

DECEMBER 20, 2021

The Regular Meeting of the Lake Benton City Council was held on Monday, December 20, 2021, at 5:30 PM in the Lake Benton Area Community and Event Center. Mayor Michael Carpenter presided. Trustees Rosie DeZeeuw, Mark Dunn, Dave Enke, and Daryl Schlapkohl were present. City Attorney Mike Cable was absent. City Administrator/Clerk Eileen Christensen, Maintenance Supervisor Todd Draper, Lincoln County Sheriff Chad Meester, and Kristina Hernandez with 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 December 6, 2021 were reviewed. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the minutes of the Regular Meeting of December 6, 2021. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

C & B OPERATIONS	\$ 176.37	VADIM	\$ 394.40
QUARNSTROM/DOERING	\$ 841.32	L-P RURAL WATER	\$ 6,751.97
EXPRESSWAY	\$ 370.72	RICK'S WELDING	\$ 624.00
CITY OF LAKE BENTON	\$ 179.02	POSTMASTER	\$ 130.40
S & E AUTO	\$ 82.00	TODD DRAPER	\$ 250.00
MN LIFE	\$ 5.10	FIRST SECURITY BANK	\$ 48,000.00
MIDLAND TIRE	\$ 1,251.00	BANNER ASSOCIATES	\$ 1,700.00
FOURTH DIMENSION	\$ 70.96	BIOAG ENERGY	\$ 708.27
CARDMEMBER SRVCS	\$ 12.00	THOMAS PLUMBING	\$ 623.25
PRIDE NEON SIGN	\$ 440.00	D & M MASONRY	\$ 500.00

MOTION by Mark Dunn, seconded by Rosie DeZeeuw to approve payment of the claims presented against the City of Lake Benton. Motion carried and the Mayor authorized the Administrator/Clerk to make payment.

PUBLIC WORKS UPDATE

Mayor Michael Carpenter reminded the Council they wanted to set up a special meeting to meet with Maintenance Supervisor Todd Draper on the 2027 MnDOT Fremont Street Project. **MOTION** by Daryl Schlapkohl, seconded by Dave Enke to set the special meeting of the City Council, Maintenance Supervisor Todd Draper and Administrator/Clerk Eileen Christensen to review the 2027 MnDOT Fremont Street Project for Monday, January 10, 2022 at 5:30 PM. Motion carried.

The next item of business was to review/act on awarding the bid to clean, televise and the inspection of manholes for the City. Mayor Michael Carpenter reminded the Council they instructed City staff to get bids for the cleaning and televising of the lateral lines and the inspection of the manholes. The Council previously agreed to use the ARPA funds received for this project which is approximately \$70,000.00. The City received half the funds this year and will receive the second half in 2022.

Maintenance Supervisor Todd Draper informed the Council that City staff put together an ad seeking bids to include all expenses for sewer cleaning, televising and inspection of manholes to be sent to three companies: Visu-Sewer in Pewaukee, WI; Hydro-Klean Solutions Group in Des Moines, IA; and Empire Pipe Service in North Mankato, MN. Two of the bids show mobilization as a separate line item, and the third may be included in their televising bid. Todd informed the Council

he talked with an Engineer from Pipestone who told him he has worked with all three companies and all three of them are reputable.

The specifications for the bids read the work will be performed between April 1, 2022 and June 15, 2022. The lines to be cleaned and tested, and manholes to be inspected are located west of the Firehall excluding the Mork and Giles Addition. The three bids received include: Visu-Sewer in the amount of \$51,183.15; Hydro-Klean Solutions Group in the amount of \$46,207.00; and Empire Pipe Service in the amount of \$43,764.45.

The Council discussed their delay in the inspection of the lines to this coming spring with normal water and more accurate reporting, but what if the City has an open winter with little snow, it will have an impact on what we do. Maintenance Supervisor Todd Draper explained he has opened manholes in the past couple of weeks and ground water continues to come in. The televising will show the staining on the inside of the pipe or parts of the pipe missing. There is a small risk, but it will be good to contract with someone now. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to award the bid to Empire Pipe Service in the amount of \$43,764.45 to perform sewer cleaning, televising and inspection of the manholes in Lake Benton with approval of the contract with Legal Counsel. Motion carried.

The next item of business was to review/act on the Fremont Street Watermain Improvement Project: Fremont Street Watermain Improvement Project Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment; and Resolution for Hearing on Proposed Assessment. Mayor Michael Carpenter explained to the Council that the Fremont Street Watermain Improvement Project has been completed.

The Assessment Policy states the property owner can choose to pay the full assessment up front, pay the interest the first year, or assess the entire assessment to their taxes for ten years. The Policy states the City must have a public hearing with the owners before moving forward with adopting the assessment.

Mayor Michael Carpenter reminded the Council that due to the multiple water breaks in this area, a decision was made to move forward with the water portion of the project. A Notice of Public Hearing on the proposed assessment will be published in the official newspaper at least two weeks prior to the hearing and a Notice of Hearing on the proposed assessment will be mailed to the owner of each parcel on the assessment roll with the amount owed on December 29, 2021. The homeowners will be assessed 20% of the total project cost of \$213,969.00 at 5.25%. Should the homeowners prefer to assess the amount to their taxes, it will show up on their 2023 tax statements. The Council can hold the hearing any time after January 12, 2021 at 6:00 o'clock PM. The hearing can be held at the January 18, 2022 regular meeting at 6:00 o'clock PM.

The Council discussed moving forward with the assessment as they have done in the past and when the 2027 project takes place, these parcels will not be assessed for water, they will be assessed for sewer only. **MOTION** by Dave Enke, seconded by Rosie DeZeeuw to approve the Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment. Motion carried with a unanimous roll call vote.

MOTION by Daryl Schlapkohl, seconded by Mark Dunn to approve the Resolution for Hearing on Proposed Assessment to be held on January 18, 2022 at 6:00 o'clock PM. Motion carried with a unanimous roll call vote.

LAW ENFORCEMENT UPDATE

Sheriff Chad Meester presented the November law enforcement update. Sheriff Meester said their department had 18 traffic stops on the two major highways into town, and they are working successfully in keeping those numbers down. Sheriff Meester will present the final report of the

2021 calls for service in Lake Benton at the second meeting in January 2022. **MOTION** by Rosie DeZeeuw, seconded by Mark Dunn to approve the November Law Enforcement Update. Motion carried.

The next item of business was to review/act on the employee annual wage adjustment effective January 1, 2022. Mayor Michael Carpenter informed the Council the 2022 budget included a 3% wage increase for the City employees. Mayor Michael Carpenter asked the Council for discussion if they would like to keep the wage increase at 3%, decrease the percentage or table the item to the next meeting. **MOTION** by Mark Dunn, seconded by Dave Enke to approve a 3% wage increase for Maintenance Supervisor Todd Draper, Maintenance Worker Troy Nordmeyer, and City Administrator/Clerk Eileen Christensen effective January 1, 2022. Motion carried with a unanimous roll call vote.

COMMITTEE REPORTS:

Trustee Mark Dunn – There was an informational Fire meeting two weeks ago regarding the cost of a new fire truck. Although the department is not scheduled for a new truck until 2029, the department wanted to bring the issue to the City and township’s attention and inform them how inflation may affect the cost of a new truck. Another meeting is scheduled for Thursday, January 20, 2022 after the Fire department collects additional information.

Trustee Rosie DeZeeuw – No report.

Trustee Dave Enke – The EDA board met and are still awaiting from sources on two projects to move ahead. Information will be forthcoming after the first of the year.

Trustee Daryl Schlapkohl – No report.

MOTION by Mark Dunn, seconded by Daryl Schlapkohl to approve the committee reports. Motion carried.

ADMINISTRATOR/CLERK REPORT:

City staff received a Notice of Rate Increase from Lincoln Pipestone Rural Water that the new water rates will take effect on July 1, 2022 and payable August 1, 2022. Lincoln Pipestone Rural Water is raising the water rates \$0.07 per 1,000 gallons. This will be put on an agenda in May 2022 for the Council’s review and action.

MAYORAL REPORT:

Mayor Michael Carpenter received a certified letter from FEMA informing the City they are in the process of updating their flood plain maps, and some areas in the City may be affected. There is a scheduled ZOOM meeting on January 4, 2022 from 2:00 PM to 4:00 PM. Mayor Michael Carpenter, Maintenance Supervisor Todd Draper and Administrator/Clerk Eileen Christensen will be in attendance. One Council member is welcome to attend as well. Mayor Michael Carpenter then wished everyone a Merry Christmas and a Happy New Year.

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

MAYOR

ADMINISTRATOR/CLERK