

MINUTES
Lake Crystal City Council
Monday, August 19, 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, Michael Windsperger, and Michael Turgeon

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

Others present: Ryan Yunkers, Lake Crystal Area Rec Center and Jennifer Wiens

Staff Reports

Ambulance Service Update

No report

Fire Department Update

Lake Crystal Fire Department recently did a house burn for training, that went well. The Fire Department attended Vacation Bible School at the Methodist Church and had fun interacting with the kids and spraying some with water on their last day. They are hoping to get a truck committee together soon to talk about replacing one of the trucks.

Police Department Update

Flavin spoke to the council about school starting soon and the new squad car that they are hoping to be ready in September. The department was alerted of a counter fit one-hundred-dollar bill in town and the department is currently looking into it. Everything else is going well.

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 from the City Council. Councilors may request that specific items be removed from the Consent Agenda and be acted upon separately)*

1. Minutes August 5, 2024, Regular Meeting of the City Council
2. Payment of bills totaling \$296,603.08
 - reviewed by Councilor Cooper and Councilor Hanson prior to the meeting
3. Approve 3 Ambulance Committee Members, Kelly Flemming, Betsy Kilmer, and Tammy Petterson

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

Action Items

Approve Phase 1 of Substation Transformer Bid

The city asks that the council approve the bid from Niagara Transformers in the amount of \$1,612,224.00. The city will owe 10% of the total bill by September 16th, 2024.

Motion made by Councilor Turgeon to approve phase 1 of substation transformer bid, motion seconded by Councilor Windsperger and carried unanimously.

Approve Request for Proposal for the Lake Crystal Rec Center Expansion Project

Widseth Engineering is recommending that the city go with Web Construction as the Construction

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Manager at Risk for the upcoming recreation expansion project with their current fees being \$112,100.

Motion made by Councilor Hanson to approve Widseth Engineering's recommendation to use Web Construction for the Rec Center Expansion project with the current fees of \$112,100.00, motion seconded by Councilor Cooper and carried unanimously.

Approve Liability Coverage Form from the League of Minnesota Cities

The council chooses to "not waive" the statutory tort limitation on the liability coverage waiver form.

Motion made by Councilor Windsperger to approve not waiving the Liability Coverage, motion seconded by Councilor Turgeon and carried unanimously.

Approve Repairs and Security Updates to the Police Station & Garage

The Lake Crystal Police station and Garage needs updates for security purposes including a new double fire door that splits the office from the garage, and new window sash to replace the current cracked sash at the front of the building. These repairs will cost \$10,303.00 to be paid from the Capitol Fund. Swedberg Carpentry will be doing the work.

Motion made by Councilor Cooper to approve updates at the Police Station in the amount of \$10,303.00 from the Capitol Fund, motion seconded by Councilor Turgeon and carried unanimously.

Resolution 2426 Authorizing Removal of Snow

The council will table this for a future meeting. No motion was made at this meeting.

Information/Discussion Items

- A.** Kennedy Proposed Cannabis Business Ordinance for Review
- B.** Preliminary 2025 Budget for Review
- C.** Upcoming meetings and events:
 - Tuesday, September 3, 2024, School Referendum Q & A at City Hall
 - Tuesday, September 3, 2024, 7:30 p.m. Regular Meeting of City Council
 - To be determined Budget Work Session

The council discussed dates for the Budget Work Session, they will plan to have that September 16, 2024, at 6:30 p.m. at City Hall.

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 August 19, 2024, motion seconded by Councilor Windsperger and carried unanimously. The meeting was adjourned at 8:01 P.M.

Todd Wiens, Mayor

Angela Grafstrom, City Administrator