

MINUTES
Lake Crystal City Council
Monday, June 3, 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; David Paul, Fire Chief

Others present: Meghan Peterson, Rachel Jones, Dewey Escher, Zach Alms, Jennifer Wiens, and Ryan Yunkers

Public Hearing: Ordinance 2402 Establishing an Ambulance Commission

Mayor Todd Wiens closed the regular meeting of the City Council and opened the public hearing to Ordinance 2402 Establishing an Ambulance Commission at 7:31 PM. City Administrator Angela Grafstrom mentioned that the surrounding townships are interested in participating in the commission. Mayor Todd Wiens stated that the commission will be valuable to receive input from the surrounding townships and will be set up like the existing committees and commissions for Lake Crystal. There were no additional questions or comments from residents or the council. Wiens closed the public hearing at 7:33 PM.

Mayor Todd Wiens opened the Regular Council Meeting at 7:34 PM

Staff Reports

Ambulance Service Update

No report.

Fire Department Update

The Lake Crystal Fire Department has a total of 35 calls for the year. The installation of the new generator will be completed by the end of the week. The department is closing the application period. Results from the ISO audit was received, and the department retrogressed to a 5 rating from a 3. The police department, ambulance service, City Administrator, and fire department will be meeting with MNDot to discuss detour plans for the Highway 60 reconstruction project.

Police Department Update

No report.

Street & Parks Department Update

No report.

City Administrator Update

Written report provided in the packet.

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)*

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1. Minutes May 20, 2024, Regular Meeting of the City Council
2. Payment of bills totaling \$44,549.63
 - reviewed by Councilor Cooper and Councilor Hanson prior to the meeting

Motion made by Councilor Windsperger to approve consent items one through two, motion seconded by Councilor Turgeon and carried unanimously.

Action Items

Ordinance 2402 Establishing an Ambulance Commission (2nd Reading)

The council did the first reading of Ordinance 2402 Establishing an Ambulance Commission at the May 20th, 2024, Council Meeting. The public hearing and second reading were June 3rd, 2024.

Motion made by Councilor Cooper to approve Ordinance 2402 Establishing an Ambulance Commission, motion seconded by Councilor Hanson and carried unanimously.

Approve New Hire: Utility Billing and Cemetery Clerk at Grade 3, Step 2 with a start date of Wednesday, June 5th, 2024

There was a total of 35 applications for the Utility Billing and Cemetery Clerk position at City Hall. 7 applicants were chosen for the interview process. It was decided by the City Administrator and the interviewers to hire Ramsey Graff as fulltime at Grade 3, Step 2 (\$25.84/hour) with a start date of Wednesday, June 5th, 2024.

Motion made by Councilor Windsperger to approve the new hire Ramsey Graff as fulltime Utility Billing and Cemetery Clerk at Grade 3, Step 2 at the rate of \$25.84 an hour with a start date of Wednesday, June 5th, 2024, motion seconded by Councilor Turgeon and carried unanimously.

City Hall Generator Quotes

Action item has been tabled until the June 17th Council Meeting

Park & Recreation Commission Recommendation: Parks and Recreation Specialist Position for 2025 (Internal Hire First Opportunity)

Action item has been tabled until the Council budget work session.

Information/Discussion Items

- A. Review Finance Agreement with Lake Crystal Area Recreation Center
- B. Siren Map
- C. Budget to Actual Report
- D. Upcoming meetings and events:

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- Monday, June 17, 2024, 7:30 PM Regular Council Meeting
- Thursday, June 20, 2024, 6:00 PM Contract Work Session with Rural Fire Association

Council Comments and Observations

Several members of the Lake Crystal Area Recreation Center Board spoke about the importance of the indoor playground expansion. Rachel Jones, President of the Lake Crystal Area Recreation Center Board, has created a list of potential investors for the indoor playground project. She spoke about the successful fundraising that has been done so far and the support the recreation center has received. Meghan Peterson has served on the board for over 10 years and discussed the success of New Ulm's indoor playground expansion and the impact of a similar playground for the Lake Crystal community. Zach Alms, recreation center board member, is looking forward to the extreme weather advantages the indoor playground will bring to the community. He has young children that would benefit from the playground. Jennifer Wiens, recreation board member, discussed the financial asset the indoor playground will bring to the Lake Crystal Area Recreation Center. Wiens also discussed companies are beginning to become more active donors since Covid-19. Dewey Escher, recreation center board member, spoke about the importance of reaching all age demographics for the recreation center. The indoor playground will appeal to families with small children, which he feels is missing from the recreation center. They would like the council to consider funding to bridge the gap between fundraising efforts and the cost for the expansion. The council directed Grafstrom to investigate what will need to be done if they decide to cover part of the costs.

City Administrator Angela Grafstrom has received requests for a sidewalk along Oakland Street across from the Elementary School along with additional crosswalks to Electric Avenue.

Gina Cooper discussed office staff employee Teri Hobart-Thompson's contributions to the city as Finance Director and nominated her for the Cost Savings Award under the Employee Recognition Program.

Motion made by Councilor Cooper to approve the Employee Recognition Nomination to Teri Hobart-Thompson to be awarded the Cost Savings Award, motion seconded by Councilor Turgeon and carried unanimously.

Adjournment:

There being no further business of the Lake Crystal City Council, Councilor Hanson motioned to adjourn the regular meeting of June 3rd, 2024, motion seconded by Councilor Windsperger and carried unanimously. The meeting was adjourned at 8:22 P.M.

Todd Wiens, Mayor

Angela Grafstrom, City Administrator