

CITY COUNCIL MEETING
JANUARY 6, 2025
7:00 P.M

CITY OF CLEAR LAKE
7684 1ST AVENUE W
CLEAR LAKE, MN 55317

Oath of Office was administered to Stefany Janish. Council member Janish was elected in November for a four-year term ending on December 31, 2028.

PRESENT: Council Members:, Chad Nelson, Sabrina Miller, and Stefany Janish
Absent: Mayor Goenner
City Staff: Interim's Sandra Borders, Fire Chief Ron Koren, Assistant Chief Matt Lunser, Public Works Supervisor Evan Johnson, Engineer Keith Yapp

Acting Mayor Nelson called the Council meeting at 7:00 P.M.

AGENDA APPROVAL

Added items: Report from the Personnel Committee
Advertise for Public Works Assistant
Deleted Items: Resolution approving the 20235 Fee Schedule

MOTION: Motion made by Janish, seconded by Nelson to approve the agenda as amended.
Motion approved by majority vote of all members present.

CONSENT AGENDA ITEMS FOR APPROVAL

- Truth in Taxation Public Hearing Minutes – December 2, 2024
- City Council Meeting Minutes – December 2, 2024
- Special Council Meeting /Work session Minutes – December 10, 2024
- Special Council Meeting Minutes – December 16, 2024
- Accounts payable, receivable, and EFTs for December 2024

MOTION: Motion made by Janish, seconded by Nelson to approve December 2, 2024, Council meeting consent agenda items.

Ayes: Janish, Nelson, Miller

Nays: none

Motion passed

Sheriff's Monthly Report

The Sherburne County Sheriff's Department provided the council members with information on calls for the month of December. Most of the calls were for traffic, security, and extra patrol in the city.

Fire Department Report:

Chief Ron Koren reported on the department activity. It was reported that there were 7 medical calls, 6 fire, 1 auto accident, 1 other incident for a total of 15 calls for the month. Chief Koren reported that there were 224 calls for the year 2024.
Chief Koren reported that the Fire Contracts have been reviewed.

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MOTION: Motion was made by Nelson, seconded by Miller to approve the Fire Contracts as written.

Ayes: Janish, Nelson, and Miller Nays: None Motion declared passed.

ORDINANCE 01-2025: CHANGE IN COUNCIL MEETING PROCEDURES:

This was TABLED to the next meeting for clarification regarding the closed meeting section of the ordinance.

Staff will contact the city attorney for clarification on Section 202.02 that he had deleted.

CLARIFICATION OF COUNCIL SALARIES:

Staff requested clarification of the salary amounts for the City Council. The fee schedule that was approved in 2024 has a different amount from the Resolution that was approved in 2024.

The council clarified that the salary amounts for mayor and council member would be the same at \$150 per meeting. This will be changed in the fee schedule that will be on the next agenda.

RESOLUTION 2025-01: DESIGNATING OFFICIAL APPOINTMENTS.

All of the appointments for 2025 are outlined in the Resolution with the addition of the Personnel Committee. Stefany Janish and Chad Nelson are appointed to the personnel committee.

The council also added Sherburne State Bank to the official Financial Institutions.

MOTION: Motion was made by Nelson, seconded by Janish to approve Resolution 2025-01 with the additions as outlined.

Ayes: Janish, Nelson, and Miller Nays: None Motion declared passed.

RESOLUTION 2025-02 – CLEAR LAKE LIONS GAMBLING

The Clear Lake Lions will be holding a Wine Tasting event at City Hall on February 1, 2025

MOTION: Motion was made by Janish, seconded by Miller to approve Resolution 2025-02

Ayes: Janish, Nelson, and Miller Nays: None Motion declared passed.

RESOLUTION 2025-03 – ST. MARCUS GAMBLING

St. Marcus Church will be conducting gambling activities within the City.

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MOTION: Motion was made by Janish, seconded by Miller to approve Resolution 2025-03

Ayes: Janish, Nelson, and Miller Nays: None Motion declared passed.

RESOLUTION 2025-04: APPROVING A PAY INCREASE OF 3% FOR CLEAR LAKE FIRE DEPARTMENT OFFICERS:

The City Council approved the 2025 Fire Department budget. The budget included a 3% increase in pay for the Department officers that is effective in 2025.

MOTION: Motion was made by Janish, seconded by Miller to approve Resolution 2025-04

Ayes: Janish, Nelson, and Miller Nays: None Motion declared passed.

EMPLOYEE HANDBOOK: VACATION SCHEDULE

The city employee handbook vacation schedule was discussed. The vacation time in the handbook will be change to 0-2 years – two weeks' vacation. This will eliminate the 0-120 days and the 121 days to 1 year time schedule. This will be on the next agenda for further discussion.

LOCAL BOARD OF APPEAL AND EQUALIZATION DATE AND TIME

Sherburne County has set the date for the Local Board of Appeal and Equalization for Monday, April 14, 2025 at 6:00 pm at city hall.

ADVERTISEMENT FOR FULL TIME PUBLIC WORKS ASSISTANT:

The city hired a public works supervisor and there is a need for a public works assistant. The council discussed the job description and authorized staff to advertise for an assistant. The Public Works Supervisor will review the job description. The job will be advertised in the Patriot News, the city website, and the LMC website.

COUNCIL REPORTS

Council member Nelson reported that a grant has been applied for regarding a new Tanker/water truck for the fire department.

PURCHASE OF NEW COMPUTER FOR CITY HALL

Staff would like a second computer and have the existing computer and a new one networked together. Staff are asking for permission to purchase a secondary computer.

MOTION: Motion was made by Janish, seconded by Miller to approve spending of up to \$3,000 on the purchase of a new computer and the installation.

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Nays: None

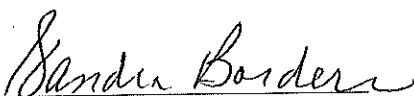
Motion declared passed.

PERSONNEL COMMITTEE:

The personnel committee will be meeting on January 27th at 12:00 noon with the new employees.

ADJOURNMENT

MOTION: Motion made by Nelson, seconded by Miller to adjourn the Council Meeting.
Motion was approved by majority vote of all members present.


Sandra Borders, Interim City Clerk