monday, May 6<sup>th</sup>, 2024, in the council chambers of City Hall at 7:30 PM. No further discussion from the council.

***Motion made by Councilor Windsperger to approve Resolution 2411 for Hearing on Proposed Assessment***, motion seconded by Councilor Hanson and carried unanimously.

Resolution 2413 Approving County Project within Municipal Corporate Limits

No discussion from the council.

***Motion made by Councilor Hanson to approve Resolution 2413 Approving County Project with Municipal Corporate Limits***, motion seconded by Councilor Windsperger and carried unanimously.

Ordinance 2024-3 CenterPoint Energy Gas Franchise Agreement (2<sup>nd</sup> Read Through)

The council did the first reading of Ordinance 2024-03 to approve CenterPoint Energy Gas Franchise Agreement on 03/12/2024. The second reading was voted on and passed 04/01/2024.

***Motion made by Councilor Windsperger to approve Ordinance 2024-03 CenterPoint Energy Gas Franchise Agreement***, motion seconded by Councilor Hanson and carried unanimously.

**Information/Discussion Items**

FYI TA Grant Award Letter

The City of Lake Crystal has received the Transportation Alternatives Grant totaling \$1,000,000.00. The grant will be used for the planning and development of a trail and sidewalk to connect Lilly Lake Estates to the Lake Crystal public schools. Brian Sarff of Bolton & Menk stated that the trail and sidewalks are in the preliminary planning stage. A survey and right-of-way have been completed. Councilor Turgeon has requested Sarff to write up a summary of the progress to send to the residents of Lilly Lakes Estates.

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Upcoming meetings and events:

- Monday, April 15, 2024, 7:30 PM Regular Council Meeting

**Council Comments and Observations**

Brian Sarff of Bolton & Menk discussed the construction progress of Crystal Gardens No 7. CenterPoint Energy will begin placing gas lines, Mediacom and Consolidated Communications have not begun their work, the City of Lake Crystal's electric department is working on power to the development, sidewalk work and final asphalt will be completed shortly.

**Adjournment:**

***There being no further business of the Lake Crystal City Council, Councilor Hanson motioned to adjourn the regular meeting of April 1<sup>st</sup>, 2024, motion seconded by Councilor Windsperger and carried unanimously. Meeting adjourned at 7:46 P.M.***

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Todd Wiens, Mayor

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Angela Grafstrom, City Administrator