

**APRIL 5, 2021**

The Regular Meeting of the Lake Benton City Council was held on Monday, April 5, 2021 at 5:30 PM in the Lake Benton Area Community and Event Center. Mayor Michael Carpenter, Trustees Rosie DeZeeuw, Daryl Schlapkohl, and Dave Enke were present. City Attorney Mike Cable and Trustee Mark Dunn were absent. City Administrator/Clerk Eileen Christensen, Maintenance Supervisor Todd Draper, Lisa Willert, and Leslie Willert from the Lake Benton Valley Journal were also present.

Mayor Michael Carpenter called the meeting to order. The Pledge of Allegiance was recited by all present.

Mayor Michael Carpenter then asked if anyone in attendance had an item, not on the agenda, to bring up during the Open Forum part of the meeting. If so they had two minutes to state their concern. No items were brought forward at this time.

The minutes of the Regular Meeting of March 15, 2021 were reviewed. **MOTION** by Rosie DeZeeuw, seconded by Dave Enke to approve the minutes of the Regular Meeting of March 15, 2021. Motion carried.

**CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:**

C & B OPERATIONS	\$	672.60	OTTERTAIL	\$	2,334.25
RETHWISCH & SON	\$	14.98	GOPHER STATE	\$	2.70
S & E AUTO	\$	396.40	TODD DRAPER	\$	32.00
MN POLLUTION CONTROL	\$	1,450.00	PAT HAYNES	\$	369.00
MN LIFE	\$	5.10	CHAMBER-CVB	\$	515.43
HEIMAN	\$	66.60	SOUTHWEST SANITATION	\$	3,668.70
CAREN PETERSEN	\$	123.75	XION	\$	668.00
MARSHALL INDEPENDENT	\$	163.80	TROY NORDMEYER	\$	32.00
KYLIE ROCHEL	\$	135.00	ONE OFFICE	\$	130.24
MAGAZINE LINE	\$	37.00	AMAZON CAPITAL	\$	697.46
CENTER POINT	\$	44.34	DEMCO	\$	131.14
JANINE SCHAAP	\$	76.82			

**MOTION** by Daryl Schlapkohl, seconded by Dave Enke to approve payment of the claims presented against the City of Lake Benton. Motion carried and the Mayor authorized the City Administrator/Clerk to make payment.

The next item of business was to review/act on rehab grant requests. Five payment requests were received for the Rehab Grant Program: Contractor requests of \$16,400.00 to James Lozinski Construction, \$15,000.00 to Prairie Construction, \$2,030.00 to Buffalo Ridge Plumbing, and \$6,300.00 to Dean Brandt HVAC; and \$3,500.00 to DSI for Administration fees. The total funds of \$43,230.00 were requested to be deposited into the account. **MOTION** by Rosie DeZeeuw, seconded by Dave Enke to approve payment of the rehab grant checks presented. Motion carried.

**PUBLIC WORKS UPDATE**

Maintenance Supervisor Todd Draper informed the Council he has a call into the Minnesota Pollution Control Agency (MPCA) regarding the City's sewer ponds. **MOTION** by Dave Enke, seconded by Daryl Schlapkohl to approve the public works report. Motion carried.

The next item of business was to review/act on a Resolution Approving Plans and Specifications and Ordering Advertisement for Bids for the Fremont Street Waterman Replacement project. Maintenance Supervisor Todd Draper informed the Council the City received the plans and specifications from Banner Associates and set a bid opening date of

April 29, 2021 at 1:00 PM. The bids will be tabulated and brought to the Council to be considered on May 3, 2021 at 5:30 PM.

The City will advertise in the official newspaper on April 7 and April 14, 2021, and Banner Associates, Inc. will advertise on their website and send bid proposals to former contractors. The bids must be received by 1:00 PM on April 29, 2021 and must be accompanied with a 5% bid bond or certified check which will be reviewed by Legal Counsel.

**MOTION** by Rosie DeZeeuw, seconded by Daryl Schlapkohl to authorize the Resolution Approving Plans and Specifications and Ordering Advertisement for Bids for the Fremont Street Waterman Replacement project and set the bid opening date for April 29, 2021 at 1:00 PM. Motion carried.

The next item of business was to review/act on authorization to satisfy a mortgage for the Housing Rehabilitation Program. Mayor Michael Carpenter informed the Council an individual received a rehab loan from the City and passed away before it could be paid back. There is a sale pending on the house, but there were several liens against this individual and the City is fourth in line. Mayor Michael Carpenter requested permission to talk with Legal Counsel and bring back additional information to the Council at the April 19, 2021 regular meeting. **MOTION** by Daryl Schlapkohl, seconded by Dave Enke to authorize the Mayor and Administrator/Clerk to contact Legal Counsel regarding this issue and report back to the Council at the April 19, 2021 regular meeting. Motion carried.

The next item of business was to review/act on the Lease with the Madison Warriors Football team to use the football field. Administrator/Clerk Eileen Christensen informed the Council that Mike Tiedeman with the Buffalo Ridge Wildcats requested if the Council would consider also leasing the football field to the Madison Warriors. They are getting new fields in Madison and do not have a place for their home games in 2021. Mike informed Eileen the Madison Warriors Manager/Coach will sign a lease, the Accident Waiver and Release of Liability, and pay the City \$500.00. **MOTION** by Daryl Schlapkohl, seconded by Dave Enke to approve the football lease between the City and the Madison Warriors for April 1, 2021 through July 31, 2021; and authorize the Administrator/Clerk to inform Mike Tiedeman the football teams are responsible for getting their own porta potties and put them by the softball complex. Motion carried.

The next item of business was to review/act on a Resolution Accepting Donations to the Library. The Library received donation from The Fiber Guild for \$95.00. This donation will be designated for collections. Minnesota Statutes state the Library can accept donations for the benefit of recreational services. The Council needs to pass the resolution accepting the donation to the Library. **MOTION** by Rosie DeZeeuw, seconded by Dave Enke to approve the Resolution Accepting Donations from The Fiber Guild for \$95.00 to the Library. Motion carried.

#### **COMMITTEE REPORTS:**

Trustee Rosie DeZeeuw – No report.

Trustee Dave Enke – The Library Board met last week and the Friends of the Library usually meet once a month during the school year. Due to the fact they are having trouble getting new members, they have decided not to have their regular meetings but continue to support the Library through their fundraisers and discuss matters via phone and text. The Annual report has been completed and forwarded to the State. The board is looking to replace board member Gail Hovland who recently resigned, and Dave will bring a nomination to the Council for approval at the first meeting in May. The Library is slowly easing back into their programming as the Summer Reading Program (SRP) will proceed as planned. April 4-10 is National Library Week and patrons can register for free books and a \$100.00 gift certificate.

The EDA met twice in March and the EDA agreed to share in the initial cost to get a preliminary cost estimate from Banner Associates to get sewer to the Johnson Commercial Park. The appointed committee of the EDA met with the prospective tenant at Johnson Commercial Park to keep abreast of plans for both parties. They exchanged good information and timelines. There are a couple other communities interested in getting them in their cities, but are not serviced by the tenant. The board discussed rental rates on the current 4-Plex units which are below the average amount in Lincoln County. The EDA will continue to address this issue. The EDA is also in the process of obtaining estimates for a new 1,200 square foot 4-Plex unit with a garage.

Trustee Daryl Schlapkohl – Two members from the Opera House board foam-sprayed the back wall of the Opera House, and the City should see a significant savings in the heating bill.

**ADMINISTRATOR/CLERK REPORT:**

Letters and invoices have been mailed to 55 residents with dogs. The license fees are good for two years. The rabies clinic has been scheduled for Tuesday, May 4, 2021 from 4:00-6:00 PM at the Lake Benton Fire Hall. The Golf Cart permit letters and invoices were also mailed to residents with golf carts. Appliance pick-up is scheduled for Tuesday, May 4, 2021. The City office will be closed at 12:00 noon on April 9 thru April 18, 2021. The office will be open regular business hours on Monday, April 19, 2021.

**MAYORAL REPORT:**

The office area off the kitchen and the back room of the Event Center were cleaned out by the American Legion who will be selling items in the banquet area later this week. The Legion will dispose of any items left after the sale. Mayor Michael Carpenter has not had an opportunity to check into a kiosk on the side entry yet. Live streaming of the Council meetings will begin the first meeting in May. The general public can watch the meetings via the City's website.

There still remains a deficit in the garbage fund. In previous years, the Council authorized transfers of \$11,000.00 from the water and sewer funds to the garbage fund. The deficit comes from not collecting garbage from the vacant homes, homes for sale, people taking their garbage elsewhere, and the snow birds which the City allowed them not to pay because they are not here. Mayor Michael Carpenter asked the Council to consider updating the ordinance to read everyone with a water connection will pay the minimum rate of \$10.75 or the City increase the rates on all the garbage containers. Although the garbage fund is not meant to make money, the City needs to keep it out of the red. Mayor Michael Carpenter and Administrator/Clerk Eileen Christensen will meet with Legal Counsel on what it will take to change the ordinance and put this item on the April 19, 2021 agenda.

The City received two estimates from Banner Associates, one for adding a sewer connection north to Johnson Commercial Park, and one to complete the infrastructure at the Mork and Giles Addition. Before we can do anything on these projects, the Water/Sewer/Refuse Committee of Mayor Michael Carpenter and Trustee Dave Enke, Maintenance Supervisor Todd Draper, and Administrator/Clerk Eileen Christensen will plan to visit with Minnesota Pollution Control (MPCA) to get additional information on the City's sewer ponds. The Council has major decisions to make in the next several months.

The 2021 Board of Appeal and Equalization meeting is scheduled for Tuesday, April 6, 2021 at 7:00 PM at the Lake Benton Area Community and Event Center.

There being no further business to come before the Council at this time, a **MOTION** was made by Rosie DeZeeuw, seconded by Daryl Schlapkohl and carried, the meeting adjourned.

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MAYOR

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ADMINISTRATOR/CLERK