

FEBRUARY 16, 2021

The Regular Meeting of the Lake Benton City Council was held on Tuesday, February 16, 2021 at 5:30 PM in the Lake Benton Area Community and Event Center. Acting Mayor Rosie DeZeeuw, Trustees Mark Dunn, Daryl Schlapkohl, and Dave Enke were present. City Attorney Mike Cable and Mayor Michael Carpenter were absent. City Administrator/Clerk Eileen Christensen, Maintenance Supervisor Todd Draper, Deputy Jake Jenson, Scott Christensen, Mike Berger, Al Trigg, Karen Lichtsinn, and Miranda Deutz from the Lake Benton Valley Journal were also present.

Acting Mayor Rosie DeZeeuw called the meeting to order. The Pledge of Allegiance was recited by all present.

Acting Mayor Rosie DeZeeuw 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 February 1, 2021 were reviewed. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the minutes of the Regular Meeting of February 1, 2021. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

ITC	\$ 350.80	QUARNSTROM/DOERING	\$ 1,987.40
L-P RURAL WATER	\$ 5,839.83	RETHWISCH & SON	\$ 616.09
DSI – ESCROW	\$ 3,500.00	EXPRESSWAY	\$ 256.11
RICK’S WELDING	\$ 41.30	THOMAS ELECTRIC	\$ 408.03
CITY OF LAKE BENTON	\$ 175.62	POSTMASTER	\$ 120.96
GOV OFFICE LLC	\$ 570.00	BRESSLER PAINTING	\$ 750.00
SW SANITATION	\$ 3,668.70	BANNER ASSOCIATES	\$ 770.00
BIOAG ENERGY	\$ 473.30	TITAN MACHINERY	\$ 42.00
CARDMEMBER SRVCS	\$ 164.89	ONE OFFICE SOLUTIONS	\$ 69.87
CHRISTIANSON FARM	\$ 238.77		

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 Acting Mayor authorized the City Administrator/Clerk to make payment.

The next item of business was to review/act on rehab grant requests. Four payment requests were received for the Rehab Grant Program: Contractor requests of \$14,254.00 to Construction Partners, \$5,650.00 to DK Construction, \$7,499.00 to Josh Behnke, and \$1,000.00 to DSI for Administration fees. The total funds of \$28,403.00 were requested and deposited into the account. **MOTION** by Dave Enke, seconded by Mark Dunn to approve payment of the rehab grant checks presented. Motion carried.

The next item of business was to review/act on the donation of a refurbished Lake Benton fire truck. Trustee Mark Dunn informed the Council he attended the February 3, 2021 Fire Department meeting and requested the department’s opinion on what they would like to do about the 1936-1938 fire truck that an individual refurbished and wants to donate back to the City. The fire department’s reply was that since this truck has a lot of history, they would like to see it put in the museum if the City and Historical Society would agree. There are obstacles to overcome for the City which include storing the truck in a sheltered building, the size of the truck and passing a resolution accepting the donation. Karen Lichtsinn spoke on behalf of the Historical Society stating the board is very interested in housing the fire truck but the board needs to vote and give approval before committing to anything. This is a great historical addition and the museum seems to be the right location to house the truck. They will need to reorganize the museum and

make sure it flows with the assembled order. The Fire Department stated they are more than willing to help move display cabinets, walls, etc., whatever is needed to make room for the truck. Timing is a key factor as it was communicated the individual plans to drive it to Lake Benton and drive it in the Saddle Horse Day parade.

Discussion then took place on if it needs to be insured, dimensions, and who is paying to transport the truck to Lake Benton. It was also suggested that since the Historical Society is an independent non-profit organization, they can accept the donation and the City wouldn't need to deal with it. **MOTION** by Dave Enke, seconded by Mark Dunn to table this issue until they get information on insurance, dimensions and transportation fees. Motion carried.

LAW ENFORCEMENT UPDATE

Deputy Jake Jenson was in attendance to give the January law enforcement report for Lake Benton. Jake also requested the Ad-Hoc Committee let him know when they meet to discuss spring clean-up as he would like to participate in the discussions. **MOTION** by Dave Enke, seconded by Mark Dunn to approve the law enforcement update. Motion carried.

The next item of business was to review/act on the nuisance letter to be sent to all the citizens of Lake Benton. At the last regular meeting of February 1, 2021, the Council authorized Administrator/Clerk Eileen Christensen to put a letter together for the Council to review, and if approved, will be mailed with the March 5, 2021 utility bills. Legal Counsel reviewed the letter and made modifications where necessary. This letter will also be posted in the newspaper, on the City's website, and at City Hall. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the letter and authorize Administrator/Clerk Eileen Christensen to mail it with the utility bills on March 5, 2021. Motion carried.

PUBLIC WORKS UPDATE

Maintenance Supervisor Todd Draper gave an update on the 2021 projects.

- East Matthews Street-Lakeshore Drive Project (SAP 041-600-003) – Maintenance Supervisor Todd Draper and Administrator/Clerk Eileen Christensen attended the bid opening for the bituminous surfacing on East Matthews Street-Lakeshore Drive on February 8, 2021. The bid opening was at the Lincoln County Courthouse because it is a state-aid project. The grant award was \$112,000.00, and the Lincoln County Commissioners accepted the lowest bid of \$109,259.84 from Duininck, Inc. **MOTION** by Mark Dunn, seconded by Dave Enke to approve the bid of \$109,259.84 from Duininck, Inc. to complete the project on East Matthews Street-Lakeshore Drive (SAP 041-600-003). Motion carried.
- Fremont Street Watermain Project – MnDOT requires a \$10,000.00 bond or security deposit prior to beginning the work. In order to get a bond, the City will have to go through a bond counsel and it could cost up to \$1,000.00. If the City sends a security deposit, MnDOT will hold the check in a safe deposit box until the job is complete and send the check back to the City. City Attorney Mike Cable, Todd Draper and Eileen Christensen recommend the City write a \$10,000.00 check as the security deposit. **MOTION** by Daryl Schlapkohl, seconded by Dave Enke to authorize Administrator/Clerk Eileen Christensen to write the \$10,000.00 security deposit. Motion carried.
- Lakewood Drive and Oakwood Drive Project – The engineering firm Banner Associates felt City staff could handle this project without hiring an engineer and Legal Counsel approved the same. City Staff would like to advertise for bids until 1:00 PM on March 15, 2021 and the Council can accept the bid at their regular meeting that evening. Since asphalt prices are rising, now is a good time to secure a bid and complete this project with the Lakeshore Drive project with a July 1, 2021 deadline. City staff will mail the advertisement and bid form to three bidders – Duininck, Bituminous Paving, and Central Specialties. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to have the Administrator/Clerk mail the bids and advertise for bids in the Lake Benton Valley Journal. Motion carried.

The next item of business was to review/act on the sale of lots in the Mork & Giles Addition. Administrator/Clerk Eileen Christensen reminded the Council that at the last regular meeting of February 1, 2021, the Council requested she and Mayor Michael Carpenter talk with the potential buyers of Lots 6, 7 & 8 of Block 3 in the Mork and Giles Addition to inquire when they are looking to purchase the lots and when they intend to build. The potential buyers would like to see the Buffalo Ridge Wildcats play another year; and since the lots are not developed yet, they requested the City grant them a period of three (3) years (instead of the intended two (2) years) from the date when a Warranty Deed is recorded to convey the title to the Buyer. The buyers will get back to the Administrator/Clerk in the next week if they would like to proceed with a contract to purchase the lots at the next regular meeting. **MOTION** by Dave Enke, seconded by Mark Dunn to approve granting the potential buyers a period of three (3) years from the date when a Warranty Deed is recorded to convey the title to the Buyer. Motion carried.

The next item of business was to review act on the development in the Mork & Giles Addition. At the last regular meeting of February 1, 2021, the Council authorized Maintenance Supervisor Todd Draper to contact Banner Associates to determine the cost factor to develop the Mork & Giles Additions with water, sewer, and street which is considered a combined completion project. The City has funding in the current TIF account that can be used to begin the development of adding water and sewer, and expanding Harrison Street north to Mork Street, but it will not be enough. Maintenance Supervisor Todd Draper stated this is a long term project which involves a preliminary plan from an engineer, which might get done next fall. Funding will also be an issue as the City may need to form a new TIF district. The Council agreed this project is too premature to act on anything until additional information is obtained. Mayor Michael Carpenter, Maintenance Supervisor Todd Draper and Administrator/Clerk Eileen Christensen will plan to meet with Vince Robinson on funding for the development project.

The next item of business was to review/act on developing the infrastructure at Johnson's Commercial Park – 160 acres. **MOTION** by Dave Enke, seconded by Mark Dunn to table this item until March 1, 2021. Motion carried.

The next item of business was to review/act on the lease with the Buffalo Ridge Wildcats. The Buffalo Ridge Wildcats would like to lease the football field from April 1, 2021 through July 31, 2021 for \$500.00. The Accidental Waiver and Release form will be completed by the members and a copy will be sent back to the City Office. The Lease states the Buffalo Ridge Wildcats will take care of the mowing and marking inside the football field playing area during the time of the lease, and to include wording that this may be the last year of leasing the field due to the City's intent to develop the area. However, the Buffalo Ridge Wildcats would like to see what COVID regulation the State will have regarding spectators at the games. This will determine if they will use the field or not. **MOTION** by Mark Dunn, seconded by Dave Enke to approve the football lease between the City and the Buffalo Ridge Wildcats for April 1, 2021 through July 31, 2021, with the exception that the State will let spectators attend the games. Motion carried.

The next item of business was to review/act on rental fees at the Lake Benton Area Community and Event Center. This item was tabled from the February 1, 2021 regular meeting. Discussion took place on how low the City's rental rates are in comparison to surrounding areas. The proposed fees discussed at the February 1, 2021 meeting seem to be fair. The proposed fees include: Banquet room: \$250.00/day + \$100.00/day for set up; Front room: \$150.00/day + \$100.00/day for set up; Kitchen: \$100.00/day. These fees will become effective March 1, 2021. **MOTION** by Dave Enke, seconded by Daryl Schlapkohl to increase the rental rates at the Lake Benton Area Community and Event Center to the following: Banquet room: \$250.00/day + \$100.00/day for set up; Front room: \$150.00/day + \$100.00/day for set up; Kitchen: \$100.00/day effective March 1, 2021. Motion carried

COMMITTEE REPORTS:

Trustee Mark Dunn – No report.

Trustee Rosie DeZeeuw – The Chamber met last week. The February Business of the Month is DSI and the March Business of the Month is Pat Haynes Computer. The Diner’s Club February 18, 2021 drive-thru meal was canceled due to the Lincoln County Food Distribution in Ivanhoe the same day. The March 18, 2021 drive-thru meal is still on schedule. The Diner’s Club hired Mona Haynes as the new Coordinator. The Food Shelf changed their hours on Wednesday’s from 3:00-6:00 PM to 3:00-5:00 PM during lent. The Opera House is planning on performing the previously scheduled 2020 productions in 2021.

Trustee Dave Enke – The EDA met last week and most of the discussion revolved around an inquiry from a business to develop in Johnson’s Commercial Park and the infrastructure needs that should be addressed. The Council inquired if this is something that will happen in the near future, and what about the contract the City has with the renter of the property. Dave stated there is a stipulation in the contract that lets the City use a portion of the property if and when the need arises, and this is a process that may take two (2) to five (5) years. At the March meeting, the board will continue discussion on possible housing development (4-Plex or Duplexes) in the Mork and Giles Addition, rental rates being below the average market rate, and the City subsidizing the current units for the grounds upkeep and upkeep of the units.

Trustee Daryl Schlapkohl – The Opera House will begin construction on the ceiling and the back wall on March 1, 2021.

ADMINISTRATOR/CLERK REPORT:

The annual meeting of the City of Lake Benton, Lake Benton Fire Department, and Townships will be held on Thursday, February 18, 2021 at 7:00 PM at the Lake Benton Area Community & Event Center. The 2021 Board of Appeal and Equalization meeting is scheduled for Tuesday, April 6, 2021 at 7:00 PM at the Lake Benton Area Community and Event Center.

MAYORAL REPORT:

No report.

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

MAYOR

ADMINISTRATOR/CLERK