

**MINUTES**  
**Lake Crystal City Council**  
**Monday, July 1<sup>st</sup>, 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 Gina Cooper, Michael Turgeon, and Michael Windsperger. Members absent: Councilor Brett Hanson

Staff members present: City Administrator Angela Grafstrom; Megan Hutchens, Administrative Assistant; Police Chief Joe Flavin; David Paul, Fire Chief

### **Staff Reports**

#### Ambulance Service Update

No report

#### Fire Department Update

June 7 calls and 39 year-to-date. The end of June was busy with flooding and sandbagging. BEC Fair – covering Saturday events. Job openings are closing. They received 5 applications, but 1 withdrew. They will interview four for two open positions. VBS requested a fire truck for water activity.

#### Police Department Update

As of 7/1/24 Officer Devlaeminck is fulltime, so we are back to 3 fulltime officers.

#### 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)*

1. Minutes June 17, 2024, Regular Meeting of the City Council
2. Payment of bills totaling \$139,311.18
  - reviewed by Councilor Windsperger and Councilor Turgeon prior to the meeting
3. Resolution 2420 Appointing Election Judges Josh Siebert and Rachel Siebert
4. Resolution 2421 Accepting Donations of \$1,500.00 from Cambria Township to the Lake Crystal Ambulance Service

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

### **Action Items**

#### Library Services Agreement with Blue Earth County

Blue Earth County and City of Lake Crystal are updating their agreement to provide Library Services to the citizens of Lake Crystal and surrounding communities. Grafstrom stated the current agreement is from 2014 and outdated. The council reviewed the agreement and Wiens suggested they add a 3–5-year termination date so it can be renewed in the future.

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***Motion made by Councilor Cooper to approve the Library Services Agreement between Blue Earth County and the City of Lake Crystal with the addition of a termination date, motion seconded by Councilor Windsperger and carried unanimously.***

Approve Updated Website Costs for the next 4 years

Catalis is the city's website provider, and the subscription term ends September 1, 2024. The new term would run from September 1, 2024, through August 31, 2028. The update and subscription for the four years totals \$13,098.00, and will be paid over the course of the 4 years as follows:

Year 1 \$2995, Year 2 \$3174, Year 3 \$3364, Year 4 \$3565

***Motion made by Councilor Turgeon to approve the updated Catalis website costs totaling \$13,098.00 to be paid in four installments from 2024 through 2028, motion seconded by Councilor Cooper and carried unanimously.***

**Information/Discussion Items**

- A.** FYI Update on invoice cloud errors
- B.** FYI RFP for Rec Center with Timeline
- C.** Schedule Work Session on Cannabis Ordinance? In his letter Kennedy suggested the council have a work session on this. Flavin will follow-up with Eagle Lake and see how they are handling it.
- D.** Results of CIP Meeting Voting – CIP Open House, 16 people in attendance. Wiens suggested we continue to do this, but schedule it earlier in the year for 2025
- E.** Upcoming meetings and events:
  - Monday, July 15, 7:30 pm Regular City Council Meeting

**Council Comments and Observations**

Wiens – The Crystal Project Waters Meeting was held Wednesday June 26 . They were awarded \$596,000.00 for Ditch 56 project south of County Rd 9

Flooding – Mayor Wiens thanked Jeremy and Jackson for flood management and long hours over the weekend. Grafstrom also thanked Jeremy for aiding Waterville during flooding. Grafstrom reported both Blue Earth and Brown Counties supplied sandbags and she thanked residents and staff for filling bags.

**Adjournment:**

***There being no further business of the Lake Crystal City Council, Councilor Cooper motioned to adjourn the regular meeting of July 1, 2024, motion seconded by Councilor Turgeon and carried unanimously. The meeting was adjourned at 7:54 P.M.***

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Todd Wiens, Mayor

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Angela Grafstrom, City Administrator