

FEBRUARY 5, 2018

The Regular Meeting of the Lake Benton City Council was held on Monday, February 5, 2018 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, Maintenance Supervisor Todd Draper, Police Chief Tony Sievert, Teresa Schreurs-DSI, Philip 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 January 16, 2018 were reviewed. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to approve the minutes of the Regular Meeting of January 16, 2018. Motion carried.

The minutes of the Special Meeting of January 22, 2018 were reviewed. **MOTION** by Dave Enke, seconded by Mark Dunn to approve the minutes of the Special Meeting of January 22, 2018. Motion carried.

The minutes of the Special Meeting of January 29, 2018 were reviewed. **MOTION** by Dave Enke, seconded by Mark Dunn to approve the minutes of the Special Meeting of January 29, 2018. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

LB GROCERY	\$ 10.14	OTTERTAIL	\$ 2,260.75
L-P RURAL WATER	\$ 3,124.20	ARNOLDS MOTOR SUPPLY	\$ 209.92
RICK'S WELDING	\$10,625.56	THOMAS ELECTRIC	\$ 285.28
GOPHER STATE	\$ 50.00	POSTMASTER	\$ 117.25
TODD DRAPER	\$ 32.00	PAT HAYNES	\$ 240.00
LMC	\$ 90.00	MINNESOTA LIFE	\$ 6.80
CHAMBER-CVB	\$ 28.44	LAKE BENTON CHAMBER	\$ 219.97
BIOAG ENERGY SERVICE	\$ 769.71	ALLEN TRIGG CONST.	\$ 275.00
HOUSE BEAUTIFUL	\$ 19.97	TROY NORDMEYER	\$ 202.35
READERS DIGEST	\$ 14.98	LINCOLN CTY AUDITOR	\$ 200.00
KYLIE ROCHEL	\$ 40.00	VERIZON	\$ 35.09
ONE OFFICE SOLUTION	\$ 13.28	KENNEDY & GRAVEN	\$ 606.74
BUFFALO RIDGE NEWS	\$ 251.55	KIBBLE EQUIPMENT	\$ 85.21
THOMAS PLUMBING	\$ 65.00	COUNTRY WOMAN	\$ 14.98
ROSENBAUER SD, LLC	\$ 13.55	BOB WORTH	\$ 300.00

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 City Administrator/Clerk to make payment.

POLICE REPORT:

The Police Report for January was given by Police Chief Tony Sievert. The Lake Benton Police Squad was brought in for an estimate for damages relating to a Car vs. Deer. Pipestone Auto Body and Glass estimated \$1,644.09 to fix the front bumper of the squad. City Administrator/Clerk Eileen Christensen and Police Chief Tony Sievert sent a claim in to the insurance agent and are waiting for approval.

Tony informed the Mayor and Council the Special Deer Hunt Committee met with the DNR and Nature Conservancy. There was a lot of good discussion about getting the program started and seeking options to help alleviate the amount of deer that are in town. The Committee will wait for information back from Joe Blastick with Nature Conservancy and we will complete the application in May.

Tony said the Police Department had 26 calls in January and the squad mileage was 82,867 miles. **MOTION** by Dave Enke, seconded by Daryl Schlapkohl to approve the Police Report for January. Motion carried.

The next item of business was to review/act on DSI's Service Proposal, and the Small Cities Development Program Resolutions. Teresa Schreurs was present to request the Council to accept DSI's Administrative Services Proposal for the Small Cities Development Program (SCDP) Grant and authorize DSI as Administrator of the Program. DSI was the only proposal submitted.

MOTION by Daryl Schlapkohl, seconded by Rosie DeZeeuw to accept DSI's Administrative Services Proposal and authorize DSI as Administrator of the Program. It was clarified to the Council that the amount of \$25,750.00 will be funded from the City's Rehab Revolving Loan Fund. Motion carried.

The second item of the SCDP Grant process, Teresa Schreurs requested Council approval on the Local Government Application Resolution for DSI to submit the final application for the SCDP Grant. **MOTION** by Mark Dunn, seconded by Dave Enke to approve the Local Government Application Resolution for DSI to submit the final application for the SCDP Grant. Motion carried.

The third item of the SCDP Grant process, Teresa Schreurs requested Council approval on Resolution No. 2018-0205 a Resolution Declaring "Slum and Blight" Conditions in the City of Lake Benton. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve Resolution No. 2018-0205 a Resolution Declaring "Slum and Blight" Conditions in the City of Lake Benton. Motion carried.

The fourth and final item of the SCDP Grant process, Teresa Schreurs requested Council approval on the Conflict of Interest Disclosure Form. **MOTION** by Mark Dunn, seconded by Dave Enke to approve the Conflict of Interest Disclosure Form. Motion carried.

The next item of business was to approve the State of Minnesota Joint Powers Agreement with the City of Lake Benton. The Master Joint Powers Agreement (JPA) is expiring soon and requires execution of a new JPA and Court Amendment. The City is required to provide a resolution, the JPA and the Court Amendment with appropriate signatures. The agreement allows the City's Prosecuting Attorney and Police Chief to use the BCA's systems and tools available over the State's criminal justice data communications. The City of Lake Benton does not pay a fee to use the BCA's systems and tools available over the State's criminal justice data communications.

MOTION by Mark Dunn, seconded by Rosie DeZeeuw to approve Resolution No. 201802205 a Resolution Approving State of Minnesota Joint Powers Agreement with the City of Lake Benton on behalf of its City Attorney and Police Department. Motion carried.

MOTION by Dave Enke, seconded by Mark Dunn to approve the State Joint Powers Agreement Authorized Agency. Motion carried.

MOTION by Daryl Schlapkohl, seconded by Mark Dunn to approve the Court Data Services Subscriber Amendment to CJDN Subscriber Agreement. Motion carried.

MOTION by Dave Enke, seconded by Rosie DeZeeuw to authorize the signatures of the Mayor and City Administrator/Clerk on the Resolution, Joint Powers Agreement and the Court Amendment. Motion carried.

The next item of business was to review/act on Water Users Agreement with Lincoln-Pipestone Rural Water (LPRW). LPRW informed the City they will be initiating a comprehensive, multi-year water meter replacement program that will upgrade or replace our current meter to an automatic meter reader (AMR) system. The benefits to the Beacon AMR system will allow customers water meters to be read remotely through cell signal. LPRW is requiring each owner of property to sign an updated Water Users Agreement. **MOTION** by Mark Dunn seconded by Dave Enke to approve the Water Users Agreement with Lincoln-Pipestone Rural Water. Motion carried.

The next item of business was to review the Bond Rating Report. City Administrator/Clerk Eileen Christensen informed the Council she and George Eilertson with Northland Securities had a bond rating call in January. The individual that interviewed Eileen then took her recommendation to the committee and the result was the City of Lake Benton received an "A+" rating. A copy of the bond rating report was available for the Council to review. Eileen said George Eilertson is working on pricing the bonds and will plan to attend the Council's next meeting on February 20, 2018.

PUBLIC WORKS UPDATE:

Maintenance Supervisor Todd Draper reminded the Council they budgeted for new equipment to replace the existing John Deere mower/snow blower and had previously given Todd authority to advertise for sealed bids for a new mower/snow blower and to sell the current 2010 John Deere mower/snow blower. Todd mailed information to Pipestone County John Deere, and Kibble Equipment in Tyler. He gave them two options, one was to give a bid for a new mower/snow blower only; and the second option was to give a bid for a new mower/snow blower that includes the trade-in amount on the current 2010 John Deere. The sealed bids are due to the City Office no later than 12:00 Noon on February 20, 2018.

Todd advertised in the Lake Benton Valley Journal and The Marketplace website to accept bids to purchase the current 2010 John Deere mower/snow blower. Todd received 1,820 views on the website, and 32 people contacted him for additional information. Todd took pictures and video-taped the equipment in action. The City has the funding to purchase a new piece of equipment, and Todd believes we will get a good price for the trade-in.

Todd informed the Council he talked with the Engineering Firm Banner and Associates to get a preliminary report and quote for street improvements on Harrison Street. Currently there is \$134,000.00 in the Assessment Account to complete the street improvements on Harrison Street, which is enough to fund the project.

Todd contacted Phil Nasby with the DNR to inquire of the status of the boat landing on Lakeshore Drive and Al's Landing. Phil shared good news with Todd that within the month, the study will be complete. Phil will have the results for the City Council and they can move forward with their plans at that time. Phil then stated the project is funded for 2018-2019 and will more than likely begin in the spring of 2019.

MOTION by Mark Dunn, seconded by Dave Enke to approve the Public Works update. Motion carried.

COMMITTEE REPORTS:

Trustee Mark Dunn – Annual Fireman's Meeting is February 15, 2018 at 7:00 PM.

Trustee Rosie DeZeeuw – The Chamber meets next week.

Trustee Dave Enke – The Library Board met in late January and the patron numbers are slightly up compared to last year. However, the computer use is slightly down. The board and staff are developing a check-out policy for the new Chromebooks that were previously donated to the Library. The policy will be approved at the board's February meeting. The Library's By The Teens, For The Teens will be donating \$75.00 to the Summer Reading Program (SRP). Positive comments were

made regarding the light that was installed on the back deck. Shelly Finzen was hired as an on-call Librarian in the case one of the staff members has an emergency or is ill. There are several programs being hosted by the Library which was funded by the people of Minnesota to preserve Minnesota's arts and cultural heritage. The first program features Dennis Warner, who mixes humor and music, at the Opera House at 7:00 PM this evening, February 5, 2018. The second program will feature The Minneapolis Guitar Quartet performing at the Chalet on February 16, 2018 at 2:00 PM. The March programs have not been finalized at this time.

Dave thanked Police Chief Tony Sievert for the work he put into the Special Deer Hunting Meeting. Joe Blastick received enough information to take back to his superiors, and the DNR are content with everything as long as we don't deter from the hunting regulations.

Trustee Daryl Schlapkohl – The Opera House Board met in January and elected new officers. There are 15 total members on the board. Kathy Johnson will be awarded the Friends of the Opera House and will have her name painted on the wall with previous honorees. US Bank will be painting the inside of the Opera House. They will be donating their labor and the Opera House will purchase the paint. The Opera House is opening the 2018 season with Broadway Meets Lake Benton beginning March 17, 2018.

Daryl thanked the City Maintenance Department for painting the Heritage Center. It looks really nice.

ADMINISTRATOR/CLERK REPORT:

The auditor from Kinner and Company met with City Administrator/Clerk Eileen Christensen in January for a sight visit. The auditor reviewed all the 2017 financials and will send Eileen the journal entries when they are ready. It is not sure when Kinner and Company will meet with the Council for approval of the final 2017 audit.

City Administrator/Clerk Eileen Christensen presented a copy of a Notice of Rate Increase from Lincoln Pipestone Rural Water to the Council. The rates are going to be raised \$0.10 per 1,000 gallons of water. This item will be put on one of the agendas in May 2018.

MAYORAL REPORT:

Mayor Bob Worth thanked the Council for their committee reports and for taking the time to attend the meetings. This is important and good information brought back to the City.

Mayor Worth commented that it is an exciting time for the City as we are moving forward with the purchase of the Center Post. The positive support of the community on the purchase has been wonderful. The Council inquired if there is anything the City needs to do to the facility for the functions coming up in March. There is nothing for the City to do until after the purchase agreement is complete and we have closed on the purchase.

The Council thanked the Lake Benton Sportsman's Club for the hundreds of people they brought to the community for their annual fishing tournament. They did a wonderful job.

Mayor Bob Worth will be absent for the next regular Council meeting of February 20, 2018.

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

MAYOR

ADMINISTRATOR/CLERK