

**MINUTES**  
**Lake Crystal City Council**  
**Monday, July 15<sup>th</sup>, 2024, 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, and Michael Windsperger. Members absent: Councilor Michael Turgeon

Staff members present: City Administrator Angela Grafstrom; Sara Raisbeck, Administrative Assistant; and Police Chief Joe Flavin

Also Present: Judd Schultz from MVAC, Brian Sarff of Bolton-Menk

**Staff Reports**

Ambulance Service Update

No report

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.

**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 July 1, 2024, Regular Meeting of the City Council
2. Payment of bills totaling \$45,386.53
  - reviewed by Councilor Hanson and Councilor Cooper prior to the meeting
3. Resolution 2425 Accepting donations of \$150 for Park & Recreation from Jeff and Janet Becker

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

**Action Items**

Approve GM Contracting Pay Estimate 6 for Crystal Gardens #7

Sarff gave council a brief update on the progress of Crystal Gardens #7.

**Motion made by Councilor Hanson to approve the GM Contracting pay estimate in the amount of \$70,569.88**, motion seconded by Councilor Windsperger and carried unanimously.

Resolution 2422 to move MIF Funds to Small Cities

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Judd Schultz of Minnesota Valley Action Council addressed the council on moving the funds and creating a slum and blight area in order to use the funds. The city has had the MIF funds for over 10 years, so moving them to small cities opens up opportunities for the city to lend the money for downtown and residential improvements.

***Motion made by Councilor Cooper to approve Resolution 2422 moving MIF Funds to Small Cities***, motion seconded by Councilor Windsperger and carried unanimously.

Resolution 2423 Slum and Blighted Area

***Motion made by Councilor Windsperger to approve resolution 2423 regarding slum and blighted areas***, motion seconded by Councilor Hanson and carried unanimously.

Accept and Approve CSAH 20/RR Bid from GM Contracting in the amount of \$582,561.80

Bids opening was held on July 8. The city received the following bids:

GM Contracting, Inc. \$582,561.80  
Holtmeier Construction, Inc. \$914,925.12  
Minger Construction, Inc. \$946,997.96

***Motion made by Councilor Cooper to approve CSAH 20/RR bid from GM Contracting in the amount of \$582,561.80***, motion seconded by Councilor Hanson and carried unanimously.

The PUC asked that this project be included in the bonding for the Highway 60 project. The council will need to pass Reimbursement Resolution 2424 so they can start incurring expenses to be reimbursed when the bonding is completed.

Resolution 2424 Reimbursement Resolution

***Motion made by Councilor Hanson to approve resolution 2424 Reimbursement Resolution***, motion seconded by Councilor Windsperger and carried unanimously.

Removal of Unused Sirens

Frontline Plus offered to remove and haul away for free the unused sirens at W Shepard St/S Hunt St and CR6/Scott St.

***Motion made by Councilor Windsperger to approve the removal of unused sirens*** motion seconded by Councilor Cooper and carried unanimously.

Credit Card Processing Fees

The city currently only charges \$1.00, but staff was looking at accepting cards for other services and covering the processing costs of the city. The numbers had been assembled by Lisa Jacoby prior to her leaving and she was suggesting similar to the county of about 3%. The council tabled it and asked Grafstrom to look into what we are paying for processing. No action

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taken and tabled until August 2, 2024.

**Ambulance Commission Appointee**

The city has received one application so far for the Ambulance Commission, Mike Mauer. With appointee Gina Cooper, that fills 2 of the 5 seats for the commission.

***Motion made by Councilor Cooper to approve Mike Mauer as a member of the Ambulance Commission with a 3-year term***, motion seconded by Councilor Hanson and carried unanimously.

Accept Resignation of Megan Hutchens

Megan Hutchens has taken another position that works better for her family. Her last day will be August 2, 2024. Grafstrom has started advertising the position for a replacement.

***Motion made by Councilor Windsperger to approve Megan Hutchens resignation effective August 2, 2024***, motion seconded by Councilor Hanson and carried unanimously

**Information/Discussion Items**

- A.** FYI Local Board of Appeal and Equalization meeting
- B.** FYI Green Step City 3 Accomplished
- C.** Upcoming meetings and events:
  - Monday, August 5, 7:30 pm Regular City Council Meeting
  - July 18<sup>th</sup> Greater Mankato Flood Speakers

**Council Comments and Observations**

Councilor Cooper would like to thank Angie and City Staff for all the hard work it took to get us to the next Green Steps level.

**Adjournment:**

***There being no further business of the Lake Crystal City Council, Councilor Hanson motioned to adjourn the regular meeting of July 15, 2024***, motion seconded by Councilor Windsperger and carried unanimously. The meeting was adjourned at 7:58 P.M.

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Todd Wiens, Mayor

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Angela Grafstrom, City Administrator