

MINUTES
Lake Crystal City Council
Monday, June 5, 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: Angela Grafstrom, City Administrator; Sara Raisbeck, Administrative Assistant; Christopher Kennedy, City Attorney; Dean Tibbetts, Lake Crystal Streets Department; Joe Flavin, Blue Earth County Sheriff's Department; Jeff Becker, Lake Crystal Fire Department.

Others present: Grace Kranz, Lake Crystal Tribune

Public Hearing on Ordinance 23-03 Mediacom Franchise Agreement, Ordinance 23-04 Amendment adding Watering Restrictions, and Ordinance 23-05 Lodging Tax Ordinance:

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 7:32 p.m.

Staff Reports

Ambulance Service Update

The director provided a written report in the Council Packet.

Fire Department Update

No report.

Police Department Update

Police Chief Flavin reported that their access point is taking on water so they should be getting a replacement for that this week.

Street & Parks Department Update

Streets superintendent, Tibbetts reported that the handicap dock was put in today, Monday June 5th. The streets department will also be looking to hire part time summer help which will be discussed later in the meeting.

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City Administrator Update

Written report provided in the packet. City Administrator Angela Grafstrom touched on the action items and updated the council on the tentative joint meeting with Greensmith Builders for June 12th.

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 15, 2023, Regular Meeting of the City Council.
2. Payment of bills totaling \$156,984.78 which were reviewed by Hanson and Cooper prior to the meeting.
3. Resolution 2314 Accepting Donations in the amount of \$8,735.92 for the Electric Department.
4. Write-Off \$100 Ambulance Bill-patient is deceased.

Motion made by Councilor Hanson to approve consent agenda items 1 through 4, motion seconded by Councilor Cooper and carried unanimously.

Action Items

Ordinance 23-03 on Mediacom Franchise Agreement - 2nd reading.

Motion made by Councilor Cooper at the May 15th, 2023 meeting to approve Ordinance 23-03 Mediacom Franchise Agreement. Motion seconded by Councilor Hanson at the June 5, 2023 meeting to approve the ordinance and carried unanimously.

Ordinance 23-04 To Amend Title V, Public Works with addition of 50.30 Watering Restrictions - 2nd reading.

Motion made by Councilor Cooper at the May 15th, 2023 meeting to approve Ordinance to Amend Title V, Public Works with addition of 50.30 Watering Restrictions Motion seconded by Councilor Winsperger at the June 5, 2023 meeting to approve the ordinance and carried unanimously.

Lodging Tax Ordinance 2nd reading

Motion made by Councilor Hanson at the June 15th, 2023 meeting to approve Ordinance 23-05 Lodging Tax Ordinance. Motion seconded by Councilor Turgeon at the June 5, 2023 meeting to approve the ordinance and carried unanimously.

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Approve Capital Financial Plan

Council will table this until they have an opportunity to review and update the Capital Improvement plan at the June 26th meeting and meet again with Shannon Sweeney from David Drown Associates.

No motion was made at this time.

LJP Agreement

The Council reviewed the two options in the packet and decided to table this until the June 26th Council Meeting. Council asked Grafstrom to go back to LJP and ask for clarity on a 3-year contract with a 5% increase.

No motion was made at this time. The council would like to table this until the June 26th regular council meeting.

Approve updates to Social Media Policy Data Practices to LMC Recommendation

Motion made by Councilor Hanson to approve the updates to the Social Media Policy Data Practices according to LMC's Recommendation, motion seconded by Councilor Winsperger and carried unanimously.

Approve Seasonal Employee Salary

Council discussed starting wages for the summertime employees for the streets department. Grafstrom brought some wage scale choices based on other cities in the area. Council decided to go with the scale that starts at \$14.50 per hour.

Motion made by Councilor Cooper to approve the seasonal employee wage scale starting at \$14.50 per hour for the seasonal employees, motion seconded by Councilor Winsperger and carried unanimously.

Approve Seasonal Employee, Easton Antony at year 2

The Council discussed hiring Easton Antony starting at year 2. The Council feels that this should be on an as needed basis with the City of Lake Crystal Streets Department.

Motion made by Councilor Hanson to approve Easton Antony at year 2, \$15.00 on an as

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needed basis with the Lake Crystal Street Department, motion seconded by Councilor Turgeon and carried unanimously.

Approval of Ambulance Rent Increase

The Council received a copy of the notice stating the rent will increase from \$900 per month to \$1,050.00 per month beginning July 1, 2023.

Motion made by Councilor Winsperger to approve the Ambulance Lease Rent Increase to \$1,050.00 per month beginning July 1, 2023, motion seconded by Councilor Cooper and carried unanimously.

Approve Agreement with County for Sidewalk on CSAH 9

The county is planning to construct a sidewalk along County Road 9 from Edgewater Road to Oakland Street to County Road 125 which will be Ivy Lane. The City and County will each participate in half the associated constructions costs for the improvements. The project will cost approximately \$35,700 and the city's share would be approximately \$17,850.

Motion made by Councilor Turgeon to approve sidewalk agreement with the County to pay for one half of the construction costs for a sidewalk on CSAH 9, motion seconded by Councilor Winsperger and carried unanimously.

2024 Police Department Supervision Contract at a new rate of \$15,000 per year

The county has asked for an increase in the Police Dept Supervision Cotract. The current agreement states there will be a 3% annual inflationary increase which has never been applied. The new agreement raises the rates from \$12,000/year to \$15,000/year and will be revisited annually.

Motion made by Councilor Cooper to approve 2024 Police Department Supervision Contract at the new rate of \$15,000 per year, motion seconded by Councilor Turgeon and carried unanimously.

2024 Police On-Call Rates

When the on-call rates were updated with the county last August, we were informed this was just temporary and there would be a rate increase for 2024. For 2024 rates will increase from \$40.00 to \$50.00 for daytime and from \$60.00 to \$75.00 for overnight. For 2023, we estimate this service cost the City about \$4000/year. This is way less than it will cost for 1 or 2 part-time officers. Additionally, Chief Flavin has had trouble finding part-time officers, so we should continue with this agreement.

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Motion made by Councilor Winsperger to approve 2024 Police on call rates of \$50.00 for daytime and \$75.00 for overnight, motion seconded by Councilor Turgeon and carried unanimously.

Police Department Taser Purchase

Council received a copy of the quote from Axon Enterprises in their council packets. The Lake Crystal Police Department is asking council to approve the quote from Axon Enterprises in the amount of \$17,352.85 to be paid over 60 months.

Motion made by Councilor Hanson to approve the quote for the taser purchase from Axon Enterprises in the amount of \$17,352.85 to be paid over 60 months, motion seconded by Councilor Winsperger and carried unanimously.

Street Improvement Quotes

Tibbetts provided the council with two quotes from WW Blacktopping in the amount of \$96,225.25 and Nielsen Blacktopping in the amount of \$89,345.96.

Motion made by Councilor Turgeon to approve the quote from Nielsen Blacktopping in the amount of \$89,345.96, motion seconded by Councilor Hanson and carried unanimously.

Crystal Gardens #7 Financing

Council discussed options for 10-year financing or 15-year financing. The recommendation from staff and the auditor is to go for the 15-year option to not tie up as much cash in bond payments.

Motion made by Councilor Turgeon to approve the 15-year financing option for Crystal Gardens #7, motion seconded by Councilor Cooper and carried unanimously.

Meeting of June 19th

Council was made aware that June 19th/Juneteenth is officially a holiday that has passed both house and senate and was signed by the Governor. It was recommended that the meeting be moved to June 26th at 7:30 P.M. Gina Cooper and Michael Turgeon will be unable to attend this meeting.

Motion made by Councilor Winsperger to approve the regular meeting of City Council be moved from June 19, 2023, to June 26th, 2023, motion seconded by Councilor Hanson and

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carried unanimously.

Approve Juneteenth as a Paid Holiday

Council was made aware that June 19th/Juneteenth is officially a holiday and was signed by the Governor. It was recommended that this be added to the paid holiday list for all city staff.

Motion made by Councilor Turgeon to approve the Juneteenth be added to the paid holiday list for all city staff, motion seconded by Councilor Winsperger and carried unanimously.

July meeting dates

Council discussed moving the July regular City Council meetings from July 3rd and 17th to the 10th and 24th.

Motion made by Councilor Cooper to approve moving the regular meetings from July 3rd and 17th to July 10th and 24th. motion seconded by Councilor Turgeon and carried unanimously.

Approve July 3rd for City Employees

Grafstrom explained that with July 4th being on a Tuesday, there has been an exceptional number of staff that has asked to be out of office on July 3rd. Due to possibly being short staff, City employees are asking the councils permission to allow them to take personal or vacation time to be off July 3rd and for City Hall to be closed on this date.

No motion was made at this time. The council would like to table this until the June 26th regular council meeting.

Information/Discussion Items

Greensmith proposed Twin home exterior view.

Council was provided with a sample of Twin Home designs from Greensmith Builders. No discussion currently.

Upcoming meetings and events:

- Tentative June 12, 2023, work session with Greensmith Builders
- June 26, 2023, work session regarding the 2022 Audit

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- Regular meeting of City Council Monday June 26, at 7:30 P.M.
- June 20, 2023, meeting with Rural Fire at 5:30 P.M.

Council Comments and Observations

Councilor Turgeon commented on the possibility of an outdoor, charcoal grill in Lilly Lakes Park. No official motions were made on this topic.

Adjournment:

There being no further business of the Lake Crystal City Council, Councilor Turgeon motioned to adjourn the regular meeting of June 5, 2023, motion seconded by Councilor Hanson and carried unanimously. The meeting was adjourned at 8:40 pm.

Todd Wiens, Mayor

Angela Grafstrom, City Administrator