

**MINUTES
LAKE CRYSTAL CITY COUNCIL
REGULAR MEETING
MONDAY, October 03, 2022
CITY HALL BUILDING COMMUNITY ROOM
100 E ROBINSON STREET**

Mayor Todd Wiens called the meeting to order at 7:30 p.m. Members present: Councilors Brett Hanson, Gina Cooper, Michael Turgeon, and Susan Gengler.

Staff members present: Sara Raisbeck, Office Assistant; Megan Hutchens, Administrative Assistant; Christopher Kennedy, City Attorney; Joe Flavin, Blue Earth County Police Department; Jeff Becker, Lake Crystal Fire Department; Rhonda Ingebritson, Lake Crystal Ambulance Department; and Dean Tibbetts, Lake Crystal Streets Department. Angela Grafstrom, City Administrator was absent from tonight's meeting.

Others present: Grace Kranz, Lake Crystal Tribune; Ryan Yunkers, LCARC Director and Marcie Larson, Family Programs Manager; LCARC

Staff Reports

Ambulance Department Update:

The Ambulance Department discussed developing an incentive program with the paramedic students through South Central College. This program is designed to help guide on improving essential skills while gaining needed training hours. Training hours needed are 60 per month. The goal is to start training immediately for the current school semester. One new hire for the department is pending and two additional interviews are being conducted.

Fire Department Update:

The funeral of retired firefighter Roger Jones was held on September 30th. New lights have been installed and set at lowest setting. Physicals are complete for the year in the department except for one. Fire Prevention week begins Sunday, October 9 starting with the Pancake Feed. Pizza deliveries will be on Thursday, October 13. An updated equipment inventory list was discussed. Two out three door locks have been received. Zack's Locksmith has been called to begin the work. The project will cost about \$3,274.

Police Department Update:

Conditional offer for a part-time officer. Recognition for officer Austin Smith for responding quickly to a call to perform Heimlich Maneuver to save a male from choking.

Street & Parks Department Update

W W Blacktopping, Inc will begin work on tearing out and improving select alleys. The reclaiming project on Blue Earth Street to Humphrey Street will also be completed in the following week. Barga Inc was in town to complete the work on manholes to prevent issues with the plows for the winter. Lilly Lakes basketball hoop was installed, but lines need to be

repainted to standard measurements. The department is waiting on the tractor to get back to the shop for the leaf machine. Request to recognize department on efforts to keep the lake clean with the removal of leaves from the streets and parks.

City Attorney Update:

No report.

City Administrator Update:

Written report provided in the packet.

LCARC Director Ryan Yunkers Update:

The Halloween Hustle race route has been approved and help was requested from the Police Department and Ambulance Department. Fit Kids program is at full capacity since Covid restrictions with a waitlist. Staffing for the program is back to normal teacher to student ratio. There were 100 participants in the recent Running Challenge. The upcoming Trunk or Treat event is planned in the parking lot while games and activities will be held in the gymnasium. Marcie Larson, Family Programs Manager discussed the need for an indoor play area. Targeted age range would be toddler through age 12. An additional party room would be a potential revenue generator. Community feedback, fundraising, design, and construction are the next steps to continue this project.

Motion made by Councilor Cooper to approve the race route and help from additional departments, motion seconded by Councilor Hanson and carried unanimously.

Consent Agenda:

1. September 19, 2022 Regular Meeting of the Council
2. Payment of bills totaling \$143,320.11
 - Payments reviewed by Councilor Gengler and Councilor Turgeon prior to the meeting.
3. Resolution 2229: Certify Additional Election Judge Kiara Kirchner
4. Resolution 2230: Accepting Donations for one Recycled Plastic Trex Bench from Plastic Film Recycling Program valued at \$400.00
5. Resolution 2231: Transfer Funds of \$2,375.00 for final payment in 2023 of watershed sign
6. Gambling Permit for Holy Family Catholic Church Women's Group for November 19, 2022 approved for annual Holiday Fair

Motion made by Councilor Gengler to approve the six items on the consent agenda, motion seconded by Councilor Turgeon and carried unanimously.

Action Items:

Approve New EMR

It was requested council approve Charlie Frable as EMR at \$40.00 for hours 1-3, \$15.00 after,

\$9.50 for non-run including training hours, meetings, and events. \$10 show-up fee.

Motion made by Councilor Hanson to approve Charlie Frable as EMR, motion seconded by Councilor Turgeon and carried unanimously.

Approve IBEW Contract

Council was presented with the contract for International Brotherhood of Electrical Workers to review. City Administrator Angela Grafstrom, Mayor Todd Wiens, and Utility Commissioner Dennis McCoy negotiated with the Street and Utility departments and all changes were accepted prior to the council meeting. This was accepted as a three-year contract. There were no further discussions from the council.

Motion made by Councilor Turgeon to approve the 2023-2025 International Brotherhood of Electrical Workers Contract, motion seconded by Councilor Cooper and carried unanimously.

Approve LELS Contract

Council was presented with the Law Enforcement Labor Services contract to review. City Administrator Angela Grafstrom, Mayor Todd Wiens, and Police Chief Mike Mauer met with the Police Department to review negotiations and all were accepted prior to the council meeting. There were no further discussions from the council.

Motion made by Councilor Hanson to approve the 2023-2025 Law Enforcement Labor Services Contract, motion seconded by Councilor Gengler and carried unanimously.

Approve Salary Schedule, COLA, and Pay Plan, Fire Schedule, and Ambulance Pay Schedule for 2023

Council reviewed the salary and pay schedules for COLA, Pay Plan, Fire & Ambulance in the packet. There were no further discussions from the council.

Motion was made by Councilor Turgeon to approve the salary schedule, COLA, Pay Plan, Fire Pay Schedule, and Ambulance Pay for 2023. Motion seconded by Councilor Hanson and carried unanimously.

Approve LMW Regional Safety Group Agreement to replace MMUA

Council was presented with the information regarding the agreement. City Administrator Angela Grafstrom researched the cost difference between this agreement and current agreement with MMUA to save the city from additional costs. There were no further discussions from the council.

Motion was made by Councilor Cooper to approve LMW Regional Safety Group Agreement, motion seconded by Councilor Gengler and carried unanimously.

Ordinance 2022-03 Amending Title IX, Chapter 90.04 Relative to Farm Animals by Allowing Chickens-Keeping, Transporting, Treatment and Housing

This is the first reading with the council regarding the ordinance. The planning and zoning meeting had no public input. Attorney Chris Kennedy and City Administrator Angela Grafstrom reviewed the ordinance to make sure all sections were up to date prior to the council meeting. Second motion not needed at this time. There were no further discussions from the council.

Motion was made by Councilor Cooper for the first reading of Ordinance 2022-03 Amending Title IX, Chapter 90.04 Relative to Farm Animals by Allowing Chickens – Keeping, Transporting, Treatment and Housing. Second motion not needed at this time.

Juneteenth Additional Information

Council was presented with requested information regarding Juneteenth as a holiday in surrounding cities in the packet. Attorney Chris Kennedy commented that Federal Offices are closed for the holiday while most State Offices will remain open. Mayor Todd Wiens presented the motion for council to approve Juneteenth as a paid holiday. Council did not take any action and no motion was made. There were no further discussions from the council.

No motion was made by the council at this time.

Insure or not to insure, etc. 1980 Ford Tanker/Pumper owned by Rural Fire Department for \$56.47 per year

On the April 5th, 2022 meeting between the Lake Crystal Fire Department and Rural Fire, it was voted on and approved to sell the 1980 Ford Tanker/Pumper to the fire department for \$1.00. The fire department would pay insurance on the tanker/pumper for the first year and the city would continue the payments going forward. Antique costs were researched, but the tanker/pumper does not make the qualifications needed. The Fire Relief Association would manage the maintenance and storage; the only cost to the city would be the yearly insurance fee. There are modifications needed to make the tanker/pumper safe for passengers to ride on during parades and other events. Attorney Chris Kennedy addressed to the council what is the public purpose and benefit to the city to obtaining the tanker/pumper besides public promotion. Councilor Gengler presented the idea of a memorandum of understanding between the Fire Relief Association and the City.

Motion was made by Councilor Turgeon to Insure the 1980 Ford Tanker/Pumper owned by Rural Fire Department for \$56.47 per year and to be reimbursed by the Fire Relief Association, motion seconded by Councilor Gengler, and carried unanimously.

American Legion Liquor License Renewal

This item was not originally on the agenda. It was added prior to the meeting by Mayor Todd Wiens. The current liquor license was set to expire Oct 3, 2022. City Administrator Angela Grafstrom was absent from the meeting and could not sign the license renewal. Finance Director Teri Thompson-Hobart was able to sign the document in lieu of the city administrator. There were no further discussions from the council.

Motion was made by Councilor Cooper to renew the American Legion Liquor License, motion seconded by Councilor Hanson.

Information/Discussion Items:

The Income and Expense Statements will need to be added to next meeting.

Upcoming meetings and events:

Regular meeting of City Council Monday, October 17th at 7:30 p.m.

Cancel/Reschedule November 7th meeting due to Elections.

- Mayor Todd Wiens presented the idea to cancel the meeting due to elections and to have a break.

Motion made by Councilor Hanson to cancel the November 7th Council Meeting, motion seconded by Councilor Gengler and carried unanimously.

Council Comments and Observations:

None.

Adjournment:

There being no further business of the Lake Crystal City Council, Councilor Turgeon motioned to adjourn the regular meeting of October 03, 2022, motion seconded by Councilor Hanson and carried unanimously. Meeting adjourned at 8:36 p.m.

Todd Wiens, Mayor

Angela Grafstrom, City Administrator