

MINUTES
Lake Crystal City Council
Monday, April 17, 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 Winsperger.

Staff members present: Sara Raisbeck, Administrative Assistant; Christopher Kennedy, City Attorney; Joe Flavin, Blue Earth County Police Department; Jeff Becker, Lake Crystal Fire Department; Rhonda Truman-Ingebritson, Lake Crystal Ambulance Department; Caitlin Griffin, Lake Crystal Ambulance Department; Michael Giles, Lake Crystal Ambulance Department

Others present: Grace Kranz, Lake Crystal Tribune; and Brian Sarff, Bolton & Menk; Zach Janssen, Cub Scouts

Public Hearing on Cemetery Ordinance Amendments:

Mayor Todd Wiens opened the public hearing for comment at 7:30 p.m. There were no comments from the public or the Council Members. Mayor Todd Wiens closed the public hearing at 7:34 p.m.

Staff Reports

Ambulance Service Update

The ambulance department will be conducting interviews in the next few weeks and there is one student joining. Their Zoll battery for their AED and EKG machine arrived. Rhonda requested to add the proposed new scheduling system to the agenda.

Fire Department Update

No report.

Police Department Update

No report.

Street & Parks Department Update

The street department will be surplus ing the Vactron, an air compressor, and a trailer, etc. These items will be presented at the next meeting.

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City Administrator Update

Written report provided in the packet. City Administrator Angela Grafstrom was not present at this meeting, Mayor Todd Wiens went through 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 April 3, 2023, Regular Meeting of the City Council
2. Payment of bills totaling \$77,937.30
3. Resolution 2309 Accepting Donation from the Cub Scouts
4. Resolution 2010 Transferring Funds (SW St to CG7)
5. Approval of 3 Cemetery Deeds for Karen Myers, David Gatluak Puot Well, and Milton Abraham

Motion made by Councilor Turgeon to approve consent agenda items 1 through 5, motion seconded by Councilor Winsperger and carried unanimously.

Action Items

Accept Bid for Crystal Gardens Subdivision No 7

Bids were received, opened, and tabulated according to the law by City Administrator, Angela Grafstrom, and Brian Sarff from Bolton & Menk on April 13th. The City received bids from GM Contracting Inc in the amount of \$1,852,314.09 and a bid from Holtmeier Construction, Inc. in the amount of \$2,558,228.50. GM Contracting, Inc is the lowest reasonable bidder.

Motion made by Councilor Turgeon to accept the bid from GM Contracting in the amount of \$1,852,314.09 for Crystal Gardens Subdivision No 7, motion seconded by councilor Hanson and carried unanimously.

Second reading of the Amendments to City Code Chapter 91 Cemetery

Motion made by Councilor Turgeon to approve the Amendments to City Code Chapter 91 Cemetery, motion seconded by Councilor Cooper and carried unanimously.

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Ambulance Volunteer Pay Scale

Lake Crystal Ambulance director, Rhonda Truman-Ingebritson spoke to the council about adding \$10 per hour for training pay and \$10 an hour for administrative duties if/when Rhonda is out. Rhonda will also be applying for a grant to help offset some of these costs. The council has asked for more details before making a motion to pass this consent agenda item and has asked that Rhonda meet with Angela Grafstrom, Gina Cooper, and Mayor Todd Wiens to discuss this matter further. No motion was made at this time.

Personnel Policy update of Severance Language to match the MCSP Contract

The Amendment to the Personnel Policy Severance Language was provided to the Council for review. The new language will state that all retiring employees eligible for Public Employees Retirement Association pension and to receive severance pay, will contribute 100% of their sick leave and vacation payout upon termination to the Post Employment Health Care Savings Plan.

Motion made by Councilor Hanson to approve the updated policy language, motion seconded by Councilor Cooper and carried unanimously.

Approve “No Mow” May

The council was happy to move forward with No Mow May again this year according to the same rules as last year.

Motion made by Councilor Cooper n to approve “No Mow” May, motion seconded by Councilor Winsperger and carried unanimously.

Approve new Ambulance Scheduling System

The Ambulance department has ended their contract with Aldtec Systems due to a 10% yearly increase in cost. Rhonda is looking for something more cost efficient and presented the council with a verbal quote from E-Scheduling Systems with a yearly contract amount of \$1,900 with no rate increases. The council has asked for more details before making a motion to pass this consent agenda item and has asked that Rhonda meet with Angela Grafstrom, Councilor Gina Cooper, and Mayor Todd Wiens to discuss this matter further. No motion was made at this time.

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Information/Discussion Items

Review Ordinance on Ambulance Service

The Council reviewed the ordinance provided and had no comments.

Review Fire Department Call Rates

Fire Chief Becker stated that he would like to review the Fire Department rates with the council and would like the council to consider matching the rates with The Rural Fire Association. The council would like more details and has asked that this be discussed during the work session on May 1, 2023.

Update on Streets Department

The Council reviewed the spreadsheet provided and had no comments at this time.

Upcoming meetings and events:

- Regular meeting of City Council Monday May 1, at 7:30 P.M. followed by Work Session on Fire Department Rural Fire Agreements
- Monday, May 15, 2023 Work Session at 7 P.M. on the Capitol Financial Plan followed by Regular meeting of the City Council at 7:30 P.M.

Council Comments and Observations

Police Chief Joe Flavin mentioned to the Council that Blue Earth County will be upgrading the siren systems throughout Blue Earth County so we may be able to program the sirens to be more specific to our area in the future.

Adjournment:

There being no further business of the Lake Crystal City Council, Councilor Hanson motioned to adjourn the regular meeting of April 17, 2023, motion seconded by Councilor Winsperger and carried unanimously. The meeting was adjourned at 8:27 P.M.

Todd Wiens, Mayor

Angela Grafstrom, City Administrator