

JANUARY 4, 2021

The Regular Meeting of the Lake Benton City Council was held on Monday, January 4, 2021 at 5:30 P.M. in the Lake Benton Area Community and Event Center. Mayor-Elect Michael Carpenter, Trustee-Elect Rosie DeZeeuw, Trustee Mark Dunn, Trustee-Elect Dave Enke, and Trustee Daryl Schlapkohl were present. City Attorney Mike Cable was absent. City Administrator/Clerk Eileen Christensen, Lisa Willert, Karen Lichtsinn, and Miranda Deutz from the Lake Benton Valley Journal were also present.

City Administrator/Clerk Eileen Christensen called the meeting to order. The Pledge of Allegiance was recited by all present.

The 'Oath of Office' was administered to incoming Mayor Michael Carpenter, and incoming Trustees Dave Enke and Rosie DeZeeuw by City Administrator/Clerk Eileen Christensen.

Mayor Michael Carpenter then presided over the meeting. 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.

The minutes of the Regular Meeting of December 21, 2020 were reviewed. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the minutes of the Regular Meeting of December 21, 2020. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

OTTERTAIL	\$ 1,992.52	TODD DRAPER	\$ 32.00
PAT HAYNES	\$ 250.00	BIOAG ENERGY	\$ 417.31
TROY NORDMEYER	\$ 32.00	ONE OFFICE	\$ 136.05
THOMAS PLUMBING	\$ 846.25	DEAN BRANDT'S HTG/AC	\$ 2,950.00

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.

PUBLIC WORKS UPDATE

No report.

The next item of business was to review/act on the 2021 annual lease between the City and the Historical Society for the Heritage Center building. Karen Lichtsinn was present to answer any questions the Council may have about the lease. The City allocated \$6,500.00 to the Historical Society for 2021 for the operation of the museum. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to approve the 2021 annual lease between the City and the Historical Society for the Heritage Center and authorize the Mayor and Administrator/Clerk to sign the annual lease. Motion carried.

The next item of business was to review/act on the Resolution of Lodge, Association or Other Similar Organization. City Administrator/Clerk Eileen Christensen explained to the Council that she, former Mayor Bob Worth, and former Trustee Rosie DeZeeuw were the bank signatures through 2020. After the first of the year, the Council needs to approve the resolution for the bank signature changes to include the Mayor, Trustee Rosie DeZeeuw, and City Administrator/Clerk Eileen Christensen. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the resolution authorizing Mayor Michael Carpenter, Trustee Rosie DeZeeuw, and Administrator/Clerk Eileen Christensen as signatures at the bank. Motion carried.

The next item of business was to review/act on the Pay Equity Submission Form. Administrator/Clerk Eileen Christensen informed the Council that local government jurisdictions are required to submit a Pay Equity Report to the State of Minnesota every three years and the City of Lake Benton's is due January 31, 2021. The report needs approval by a governing body (the City Council) before it can be submitted. **MOTION** by Dave Enke, seconded by Rosie DeZeeuw to approve the Pay Equity Submission Form that is due January 31, 2021. Motion carried.

The next item of business was to review/act on the Proposed Mayoral and Council Appointments for 2021. **MOTION** by Dave Enke, seconded by Mark Dunn to approve the 2021 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-Dave Enke and Michael Carpenter; Library-Dave Enke; 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-Dave Enke and Michael Carpenter; Personnel/Human Resources-Dave Enke 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.

MOTION by Daryl Schlapkohl, seconded by Mark Dunn to approve the 2021 Council Appointments as follows: City Administrator/Clerk-Eileen Christensen; Tree Inspector-Jim Roggenbuck; Library Director-Janine Schaap; Fire Chief-Scott Christensen; Civil Defense-First Responders; Law Firm-Quarnstrom, Doering at \$150.00 per hour not to exceed \$150.00 per meeting; Official Newspaper-Lake Benton Valley Journal; Official Depository for City Funds-First Security Bank, Lake Benton. Motion carried.

COMMITTEE REPORTS:

Trustee Mark Dunn – No report.

Trustee Rosie DeZeeuw – No report.

Trustee Dave Enke – No report.

Trustee Daryl Schlapkohl – No report.

ADMINISTRATOR/CLERK REPORT:

The 2020 City Archery Hunt ended December 31, 2020 with a total of 17 deer harvested.

MAYORAL REPORT:

Mayor Michael Carpenter thanked the community for their support, and hopes to perform his duties to their satisfaction. As a reminder, due to the Martin Luther King holiday on Monday, January 18, 2021, the next Council meeting is scheduled for Tuesday, January 19, 2021 at 5:30 PM. Mayor Michael Carpenter has an appointment that day and will try to adjust his schedule to be present at the meeting.

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