

DECEMBER 2, 2019

The Regular Meeting of the Lake Benton City Council was held on Monday, December 2, 2019 at 5:30 P.M. in the Heritage Center/City Office. Mayor Bob Worth, 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, Police Chief Jeff Bumgarner, 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 November 18, 2019 were reviewed. **MOTION** by Daryl Schlapkohl, seconded by Rosie DeZeeuw to approve the minutes of the Regular Meeting of November 18, 2019. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

LAKE BENTON GROCERY	\$ 3.58	OTTERTAIL	\$ 2,202.20
RETHWISCH & SON	\$ 11.49	GOPHER STATE	\$ 6.75
LINCOLN CTY TREASURER	\$ 174.00	MN RURAL WATER	\$ 300.00
TODD DRAPER	\$ 282.00	PAT HAYNES	\$ 250.00
MN LIFE	\$ 5.10	MN DEPT OF HEALTH	\$ 516.00
BIOAG	\$ 529.81	TROY NORDMEYER	\$ 32.00
KYLIE ROCHEL	\$ 130.00	VERIZON	\$ 35.01
ONE OFFICE SOLUTION	\$ 254.03	BUFFALO RIDGE NEWS	\$ 94.60
AMAZON CAPITAL SRVCS	\$ 645.30	PLUM CREEK LIBRARY	\$ 52.16
CENTER POINT PRINT	\$ 44.34	DEMCO	\$ 861.74

MOTION by Mark Dunn, 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.

PUBLIC WORKS UPDATE

Maintenance Supervisor Todd Draper reminded the Council of the most recent snow storm, which was a reminder of last winter and spring, and the cost of snow removal. Todd did some research on new equipment for the City which included a snow blower with its own motor weighing 8,700 pounds. It is a 6-cylinder, 1983 Snogo blower with a good price of \$13,000.00 but it requires a larger loader. In the past, the City talked about getting something newer to move forward by upgrading the equipment and make it easier for the maintenance department. This blower may not be on the market very long and the City should also consider getting a pay loader to carry the blower. Todd looked into the purchase price of a pay loader and found a 1989 with 3-yard bucket for \$40,000.00 with 6,500 hours on it. Todd was informed anything over 5,000 hours the motor may need fixing. Todd asked if the City would consider renting a new pay loader when needed so the maintenance department can see if it is something they like. If it is something they would like, then the City can consider purchasing it. It is in the City's best interest to get something. After some discussion on new or used pay loaders, and whether to purchase or lease, the Council asked Todd Draper to contact Titan and check leasing/renting for four months, and asked Trustee Daryl Schlapkohl to contact Christensen's. They were asked to bring their findings to the Special Council meeting to be held on Thursday, December 5, 2019 at 8:00 AM. As a reminder, this will not jeopardize the City's contract with Johansen's which is up for renewal in October 2020.

At 6:00 PM Mayor Bob Worth called for a motion to go into the Truth-in-Taxation Hearing. **MOTION** by Rosie DeZeeuw, seconded by Mark Dunn to go into the Truth-in-Taxation Hearing. Motion carried.

The proposed 2020 levy that was approved at the September 16, 2019 meeting was \$252,943.00 (\$175,943.00 allocated to the General Fund and \$77,000.00 allocated to the USDA-RUS Improvement Fund). This is an approximate increase of fourteen percent (14%) over the previous year for a total increase of \$21,607.00. Mayor Bob Worth then informed the Council the City can either approve the proposed tax levy of \$252,943.00 or decrease it – it cannot be increased at this time. After some discussion on the fact the City has not increased the levy since 2015, and the need for funding projects coming up in the future, the Council agreed to lower the proposed levy and increase the levy eleven percent (11%) for a total increase of \$16,977.00. **MOTION** by Mark Dunn, seconded by Daryl Schlapkohl to certify the tax levy for the City of Lake Benton at \$248,313.00 in which \$171,313.00 is allocated to the General Fund. Motion carried. **MOTION** by Dave Enke, seconded by Rosie DeZeeuw to certify the tax levy at \$77,000.00 for the USDA-RUS Improvement Fund. Motion carried.

The 2020 Budget amounts are as follows: General Fund: Income-\$490,173.00, Expense-\$489,985.50; Fire Fund: Income-\$76,800.00, Expense-\$76,163.00; Library Fund: Income-\$49,024.00, Expense-\$48,240.00; Utility Fund: Income-\$337,395.00, Expense-\$293,638.00; USDA-RUS Improvement Fund: Income-\$77,000.00, Expense-\$77,000.00. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to return to the regular meeting at 6:08 PM. Motion carried.

POLICE REPORT

Police Chief Jeff Bumgarner presented the November Police Report. Jeff recently renewed his certification with MN POST as a Use of Forces and Firearms instructor. Shortly after receiving his certification, Jeff was able to assist the Sheriff's Department by qualifying one of the deputies with mandatory low-light and inclement weather shooting which he was happy to do after their assistance in the past two months. The search for additional police officers continues. Jeff received one application from the MN POST advertisement which is license eligible and will need training. Another individual inquired about working for Jeff as he is part-time officer in Westbrook. There were 24 calls for service in the City of Lake Benton. **MOTION** by Mark Dunn, seconded by Dave Enke to approve the Police Report for November. Motion carried.

The next item of business was to review/act on creating CD's for the City's General, Fire and Water funds. When the City Council worked on the 2020 budget, they approved creating several CD's in various funds if the money was not used in 2019. The list of 12-month CD's and the new Public Works Account totaling \$33,500.00 were reviewed: General Fund – \$1,000.00 for City Office Improvements, \$2,000.00 for Parks/Ballfield Fence, \$5,000.00 for Street Capital Outlay (Sidewalk), and \$2,000.00 for Opera House Capital Outlay; Fire Fund – \$3,000.00 for Fire Capital Outlay/Equipment and \$7,000.00 for Fire Capital Outlay/Personal Protective Equipment; Water Fund – \$1,000.00 for Capital Outlay/Water Meters, and \$5,000.00 for Capital Outlay/Water Improvements. The following amounts will be put in the new Public Works Account: \$4,000.00 for Public Works Heavy Equipment and \$3,500.00 for Capital Outlay Equipment. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the list of 12-month CD's and the new Public Works Account totaling \$33,500.00 were reviewed: General Fund – \$1,000.00 for City Office Improvements, \$2,000.00 for Parks/Ballfield Fence, \$5,000.00 for Street Capital Outlay (Sidewalk), and \$2,000.00 for Opera House Capital Outlay; Fire Fund – \$3,000.00 for Fire Capital Outlay/Equipment and \$7,000.00 for Fire Capital Outlay/Personal Protective equipment ; Water Fund – \$1,000.00 for Capital Outlay/Water Meters, and \$5,000.00 for Capital Outlay/Water Improvements; \$7,500.00 in the new Public Works Account which includes \$4,000.00 Public Works Heavy Equipment and \$3,500.00 Public Works Capital Outlay Equipment. Motion carried.

The next item of business was to review/act on the delinquent water bills at 514 W. Benton Street owing \$596.36, 303 Valley Street owing \$145.67, 231 Fremont Street owing \$195.50, and 109 W. Bluff Street owing \$333.71. The individuals will be mailed a letter on December 3, 2019 informing them if payment is not received by December 15, 2019, this amount will be certified as a property tax levy against their property on December 20, 2019. **MOTION** by Rosie DeZeeuw, seconded by Mark Dunn to submit the delinquent water bills to the County Auditor to be assessed to the properties if payment is not received by December 15, 2019. Motion carried.

The next item of business was to review/act on the gambling exempt permits for the Lake Benton Sportsman's Club. The club is having two raffle drawings in 2020 – one at their annual fishing tournament on January 25, 2020 and one at their annual game feed on March 21, 2020. The club needs approval due to the fact the applications require the local unit of government's acknowledgement and the Mayor's signature. **MOTION** by Mark Dunn, seconded by Dave Enke to approve the Gambling Permits for the Lake Benton Sportsman's Club and authorize the Mayor to sign the acknowledgements. Motion carried.

The next item of business was to review/act on lease applications for the Lake Benton Area Community and Event Center. With Council approval, Administrator/Clerk Eileen Christensen advertised leasing the front area and/or the commercial kitchen at the Lake Benton Area Community and Event Center to any interested party(s). There were no applications submitted by the deadline. After some discussion, the Council requested this item be brought back for discussion at a February 2020 meeting.

COMMITTEE REPORTS:

Trustee Mark Dunn – No report.

Trustee Rosie DeZeeuw – No report.

Trustee Dave Enke – The Library Board met and the Holiday Open House is December 7, 2019 from 9:00 AM to 12:00 PM. There will be a book fair and the Friends of the Library will be selling t-shirts. The Library will be closed Christmas Eve all day. The new shelving arrived and were put together and now the staff is rearranging and putting books on them. The Library Board rescheduled their December meeting to December 19, 2019.

Trustee Daryl Schlapkohl – Daryl expressed his disappointment about the businesses moving snow onto the street and the City pays for it. Is it fair for the taxpayers to pay for the businesses snow removal? Daryl also reminded the Council the contractors for snow removal must have their amber lights on their equipment and use them.

ADMINISTRATOR/CLERK REPORT:

The FEMA certifications for small projects for the sewer lift station and the streets have been completed and are being reviewed by FEMA personnel. The EMS parking lot is the only project that is not 100% complete. The 2020 Presidential Nomination Primary (PNP) Election will be held on Tuesday, March 3, 2020. The City is asked to track the costs for this election to be submitted to the State. The State will reimburse the City for certain expenses. There will be training for the PNP in January or February. Administrator/Clerk Eileen Christensen will be attending a PNP Clerks meeting on Tuesday, December 10, 2019 in Ivanhoe.

MAYORAL REPORT:

Mayor Bob Worth informed the Council that Johansen is parking on the street and is a traffic hazard. There is no reason for that because they have a parking lot in the back. Mayor Worth talked with Todd regarding a snow issue which was just a miscommunication. Mayor Worth then expressed how he couldn't be prouder of the maintenance department. They worked through the holiday keeping our streets clean. They do a great job and the City has the best streets around the area.

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

MAYOR

ADMINISTRATOR/CLERK