

DECEMBER 4, 2017

The Regular Meeting of the Lake Benton City Council was held on Monday, December 4, 2017 at 5:30 P.M. in the Heritage Center/City Office. Mayor Bob Worth presided. Trustees Rosie DeZeeuw, Mark Dunn, David Enke, and Daryl Schlapkohl were present. City Attorney Mike Cable was absent. City Administrator/Clerk Eileen Christensen, Police Chief Tony Sievert, Jenny Nordmeyer, First Responder Gary Serie, and Scott Christensen, 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 20, 2017 were reviewed. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to approve the minutes of the Regular Meeting of November 20, 2017. Motion carried.

The next item of business was to review/act on the claims presented against the City of Lake Benton.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

OTTERTAIL POWER	\$ 1,986.07	L-P RURAL WATER	\$ 2,927.40
GOPHER STATE	\$ 2.70	LINCOLN CTY TREAS.	\$ 165.00
MN RURAL WATER	\$ 250.00	TODD DRAPER	\$ 32.00
PAT HAYNES	\$ 290.00	MINNESOTA LIFE	\$ 6.80
KJERGAARD SPORTS	\$ 543.93	DOUBLE D GRAVEL	\$ 443.28
MN DEPT OF HEALTH	\$ 516.00	GERRIT SLEGERS	\$ 200.00
TROY NORDMEYER	\$ 32.00	KYLIE ROCHEL	\$ 40.00
VERIZON	\$ 35.01	ONE OFFICE SOLUTION	\$ 21.22
BUFFALO RIDGE NEWS	\$ 32.90	NOBLES CTY IT DEPT	\$ 150.00
DARYL TRIGG	\$ 300.00		

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.

The next item of business was the Police report for November by Police Chief Tony Sievert. The Police Department purchased a new rifle for the squad car at the cost of \$543.00. However, while at Kjergaards, Police Chief Tony Sievert brought the department's old revolver that is no longer a need for the department and was offered \$500.00 from Kjergaards to purchase the old revolver. City Administrator/Clerk Eileen Christensen gave approval of the sale as it saved the City \$500.00 for the new rifle.

The City Wide Archery Hunt Update – While out on patrol, the number of deer sightings has increased in the month of November along with the number of vehicle vs. deer crashes in the City limits.

Police Chief Tony Sievert is urging the citizens of Lake Benton to help the Maintenance Department by being responsible and removing vehicles parked along the roadway and streets when they are plowing snow. The citizens of Lake Benton should also be aware that it is their responsibility to make sure the sidewalks in front of their residences are clear of snow and ice.

Police Chief Tony Sievert then reminded everyone with the impending first winter storm of the season and approaching holiday, he brought up a few things regarding safety and preparedness which include: Keep warm winter gear and a survival kit in your vehicle when you travel; While enjoying the holidays with a little cheer, please make arrangements to have a designated driver; Be aware of ice conditions on the lake when going ice fishing and have a carbon monoxide detector for your fish house.

Police Chief Tony Sievert then presented the Council with the total calls of 49 for the month of November.

The Council discussed the deer sightings that have increased during the month in the City limits, there seems to be quite a few deer outside the City limits that are not included in the report. When the City Wide Archery Hunt Committee meets, perhaps we need to include the County's number of deer vs. car crashes as well as the City's.

The Council then discussed the snow removal process, and they were informed the vehicles get ticketed that are not moved within a certain amount of time. Police Chief Tony Sievert said he and City Administrator/Clerk Eileen Christensen can work on posting warnings on Facebook.

MOTION by Dave Enke, seconded by Daryl Schlapkohl to approve the Police report for November. Motion carried.

The next item of business was to review/act on the donation to the Lake Benton School playground equipment. Jenny Nordmeyer was in attendance to inform the Council that Principal Dale Weegman will be ordering the playground equipment in December and requested if the School could have access to the \$2,000.00 instead of putting it into a 6-month CD for the equipment next year.

MOTION by Daryl Schlapkohl, seconded by Mark Dunn to approve paying \$2,000.00 for the playground equipment this year and not create a CD, and pay \$2,000.00 in the spring of 2018 for the Lake Benton School playground equipment. Motion carried.

The next item of business was to review/act on the First Responders adding house numbers to the houses in Lake Benton for quicker response time during an emergency. First Responder Gary Serie was in attendance and informed the Council the EMT's and Fire Department noticed a lot of the houses in the City are not marked with house numbers, with Fremont Street being the most prominent.

The First Responders are meeting this evening and would like to start a campaign to add house numbers to those houses that don't have them. The First Responders will fund the project and get the houses marked. They will be getting the word out through advertising. This will make a quicker response time for the EMT's and Fire Department. The First Responders and Fire Department have an app on their phone to assist them in locating the physical address as well.

The Council suggested the First Responders put something in the paper and let them know if they need any physical help in putting the numbers on the houses.

The next item of business was to review/act on creating CD's for the City's General, Fire, Water and Sewer funds. When the City Council worked on the 2018 budget, they approved creating several CD's in various funds if the money was not used in 2017. The list of 3-month, 6-month, and 12-month CD's totaling \$44,500.00: General Fund – \$7,500.00 3-month CD for Public Works Heavy Equipment, \$2,000.00 6-month CD for the Lake Benton School Playground Equipment, \$5,000.00 6-month CD for Street Repairs/Sealcoating, and the following 12-month CD's which include \$2,000.00 for Parks/Ballfield Fence, \$2,500.00 for Street Capital Outlay, \$4,000.00 for Public Works Capital Outlay, and \$5,000.00 for Police Capital Outlay; Fire Fund – \$3,000.00 for Fire Department Capital

Outlay Equipment, and \$5,000.00 for Fire Department Capital Outlay/Building Fund; Water Fund – \$1,000.00 for Capital Outlay/Water Meters, and \$4,000.00 for Water Tank Upkeep; Sewer Fund – \$3,500.00 for Sewer Capital Outlay.

MOTION by Mark Dunn, seconded by Dave Enke to remove the \$2,000.00 6-month CD for the Lake Benton School Playground Equipment and approve the list of 3-month, 6-month, and 12-month CD's totaling \$42,500.00: General Fund – \$7,500.00 3-month CD for Public Works Heavy Equipment, \$5,000.00 6-month CD for Street Repairs/Sealcoating, and the following 12-month CD's which include \$2,000.00 for Parks/Ballfield Fence, \$2,500.00 for Street Capital Outlay, \$4,000.00 for Public Works Capital Outlay, and \$5,000.00 for Police Capital Outlay; Fire Fund – \$3,000.00 for Fire Department Capital Outlay Equipment, and \$5,000.00 for Fire Department Capital Outlay/Building Fund; Water Fund – \$1,000.00 for Capital Outlay/Water Meters, and \$4,000.00 for Water Tank Upkeep; Sewer Fund – \$3,500.00 for Sewer Capital Outlay. Motion carried.

The next item of business was to review/act on a Resolution Accepting Donations to the Library. The Library received the following donations:

- Connie and Brent Bressler - \$5.00 in memory of Ken Anderson
- Larry Meyer - \$200.00 in recognition of the Library's admirable service and dedication to the community. This donation will be designated to covering expenses for the 2018 Winter Reading Program
- Glenn Krog - \$500.00 undesignated. This donation will be used to purchase two (2) Chrombooks and 1-2 portable tables for the Library

Minnesota Statutes state the Library can accept donations for the benefit of recreational services. The Council needs to pass a resolution accepting the donations to the Library. **MOTION** by Dave Enke, seconded by Mark Dunn to approve the Resolution Accepting Donations of \$5.00 from Connie and Brent Bressler, \$200.00 from Larry Meyer, and \$5000.00 from Glenn Krog. 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 2018 – one at their annual fishing tournament on January 27, 2018 and one at their annual game feed on March 17, 2018. 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 Daryl Schlapkohl, seconded by Rosie DeZeeuw 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 delinquent utility bills and abatement to be put on taxes. The addresses include 108 S. Kent Street owing \$780.80, and 514 W. Benton Street owing \$646.89. The individuals will be mailed a letter on December 5, 2017 informing them if payment is not received by December 15, 2017, this amount will be certified as a property tax levy against their property on December 20, 2017.

The abatement to be put on taxes includes 116 S. Morton Street for \$2,985.78. **MOTION** by Mark Dunn, seconded by Dave Enke to submit the delinquent utility bills and abatement to the County Auditor to be assessed to the properties if payments are not received by December 20, 2017. Motion carried.

PUBLIC WORKS UPDATE:

No Report.

COMMITTEE REPORTS:

Trustee Rosie DeZeeuw – No report
Trustee Dave Enke – No report
Trustee Daryl Schlapkohl – No report.
Trustee Mark Dunn – No report.

ADMINISTRATOR/CLERK REPORT:

No report.

MAYORAL REPORT:

Mayor Bob Worth informed the Council he received a phone call from a resident who told Bob that he is the guy that normally chews people out, but now I'm going to congratulate you on how you and the Council worked to get the piece of property cleaned up. The individual was very happy with the outcome.

Mayor Bob Worth will be out of town for the December 18, 2017 regular Council meeting and Acting Mayor Rosie DeZeeuw will preside. Mayor Worth then reminded everyone of the Christmas party scheduled for January 14, 2018 at the Country House.

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

The proposed 2018 levy that was approved at the September 18, 2017 meeting was \$237,509.44 (\$160,509.44 allocated to the General Fund and \$77,000.00 allocated to the USDA-RUS Improvement Fund). This is an approximate increase of four percent (4%) over the previous year for a total increase of \$6,173.44.

Mayor Bob Worth then reminded the Council the City can either approve the proposed tax levy of \$237,509.44 or decrease it – it cannot be increased at this time. Discussion took place to lower the proposed levy and leave it the same as 2017 which was \$231,336.00 (\$154,336.00 allocated to the General Fund and \$77,000.00 allocated to the USDA-RUS Improvement Fund. **MOTION** by Mark Dunn, seconded by Dave Enke not to increase the tax levy and to certify the tax levy \$231,336.00, \$154,336.00 allocated to the General Fund and \$77,000.00 allocated to the USDA-RUS Improvement Fund. The 2018 Budget amounts are as follows: General Fund: Income-\$452,867.00, Expense-\$447,708.00; Fire Fund: Income-\$80,100.00, Expense-\$65,929.00; Library Fund: Income-\$48,774.00, Expense-\$45,832.50; Utility Fund: Income-\$369,182.00, Expense-\$267,437.67; USDA-RUS Improvement Fund: Income-\$77,000.00, Expense-\$77,000.00.

MOTION by Dave Enke, seconded by Mark Dunn to return to the regular meeting. Motion carried.

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

MAYOR

ADMINISTRATOR/CLERK