

JANUARY 7, 2019

The Regular Meeting of the Lake Benton City Council was held on Monday, January 7, 2019 at 5:30 P.M. in the Heritage Center/City Office. Mayor-Elect Bob Worth, Trustee Rosie DeZeeuw, Trustee-Elect Mark Dunn, Trustee Dave Enke, and Trustee-Elect Daryl Schlapkohl were present. City Attorney Mike Cable was absent. City Administrator/Clerk Eileen Christensen, Police Chief Tony Sievert, Lincoln County Highway Engineer Joe Wilson, Bridgett Dinnel, Dennis and Gwen Johansen, Danny Johansen, and Shelly Finzen 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 Bob Worth, and incoming Trustees Mark Dunn and Daryl Schlapkohl by City Administrator/Clerk Eileen Christensen.

Mayor Bob Worth then presided over the meeting. 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 December 17, 2018 were reviewed. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the minutes of the Regular Meeting of December 17, 2018. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

OTTERTAIL	\$ 2,433.64	POSTMASTER	\$ 119.00
TODD DRAPER	\$ 32.00	PAT HAYNES	\$ 250.00
MINNESOTA LIFE	\$ 6.80	LB CVB	\$ 54.00
LAKE BENTON CHAMBER	\$ 328.00	BRUENDER'S	\$ 135.00
DSI ESCROW ACCT	\$ 26,350.00	BIOAG ENERGY	\$ 663.76
TROY NORDMEYER	\$ 32.00	KYLIE ROCHEL	\$ 55.00
VERIZON	\$ 35.01	ONE OFFICE SOLUTION	\$ 45.57
JON WORTH	\$ 1,102.50	KIBBLE EQUIPMENT	\$ 65.80
THOMAS PLUMBING	\$ 748.65		

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.

The next item of business was to review/act on the Harrison Street Utility Improvement Project: Harrison Street Utility Improvement Project Assessment Roll; Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment; and Resolution for Hearing on Proposed Assessment.

Administrator/Clerk Eileen Christensen explained to the Council that the Harrison Street Utility Improvement Project has been completed and the Assessment Roll has been established.

The Assessment Policy states the property owner can choose to pay the full assessment up front, pay the interest the first year, or assess the entire assessment to their taxes for ten years. The Policy states the City must have a public hearing with the owners before moving forward with adopting the assessment. The final assessment roll is lower than the first assessment roll presented at the hearing in April 2018.

A Notice of the Hearing on the proposed assessment needs to be published in the official newspaper at least two weeks prior to the hearing. The notice will be published on January 16, 2019 and the Council can hold the hearing any time after January 30, 2019 at 6:00 o'clock PM. The hearing can be held at the February 4, 2019 regular meeting at 6:00 o'clock PM. Legal Counsel will be available by phone if the homeowners being assessed have any questions.

A Notice of Hearing on the proposed assessment will be mailed to the owner of each parcel described in the assessment roll with the amount owed on January 16, 2019.

MOTION by Daryl Schlapkohl, seconded by Mark Dunn to approve the Harrison Street Utility Improvement Project Assessment Roll. Motion carried.

MOTION by Dave Enke, seconded by Rosie DeZeeuw to approve the Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment. Motion carried.

MOTION by Daryl Schlapkohl, seconded by Rosie DeZeeuw to approve the Resolution for Hearing on Proposed Assessment to be held on February 4, 2019 at 6:00 o'clock PM. Motion carried.

The next item of business was to review/act on a Resolution of Support for County Pedestrian Ramp Reconstruction. This item was tabled from the December 17, 2018 meeting. Lincoln County Highway Engineer Joe Wilson was in attendance to present the resolution to the Council.

Joe informed the Council the County is applying for federal funding to redo the pedestrian ramps and they have a better chance of getting the funding if the cities in the County pass a resolution to repair the sidewalks between the ramps. It is recommended each City contribute 20% of the repairs and the remainder will be paid by the grant. The cost estimate for the City of Lake Benton is between \$12,000.00 and \$15,000.00 for the sidewalk repairs, and an additional \$4,500.00 to redo the pavers on the ramps located on Benton Street and Center Street because they are not ADA compliant. The total cost of the work would cost approximately \$20,000.00 and is scheduled for 2023. The Council discussed budgeting funds for the next three years to pay for the reconstruction.

MOTION by Dave Enke, seconded by Mark Dunn to approve the Resolution of Support for County Pedestrian Ramp Reconstruction and contribute 20% not to exceed \$20,000 and budget funds over the next three years towards the reconstruction planned for 2023. Motion carried.

The next item of business was to review/act on the bid on the Community Center Parking Lot. This item was tabled from the December 17, 2018 meeting. Maintenance Supervisor Todd Draper and Administrator/Clerk Eileen Christensen contacted City Attorney Mike Cable regarding the bid that was provided by Johansen's Repair in the amount of \$10,000.00 total for the parking lot and actual closing costs. City Attorney Mike Cable informed City staff he could provide a Quit Claim Deed on the property but needed information from the purchasers.

It is the understanding that Johansen's Repair will pay the City \$10,000.00 and the City will cover all of the closing costs. The Council was concerned if they sold the parking lot, what impact will it have on the sale of the building with no use of the back door and no off-street parking. Mayor Bob Worth informed the Council he spoke with a Realtor and they did not feel the parking lot was a determining factor in the sale of the building. It was built as a Community Center with parking for community events. The building will no longer be used as a Community Center and therefore, there is no need for the parking lot.

MOTION by Mark Dunn, seconded by Dave Enke to accept the bid of \$10,000.00 from Johansen's Repair for the parking lot behind the old Community Center and the City will cover all closing costs.

Mayor Bob Worth made it clear to the Johansen's that the City does not want the parking lot and their business to look like a salvage yard. They were reminded to keep it clean and remove vehicles and items that are not working or drivable. Any vehicles being worked on should be fixed and removed. It is the concern of the City that their place of business be kept clean. The Johansen's concurred that they also had that conversation amongst themselves. Motion carried.

PUBLIC WORKS UPDATE

No report.

POLICE REPORT

The Police Report for December was given by Police Chief Tony Sievert. Police Chief Tony Sievert informed the Council the City of Lake Benton Archery Hunt came to a close on December 31, 2018 and he is pleased to report that since September 15, 2018 40 hunters logged a total of 714 hours of hunting, observed 1,060 deer, and harvested 30 deer. While on patrol Officer Cornell and Police Chief Sievert noticed the number of deer in town was significantly less than in previous years. Police Chief Sievert thanked Steve Kjergaard and Kjergaard Sports for donating the targets and allowing the Lake Benton Police Department to conduct the proficiency test at their facility. Police Chief Tony Sievert also thanked City Administrator/Clerk Eileen Christensen, Assistant Hunt Coordinator Scott Christensen and Police Officer Dallas Cornell for their help with managing the hunt as well as the time and effort they expended. Police Chief Tony Sievert is sending the year-end Archery Hunt letter to the DNR who inquired if the City will do it again next year. Police Chief Tony Sievert explained that now that the City has done it once, he believes this can continue should The Nature Conservancy and DNR will be willing to work with the City again. Only one buck was taken.

The Council inquired when the new squad will be here and Police Chief Tony Sievert informed them the new squad is not built yet but should be here in two months.

MOTION by Rosie DeZeeuw, seconded by Daryl Schlapkohl to approve the December Police Report. Motion carried.

The next item of business was to review/act on the employee annual wage adjustment effective January 1, 2019. Mayor Bob Worth informed the Council the 2019 budget included a 3% wage increase for the City employees. **MOTION** by Daryl Schlapkohl, seconded by Dave Enke to approve a 3% wage increase for Maintenance Supervisor Todd Draper, Maintenance Worker Troy Nordmeyer, Police Chief Tony Sievert, Part-time Police Officers Dallas Cornell and Guy Harding, and City Administrator/Clerk Eileen Christensen. Motion carried.

The next item of business was to review/act on the Proposed Mayoral and Council Appointments for 2019. **MOTION** by Dave Enke, seconded by Mark Dunn to approve the 2019 Mayoral Appointments as follows: Acting Mayor-Rosie DeZeeuw; Street Commission-Mark Dunn, Daryl Schlapkohl; Heritage Center/Community Center/Opera House-Rosie DeZeeuw, Daryl Schlapkohl; Water/Sewer/Refuse-David Enke, Bob Worth; Library-David Enke; Recreation/City Parks-Mark Dunn, Daryl Schlapkohl; Chamber of Commerce-CVB-Tourism-LIFE-Rosie DeZeeuw, Bob Worth; Weeds-Mark Dunn; Fire Department-Mark Dunn; First Responders-Daryl Schlapkohl; Cable TV-Rosie DeZeeuw; EDA Representatives-David Enke, Bob Worth; Personnel/Human Resources-David Enke, Bob Worth; and Fire Relief Association Trustees-Mark Dunn, Daryl Schlapkohl. The Ad-Hoc committee was created and will include members of the City as well as Council members which will be determined when needed. Motion carried.

MOTION by Mark Dunn, seconded by Rosie DeZeeuw to approve the 2019 Council Appointments as follows: City Administrator/Clerk-Eileen Christensen; Tree Inspector-Jim Roggenbuck; Library Director-Janine Bunjer; 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:

Administrator/Clerk Eileen Christensen reminded the Council and audience a special meeting will be held tomorrow, January 8, 2019 at 5:30 PM at the Heritage Center/City Offices to discuss the Lake Benton First Responders.

Southwest Regional Development Commission (SRDC) invited the Council to attend an orientation for Southwest Minnesota newly elected local government officials, SRDC commissioners and interested persons. The orientation is scheduled for Saturday, February 2, 2019 from 8:30 AM to 12:00 Noon. Please let Administrator/Clerk Eileen Christensen know prior to January 22, 2019 so she can register you.

MAYORAL REPORT:

Mayor Bob Worth said he is looking forward to another two years with the Council. This Council is fun to work with and a lot gets accomplished. Thank you.

Mayor Bob Worth then inquired about having a Christmas party and requested Administrator/Clerk Eileen Christensen to check available dates with the Country House.

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

MAYOR

ADMINISTRATOR/CLERK