

MINUTES
Lake Crystal City Council
Monday, December 4, 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, Gina Cooper, Michael Turgeon, and Michael Windsperger.

Staff members present: City Administrator Angela Grafstrom; Megan Hutchens, Administrative Assistant; and Christopher Kennedy, City Attorney; Sergeant Matthew Gangelhoff; Jeff Becker, Fire Chief

Others present: Grace Kranz, Lake Crystal Tribune; David Paul, Justin Anderson, Tyler Eckert, Chad Volk, Justin Nilson, Gary Reed, Jacob Quade, Gail Kimpton, Lyle Kimpton, Mary Kuznia, Gordy Kuznia, Henry Harazin, Sue Harazin

Truth in Taxation Public Hearing

Mayor Todd Wiens closed the regular meeting of the City Council and opened the public hearing for Truth in Taxation at 7:31 PM. There were no questions or comments from residents or the council. Wiens closed the public hearing at 7:31 PM.

Mayor Todd Wiens opened the Regular Council Meeting at 7:32 PM

Staff Reports

Ambulance Service Update

No report.

Fire Department Update

Chief Jeff Becker mentioned that the end of year Rural Meeting is scheduled for Tuesday, December 5th at 7:30 PM.

Becker introduced the new officers for the department for 2024:

Fire Chief David Paul
Assistant Chief Justin Anderson
Captain Jacob Quade
Lieutenant Tyler Eckert
Safety Officer Jeff Becker
Engineer Chad Volk
Secretary Justin Nilson

Police Department Update

Sergeant Matthew Gangelhoff updated the council that the background on the police department's current candidate has been completed. Psychological and physical exams are to be scheduled next.

Street & Parks Department Update

No report.

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City Administrator Update

Written report provided in the packet.

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 November 20, 2023, Regular Meeting of the City Council
2. Payment of bills totaling \$109,055.95
 - reviewed by Councilor Windsperger and Councilor Hanson prior to the meeting
3. GM Contracting Pay Request No. 4 of \$351,310.42 for Crystal Gardens Subdivision #7
4. Approve 2024 Fee Schedule with addition of 2nd Occupancy Charge to comply with new laws on Appendix B
5. Approve 2024 Salary Schedules and Pay Plan Schedule and Fire Pay Schedule
6. Approve January Meeting Change due to Holiday from 1/1/24 to January 8, 2024

Mayor Todd Wiens questioned how often peddler's, animal, and golf cart licenses are issued each year. Sergeant Gangelhoff commented that there are roughly 5-10 peddler's licenses issued each year.

Wiens also questioned if it was necessary to discuss the need for window and door replacement building permits. City Attorney Chris Kennedy responded to Wiens stating that the required city permits align with the State of Minnesota Building Code. The council agreed to the 2024 fee schedule with the increase Cigarette and Tobacco Sales License from \$40.00 to \$100.00.

The approved fee schedule will increase Cigarette and Tobacco Sales License from \$40.00 per year to \$100.00 per year.

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

Action Items

Resolution 2328 Certifying Final Tax Levy and General Fund Budget

No discussion from the council.

Motion made by Councilor Hanson to approve Resolution 2328 Approving the 2024 Final Tax Levy and General Fund Budget, motion seconded by Councilor Cooper and carried unanimously.

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Resolution 2329 Support of Lily Lake Trail Project

No discussion from the council.

Motion made by Councilor Turgeon to approve Resolution 2329 Resolution of Support for Lily Lake Trail Project, motion seconded by Councilor Windsperger and carried unanimously.

Resolution 2330 Agreeing to Maintain Lily Lake Trail

No discussion from the council.

Motion made by Councilor Cooper to approve Resolution 2330 Resolution Agreeing to Maintain Facility (Lily Lake Trail), motion seconded by Councilor Hanson and carried unanimously.

Approve Facilities Use Agreement with LCWM ISD 2071

The Public Recreational Facilities Use Agreement for School Functions was adopted by the school board on November 20th. The agreement allows the school to utilize Abbott Field, Collis Field, and Jaycee Field, and all facilities on each property for athletic related events. No discussion from the council.

Motion made by Councilor Turgeon to approve the Public Recreational Facilities Use Agreement for School Functions between the City of Lake Crystal and the LCWM ISD 2071, motion seconded by Councilor Windsperger and carried unanimously.

11/28/23 MnDOT Town Hall: R-Cut or Stay the Same

A town hall meeting with residents of the surrounding area of the intersection was held on November 28th. MnDOT clarifying the pros and cons of each intersection option. Residents, emergency personnel, school bus drivers, and business owners were able to give input as to what would be best for the intersection. Mayor Todd Wiens stated that the county engineer is in support of either design. Wiens and the council agreed to uphold their previous vote taken on October 16, 2023 to keep the intersection's existing configuration.

No action from the Council.

Approve 2024 Cigarette Licenses with 1 New Application & Cigarette Fee Increase.

The Lakes Sports Bar & Grill, Staples Enterprises (On the Rocks and Kevin's Market), Collis C

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Store and Bakery, and AJ Enterprises cigarette licenses need approval for 2024. Staples Enterprises has one new location (Express Way – Lake Crystal) that will be approved for 12/27/23 through 12/31/24 to keep it on the same annual schedule with the other licenses. All other applications will be approved from 1/1/24-12/31/24.

Motion made by Councilor Cooper to approve the 2024 cigarette licenses for Staples Enterprises 3 locations (Express Way, On the Rocks and Kev's Market), The Lakes Sports Bar & Grill, AJ Enterprises and Collis C Store, motion seconded by Councilor Hanson and carried unanimously.

Approve Cancelling the 12/18/23 Regular Council Meeting due to school concert

No discussion from the council.

Motion made by Councilor Turgeon to approve the cancellation of the 12/18/2023 Regular Council Meeting due to a school concert, motion seconded by Councilor Windsperger and carried unanimously.

Information/Discussion Items

- A. Upcoming meetings and events:
- Monday, January 8, 2024, 7:30 PM Regular Council Meeting

Council Comments and Observations

No comments or observations from the council.

Adjournment:

There being no further business of the Lake Crystal City Council, Councilor Hanson motioned to adjourn the regular meeting of December 4th, 2023, motion seconded by Councilor Windsperger and carried unanimously. The meeting was adjourned at 7:54 P.M.

Todd Wiens, Mayor

Angela Grafstrom, City Administrator