

JANUARY 18, 2022

The Regular Meeting of the Lake Benton City Council was held on Tuesday, January 18, 2022 at 5:30 PM in the Lake Benton Area Community and Event Center. Mayor Michael Carpenter presided. Trustees Rosie DeZeeuw, Mark Dunn, and Daryl Schlapkohl were present. City Attorney Mike Cable and Trustee Dave Enke were absent. City Administrator/Clerk Eileen Christensen, Maintenance Supervisor Todd Draper, Sheriff Chad Meester, Pat Haynes, Library Director Janine Schaap, and Kristina Hernandez from the Lake Benton Valley Journal were also present.

Mayor Michael Carpenter called the meeting to order. The Pledge of Allegiance was recited by all present.

Mayor Michael Carpenter 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.

Mayor Michael Carpenter reminded the Council and audience there is a public hearing on the proposed assessment for the Fremont Street Watermain Project at 6:00 PM this evening.

Mayor Michael Carpenter then informed the Council and audience that Trustee Dave Enke has resigned his position from the City Council and appointments to Committees effective immediately. Mayor Michael Carpenter asked for a motion to accept Trustee Dave Enke's resignation. Dave was an excellent member on the Council and will be missed. Mayor Michael Carpenter then thanked Dave Enke for his service to the City over the past several years.

MOTION by Mark Dunn, seconded by Daryl Schlapkohl to accept Trustee Dave Enke's resignation from the City Council and appointment to Committees effective immediately. Motion carried.

Mayor Michael Carpenter requested the following changes be made to the 2022 appointments: Replace Dave Enke with Rosie DeZeeuw on the Library Board; and Replace Dave Enke with Daryl Schlapkohl on the EDA Board. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to approve the amended 2022 Mayoral Appointments as follows: Acting Mayor-Rosie DeZeeuw; Street Commission-Mark Dunn and Daryl Schlapkohl; Heritage Center/Community Center/Opera House-Rosie DeZeeuw and Daryl Schlapkohl; Water/Sewer/Refuse-Michael Carpenter; Library-Rosie DeZeeuw; Recreation/City Parks-Mark Dunn and Daryl Schlapkohl; Chamber of Commerce-CVB-Tourism-LIFE-Rosie DeZeeuw and Michael Carpenter; Weeds-Mark Dunn; Fire Department-Mark Dunn; First Responders-Daryl Schlapkohl; Cable TV-Rosie DeZeeuw; EDA Representatives-Daryl Schlapkohl and Michael Carpenter; Personnel/Human Resources-Daryl Schlapkohl and Michael Carpenter; and Fire Relief Association Trustees-Mark Dunn and Daryl Schlapkohl. The Ad-Hoc committee will include members of the City as well as Council members which will be determined when needed. Motion carried.

Mayor Michael Carpenter talked with Legal Counsel who informed him the Mayor can appoint someone to complete the 2022 calendar year as a Council member with approval from the Council. Someone must file for the two year remaining term during the election this fall 2022. Mayor Michael Carpenter would like to appoint Pat Haynes to complete the remaining 11 months of Dave Enke's 2022 term until the newly elected officer takes office in January 2023. Pat participates in the Diner's Club and Library board and is initiative-taking about the City. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve Pat Haynes as the Trustee replacement for Dave Enke from January 18, 2022 thru December 31, 2022. Motion carried unanimously.

The minutes of the Regular Meeting of January 3, 2022 were reviewed. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the minutes of the Regular Meeting of January 3, 2022. Motion carried.

The minutes of the Special Meeting of January 10, 2022 were reviewed. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to approve the minutes of the Special Meeting of January 10, 2022. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

ITC	\$ 321.65	LMC-BERKLEY ADMIN	\$ 11,472.00
VADIM	\$ 208.08	QUARNSTROM/DOERING	\$ 975.00
L-P RURAL WATER	\$ 6,870.41	RETHWISCH & SON	\$ 752.46
EXPRESSWAY	\$ 248.11	RICK'S WELDING	\$ 8.53
GOPHER STATE	\$ 4.05	CITY OF LAKE BENTON	\$ 175.05
POSTMASTER	\$ 132.80	LINCOLN CTY TREASUR	\$ 90.00
LB EDA	\$ 9,655.00	LB CHAMBER-CVB	\$ 7,500.00
LB HISTORICAL SOCIETY	\$ 6,500.00	LB DINER'S CLUB	\$ 1,500.00
KINNER & COMPANY	\$ 126.00	CORE AND MAIN	\$ 682.04
SW SANITATION	\$ 3,880.23	CARDMEMBER SRVCS	\$ 644.62
OFFICE ONE	\$ 45.00	BUFFALO RIDGE NEWS	\$ 80.50
LINCOLN CTY HRA	\$ 1,951.82		

MOTION by Daryl Schlapkohl, seconded by Mark Dunn 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 received the preliminary design of Mork & Giles Addition from Banner Associates. Todd reviewed the design with Banner and the Lincoln County Engineers office. The new estimated cost is \$549,704.00 which is up from last year's estimate of \$491,000.00. Todd requested the Council consider allowing Banner to move forward and get a request for bids on the Mork & Giles Addition. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to approve Banner to prepare plans for bids at the Mork & Giles Addition the beginning of March. Motion carried. **MOTION** by Rosie DeZeeuw, seconded by Daryl Schlapkohl to approve the Public Works Update. Motion carried.

The next item of business was to set a date and time to meet with MnDOT, the City and the Railroad on the 2027 Highway 75/Fremont Street Reconstruction Project. **MOTION** by Rosie DeZeeuw, seconded by Mark Dunn to have a Special Council Meeting with MnDOT, the City and the Railroad on February 2, 2022 at 3:00 pm. Motion carried.

LAW ENFORCEMENT UPDATE

Sheriff Chad Meester was present to give the Council an update on the year's call for service in Lake Benton. Chad provided printouts to the Council with an overview of the past four years. There was nothing out of the ordinary in the years 2018 thru 2021. The Council inquired since the County has contracts with both the City of Hendricks and the City of Lake Benton, how do the cities compare. Sheriff Chad Meester reminded the Council the City of Lake Benton has two main highways running thru it so the traffic stops will be more than Hendricks; Hendricks has a hospital and has twice as many calls for medical transfers, etc. The County and the City of Lake Benton will revisit the contract due in 2023 in late 2022. Sheriff Chad Meester said it had been a good year working with the City of Lake Benton and looks forward to a new year. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the law enforcement update. Motion carried.

PUBLIC HEARING – 6:00 PM

Mayor Michael Carpenter called for a motion to go into the public hearing on the Proposed Assessment for the Fremont Street Watermain Improvement Project. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to go into the public hearing on the Proposed Assessment for the Fremont Street Watermain Improvement Project.

Mayor Michael Carpenter reminded the Council and the audience the City has had an Assessment policy in place permanently since 1998 which includes 20% of the project costs get assessed to property owners in the one block area where the water was repaired. The City had several water breaks in that area and concluded it needed to be repaired. There was a public hearing before the project began which included nine homeowners with one homeowner attending that hearing. This is the second public hearing for this project.

The owner of any property so assessed may, at any time prior to the certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator/Clerk, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. The owner may at any time, thereafter, pay to the City Administrator/Clerk the entire amount of the assessment remaining unpaid with interest accrued to December 31 of the year in which payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year. There were no homeowners present for the public hearing.

Mayor Michael Carpenter asked three times for any comments from the audience, and no one had any comments. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the Assessment Roll and the Resolution Adopting the Assessment. Motion carried unanimously.

Maintenance Supervisor Todd Draper informed the Council and the audience that D & G Excavating was awarded the bid and they came in approximately \$14,000.00 below their estimate. D & G Excavating did an excellent job. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to close the public hearing and return to the regular meeting. Motion carried.

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, 2022 through January 31, 2023. 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. **MOTION** by Rosie DeZeeuw, seconded by Mark Dunn to approve the Service Contract for the Local Access Channel and Electronic Sign between the City and Pat Haynes from February 1, 2022 through January 31, 2023 for \$250.00 a month. Motion carried.

LIBRARY UPDATE:

The Library Update was given by Library Director Janine Schaap. Janine was surprised to hear of Dave Enke's resignation, as he was a good member to have on the library board and will be deeply missed. Mayor Michael Carpenter reminded the Council and the audience the library by-laws state the council representative for the library board is a voting member, which the library board was aware of. The Council inquired if Janine would need seasonal volunteers in the summer and she graciously said yes, volunteers are always welcome.

Janine stated the Library's Mission Statement is to enrich lives, build community, and foster success by bringing people, information, and ideas together in a respectful manner. The Library's goals will be worked on as a team. Together, Janine and Corinne Crowe will work towards improving and promoting the library. Janine and Corinne are looking forward to 2022 and implementing their goals based on the mission statement.

Janine's report included the library's 2022 goals which included increasing patron usage through programming. The last two years have been difficult due to COVID, but they will promote the programs in newspaper advertising when grant money is available, the library column in the newspaper twice month, the monthly newsletter and posting flyers throughout Lake Benton, have several programs a year that appeal to families (all ages), adult and

young adult only programs (men & women), and partnering for programs with the Chamber, Diners Club and the school; weeding out the old collections and replacing with new is an ongoing task; applying for and looking into more grants that can be used for library needs; support the Friends of the Library (FOL) with bag sales, bake sales and fundraisers, promote eye catching signs and brochures. The library is in need of a new vacuum and the FOL are taking this on as their 2022 project; track supplies and collections closely by using a spreadsheet and try stay within budget that the City has set; become involved in local, state and national associations; update policy and procedure book; and work on literacy knowledge.

The library's achievements for 2021 included applying and receiving two grants, (1) The Lake Benton Area Foundation Grant was used to purchase a children's book bin and a children's table, and (2) approximately 70 children's books were purchased with a grant specifically used for children's books; Foundation interest was used to purchase two DVD shelves; programming included the Winter Reading Program, the Summer Reading Program and Friday Morning Fun; assisted the FOL by selling locally made soap, fudge and 100% of the funds received will be put into the library as needed; The Fiber Guild ladies do a lot of hard work that they should be included in the achievements – all the money they make goes right back into the library and they also donate a quilt every year for the WRP; and informed the public of news at the library through their monthly newsletter, library column in the newspaper, and hanging flyers around town. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to accept the Library update. Motion carried.

The next item of business was to review/act on a resolution with the DNR for a City-Wide Hunt in 2022. The resolution authorizes the City of Lake Benton to work with the DNR to allow a special hunt in 2022. The City is aware there is a proficiency requirement for any new hunters applying, and the City will need to get the landowners permission (i.e. Lincoln County) prior to hunting on their property. The application with the DNR will need to be completed prior to May 2022. **MOTION** by Daryl Schlapkohl, seconded by Rosie DeZeeuw to authorize the Mayor and administrator to sign the resolution with the DNR for a City-Wide Hunt in 2022. Motion carried.

COMMITTEE REPORTS:

Trustee Mark Dunn – The Fire Department is having an informational meeting for the City of Lake Benton and townships on Thursday, January 20, 2022 at 7:00 PM.

Trustee Rosie DeZeeuw – The Chamber met this morning and the business of the month for January is the Lake Benton Sportsman's Club, the business of the month for February is Steve's Party Bus, and the business of the month for March is the Lake Benton Foundation. The \$3 meal scheduled for February 14, 2022 at the Valley Manor may be postponed due to the rise in COVID numbers to the spring, possibly around Easter. Max Fleet will be performing at the Opera House on February 12, 2022, and the April production is The Odd Couple. The 2022-2023 Visitor's Guides were delivered on January 11, 2022.

Trustee Daryl Schlapkohl – No report.

ADMINISTRATOR/CLERK REPORT:

The annual meeting of the City of Lake Benton, Lake Benton Fire Department and Townships will be held on Thursday, February 17, 2022 at 7:00 PM at the Lake Benton Area Community & Event Center.

MOTION by Daryl Schlapkohl, seconded by Mark Dunn to approve the Committee Reports and the Administrator/Clerk Report. Motion carried.

MAYORAL REPORT:

Mayor Michael Carpenter informed the Council about the FEMA meeting he, Maintenance Supervisor Todd Draper, and Administrator/Clerk Eileen Christensen attended via Zoom with the cities in Lincoln County, Lincoln County, MN DNR and FEMA last week. Only one commercial business will be affected by the new flood maps, and a public meeting will be forthcoming.

The next regular meeting is Monday, February 7, 2022, a special meeting will be held on Wednesday, February 2, 2022 at 3:00 PM with the City, MnDOT, and the Railroad, and the following regular meeting will be held Tuesday, February 22, 2022 due to President's Day on Monday, February 21, 2022.

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