

## AUGUST 14, 2017

A Special Meeting of the Lake Benton City Council was held on Monday, August 14, 2017 at 5:30 PM in the Heritage Center/City Office. Mayor Bob Worth presided. Trustees Rosie DeZeeuw, Mark Dunn, David Enke and Daryl Schlapkohl were present. City Administrator/Clerk Eileen Christensen was also present.

Mayor Bob Worth called the Special meeting to order.

The Pledge of Allegiance was recited by all present.

The purpose of the meeting was to begin work on the 2018 budget for the City of Lake Benton.

Copies of the 2018 Budget Worksheet were passed out. The figures for the City's 2018 LGA of \$228,430.00 and PERA Aid of \$841.00 were inserted as well as all the numbers in the General, TIF, Fire, Library, Water, Sewer and Garbage Funds. City Administrator Clerk worked with Maintenance Supervisor Todd Draper, Police Chief Tony Sievert, Fire Chief Pat McCarthy and Assistant Fire Chief Scott Christensen, Library Director Shelly Finzen, and Jenny Nordmeyer with the Chamber-CVB and Karen Lichtsinn with the EDA and Historical Society.

The workers comp figures were received earlier in the day but were not inserted in the worksheet. The amount of workers comp was approximately \$7,000.00 less than the previous year. The liability, building and vehicle insurance figures were not received prior to the meeting. Those numbers will be inserted when received from the League of Minnesota Cities sometime this week.

After some discussion on the Park and Rec Fund in regards to donating to the Lake Benton School for the new playground equipment, and putting money aside for new fencing around the ball diamonds, the Council agreed to create CD's for these two items: \$2,000.00-Parks/Ballfield Fence (12-month), and \$2,000.00 for the Lake Benton School playground equipment (6-month).

The Public Works Department is looking to purchase a new lawn mower with a two (2) year warranty. The trade-in summary for the City's current lawn mower was totaled at \$7,500.00. After some discussion, the Council agreed the City can look into extending the warranty and/or sell the lawn mower on their own with sealed bids. The amount budgeted for this item is \$15,000.00 and a new lawn mower could be paid off within three (3) years.

Additional 12-month CD's to be created in the General Fund included the following: \$2,500.00-Street Capital Outlay, \$4,000.00-Public Works Capital Outlay, \$7,500.00-Public Works Heavy Equipment, and \$5,000.00-Police Capital Outlay. These CD's will be created to assist with purchasing heavy equipment, vehicles, and needed items for the future. Additional 12-month CD's to be created in the Fire Fund included the following: \$3,000.00 for Capital Outlay/Equipment, and \$5,000.00 for Capital Outlay/Building Fund.

Wage increases were entered at 3%, the Library Allocation was increased to \$28,000.00, and all the funds are in the black.

The City belongs to a pool for health insurance through Southwest West Central Cooperative (SWWC) in which the City receives an annual reimbursement from money held in escrow. This amount could total anywhere from \$5,000.00 to \$8,000.00. It was recommended by the Council to consider putting the money received in 2017 into a Health Care fund for the four (4) full-time employees. The employees can then have money taken out of their paychecks and put into this health care fund for their future medical needs. City Administrator/Clerk Eileen Christensen will contact Lincoln County for assistance on how this is done.

Mayor Bob Worth then informed the Council the final levies may be lower than the proposed levy, but may not exceed the proposed levy.

The Council will meet Thursday, August 17, 2017 at 5:00 PM to finalize the 2018 budget.

There being no further business to come before the Council at this time, a **MOTION** was made by Mark Dunn, seconded by Dave Enke and carried, the meeting adjourned.

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MAYOR

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ADMINISTRATOR/CLERK

**AUGUST 17, 2017**

A Special Meeting of the Lake Benton City Council was held on Thursday, August 17, 2017 at 5:00 PM in the Heritage Center/City Office. Mayor Bob Worth presided. Trustees Rosie DeZeeuw, David Enke and Daryl Schlapkohl were present. Trustee Mark Dunn was absent. City Administrator/Clerk Eileen Christensen was also present.

Mayor Bob Worth called the Special meeting to order.

The Pledge of Allegiance was recited by all present.

The purpose of the meeting was to finalize work on the 2018 budget for the City of Lake Benton.

City Administrator/Clerk Eileen Christensen informed the Council the LGA did in fact increase approximately 2.4% from \$228,430.00 in 2017 to \$233,960.00 in 2018. This number has been inserted into the budget. The tax levy was increased 4% for the preliminary tax levy due on September 30, 2017. The Council can vote to decrease the proposed tax levy but cannot increase it at the first meeting in December 2017.

The Council reviewed the Water, Sewer and Garbage Funds and agreed to create 12-month CD's to include the following: \$1,000.00-Water Capital Outlay-Water Meters, \$4,000.00-Water Tank Upkeep, and \$3,500.00-Sewer Capital Outlay.

A short discussion took place on the EDA planning to purchase property within the City.

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