

MINUTES
Lake Crystal City Council
Monday, July 10, 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 Brett Hanson, Gina Cooper, and Michael Windsperger. Councilor Michael Turgeon was not in attendance.

Staff members present: City Administrator Angela Grafstrom; Fire Chief Jeff Becker; Megan Hutchens, Administrative Assistant; and Christopher Kennedy, City Attorney; Police Chief Joe Flavin

Others present: Bryan Stading, Economic Development Specialist; Jessica Green, Northland Securities

Northland Securities Crystal Gardens #7 Finance Plan presented by Jessica Green

Jessica Green of Northland Securities presented the Finance Plan regarding Crystal Gardens # 7 of the City of Lake Crystal. Green reviewed the structure of the repayment terms, including special assessments and property taxes, the estimated levy schedule, and the calendar of upcoming events. The pricing date will be held on Monday, August 7, 2023, at 7:30 P.M. A copy of the Finance Plan is provided in the packet. Action from the City Council regarding the Finance Plan was not needed.

Staff Reports

Ambulance Service Update

No report.

Fire Department Update

Fire Chief Jeff Becker stated that the department is at a total of 54 calls for the year and there are no current breakdowns. A ladder was recently replaced that was damaged on a call from August of 2022. Upcoming events and meetings for the department include a joint training at POET between Blue Earth County and Watonwan County, watering the horse arena during the Blue Earth County Fair from July 20th through July 23, 2023, a hose test and replacement, the Rural Fire meeting, and physicals, which are due in September. Becker noted that door trim at the Fire Hall needs to be sanded and painted and will begin to get quotes from several companies to present at the next council meeting.

Police Department Update

No report.

Street & Parks Department Update

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No report. City Administrator, Angela Grafstrom, noted that the Parks and Recreation Committee's next meeting will be held Monday, July 24th.

City Administrator Update

Written report provided in the packet.

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 June 26, 2023, Regular Meeting of the City Council
2. Payment of bills totaling \$153,351.53
 - Reviewed by Councilor Cooper and Councilor Hanson prior to the meeting.

Motion made by Councilor Cooper to approve consent items one through two, motion seconded by Councilor Hanson and carried unanimously.

Action Items

Approve 2023 Refuse Rates to Customers Effective July 1, 2023

Refuse rate increases for customers and Churches will go into effect July 1, 2023. Customer rates will increase by \$1.31 and Church rates will increase by \$1.35. No further discussion from Council.

Motion made by Councilor Hanson to approve the 2023 refuse rates effective July 1, 2023, motion seconded by Councilor Windsperger and carried unanimously.

Resignation of Sara Fadness from Ambulance Service

Sara Fadness of the Ambulance mailed her resignation on July 7, 2023, to be effective immediately. There was no further discussion from Council.

Motion made by Councilor Windsperger to approve the resignation of Sara Fadness from the Lake Crystal Ambulance Service effective July 7, 2023, motion seconded by Councilor Cooper and carried unanimously.

Approve Sara Leonard as New EMT

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Sara Leonard has offered and accepted the open position of EMT for the Lake Crystal Ambulance Service.

Motion made by Councilor Cooper to approve Sara Leonard as a new EMT for the Lake Crystal Ambulance Service, motion seconded by Councilor Hanson and carried unanimously.

Permission to Speak to Lincoln and Garden City Townships Regarding Annexation

The City of Lake Crystal has intentions to annex land by POET Bioprocessing from Lincoln and Garden City Townships. Bryan Stading, Economic Development Specialist, informed Council that landowners are interested in the annexation, but would like to see plans for projects before any commitments. Stading also commented that taxes will roughly be double for the landowners. Chris Kennedy, City Attorney, stated that even with the doubled taxes, the landowners will get more per acre if the land is industrialized versus farmland. Grafstrom asked if we have a process of orderly annexation in place, if we could proceed with separate parcels as development became a more real prospect for a parcel instead of annexing all the parcels at once. Kennedy said yes we could with an orderly annexation.

No action is needed from council.

CWP Request regarding \$3,930 of Ditch 56 Expenses Billed to CWP

Mike Roll of the Crystal Waters Project (CWP) informed Administrator Grafstrom, on July 10th, 2023, that the issue of CWP expenses for the ditch cleaning has been taken care of by the CWP and no action from council is requested.

No action taken by council.

Information/Discussion Items

Revenue/Expense Report

Angela Grafstrom, City Administrator, has begun working on the 2024 budget. Each department head has been given their portion of the budget to contribute to.

Email from Jim Mack: At his request council FYI

City of Lake Crystal resident Jim Mack emailed the City Administrator on June 29th, 2023, regarding his frustrations with grass regrowth and weeds after a past boulevard construction project. Mack will be hiring a company to re-soil and seed the boulevard and add an erosion control blanket. He is not looking for money from the city. Mayor Todd Wiens suggested giving the resident a water break on his utility bill. Angela Grafstrom, City Administrator, made note to

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the council that a new lawn service was retained to correct lawns from this project. On future projects, the Mayor suggested the city just pay for sodding instead.

Upcoming meetings and events:

- Monday, July 24, 2023, 7:30 pm Regular meeting of City Council
- Thursday, July 13, 2023, 6:00 pm CFP Work Session

Council Comments and Observations

Councilor Gina Cooper asked if planning for repairs for the city shop and cold storage building were being added to the 2024 street budget. Costs to consider for the repairs will be requested from Streets & Parks Supervisor Dean Tibbets for next meeting on July 24th. City Administrator Angela Grafstrom mentioned that the exterior of the cold storage building needs a fresh coat of paint. Fire Chief Jeff Becker suggested to combine the cold storage exterior paint project with the fire department trim painting project.

Councilor Michael Windsperger shared that Infusion Baking & Co was featured in a small article on the State of Minnesota Employment and Economic Development DEED's newsletter.

Adjournment:

There being no further business of the Lake Crystal City Council, Councilor Hanson motioned to adjourn the regular meeting of July 10, 2023, motion seconded by Councilor Windsperger and carried unanimously. Meeting adjourned at 8:01 P.M.

Todd Wiens, Mayor

Angela Grafstrom, City Administrator