

MINUTES
Lake Crystal City Council
Monday, May 15, 2023, 5:30 pm
City Council Chambers
100 E. Robinson St.

Mayor Todd Wiens called the meeting to order at 5:30 P.M. Members present: Councilors Gina Cooper, Brett Hanson, Michael Turgeon, and Michael Winsperger.

Staff members present: Angela Grafstrom, City Administrator; Sara Raisbeck, Administrative Assistant; Christopher Kennedy, City Attorney; Dean Tibbetts, Lake Crystal Streets Department; Rhonda Truman-Ingebrigtsen, Lake Crystal Ambulance Department.

Others present: Grace Kranz, Lake Crystal Tribune; and Jesse and Amanda from LJP waste management.

Public Hearing on Ambulance Ordinance:

Mayor Todd Wiens opened the public hearing for comment at 5:30 p.m. There were no comments from the public or the Council Members. Mayor Todd Wiens closed the public hearing at 5:32 p.m.

Staff Reports

Ambulance Service Update

The director reported that she feels the stipend incentive is working as there has been more interest. They had a ride along today, 5/15. EMS week is the week of May 21st.

Fire Department Update

No report.

Police Department Update

No report.

Street & Parks Department Update

No report.

City Administrator Update

Written report provided in the packet. City Administrator Angela Grafstrom touched on the first reading of ordinances to be discussed later in the meeting, the LJP contract, and the OSHA Grant. Grafstrom also touched on the meeting with Shannon Sweeney of David Drown

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Associates regarding the Capital Financial Plan. Sweeney will be presenting the plan to the council on June 1, 2023, at 6:00 P.M.

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 May 1, 2023, Regular Meeting of the City Council
2. Payment of bills totaling \$78,908.21
3. Resolution 2313 Accepting donations of \$250 for the Ambulance Department and \$250 for the Fire Department.

Motion made by Councilor Turgeon to approve consent agenda items 1 through 3, motion seconded by Councilor Winsperger and carried unanimously.

Action Items

Ambulance Ordinance

Motion made by Councilor Cooper to approve the first reading of the ambulance ordinance. Motion seconded by Councilor Hanson to approve the second reading of the ambulance ordinance.

Mediacom Franchise Agreement

Motion made by Councilor Turgeon to approve the first reading of the Mediacom Franchise Agreement Ordinance. Second reading to follow at the June 5th council meeting.

Ordinance to Amend Title V, Public Works with addition of 50.30 Watering Restrictions.

Motion made by Councilor Cooper to approve the first reading of the Ordinance to Amend Title V, Public Works with addition of 50.30 Watering Restrictions. Second reading to follow at the June 5th council meeting.

Lodging Tax Ordinance

Motion made by Councilor Hanson to approve the first reading of the Lodging Tax Ordinance. Second reading to follow at the June 5th council meeting.

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LJP Agreement

Jesse and Amanda with LJP attended the meeting and spoke to the council about extending their contract with the City of Lake Crystal, along with a new monthly fuel surcharge whenever the average monthly fuel is over \$3.50/gallon. If the average monthly cost per gallon is under \$3.50/gallon the city would not be charged. The Council reviewed the contract in the packet and decided to table this until the June 5th Council Meeting.

No motion was made at this time. The council would like to table this until the June 5th regular council meeting.

Approve Estimates on Lawn mower for Streets Department

Superintendent Tibbetts presented two lawn mower estimates to the council from C&B LLC in St. James in the amount of \$14,633.92 and Kibble Equipment in Mankato in the amount of \$21,767.00.

Motion made by Councilor Winsperger to approve the quote for new lawnmowers from C&B LLC in St. James in the amount of \$14,633.92, motion seconded by Councilor Hanson and carried unanimously.

Steve Wegman Promissory Note

Steve Wegman received funding from the EDA for a business in Lake Crystal that has since closed. The total outstanding loan balance that is owed to the City EDA is \$36,184.15. Wegman has been sent multiple invoices and letters to collect, however the city has not received payment. The City EDA is recommending that the Council authorize Litigation for the City to move forward in collecting this balance.

Motion made by Councilor Hanson to approve moving forward with litigation, motion seconded by Councilor Winsperger and carried unanimously.

Approve 1 more day for Brian Stading from CEDA through the Contract Year

The EDA has found they have a lot of work for Stading as the EDA coordinator and have asked the council to approve one more day for this year and budget for a 3-day contract next year. Grafstrom verified the EDA has the funds available in this year's budget.

Motion made by Councilor Winsperger to approve adding one more day to the CEDA contract for Bryan Stading through the end of 2023 starting June 1, motion seconded by Councilor Turgeon and carried unanimously.

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Information/Discussion Items

FYI OSHA Grant Letter: Grant was denied.

Administrator Grafstrom reported we did not receive the OSHA grant as requested, but it is an ongoing grant and we can reapply for something else if we have a need.

Upcoming meetings and events:

- Regular meeting of City Council Monday June 5, at 7:30 P.M.
- Thursday, June 1, 2023, Work Session at 6 P.M. on the Capitol Financial Plan

Council Comments and Observations

None.

Adjournment:

There being no further business of the Lake Crystal City Council, Councilor Hanson motioned to adjourn the regular meeting of May 1, 2023, motion seconded by Councilor Cooper and carried unanimously. The meeting was adjourned at 6:20 P.M.

Todd Wiens, Mayor

Angela Grafstrom, City Administrator