

JANUARY 16, 2018

The Regular Meeting of the Lake Benton City Council was held on Tuesday, January 16, 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, Police Chief Tony Sievert, Library Director Janine Bunjer, Patrick Haynes, Vince Robinson-DSI, Roger Rudebusch, 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 2, 2018 were reviewed. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to approve the minutes of the Regular Meeting of January 2, 2018. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

ITC	\$ 271.61	USTI	\$ 1.20
QUARNSTROM/DOERING	\$ 1,172.10	LAKE BENTON PARTS	\$ 478.81
LB HARDWARE	\$ 91.88	EXPRESSWAY LB	\$ 1,106.20
GOPHER STATE	\$ 4.05	CITY OF LAKE BENTON	\$ 133.27
POSTMASTER	\$ 114.58	LAKE BENTON EDA	\$ 9,655.00
LB CHAMBER-CVB	\$ 7,561.04	LB HISTORICAL SOCIETY	\$ 7,500.00
AVENET, LLC	\$ 425.00	HEIMAN FIRE EQUIP	\$ 125.00
SW SANITATION	\$ 3,595.50	BIOAG ENERGY SRVCS	\$ 148.71
CARDMEMBER SERVICES	\$ 970.43	WESTERN VET	\$ 182.00
VERIZON	\$ 35.01	BUFFALO RIDGE NEWS	\$ 33.00
LINCOLN CTY HRA	\$ 1,951.82		

MOTION by Dave Enke, seconded by Daryl Schlapkohl 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 to review/act on the Service Contract for the Local Access Channel and the Electronic Sign between the City and Pat Haynes from February 1, 2018 through January 31, 2019. The agreement states Pat will spend eight (8) hours a month to service and update the Local Access Channel and spend four (4) hours a month to service and update the Electronic Sign.

Pat Haynes was available and requested the Council consider increasing the contract payment \$10.00 from \$240.00 to \$250.00 a month. **MOTION** by Mark Dunn, seconded by Dave Enke to approve the Service Contract for the Local Access Channel and Electronic Sign between the City and Pat Haynes from February 1, 2018 through January 31, 2019 for \$250.00 a month. Motion carried.

LIBRARY UPDATE:

The Library Update was given by Library Director Janine Bunjer. Janine stated the numbers were down for the 2017 calendar year which could be attributed to the transition in staff; however Library use is down in general. The Library will be carrying over some of the 2017 goals to 2018 which includes relabeling books and re-shelving. This is an on-going process and may take longer than expected.

Lincoln County has set the 2018 budget for Plum Creek and the staff is not aware of any reductions for their allocation. Instead of patrons using their Kindles in the Library, Plum Creek has been sending updates of e-audios and e-books for patrons to utilize which are up from the previous year.

The Council recognized there have been a lot of achievements throughout 2017 with the hiring of a new Library Director and staff. The inventory has increased and the Lake Benton Library is able to offer more items to share with other libraries. The patrons are happy with the Library and Janine is doing a good job. **MOTION** by Dave Enke, seconded by Rosie DeZeeuw to accept the Library update. Motion carried.

5:45 PUBLIC HEARING

At 5:45 PM Mayor Bob Worth called for a motion to go into the Public Hearing on the Small Cities Development Grant. **MOTION** by Daryl Schlapkohl, seconded by Dave Enke to go into the Public Hearing on the Small Cities Development Grant. Motion carried.

Vince Robinson with DSI informed the Council and the audience that DEED responded to the preliminary application which is deemed to be competitive and highly approved. The primary objective of the program is to make funding available that will benefit low-to-moderate income residents of the community.

Vince went on to explain the residential rehab loan is based on household size and income with eligibility brackets to include low, low/moderate, and moderate. A homeowner can expect to be responsible for at least 10% of eligible project costs. A commercial building owner can expect to be responsible for at least 30% of the project costs upfront and 35% of project costs as payments to the city with a 10-year amortization. It is recommended the city limit the commercial rehab to the downtown area and get additional information from business owners.

The Council and audience then asked questions regarding what the rehab loan is for. Vince explained it is for energy efficient items such as a furnace, windows, or shingles, of the existing structure only. The loan is not for remodeling, new flooring, new cupboards or outlying buildings. There is a very high chance of receiving the funding for the residential rehab. If some drop out, that will change the program funding. Rental properties are not in this program. However, DSI is applying for 20 to 25 residential rehabs and 40 homeowners have shown interest. There is a great need to get the commercial rehab applicants up to 12. DSI received 6 to 9 applications so far.

At 5:56 PM, a **MOTION** by Dave Enke, seconded by Daryl Schlapkohl to close the public hearing and return to the regular meeting. Motion carried.

The next item of business was to review/act on authorizing documents for the Small Cities Development Grant. Vince Robinson presented a copy of the preliminary proposal which proposes rehab for 24 residential houses and 6 commercial properties. City Administrator/Clerk Eileen Christensen will keep the preliminary proposal on file, and give the informational handouts to interested homeowners and business owners.

Vince Robinson requested authorization from the Council for DSI to move forward with the final full application at the cost of \$3,500.00 which is the last step in the grant process. **MOTION** by Dave Enke, seconded by Mark Dunn to authorize DSI to move forward with the final full application at the cost of \$3,500.00. Motion carried.

Vince Robinson then requested the Council designate the "slum and blight" areas which includes city-wide buildings that need to be rehabilitated. **MOTION** by Dave Enke, seconded by Mark Dunn to designate the city-wide application target area "slum and blight" designation. Motion carried.

Lastly, DEED requires the Council to authorize procurements for administrating the program on the City's behalf. In order to do this, a legal notice needs to be published in the newspaper for a Request for Proposals. Vince requested the Council authorize the City Administrator/Clerk to publish the legal notice for a Request for Proposals in the newspaper. **MOTION** by Daryl Schlapkohl, seconded by Rosie DeZeeuw to authorize the City Administrator/Clerk to publish the legal notice for a Request for Proposals in the newspaper. Motion carried.

PUBLIC WORKS UPDATE:

Maintenance Supervisor Todd Draper was absent and asked City Administrator/Clerk Eileen Christensen to make a request to the Council to consider purchasing our own fuel tank for convenience. Maintenance Supervisor Todd Draper found a used, three-year old, 300 gallon tank with pump, hose, meter and fittings for \$1,050.00. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the purchase of the used, three-year old, 300 gallon fuel tank with pump, hose, meter and fittings for \$1,050.00. Motion carried.

COMMITTEE REPORTS:

Trustee Mark Dunn – The Annual Fire/Township Meeting is scheduled for February 15, 2018. Mark also wanted to remind everyone to clear snow off your sidewalks and fire hydrants.

Trustee Rosie DeZeeuw – The Chamber met last week and the holiday events went very well. The Chamber is presenting 8 “First Dollar Awards” at their Annual Kickoff. The 2018 Visitor's Guides are printed and ready to go out. The Sportsman's Show in Sioux Falls is scheduled for March 8-11, 2018. The Senior Dining will have the \$2.00 meal in February, and effective February 1, 2018 Senior Dining will only deliver Meals on Wheels one day a week, Thursdays, and will offer dining in on that same day if there is interest. The reduced schedule will be only a trial period for the month of February.

Trustee Dave Enke – The EDA met last week and there continues to be discussion on local and regional marketing for the City, EDA, and CVB. There are no updates on CHS or the Housing Development Plans. The EDA continues to work with the Chad and Tami Benck who informed the EDA the contractors for the wind towers are possibly coming back in March or April.

Trustee Daryl Schlapkohl – The Opera House meeting was postponed to this week.

ADMINISTRATOR/CLERK REPORT:

City Administrator/Clerk Eileen Christensen informed the Council the City-wide Archery Hunt Ad-Hoc Committee will be meeting on Tuesday, January 23, 2018 at 2:00 PM at the Heritage Center/City Office. Committee members include: Police Chief Tony Sievert-Facilitator, Amber Knutson-DNR, Joe Blastick-Nature Conservancy, Trustee Dave Enke, Trustee Daryl Schlapkohl, Sportsman's Club members Scott Christensen and Garrett Petersen, and City Administrator Eileen Christensen.

The Lake Benton Area Chamber Kickoff is Saturday, January 20, 2018 at the Country House. If any Councilmembers would like to attend, they can reserve a spot with City Administrator/Clerk Eileen Christensen. Tickets are available for \$15.00.

The Annual Fire Meeting is scheduled for Thursday, February 15, 2018. The Fire Relief Association will be meeting at 6:45 PM (Trustees Mark Dunn and Daryl Schlapkohl to attend), and the Annual Meeting will begin at 7:00 PM.

The Christmas Party was postponed to Sunday, January 28, 2018. Please let City Administrator/Clerk Eileen Christensen know if you will be attending.

MAYORAL REPORT:

Mayor Bob Worth would like to see the full Council attend the Annual Fire/Township Meeting, and show our support to the Fire Department.

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

MAYOR

ADMINISTRATOR/CLERK