

**MINUTES
LAKE CRYSTAL CITY COUNCIL
REGULAR MEETING
MONDAY, DECEMBER 19, 2022, at 5:30 p.m.
CITY HALL COMMUNITY ROOM
100 E. ROBINSON STREET**

Mayor Todd Wiens called the meeting to order at 5:30 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; and Christopher Kennedy, City Attorney

Others present: Grace Kranz; Lake Crystal Tribune

Staff Reports

Ambulance Department Update:

Written report included in the packet. City Administrator Angela Grafstrom spoke on behalf of Office Manager Teri Hobart regarding ambulance call updates to Rhonda's written report. There was a total of 47 calls including 8 calls to the City of Mankato and City of North Mankato. 17% of the Lake Crystal Ambulance calls went to the Mankato area.

Fire Department Update:

Written report included in the packet.

Police Department Update:

No report.

Street & Parks Department Update:

No report.

City Administrator Update:

Written report included in the packet. There were two additional items not included in the packet that were discussed. Minnesota Revenue Recapture emailed Teri on Monday, December 19 to advise her that the City of Lake Crystal has been selected for an audit. They will be sending out a date and time for a phone interview. City of Lake Crystal has also been selected to review the apprentice program.

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 December 6, 2022 Regular Meeting
2. Payment of bills totaling \$94,507.64

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Payments were reviewed by Councilor Cooper and Councilor Hanson prior to the meeting.

3. Resolution 2241: Accepting Donations of \$500 from Gordy and Mary Kuznia to the Lake Crystal Police Department.
4. Ducks Unlimited Lake Crystal Chapter Gambling Permit for a raffle to be held on 1/13/23 at the Lakes Sports Bar and Grill.
5. Write Offs:
 - \$432.68 Ambulance: Jada Wakefield for Reimbursement of Training after termination 6/1/22
 - \$500.00 Fire Call: No correct address and no insurance information makes the fire call unable to be billed.

Motion made by Councilor Hanson to approve items 1 through 5 on the consent agenda, motion seconded by Councilor Cooper and carried unanimously.

Action Items

2023 Committees and Commissions

The council reviewed applications for the board openings on the City's 5 committees: Public Utilities Commission, Planning and Zoning Committee, Parks and Recreation Committee, Economic Development Committee, and the Cemetery Committee.

Applications for the Public Utilities Commission (PUC) were received from Dave Richards, Justin Munson, Daniel Galuak Puot Well, and Don Johnson. PUC had one vacating seat held by Don Johnson.

Mayor Todd Wiens recommended Dave Richards due to previous experience.

Motion made by Mayor Wiens to approve Dave Richards for 3-year term on the Utilities Commission, motion seconded by Councilor Cooper and carried unanimously.

Planning and Zoning Committee only had one applicant, Justin Munson, for the 1 seat vacated by Josh Seifert.

No discussion from Council.

Motion made by Mayor Wiens to approve Justin Munson for 4-year term on the Planning and Zoning Committee, motion seconded by Councilor Hanson and carried unanimously.

There were no applicants for the 1 vacating, 2-year term (1/23-12/24) seats on the Parks and Recreation Committee which means there are now 3 vacancies on the Park and Rec Committee. With only 2 members on a 5-member board there is not a quorum. There was a discussion to possibly reduce committee to 3 seats or eliminate the board altogether due to Council taking on a larger portion of the responsibilities already. Councilwoman Cooper

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suggested recruiting before any elimination because the parks are some of the Community's best assets and the right people on the committee could be beneficial to the city. No decisions were made at this time regarding the Parks and Recreation Committee.

No motion made at this time.

4 Applications were received for the 2 Vacating Seats on the Economic Development Committee (EDA). The 4 applicants were Matt Doherty, Justin Munson, Gretchen Alms, and Daniel Gatluak Puot Well. Doherty and Alms were already serving on the EDA and their terms expired.

No discussion from Council.

Motion made by Mayor Wiens to approve Matt Doherty and Gretchen Alms for a 4-year term on the EDA Committee, motion seconded by Councilor Cooper and carried unanimously.

Gloria Williams is currently serving on the Cemetery Board and hers is the seat that is vacating as of 12/31/22. The only application for the seat was from Gloria Williams.

The Cemetery Advisory Board submits maintenance costs for the year. City Administrator Angela Grafstrom mentioned that the board has about \$10,000.00 in their fund.

Motion made by Mayor Wiens to approve Gloria Williams for 3-year term on the Cemetery Advisory Board, motion seconded by Councilor Hanson and carried unanimously.

Electricity Cost-Sharing of the Crystal Lake Fountains

At the January 5th Council meeting, Lake Crystal residents Ted Goettl and Gordy Kuznia requested assistance for the electric costs of the Crystal Lake fountains. In Grafstrom's written report, it was suggested that council consider 50% of the electricity costs or a maximum dollar amount. Mayor Wiens suggested the city will share 50% of the costs or a maximum amount of \$2,000.00. for example, if the total electricity costs are \$5,000.00, the city will only contribute \$2,000.00. If the total electricity costs are \$3,000, the city will contribute \$1,500.00. City Attorney Chris Kennedy recommended the cost-sharing to be added to the Memorandum of Understanding and to be reviewed yearly. Mayor Wiens entertained the motion for electricity cost-sharing of the Crystal Lake fountains between the Crystal Creek Citizens Group and the City of Lake Crystal to be 50% or a maximum amount of \$2,000.00.

Motion made by Councilor Turgeon to approve sharing electricity costs of Crystal Lake Fountains of 50% or a maximum amount of \$2,000.00 for 2023, motion seconded by Councilor Hanson and carried unanimously.

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Ambulance Estimated Travel Request of \$1,184.00

Ambulance Director Rhonda Ingebritson will be traveling to Duluth, MN for an EMS Leadership Bootcamp to be held on January 25th-28th. The estimated costs for the training, travel, meals, and lodging are about \$1,184.00.

Motion made by Councilor Cooper to approve Ambulance travel request of approximately \$1,184.00 for EMS Leadership Bootcamp in Duluth, MN to be held on January 25th through 28th, motion seconded by Councilor Gengler and carried unanimously.

Napoli Shkolnik Law Firm's PFAS Cost Recovery Program Agreement

City Attorney Chris Kennedy stated that the program is like a class action lawsuit. Legal fees are contingent if a contamination from a manufacturer occurs. Kennedy recommends no action until further information has been received. Mayor Todd Wiens has suggested to table the conversation of the city's involvement in this program.

No motion made at this time.

Information/Discussion Items

Income and Expense Statements with Balance Sheet included

No further discussion from Council.

Upcoming meetings and events:

- TBD Regular meeting of City Council for January
- Monday 1/2/23 New Year Holiday – Change to 1/3/23?
- Monday 1/16/23 Martin Luther King Jr. Day – Change to 1/17/23?

Mayor Wiens entertained a motion to change the date of the January 2nd Council meeting to January 3rd at 7:30 P.M.

Motion made by Councilor Hanson to approve the date change of the January 2nd council meeting to January 3rd, 2023 due to the New Year Holiday, motion seconded by Councilor Turgeon and carried unanimously.

The date change of the January 16th Council meeting will be discussed at the January 3rd Council meeting.

No Motion made at this time.

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Adjournment:

There being no further business of the Lake Crystal City Council, Councilor Hanson motioned to adjourn the regular meeting of December 19th, 2022, motion seconded by Councilor Gengler and carried unanimously. Meeting adjourned at 5:58 p.m.

Todd Wiens, Mayor

Angela Grafstrom, City Administrator