

**MINUTES  
LAKE CRYSTAL CITY COUNCIL  
REGULAR MEETING  
MONDAY, NOVEMBER 21, 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: Angela Grafstrom, City Administrator; Megan Hutchens, Administrative Assistant; Christopher Kennedy, City Attorney; Joe Flavin, Blue Earth County Police Department; Jeff Becker, Lake Crystal Fire Department; Matthew Gangelhoff, Police Department; and Caitlin Griffin, Assistant Chief Ambulance.

Others present: Laura Gangelhoff, wife of Matthew Gangelhoff; Wyatt, Brynn and Brielle Gangelhoff, children of Matthew Gangelhoff; Steve Michel, Kimberly Kroubetz, and Paul Kroubetz

**Staff Reports**

Ambulance Department Update:

No report.

Fire Department Update:

The fire department held a teaching house burn on Saturday, November 19. The two new members were able to participate to learn essential skills and practices. The department held a class afterwards to review the different types of burns, handling of evidence, and safety precautions.

Police Department Update:

Lieutenant Joe Flavin presented Officer Matthew Gangelhoff with a letter commendation and Mayor Todd Wiens presented a certificate for his life-saving efforts on October 26, 2022. There were no other reports for the department.

Street & Parks Department Update:

No report.

City Attorney Update:

No report.

City Administrator Update:

Written report attached. Grafstrom held a preliminary meeting with Amanda and Ed from LJP to discuss contract renewal. At this time, it is recommended to extend the contract by one year to gauge fuel prices and the Consumer Price Index. Public Utilities Commission has decided to not offer the Electric Superintendent position to the current candidate and will continue to seek more applicants. Resolution 2236: Approving the Hiring of Two Firefighters is included due to incomplete action from the council from the October 17 meeting. Ditch 56 Project is beginning; the agreement was approved at the county meeting on November 22. The city was invited in error to participate in the Redwood-Cottonwood Rivers Control Area due to Lake Crystal being outside the planning boundaries. CEDA Angie Stier is relocating. Bryan Stading will be the interim until the position has been filled. Grafstrom will meet with Rhonda Ingebritson to finalize a staffing program to work with the current budget. Grafstrom discusses the final

budget changes in her written report.

**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 October 17, 2022 Regular Meeting
2. Payment of bills totaling \$575,747.69
  - Payments reviewed by Councilor Cooper and Councilor Hanson prior to the meeting.
3. Resolution 2234: Accepting Donations of \$400.00 from A Locksmith Co for Fire Department Doors and \$40,000 from and anonymous donor for various expenses of the Ambulance
4. Resolution 2235: Designating Lake Crystal Area Recreation Center as the Polling Place for 2023
5. Resolution 2236: Approving the Hiring of 2 firefighters; Jeremiah Colon and Austin Watkins
6. Approve Liquor License for The Lakes and On the Rocks
7. Ambulance Invoices totaling \$900- Write-off due to statute of limitations for collections reached.
8. Patient Balance of \$350.00-Write-off as patient is deceased

There was no further discussion of the action items from council.

***Motion made by Councilor Hanson to approve items 1 through 8 on the consent agenda***, motion seconded by Councilor Cooper and carried unanimously.

**Action Items:**

*Ambulance Resignation of Michaela Laffin on November 1, 2022*

***Motion made by Councilor Turgeon to approve the resignation of Michaela Laffin for November 1, 2022***, motion seconded by Councilor Gengler and carried unanimously.

Laffin is resigning due to current obligations to Mayo, Mankato Fire, and school work. She enjoyed her time with the Lake Crystal Ambulance and hopes to return in the future. The resignation was received on October 18 and will be effective November 1. There was no further discussion from council.

*Police Liaison Program Agreement with the School through 2027*

***Motion made by Councilor Hanson to approve the Police Liaison Program Agreement between the City of Lake Crystal and Lake Crystal Wellcome Memorial Schools***, motion seconded by Councilor Cooper and carried unanimously.

Chris Kennedy mentioned that there were only minor changes made to the agreement. There was no further discussion from council.

*Fire Dept Items to declare surplus for disposal-list in packet*

***Motion made by Councilor Turgeon to approve disposal of Fire Department surplus equipment***, motion seconded by Councilor Gengler and carried unanimously.

The list of surplus equipment includes four pagers, six pager chargers, six mobile radios, four phones, microphones, six mobile speakers, seven hand-held radios, one red helmet, and three black helmets. Alpha Wireless Communications will recycle items appropriately. There was no further discussion from council.

Approve Updated Ditch 56 Agreement

**Motion made by Councilor Hanson to approve the updated Ditch 56 Agreement between the City of Lake Crystal, Blue Earth County and Holtmeier Construction**, motion seconded by Councilor Turgeon and carried unanimously.

There was no further discussion from council.

Resolution 2237: Consideration of Tax Increment Financing

**Motion made by Councilor Hanson to approve the consideration of tax increment financing for the annexed development property of the Kroubetz Properties, LLC**, motion seconded by Councilor Turgeon and carried unanimously.

Kroubetz Properties' development project is 80 acres and this resolution is written for the City to consider the benefits and costs of tax increment financing of the annexed property. There was no further discussion from council.

Closeout SW Street Project

**Motion made by Councilor Gengler to approve GM Contracting's final payment of \$51,259.31 for the Southwest Street and Utilities Improvement Project**, motion seconded by Councilor Cooper and carried unanimously.

Grafstrom disclosed that remaining funds from the project will be discussed at a future meeting. There is a one-year warranty of the project after completion. There was no further discussion from council.

**Information/Discussion Items:**

Garbage Contract

The current contract with LJP Waste Solutions expires June 30, 2023. Angela Grafstrom held a preliminary meeting with Amanda and Ed from LJP to discuss the contract renewal. The Consumer Price Index and fuel costs all need to be considered for a contract renewal. Grafstrom recommended a one-year extension of the current contract to observe cost changes. There is no action needed at this time and there was no further discussion from council.

RCRCA invited us in Error

The City of Lake Crystal is not within the watershed planning boundaries to be an active participant of the Redwood-Cottonwood Rivers Control Area. Going forward, Lake Crystal will not be included in the planning. There was no further discussion from council.

Angie Stier, CEDA EDA Person

Angie Stier of Community and Economic Development Associates will be relocating out of the area. CEDA team member Bryan Stading will act as the interim until a permanent replacement is hired. There was no further discussion from council.

Angela Grafstrom 6-Month Review:

A date is to be determined to conduct the 6-month review of Angela Grafstrom as City Administrator with Mayor Wiens and Councilor Turgeon.

Upcoming meetings and events:

- Truth in Taxation, Monday, December 5, 2022 at 7:30 pm
- Regular meeting of City Council Monday, December 5, 2022, immediately following the 7:30 pm Truth in Taxation Public Hearing.

**Adjournment:**

***There being no further business of the Lake Crystal City Council, Councilor Turgeon motioned to adjourn the regular meeting of November 21, 2022, motion seconded by Councilor Cooper and carried unanimously. Meeting adjourned at 7:52 p.m.***

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Todd Wiens, Mayor

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Angela Grafstrom, City Administrator