

AUGUST 19, 2019

The Regular Meeting of the Lake Benton City Council was held on Monday, August 19, 2019 at 5:30 P.M. in the Heritage Center/City Office. Mayor Bob Worth, Trustees Dave Enke, and Daryl Schlapkohl were present. City Attorney Mike Cable, Trustees Rosie DeZeeuw and Mark Dunn were absent. City Administrator/Clerk Eileen Christensen, Maintenance Supervisor Todd Draper, Curtis and Laura Rethwisch, Phil Schmidt, and Shelly Finzen 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 5, 2019 were reviewed. **MOTION** by Daryl Schlapkohl, seconded by Dave Enke to approve the minutes of the Regular Meeting of August 5, 2019. Motion carried.

The minutes of the Special Budget Meeting of August 12, 2019 were reviewed. **MOTION** by Dave Enke, seconded by Daryl Schlapkohl to approve the minutes of the Special Budget Meeting of August 12, 2019. Motion carried.

The minutes of the Special Budget Meeting of August 13, 2019 were reviewed. **MOTION** by Daryl Schlapkohl, seconded by Dave Enke to approve the minutes of the Special Budget Meeting of August 13, 2019. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

USTI	\$ 1.28	QUARNSTROM/DOERING	\$ 1,807.50
LP RURAL WATER	\$ 4,110.59	ARNOLD MOTOR SUPPLY	\$ 215.16
RETHWISCH & SON	\$ 70.25	EXPRESSWAY	\$ 462.21
RICK'S WELDING	\$ 86.00	CITY OF LAKE BENTON	\$ 229.18
POSTMASTER	\$ 117.25	CHAMBER-CVB	\$ 728.40
TOWNE & CNTRY EXC	\$ 2,500.00	BIOAG ENERGY SERVICES	\$ 553.28
MINETT WELL REPAIR	\$ 675.00	CARDMEMBER SERVICES	\$ 26.00
TE UNDERGROUND	\$ 4,510.00	ONE OFFICE SOLUTION	\$ 21.16
PERFORMANCE FOOD	\$ 55.55	BUFFALO RIDGE NEWS	\$ 309.60
ZUERCHER	\$ 790.00	FULLER PAVING	\$ 16,882.60

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 GPS Data Collection/GIS Mapping with Minnesota Rural Water Association (MRWA). Maintenance Supervisor Todd Draper informed the Council the GIS maps were last updated in 1968 and have a lot of writing on them. Therefore new data and maps should be gathered using the GPS Data Collection and GIS mapping. Todd will mark the features and those features will be collected by MRWA within three days. Some of the features include water main locations, fire hydrants, sanitary sewer manholes, sanitary main lines, and curb stops for \$8,500.00. MRWA will gather information this winter and begin the project spring through fall 2020. MRWA will keep the data in data banks, and when the City adds additional features for a subdivision in the future, the data will be updated with the new features. **MOTION** by Dave Enke, seconded by Daryl Schlapkohl to approve and acknowledge the

proposal for GPS Data Collection and GIS Mapping with Minnesota Rural Water Association for calendar year 2020. Motion carried.

PUBLIC WORKS UPDATE

Maintenance Supervisor Todd Draper informed the Council he spoke with Duinick Concrete about paving Lakewood Drive and what the cost would be. Duinick Concrete said the entire road will need to be milled and paved over, and will cost \$60,000.00. The three homes on Lakewood Drive have water connections only. The road needs to get fixed and City staff will look into cashing CDs and work with the budgeted numbers for 2020 to complete this project.

Maintenance Supervisor Todd Draper gave an update on the DNR water access project. They were leveling the dirt today, they will seed after it dries up, and the striping will be completed this week. The water access will look very nice when completed. The Council inquired if the DNR is planning a dedication of the new water access as people would like to know what is happening.

Maintenance Supervisor Todd Draper then updated the Council that a toilet supply line burst in the Library this past Saturday. The Maintenance Department vacuumed up the water and has humidifiers running non-stop.

Maintenance Supervisor Todd Draper met with two MnDOT Supervisors regarding the drainage ditches and trees in their right-of-way, and about providing the City with salt and sand for the winter. One Supervisor informed Todd they will not provide the City with salt and sand this winter as previously agreed. Todd then informed both Supervisors that one of their superiors in Marshall approved the salt and sand for the City of Lake Benton this winter. Todd is waiting to hear from the Highway Department to get a straightforward answer. If the City furnishes their salt and sand, MnDOT will not be using it. MnDOT, Lincoln County and the City have always worked great together in the past, and we hope we can continue that relationship in the future.

The next item of business was to review/act on purchasing a bio-metric finger print lock for the Police Office. This lock is fairly inexpensive and shows who entered the office by the fingerprint code. Discussion took place on hiring someone to install the lock professionally and Maintenance Supervisor Todd Draper will check with someone that has installed these locks for other businesses in the past. Discussion then led to the inventory in the Police Department office such as the confidentiality files being adhered to, the laptop, cell phone, etc. The Council authorized Administrator/Clerk Eileen Christensen to contact Legal Counsel and ask what the best approach is to taking inventory of the items not locked up, and the locked items in the evidence locker and file cabinets. **MOTION** by Dave Enke, seconded by Daryl Schlapkohl to research and purchase a bio-metric (fingerprint) lock for the Police Office. Motion carried.

The next item of business was to review/act on building permits for Cheryl Holthe at 102 S. Harrison Street. Cheryl requested to install a chicken run and a fence on her property. Cheryl was given the setbacks from the property lines on which she can build a chicken run and a fence. Maintenance Supervisor Todd Draper checked the setbacks for the fence when the stakes were put in and the stakes were moved closer to the house in order to be in compliance with the ordinance. The fee of \$25.00 per application has been paid. The Council was informed that Cheryl installed the fence over the weekend even though City staff advised her not to install the fence until approval by the Council on August 19, 2019. It was suggested to send Cheryl a letter explaining the Council's disappointment with her installing the fence prior to Council approval when she was told several times not to install the fence until after the Council meeting. Discussion took place on adding a fine to those individuals that violate the ordinances when they are told not to install/build anything until Council approval. The Council was willing to approve the fence permit, with the stipulation that it is made clear in the letter to Cheryl that the Council has an issue with this and will not be approving permits in the future when the Ordinance is not followed accordingly. **MOTION** by Daryl Schlapkohl, seconded by Dave Enke to approve the two building permits for Cheryl Holthe to install a chicken run and a fence at 102 S. Harrison Street;

and send Cheryl a letter stating the Council's disappointment with her installing the fence prior to their approval. Motion carried.

The next item of business was to call for a public hearing on the Small Cities Development Grant Program. A copy of the legal notice of a public hearing was included in the Council packet. The regulations of the program require that we offer all citizens the opportunity to give input and/or ask questions about the grant program on in our community. This will be the last of the required public hearings for this program. Prior to submitting the legal notice to the newspaper, the Council needs to determine what time they would like to have the public hearing on September 16, 2019. **MOTION** by Daryl Schlapkohl, seconded by Dave Enke to set the time of the public hearing at 5:15 PM on September 16, 2019. Motion carried.

COMMITTEE REPORTS:

Trustee Dave Enke – The EDA met last week and the biggest item discussed was the 4-Plex II balloon payment due November 1, 2019 for approximately \$35,000.00. The ongoing discussion of the board included holding on to the money should there be additional needs in the community, and the excellent interest rate of 3.75% to refinance for 30 months will keep the EDA solvent for future requests. The EDA has not heard from Dollar General in regards to building since March 2019. Mr. Gow, owner of building across the street, was not in attendance at the EDA meeting, but is in the process of cleaning out materials from the building. The EDA will wait and see if he has something in the works. There are multiple interested parties in multiple businesses in town, but nothing is definitive. The Garden Gate Greenhouse was sold to Richard Mulder.

Trustee Daryl Schlapkohl – The Opera House production of Shrek the Musical was a great success with 2,100 tickets sold. It was expensive to put on, and after all expenses were paid, the Opera House came out ahead. Tonic Sol-fa is coming to the Opera House on August 31, 2019, and the Opera House is taking auditions for the fall play.

ADMINISTRATOR/CLERK REPORT:

Administrator/Clerk Eileen Christensen received an e-mail from Annette Fiedler with the SWRDC regarding the Emerald Ash Borer. The Emerald Ash Borer has been found recently in Worthington along the I-90 corridor. Unfortunately it is getting closer and Annette would encourage communities to be prepared. The Council members were given a copy of a letter from Michael Orange addressed to GreenStep Cities.

MAYORAL REPORT:

Mayor Bob Worth was asked if the seniors can play cards once a week in the front of the Event Center like they did in the old Community Center. The Council will need to talk with Ashly first to see if she will need the front of the Event Center for her business. If Ashly doesn't need it, we'll talk with the card players and consider letting them use the front of the Event Center at no cost once a week.

The Veteran's Officer in Ivanhoe contacted a Legionnaire and indicated they have a handicap accessible service van that has been available for a long time and has not been utilized. Would the City consider paying to house the van in the garage by the School? The City will not incur any additional expenses (insurance, etc.). The Council is not opposed to this and Mayor Bob Worth will bring additional information to the Council when it is available.

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

MAYOR

ADMINISTRATOR/CLERK