

APRIL 6, 2020

The Regular Meeting of the Lake Benton City Council was held on Monday, April 6, 2020 at 5:30 P.M. in the Heritage Center/City Office via conference call. Based on the emergency declared by the Governor, the Mayor determined an in-person meeting was not prudent due to the health emergency. Administrator/Clerk Eileen Christensen was present at the meeting location.

Conference Call Roll Call: Mayor Bob Worth, Trustees Rosie DeZeeuw, Mark Dunn, Dave Enke, and Daryl Schlapkohl were present at the meeting via conference call. Maintenance Supervisor Todd Draper and Shelly Finzen from the Lake Benton Valley Journal also entered the meeting via conference call.

Mayor Bob Worth called the meeting to order.

Mayor Bob Worth then asked if anyone in attendance via conference call 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 16, 2020 were reviewed. **MOTION** by Daryl Schlapkohl, seconded by Rosie DeZeeuw to approve the minutes of the Regular Meeting of March 16, 2020. Conference Call Roll Call: Mark Dunn – Yeah, Rosie DeZeeuw – Yeah, Dave Enke – Yeah, Daryl Schlapkohl – Yeah. Motion carried.

The minutes of the Special Meeting of March 23, 2020 were reviewed. **MOTION** by Dave Enke, seconded by Mark Dunn to approve the minutes of the Special Meeting of March 23, 2020. Conference Call Roll Call: Mark Dunn – Yeah, Rosie DeZeeuw – Yeah, Dave Enke – Yeah, Daryl Schlapkohl – Yeah. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

WW GOETSCH	\$ 155.95	BOLT'S LB GROCERY	\$ 7.58
OTTERTAIL	\$ 2,579.34	ITC	\$ 226.87
L-P RURAL WATER	\$ 4,086.65	RETHWISCH & SON	\$ 902.52
EXPRESSWAY	\$ 416.30	GOPHER STATE	\$ 2.70
TODD DRAPER	\$ 32.00	PAT HAYNES	\$ 379.39
MINNESOTA LIFE	\$ 5.10	POSTMASTER	\$ 120.33
POSTMASTER	\$ 20.79	SW SANITATION	\$ 3,599.68
MARSHALL INDEPENDENT	\$ 104.00	TROY NORDMEYER	\$ 32.00
KYLIE ROCHEL	\$ 100.00	ONE OFFICE SOLUTION	\$ 35.37
JON WORTH	\$ 202.50	AMAZON CAPITAL	\$ 534.01
CENTER POINT	\$ 44.34	DEMCO	\$ 83.92

MOTION by Daryl Schlapkohl, seconded by Rosie DeZeeuw to approve payment of the claims presented against the City of Lake Benton. Conference Call Roll Call: Mark Dunn – Yeah, Rosie DeZeeuw – Yeah, Dave Enke – Yeah, Daryl Schlapkohl – Yeah. Motion carried.

PUBLIC WORKS UPDATE

Maintenance Supervisor Todd Draper informed the Council the tennis courts and restrooms have been removed in the Mork & Giles addition, and the lots are ready for new ownership.

The Council recently received an e-mail from Administrator/Clerk Eileen Christensen that the City was awarded \$112,000.00 from the DNR Grant (State Park Road Account – SPRA) to pave East Matthews Road from US Highway 14 to the newly improved Lake Benton Public Water Access. The engineering portion will be the responsibility of the City for a maximum amount of \$27,000.00. Maintenance Supervisor Todd Draper will be meeting with Banner Associates

Engineer, Pat Carey tomorrow to discuss this project. County Engineer Joe Wilson will be signing off on the paper work and preparing the pay requests at no additional cost to the City. Lisa Graphenteen with DSI helped with the writing of the grant at no cost to the City. Thank you to Vince Robinson and his team at DSI.

The City's stabilization ponds need work done to them. Maintenance Supervisor Todd Draper will be meeting with Banner Associates Engineer, Pat Carey to get the engineering aspect of what should be done and if it should be done this year.

Maintenance Supervisor Todd Draper spoke with the Lincoln County Environmental office and the landfill is closed due to the COVID-19 outbreak. The City will be postponing the appliance pick up until further notice.

The next item of business was to review/act on renewing Palisades LP contract. Maintenance Supervisor Todd Draper informed the Council that Palisades gave him a bid of \$0.809 per gallon for the 2020-2021 heating season beginning June 1, 2020. The City purchased 17,500 gallons of LP for the 2019-2020 heating season at \$1.149 per gallon. It was suggested the City bid 12,000 gallons due to the carryover of 6,000 gallons from the 2019-2020 heating season and the savings in cost. The Council then reviewed the usage of LP for the City's buildings and the Opera House used the most. The Opera House Board is planning to insulate the back wall of the Opera House sometime this year to save on heat. Trustee Daryl Schlapkohl informed the Council the Opera House board will be meeting this Thursday and he will have an update at the next meeting. **MOTION** by Rosie DeZeeuw, seconded by Daryl Schlapkohl to renew the prepaid LP contract with Palisades for the 2020-2021 heating season for 12,000 gallons of LP at \$0.809 per gallon. Conference Call Roll Call: Rosie DeZeeuw – Yeah, Dave Enke – Yeah, Daryl Schlapkohl – Yeah. Mark Dunn – Abstained. Motion carried.

Mayor Bob Worth than requested an update from Administrator/Clerk Eileen Christensen on the Board of Review meeting. The 2020 Lake Benton Board of Appeal and Equalization Meeting is scheduled for Tuesday, April 14, 2020 at 7:00 PM via conference call to the County Assessor. Under Minnesota Statute, the City is required to hold this meeting in order to give taxpayers an opportunity to dispute their property values. Under direction from the Minnesota Department of Revenue, the County has been advised they are able to conduct a "virtual meeting". A quorum is required. This means at least 3 voting members are required to be on this call (1 of which must be a trained member.)

COMMITTEE REPORTS:

Trustee Mark Dunn – No report.

Trustee Rosie DeZeeuw – No report.

Trustee Dave Enke – The Library met via conference call. The Library has been closed for the past two weeks and all programs and programming have been suspended. The employees continue to provide pick-up and drop-off services. The employees sanitize the books before they are picked up, dropped off and put back on the shelf.

The EDA is offering an Emergency Response Loan Fund which could offer up to \$5,000.00, at 0% interest, with a six (6) month deferral, and payable within 24 months after the loan has been made. This information can be found in last week's Letter to the Editor.

Trustee Daryl Schlapkohl – The Opera House Board will be meeting this Thursday. Trustee Daryl Schlapkohl then inquired since the appliance pickup was postponed, what can be done about the couches and tires in front of homes on Valley Street. The Council authorized Administrator/Clerk Eileen Christensen to write letters to the homeowners requesting they move the items into their garage or find a way to get rid of the items.

ADMINISTRATOR/CLERK REPORT:

The FEMA emergency pumping project has been forwarded on to FEMA for final review.

The presentation and approval of the 2019 audit is tentatively scheduled for the April 20, 2020 Council meeting. A draft copy was e-mailed to the Council and a hard copy will be available to each member at the April 20, 2002 meeting.

Letters and invoices have been mailed to 46 residents with dogs. The license fees are good for two years. The rabies clinic has been scheduled for Tuesday, May 5, 2020 from 4:00-6:00 PM at the Lake Benton Fire Hall. An ad will be placed in the paper reminding residents of this as well. The Golf Cart permit letters and invoices were also mailed to residents with golf carts.

MAYORAL REPORT:

Mayor Bob Worth reminded the Council to take time and review the 2019 audit before the next meeting. It looks good considering the amount of money spent due to last spring's flooding. Thank you to Administrator/Clerk Eileen Christensen on a job well done.

Mayor Bob Worth then stated that spring is here and now that the weather is beginning to get nice, numerous people like to go for walks. However, there are dogs running loose, not on leashes and some residents are afraid the dogs will bite them. There are dogs in some areas of town that do their jobs on other's lawns and run loose. Dog owners need to be considerate of others and responsible for their own dogs. The City's ordinance strictly states the leash law, and if this problem does not improve, the Council will need to remedy a way to enforce the law. It was suggested that if the Council members get complaints, please have them contact Administrator/Clerk Eileen Christensen and she and/or Maintenance Supervisor Todd Draper will contact the individuals and request them to comply.

There being no further business to come before the Council at this time, a **MOTION** was made by Daryl Schlapkohl, seconded by Dave Enke to adjourn the meeting. Conference Call Roll Call: Mark Dunn – Yeah, Rosie DeZeeuw – Yeah, Dave Enke – Yeah, Daryl Schlapkohl – Yeah. Motion carried.

MAYOR

ADMINISTRATOR/CLERK