

MINUTES
Lake Crystal City Council
Monday, NOVEMBER 20, 2023, 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, Michael Turgeon, Michael Windsperger, and Gina Cooper

Staff members present: City Administrator Angela Grafstrom; Sara Raisbeck, Administrative Assistant; and Christopher Kennedy, City Attorney; Jeff Becker, Fire Chief

Others present: Greg Abraham, Mark Sanderson, Gordy Kuznia, and Mary Kuznia

Staff Reports

Ambulance Service Update

Ambulance Director Rhonda Ingebritson asked the council to approve hiring 4 new people and sending 3 people to training. She asked to hire Brian Schultz as an EMR, Connie Schumacher as an EMT, Ethan Kuznia as an EMT, and Mya Ulrich as an EMT.

Motion made by Councilor Turgeon to approve hiring Brian Schultz, Connie Schumacher, Ethan Kuznia, and Mya Ulrich as new ambulance hires effective 11/20/23, motion seconded by Councilor Cooper and carried unanimously.

Ingebritson also requested approval to send Brian Schultz, Connie Schumacher, and Sarah Leonard to EMT Education at South Central College.

Motion made by Councilor Hanson to approve EMT education at South Central College for Schumacher, Leonard, and Schultz, motion seconded by Councilor Cooper and carried unanimously.

Fire Department Update

The fire department has responded to 92 calls as of 11/20/2023.

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 in nature. 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 November 6, 2023, Regular Meeting of the City Council with change to Gina Cooper being absent.
2. Payment of bills totaling \$76,727.59
 - reviewed by Councilor Cooper and Councilor Hanson prior to the meeting.

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3. Resolution 2024 Certifying \$1,055.45 of unpaid utilities to residents Property Taxes
4. Voter's Fund Agreement with Blue Earth County

Motion made by Councilor Hanson to approve consent items one through four, motion seconded by Councilor Cooper and carried unanimously.

Action Items

Ordinance 2023-07 Amending the Lake Crystal City Code with Cannabinoid Guidelines (2nd reading)

The council did the first reading of Ordinance 2023-07 Amending the Lake Crystal City Code with Cannabinoid Guidelines on 11/06/2023. The second reading was voted on and passed 11/20/2023.

Motion made by Councilor Hanson to approve Ordinance 2023-07 Cannabinoid, motion seconded by Councilor Turgeon and carried unanimously.

Ordinance 2023-08 Revisions to Chapter 153 Floodplain Management (2nd Reading)

The council did the first reading of Ordinance 2023-08 Revisions to Chapter 153 Floodplain Management on 11/06/2023. Grafstrom reported Ordinance No. 2023-08 An Ordinance Repealing and Replacing Chapter 153 Floodplain Management of the Lake Crystal City Code had been reviewed and approved by the DNR. Grafstrom will be taking a workshop on how to load the new maps once they are released in February of 2024. The second reading was voted on and passed 11/20/2023.

Motion made by Councilor Windsperger to approve Ordinance 2023-08 Revisions to Chapter 153 Floodplain Management, motion seconded by Councilor Hanson and carried unanimously.

Adopt County Comprehensive Land Use Plan

The Planning and Zoning Commission reviewed and recommended the council adopt the County's Comprehensive Land Use Plan. Grafstrom reported that adopting the plan will get the City to GreenStep 3.

Motion made by Councilor Windsperger to adopt the County Comprehensive Land Use Plan, motion seconded by Councilor Turgeon and carried unanimously.

Resolution 2326 Final Designation of Polling Place

The state no longer requires this, but Blue Earth County asked the City for a final designation. Going forward, the City will only need a new resolution if the location is changed.

Motion made by Councilor Hanson to Designate the Lake Crystal Area Recreation Center as the Polling Place for the City of Lake Crystal, motion seconded by Councilor Cooper and carried unanimously.

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Resolution 2327 Governing Write-In Vote Counting

Blue Earth County asked the City to pass this resolution to simply write-in vote counting for future elections.

Motion made by Councilor Turgeon to pass Resolution 2327 Governing Write-In Voting, motion seconded by Councilor Windsperger and carried unanimously.

Update to Personnel Manual regarding ESST

Kennedy and Grafstrom presented language addressing ESST for Seasonal, Fire and Ambulance staff to be added to the personnel manual. This needs to be added now, but Kennedy said he is expecting more changes/information to come.

Motion made by Councilor Turgeon to approve language for the Personnel Manual addressing ESST time for Seasonal, fire, and ambulance staff, motion seconded by Councilor Hanson and carried unanimously.

Fire Department Officers

Council reviewed the list of fire department officers for 2024 as provided by Chief Becker:

Chief.....David Paul
Asst Chief.....Justin Anderson
Capt.....Jacob Quade
Lieutenant..... Tyler Eckert
Engineer..... Chad Volk
Safety Officer.....Jeff Becker
Secretary.....Justin Nilson
BOR.....Joe Kuduk

Motion made by Councilor Cooper to approve the fire department officers as listed in the minutes for 2024, motion seconded by Councilor Windsperger and carried unanimously.

Fire Department Standby Generator

Chief Becker is still working on this. He got 2 estimates, one for \$21,900 for 26 KW and one for \$15,000 for 21 KW. One is a Generac and the other is a Winco. The price does not include new gas lines, meters, etc. which will also be needed to hook them up. The Council noted the generator does not need to run the full facility but the lights, overhead doors, and heat temporarily. Becker will look at smaller KWs, he suggested 18 or 15. No action was taken by the council at this time.

Information/Discussion Items

Residents present expressed concerns about the plan for Highway 60 and Lakeview Road. They were invited by MnDOT to a town hall meeting on November 28. Council listened to their concerns and encouraged them to attend the MnDOT meeting next week.

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Upcoming meetings and events:

- Monday, December 4, 2023, 7:30 PM Regular Council Meeting

Council Comments and Observations

Turgeon was wondering if the Council would need to meet December 18 as the school has a concert that night. It was discussed that they may not need the second meeting in December.

Wiens mentioned that we may have one meeting in January, January 8, as the 1st and 15th are both holidays.

The council will see what February looks like when it gets closer.

Grafstrom stated that she would like to see them move or cancel the first meeting in March due to the primary election. She will have to pick up election stuff and set up on Monday, then Tuesday is a full day from 6:30 am to after the polls close.

Adjournment:

There being no further business of the Lake Crystal City Council, Councilor Hanson motioned to adjourn the regular meeting of November 20, 2023, motion seconded by Councilor Windsperger and carried unanimously. The meeting adjourned at 8:05 P.M.

Todd Wiens, Mayor

Angela Grafstrom, City Administrator