

MINUTES
Lake Crystal City Council
Monday, October 6, 2025, 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 Windsperger, and Jennifer Bierma.

Staff members present: City Administrator Angela Grafstrom; MacKenzie Doering, Administrative Assistant; and David Paul, Fire Chief

Others present: Andre Brown, Sarah Busch, Harlan Brown, Rosemary Froen, Greg Abraham, and Blane Andersen

No Reports: Ambulance Service, Streets & Maintenance, and Parks Department.

Staff Reports

Fire Department: Chief Paul reported that this week is Fire Prevention Week, which began with a pancake breakfast on October 5th. The Fire Department will hold a pizza delivery night on Thursday, October 9th, and conduct school visits on Friday, October 10th. A department member also visited Little Lakers on October 6th to provide a brief fire safety presentation. It has been a busy week for calls, and the two newest members of the department are scheduled to begin training classes next month.

Police Department Update: City Administrator Grafstrom reported on Officer Phillips' behalf, there was a total of 149 calls in September, including 20 traffic stops that resulted in 6 citations. Officer Phillips has focused on traffic enforcement due to the increased volume of vehicles from the detour.

City Administrator Update

Written report provided in the packet.

City Administrator Grafstrom reported that the bonding bill has been submitted, and the wetlands report has been received from the City's engineer. As part of the Wastewater and Substation Project, the electric, sewer, and water rates are being updated for the next 3–5 years. Grafstrom also noted that a meeting with the DNR has been scheduled to review the shoreline.

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 Month September 15, 2025, Regular Meeting of the City Council
2. Payment of bills totaling \$566,592.72
 - reviewed by Councilor Hanson and Councilor Cooper prior to the meeting
3. Resolution 2529 Accepting Donations totaling \$2,105.62 for the Fire Department
4. Approve Holy Family Gambling Permit for November 15, 2025, Raffle
5. Approve Surplus of Old Life Bags to be destroyed, cannot be sold
6. Crystal Gardens #7 Pay Request #8 and Final: \$93,823.59
7. Approve old EDA Loan Right Off: The Bank Bar & Grill (JV & BJ Enterprises) \$9,265,00
8. WEB Pay request #8 for the Rec Center Project for \$290,355.15

Motion made by Councilor Hanson to approve consent items 1 through 8, motion

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seconded by Councilor Cooper and carried unanimously.

Action Items

Resolution 2530 Authorizing Sale of Land (last 3 lots in Crystal Gardens #7)

Council reviewed Resolution No. 2530 authorizing the sale of three City-owned lots in Crystal Gardens Subdivision No. 7 (655, 656, and 653 Daisy Court) to Miller Homes LLC for residential development. The transfer will be completed by a warranty deed, with development required to conform to City Code. These are the last three lots in the development. Closing is set for December.

Motion made by Councilor Windsperger to approve Resolution 2530 Authorizing Sale of Land, motion seconded by Councilor Bierma and carried unanimously.

Resolution 2531 Certifying Unpaid Water, Sewer, and Refuse to Taxes

Council reviewed Resolution No. 2531, certifying unpaid municipal fees and utility charges totaling \$13,228.72 to the County Auditor as special assessments. The certification constitutes a lien on the affected properties, payable over one year, with interest beginning when collected by the county.

Motion made by Councilor Hanson to approve Resolution 2531 Certifying Unpaid Water, Sewer, and Refuse to Taxes, motion seconded by Councilor Cooper and carried unanimously.

Accept Jack Zoback's verbal resignation effective 9/23/25

Jack Zoback verbally submitted his resignation to the Ambulance director, Ingebritson.

Motion made by Councilor Cooper to approve Jack Zoback's verbal resignation effective 9/23/25, motion seconded by Councilor Windsperger and carried unanimously.

Updates to Personnel Policy

The City Administrator Grafstrom and the City's attorney, Kennedy, reviewed the personnel policy prior to the meeting to clarify and modernize employee benefits and ensure consistency with current practices. The review clarified that employees on short-term disability remain entitled to the same benefits as all employees, regardless of age, to prevent any unintended reduction in benefits. Age-based termination of life and accidental death and dismemberment insurance benefits were removed to promote equity across all employees. Language regarding MN Paid Leave was updated to reflect recent changes, including an expanded definition of family. This ensures employees have access to leave for care of a broader range of family members as defined under Minnesota law. The policy now clarifies that paid benefits, short-term disability, MN Paid Leave, and FMLA may be used concurrently, provided the combined benefit does not exceed 100% of an employee's regular salary, ensuring employees are fully supported during leave. Additionally, the prior requirement to exhaust vacation, sick, and ESST leave before accessing short-term disability or MN Paid Leave has been removed, giving employees more flexible and equitable access to their benefits.. Lastly, the mandatory retirement age of 70 was removed, allowing employees to continue working based on satisfactory performance and health, in recognition of experience and ongoing capability.

Motion made by Councilor Windsperger to approve Updates to Personnel Policy, motion seconded by Councilor Bierma and carried unanimously.

Demolition of Boy Scout Cabin

Rosemary Froen addressed the City Council, expressing concern that she was unaware that the

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Parks and Recreation Commission had recommended the demolition of the Boy Scout Cabin. She noted that earlier in the summer, there had been discussions about pursuing grant funding to renovate the structure, and an emergency measure had been approved to install a new roof as a temporary preservation effort. Froen stated that there were no Park meeting minutes or related information available on the City's website regarding discussions about repair bids or the demolition proposal. She noted that there has been public support for saving the cabin, particularly from former scouts, scout leaders, and residents who have contributed funds and effort over the years to maintain the building. Many in the community would like to see the cabin restored to its original appearance and made available for future public use or rental. Froen requested that the city seek additional quotes and estimates for repair work instead of relying on a single bid. She believes there may be more cost-effective options available and that the structure could be made safe with basic repairs, such as window replacement, before winter. She also suggested bringing in another contractor to assess the cabin for safety and code compliance, to preserve its character while minimizing expenses. Additionally, she offered to help research and pursue potential grants or funding sources to support the restoration. Mayor Wiens responded that he had visited the site with Parks Specialist Schmitz and a city employee after the new roof was installed. Upon inspection, they found that one of the walls is severely deteriorated. The City will look into obtaining more detailed assessments and additional quotes regarding the structure's condition and potential next steps.
Council tabled for a later discussion after they have more details and quotes. The council never addressed the demolition.

Information/Discussion Items

Council discussed and reviewed the Revenue and Expense Report provided in the packet.

Upcoming meetings and events:

- Monday, October 20, 2025, 7:30 PM Regular Council Meeting

Council Comments and Observations

Mayor Wiens mentioned a few meetings coming up. The REDA meeting will be on October 8th and the Annual REDA meeting will be held on October 21st. The Mayors and Clerks meeting will be held on October 9th.

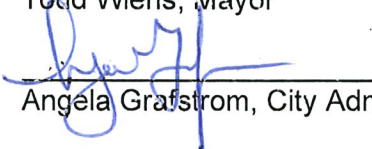
Adjournment:

There being no further business of the Lake Crystal City Council, Councilor Hanson motioned to adjourn the regular meeting of October 6, 2025, motion seconded by Councilor Bierma and carried unanimously. Meeting adjourned at 8:00 P.M.

Minutes prepared by: Kenzie Doering



Todd Wiens, Mayor



Angela Grafstrom, City Administrator

