

**MINUTES**  
**Lake Crystal City Council**  
**Monday, October 7, 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; Finance Director Teri Thompson; Mackenzie Doering, Administrative Assistant; and Christopher Kennedy, City Attorney; Police Chief Joe Flavin; and Rhonda Ingebritson, Lake Crystal Ambulance Service; David Paul, Fire Chief; Dennis McCoy Utility Chairman.

Others present: Jessica Green, Northland Securities, Hunter Johnson, Brad Ahrenstorff, Roger Hoechst, and Dave Richards

**Public Hearing: Five-Year Street Reconstruction Plan 2024-2028**

Mayor Todd Wiens closed the regular meeting of the City Council and opened the public hearing to Jessica Green of Northland Securities at 7:30 PM.

The city can use the bonds to fund the revitalization and overlay asphalt of current city streets. Qualified improvements may consist of turning lanes and other enhancements with a significant public safety role, realignments, and other adjustments to intersect with state and county roads. As of the Plan adoption date, the city has no outstanding street reconstruction bonds. The Plan allows for the issuance of General Obligation Street Reconstruction Bonds in an amount not exceeding \$1,750,000. This maximum bond amount to be issued encompasses the estimated cost of issuances. There were no questions or comments from residents or the council. Wiens closed the public hearing at 7:35 PM.

Mayor Todd Wiens opened the Regular Council Meeting at 7:35 PM

**Staff Reports**

Ambulance Service Update: Rhonda discussed medical calls received in August and September. The ambulance has experienced issues with proper billing from the current billing company. They are currently seeking a new billing company due to the ongoing problems. This will be a topic of discussion at the upcoming conference. Additionally, there are staffing shortages during both day and night shifts. The service is in the process of hiring two new employees and has volunteers available to help.

Fire Department Update: Fire Prevention Week is the week of the 7<sup>th</sup>. Pizza delivery night on Thursday. On Friday the 11<sup>th</sup>, there will be a fire drill at the high school before moving to the elementary. Storytime at the Library on October 12<sup>th</sup>. Fire Safety Day at the Children's Museum was the week before. Kids had fun spraying water and climbing through the safe space house.

Police Department Update: Finishing building the new squad car by Friday. Over the weekend, the Blue Earth County Guard stationed a car on West Nathan Street as a precautionary measure for a funeral event. Everything went smoothly, and there were no issues or danger to the public.

City Administrator Update

Written report provided in the packet.

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**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 September 16, 2024, Regular Meeting of the City Council
2. Payment of bills totaling \$970,039.72
  - reviewed by Councilor Michael Turgeon and Councilor Michael Windsperger prior to the meeting
3. Cemetery Deed for Mark Blekestad of \$625 to Blue Earth County and State of MN for Burial Lot No. 841, Section A, Space 5.

***Motion made by Councilor Michael Windsperger to approve consent items 1 through 3, motion seconded by Councilor Michael Turgeon and carried unanimously.***

**Action Items**

Review Hwy 60 Finance Plan with Jessica Green

The Bonds will be used to finance the City's portion of the Highway 60 reconstruction project and the 2024 sewer and water trunk improvements, as well as to cover the costs associated with issuing the Bonds. The issuance comprises \$4,035,000 in General Obligation Bonds, which will be secured by the City's net revenues from its sanitary sewer and water systems and taxes. The City is exploring various term structures for each portion of the Bonds. For the Street Reconstruction Portion, the City is considering 15- and 20-year terms. For the Sanitary Sewer and Water Portions of the Bonds, the City is considering 15-, 20-, 25-, and 30-year terms. All these scenarios assume that principal payments will commence in 2026.

***Council discussion, PUC will review the water and sewer portions to decide on the term length for the revenue portions.***

Resolution 2429 to Adopt Street Recon Plan and Approve Issuance of Bond

The City Council held a public hearing to discuss the adoption of the Plan and the issuance of up to \$1,750,000 in general obligation street reconstruction bonds. These funds will be used for street reconstruction improvements as outlined in the Plan (the "Street Reconstruction Projects"). The public hearing notice was published in the City's official newspaper at least 10 days and no more than 28 days prior to the hearing date.

***Motion made by Councilor Michael Windsperger to approve Resolution 2429 Adopting the Street Reconstruction Plan and approving the issuance of bond, motion seconded by Councilor Gina Cooper and carried unanimously.***

Resolution 2430 to Approve Issuance of GO Bond 2024A

The City has determined that it is necessary to sell and issue fully registered general obligation bonds, totaling no more than \$4,500,000 (referred to as the "Bonds"). The proceeds from the Bonds will finance the City's share of the Highway 60 reconstruction project, the 2024 sewer

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and water trunk improvements, and the costs of issuing the Bonds. The City Council intends to proceed with the sale of the Bonds through direct negotiation with Northland Securities, INC, which will purchase the Bonds in a fair commercial transaction with the City.

***Motion made by Councilor Brett Hanson to approve Resolution 2430 approving the issuance of GO Bond Series 2024A***, motion seconded by Councilor Michael Windsperger and carried unanimously.

Ordinance 2024-4 Regulations Regarding Cannabis Businesses (1<sup>st</sup> Reading)

The council did the first reading of Ordinance 2024-4 on October 7<sup>th</sup>, 2024.

***Motion made by Councilor Brett Hanson to approve Ordinance 2024-4 Regulations Regarding Cannabis Businesses***

Ambulance New Hires:

Director Ingebritsen requested the approval of hiring Hunter Johnson and Jack Zoback both at EMR pay. Hunter Johnson presented himself at the meeting,

***Motion made by Councilor Gina Cooper to approve the hiring of Hunter Johnson and Jack Zoback at the EMR pay scale***, motion seconded by Councilor Michael Turgeon and carried unanimously.

Ambulance Travel Request

Director Ingebritsen requested \$1,089.69 to attend the Duluth Medical Directors Annual Conference

***Motion made by Councilor Brett Hanson to approve the Ambulance Travel Request in the amount of \$1,089.69***, motion seconded by Councilor Michael Windsperger and carried unanimously.

Resolution 2431 Certifying Utilities to Taxes

Grafstrom presented council with the list of past due accounts totaling \$7,475.58 to be certified to property taxes. The certification is only for the water and sewer portion as the electric portion has to be turned into collections.

***Motion made by Councilor Brett Hanson to approve Resolution 2431 certifying utilities to taxes***, motion seconded by Councilor Michael Windsperger and carried unanimously.

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Review/Approve Fire Contract with Rural Fire

The City of Lake Crystal reviewed the proposed six-year agreement with the Lake Crystal Rural Fire Association, which involves an annual payment of \$51,525. The agreement is scheduled to commence on January 1, 2025, and will automatically renew for an additional three-year term unless either party provides notice to cancel or amend the agreement. The annual payment of \$51,525 is calculated based on a \$75 contribution per household for 687 households, covering the calendar year from January 1 to December 31. The council would like to go back to rural fire with some questions as they are wondering how they came up with the \$75/per household, they would like to see it include a COLA, they would like a shorter term, maybe 3 to 4 years.

***Council discussion, no motion has been made at this time. The council will review this at a later date.***

Compeer Grant for \$3700

The city has been awarded a Compeer grant for \$3,700.00. The grain rescue tubes will only be used by fire, but the grant was written for the city, so it must be accepted by the city. There is no required match.

***Motion made by Councilor Michael Windsperger to accept the Compeer Grant for the purchase of grain rescue tubes for the Fire Department in the amount of \$3,700.00, motion seconded by Councilor Michael Turgeon and carried unanimously.***

Emergency Communications Network (ECN) Grant for \$40,000

Grafstrom wrote a grant to get new radios for fire and ambulance. The grant request was originally for \$65,533.00 with a match of \$3,449.96 and the expectation we would get no more than \$40,000. Grafstrom is asking the council to accept the grant offer of \$40,000.00 with a 5% local match requirement of \$2,105.26.

***Motion made by Councilor Michael Turgeon to accept the grant funds of \$40,000 for the purchase of radios for fire and ambulance, motion seconded by Councilor Gina Cooper and carried unanimously.***

Southern Minnesota Initiative Foundation (SMIF) Taylor Rural Improvement Grant

Grafstrom wrote the grant on behalf of the Local Historical Society to get funds to open a local history museum. The City was awarded the full ask of \$15,600.00 with a local match of cash and in-kind totaling \$5,200.00. The local historical society has committed the matching funds for the project. The new museum would be going into the storefront at the back of G.R.A.C.E.

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***Motion made by Councilor Michael Windsperger to accept the Taylor Rural Improvement Grant in the amount of \$15,600 for a new local history museum, motion seconded by Councilor Brett Hanson and carried unanimously.***

**Information/Discussion Items**

Levy Options for December Certification

The council had asked Grafstrom for information regarding various levy options and what other cities are doing. This was provided for review.

Updated Ambulance Housing Policy, Rules, and Regulations

The council reviewed the updated rules and regulations for staff staying at the ambulance house.

Upcoming meetings and events:

- October 21, 2024, 7:30 PM Regular Council Meeting

**Adjournment:**

***There being no further business of the Lake Crystal City Council, Councilor Michael Turgeon motioned to adjourn the regular meeting of October 7th, 2024, motion seconded by Councilor Brett Hanson and carried unanimously. Meeting adjourned at 8:42 P.M.***

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Todd Wiens, Mayor

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Angela Grafstrom, City Administrator