

AUGUST 17, 2020

The Regular Meeting of the Lake Benton City Council was held on Monday, August 17, 2020 at 5:30 P.M. in the Lake Benton Area Community and Event Center. Mayor Bob Worth, Trustees Rosie DeZeeuw, Mark Dunn, Daryl Schlapkohl, and Dave Enke were present. City Attorney Mike Cable was absent. City Administrator/Clerk Eileen Christensen, Maintenance Supervisor Todd Draper, and Mark Wilmes from the Lake Benton Valley Journal were also present.

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

Mayor Bob Worth 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 August 3, 2020 were reviewed. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to approve the minutes of the Regular Meeting of August 3, 2020. Motion carried. The minutes of the Special Budget Meeting of August 12, 2020 were reviewed. **MOTION** by Daryl Schlapkohl, seconded by Dave Enke to approve the minutes of the Special Budget Meeting of August 12, 2020. Motion carried. The minutes of the Special Budget Meeting of August 13, 2020 were reviewed. **MOTION** by Dave Enke, seconded by Daryl Schlapkohl to approve the minutes of the Special Budget Meeting of August 13, 2020. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

ITC	\$ 332.93	EILEEN CHRISTENSEN	\$ 132.00
QUARNSTROM-DOERING	\$ 1,181.40	M & H COMMUNICATIONS	\$ 70.00
COUNTRY SIDE NURSERY	\$ 605.13	L-P RURAL WATER	\$ 5,250.73
RETHWISCH & SON	\$ 582.31	EXPRESSWAY	\$ 193.51
RICK'S WELDING	\$ 70.00	THOMAS ELECTRIC	\$ 1,019.06
GOPHER STATE	\$ 14.85	CITY OF LAKE BENTON	\$ 174.98
POSTMASTER	\$ 115.85	ROSIE DEZEEUW	\$ 221.25
DOUBLE D GRAVEL	\$ 1,931.10	SW SANITION	\$ 3,649.68
GARY NORDMEYER CON.	\$ 240.00	TRACY TRIGG	\$ 210.00
BANNER ASSOCIATES	\$ 2,600.00	BIOAG	\$ 359.48
D & G EXCAVATING	\$ 34,134.04	CARDMEMBER SRVCS	\$ 22.00
MEADOWLAND FARMS	\$ 620.54	KAREN LICHTSINN	\$ 202.50
ONE OFFICE SOLUTION	\$ 42.90	BUFFALO RIDGE NEWS	\$ 296.70
DARLA VANDYKE	\$ 13.47	MELISSA DUNHAM	\$ 25.42

MOTION by Daryl Schlapkohl, seconded by Mark Dunn to approve payment of the claims presented against the City of Lake Benton. Motion carried.

The next item of business was to review/act on rehab grant requests. Three payment requests were received for the Rehab Grant Program: Lead assessment request of \$1,350.00 to Scarcely, \$138.00 to Lincoln County Recorder, and \$3,000.00 to DSI for Administration fees. The total funds of \$4,488.00 were requested and deposited into the account. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to approve payment of the rehab grant checks presented. Motion carried.

The next item of business was to review/act on nuisance property that was tabled at the August 3, 2020 meeting. Pictures of the property were taken and the property has been cleared of most of the junk and debris. **MOTION** Daryl Schlapkohl, seconded by Dave Enke to continue to check the property in the next few months. Motion carried.

PUBLIC WORKS UPDATE

Maintenance Supervisor Todd Draper updated the Council on the Wastewater Treatment Facility Outfall Structure project. The manhole, fabric, riprap and piping is complete and the only thing left was to pour the precast concrete for the gates. Bladholm Construction was at the site today to pour the concrete and pull the forms. The project is now 100% complete and corrections were made to the quantities used for the project. D & G Excavating did not use as much rock as anticipated and the City imported the clay for the project at no cost. The City saved \$7,103.45 and if Banner does not charge the additional \$1,250.00 for inspection, the City will see a savings of \$8,353.45.

The blacktopping project at Lakeshore Drive is currently being reviewed by MnDOT who requested Banner take additional survey pictures and resubmit them for approval. The funding for this approved project remains in place for an indefinite period of time to allow for planning, acquisition and design. If the project does not get completed this fall, everything is still in place for next spring.

Maintenance Supervisor Todd Draper is in the process of getting a price to mill and overlay the Oakwood Drive project. It was anticipated to complete the project this fall but it may not happen until next spring. The funding for this project will be discussed in Agenda Number 6.

Maintenance Supervisor Todd Draper then informed the Council of some issues City staff has been having, the first is campers being parked on the streets. There is one in particular parked on Parkview Drive who Todd politely asked to move the camper off the street and the homeowner said to leave them alone. The Council discussed that 24 hours is the maximum amount of time a camper should be parked on any street. City staff will contact the Lincoln County Sheriff's office to request the owners move their campers after 72 hours. The second issue includes getting a building permit for utility sheds, porches and decks. It was recommended that any utility shed larger than 6' x 8' requires a permit, and any size shed put on skids or a concrete slab requires a permit. If a homeowner is replacing a deck of the same size, no building permit is required; however, if the size of the deck is larger, the homeowner will be required to get a building permit. Administrator/Clerk Eileen Christensen will work with Legal Council on putting together a new ordinance or a resolution on these items.

The next item of business was to review/act on a Resolution to Assign funds to Long Term Improvements. Administrator/Clerk Eileen Christensen informed the Council the City received \$110,000.00 over the budgeted revenue for 2020 from the sale of property, sale of the Police Durango and the reimbursement for the FEMA 2019 flooding. This will definitely increase the City's Unassigned Fund Balance for 2020. Unassigned fund balance is a residual account made up of leftover funds from previous years. No need to budget for this since it's comprised of funds already there. In order to keep the Unassigned Fund Balance down, it is recommended the City pass a resolution to determine an amount and the purpose of the assignment. It has been suggested to assign \$75,000.00 to Long Term Improvements (i.e. Oakwood Street). **MOTION** by Mark Dunn, seconded by Dave Enke to approve the Resolution to Assign \$75,000.00 to Long Term Improvements for the reconstruction of Oakwood Street. Motion carried.

LAW ENFORCEMENT UPDATE

The Council reviewed the law enforcement report for Lake Benton thru July 2020. **MOTION** by Daryl Schlapkohl, seconded by Rosie DeZeeuw to approve the law enforcement report. Motion carried.

COMMITTEE REPORTS:

Trustee Mark Dunn – No report.

Trustee Rosie DeZeeuw – The Chamber met and they will continue the Yard of the Week through the end of August. The August business of the month is Hartquist Funeral Home, and the September business of the month will be either Garden Gate Greenhouse or Kjergaard

Sports. The Diners Club has discontinued the in-house seating thru October 2020. The construction of the Food Shelf is going well and the Chamber is in the planning stages of landscaping the front of the Heritage Center. The Lake Benton Area Foundation presented the following grants to the Community Services: \$1,000.00 to the Diners Club, \$1,000.00 to the Food Shelf, and \$500.00 to the Heritage Center for the landscaping.

Trustee Dave Enke – The Library Board has a vacancy since the departure of board member Shelly Finzen. The Library board approved the nomination of Gail Hovland. **MOTION** by Dave Enke, seconded by Rosie DeZeeuw to approve the appointment of Gail Hovland to the Library board. Motion carried.

The EDA met last week and several items were discussed. One of topic of discussion included the housing opportunities in the Mork & Giles Addition. The board discussed and considered the demand for affordable housing, additional housing and the individuals on the wait list. The EDA will invite a contractor to meet with them to discuss building a 4-plex, duplex units or a spec home. No decisions have been made as the board is gathering information. Members of the EDA will be contacting property owners for suitable property for commercial development.

Mayor Bob Worth informed the Council that if the EDA does build something, they will come to the City to purchase the two lots next to the new home being build.

Trustee Daryl Schlapkohl – No report.

ADMINISTRATOR/CLERK REPORT:

No report.

MAYORAL REPORT:

Mayor Bob Worth will be attending a CARES funding meeting with the County tomorrow, August 18, 2020 at 1:30 PM to discuss the City's plans to spend additional funding for grants for businesses and non-profit organizations in the community from the County. The Task Force has met and gave a lot of good input to the spending. The applications are completed and ready for applicants to pick up at the City office.

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. Motion carried.

MAYOR

ADMINISTRATOR/CLERK