

MINUTES
Lake Crystal City Council
Monday, March 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 Gina Cooper, Brett Hanson, Michael Turgeon, and Michael Windsperger.

Staff members present: Angela Grafstrom, City Administrator; Megan Hutchens, Administrative Assistant; and Christopher Kennedy, City Attorney; Joe Flavin, Blue Earth County Police Department; Rhonda Ingebritson, Lake Crystal Ambulance Service; Jeff Becker, Lake Crystal Fire Department

Others present: Grace Kranz, Lake Crystal Tribune; and Daniel Gatluak Puot Well

Staff Reports

Ambulance Service Update

Ambulance Service Director Rhonda Ingebritson announced that the ambulance has passed the state inspection. Ride-along training for a new EMR will be starting in the following week. Ingebritson commended the Lake Crystal Fire Department, Dave Hendricks, and the Blue Earth County Sheriff for assisting on a call and helping perform manual CPR for an extended period.

Fire Department Update

The State Fire School, held at Lake Crystal Wellcome Memorial High School on March 11-12, had double the participation from previous year; a total of 250 students. The Lake Crystal Fire Department and Fire Relief Association Annual Rib Feed took place on Saturday, March 18th and served about 500 meals. The fire department is continuing to work with the DNR for supplies for stranded motorists during bad weather. All supplies received will be stored at the Lake Crystal Area Recreation Center. The department will also be looking into applying for a grant for cots as well. All fire trucks that have had repairs completed are back in service.

Police Department Update

Lieutenant Joe Flavin followed up with one of the Lake Crystal police officers regarding a resident's concern with snow removal. The police department is now able to refute baseless claims due to the use of body cameras.

Street & Parks Department Update

No report.

City Administrator Update

Written report provided in the packet. City Administrator Angela Grafstrom mentioned that the City of Lake Crystal did not receive DNR grant, but will continue to apply for future grants. The

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city has also received its Greensteps road sign and will be placed with population sign on Highway 60.

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 March 6, 2023 Regular Meeting of the City Council
2. Payment of bills totaling \$106,626.24
 - Payments reviewed by Windsperger and Turgeon prior to the meeting

Motion made by Councilor Turgeon to approve consent agenda items 1 through 2, motion seconded by Councilor Windsperger and carried unanimously.

Action Items

Appoint Daniel Gatluak Puot Well to the Cemetery Advisory Committee

Daniel Gatluak Puot Well applied to serve a two-year term on the Cemetery Advisory Committee. There was no discussion from Council.

Motion made by Councilor Hanson to approve Daniel Gatluak Puot Well for 2-year term on the Cemetery Advisory Committee, motion seconded by Councilor Turgeon and carried unanimously.

Appoint Daniel Gatluak Puot Well to the Parks and Recreation Commission

Daniel Gatluak Puot Well applied to serve a two-year term on the Parks and Recreation Commission. There was no discussion from Council.

Motion made by Councilor Cooper to approve Daniel Gatluak Puot Well for 2-year term on the Parks and Recreation Commission, motion seconded by Councilor Windsperger and carried unanimously.

Implementation of Lake Crystal Ambulance Service Response Fee of \$150.00

Ambulance Service Director, Rhonda Ingebritson, has requested to implement a response fee of \$150.00 for services including lift assists. Ingebritson explained that the fee will help to cover lift-assist calls, gas, and wear and tear on the ambulance vehicle. No discussion from Council.

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Motion made by Councilor Cooper to approve the implementation of the \$150.00 Lake Crystal Ambulance Service response fee, motion seconded by Councilor Hanson and carried unanimously.

Fire Department Request for 5 sets of new Turnout Gear: Approximate Cost of \$15,000.00

Lake Crystal Fire Chief, Jeff Becker, is requesting to purchase five new sets of Turn-Out Gear from Alex Air. Alex Air is used so all equipment and gear are matching and consistent with quality. An estimate cost of each set ranges from \$2,900.00-3,000.00 and includes a coat, pants, gloves, goggles, hood, helmet, face mask, and boots. All turnout gear needs to be replaced every 10 years to be compliant with OSHA guidelines. The cost of the gear will be split evenly between the Lake Crystal Fire Department and the Rural Fire Association. Council has requested Becker to provide a list of current gear with expiration dates to be able to track future costs.

Motion made by Councilor Turgeon to approve the purchase of five new Turn-Out Gear sets for the Lake Crystal Fire Department costing approximately \$15,000.00, motion seconded by Councilor Cooper and carried unanimously.

Lake Crystal Fire Department Fire Trucks Utilization Request

Lake Crystal Fire Chief, Jeff Becker, is requesting an overall approval to utilize the Lake Crystal fire trucks from January 1, 2023, through December 31, 2023, for upcoming parades and celebrations in Lake Crystal and surrounding communities, state-bound athletes and students, firefighter funerals, firefighter retirements, and firefighter weddings. A maximum of two trucks will be used for state-bound athletes and students, surrounding town parades, out of town funerals. All seven trucks will be used for the Lake Crystal Lake Days parade and firefighter retirements. As many trucks needed for firefighter funerals will be used and a maximum of three trucks for firefighter weddings will be used. Grafstrom suggested they do a blanket approval indefinitely instead of revisiting each year. After discussion with Council, Councilor Hanson recommended the timeline for approval for the utilization of the trucks to be for a maximum of five years. After five years, a new request will need to be presented to City Council.

Motion made by Councilor Hanson to approve the utilization of Lake Crystal fire trucks for state-bound athletes and students, Lake Crystal and area celebrations, local parades, Firefighter funerals, Firefighter weddings, and Firefighter retirements from 2023 through 2027, motion seconded by Councilor Windsperger and carried unanimously.

Information/Discussion Items

Personnel Policy Update - Domestic Violence Policy

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The City of Lake Crystal Domestic Violence Policy is continued to be modified for the employee handbook. Currently, the union for the police department has made some suggestions for the policy to coincide with the criminal and conviction process.

Personnel Policy Update – Sexual Harassment

A standard sexual harassment policy has been drafted for the Personnel Policy Handbook. Council reviewed the policy, but no decision was made at this time.

Updates to Cemetery Ordinance

Three categories in the cemetery ordinance have been changed or updated and will be on the next agenda for approval. The categories include Interments, Burial Vaults, and Damages to Graves and Grave Markers. Under the Interments section, above ground burials can be used for cremations, under the Burial Vaults, green burials are not allowed, and under Damage to Graves and Grave Markers, specifying responsible party to damaged grave markers. Amendments to City Code Chapter 91 Cemetery will be added to the next two agendas to complete the approval process.

Mankato Area ZeroWaste Styrofoam Recycling Pick-Up Event

Mankato Area ZeroWaste is hosting a Styrofoam recycling event to be held on Saturday, April 22 from 9:00 A.M. to 2:00 P.M. at the Mankato Public Works Center. The City of Lake Crystal is a sponsor of the event and City of Lake Crystal residents can bring accepted rigid white Styrofoam items to the site for recycling. City Administrator Angela Grafstrom mentioned that the cost to the city to participate in the the event is \$100.00.

Information Letter from City Attorney Chris Kennedy on Flavored Tobacco Products

City Attorney Chris Kennedy provided a written informational letter regarding the sale of flavored tobacco products and e-cigarettes. According to the letter, in 2020 the City of Edina approved an ordinance prohibiting the sale of flavored tobacco products.

Upcoming meetings and events:

- Regular meeting of City Council Monday April 3, at 7:30 P.M.

Council Comments and Observations

Mayor Todd Wiens congratulated all high school winter sports participants and the success the teams had this season.

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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 March 20, 2023, motion seconded by Councilor Windsperger and carried unanimously. Meeting adjourned at 7:57 P.M.

Todd Wiens, Mayor

Angela Grafstrom, City Administrator