

**JULY 17, 2023**

The Regular Meeting of the Lake Benton City Council was held on Monday, July 17, 2023 at 5:30 PM in the Lake Benton Area Community and Event Center. Mayor Michael Carpenter presided. Trustees Rosie DeZeeuw, Karen Lichtsinn, Patrick Haynes, and Scott Christensen were present. City Attorney Mike Cable was absent. City Administrator/Clerk Eileen Christensen and Sheriff Chad Meester 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.

The minutes of the Regular Meeting of July 3, 2023 were reviewed. **MOTION** by Rosie DeZeeuw, seconded by Karen Lichtsinn to approve the minutes of the Regular Meeting of July 3, 2023. Motion carried.

The minutes of the Special Meeting of July 11, 2023 were reviewed. **MOTION** by Scott Christensen, seconded by Patrick Haynes to approve the minutes of the Special Meeting of July 11, 2023. Motion carried.

**CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:**

L-P RURAL WATER	\$ 5,653.73	RETHWISCH & SON	\$ 344.83
STATION ONE	\$ 494.47	RICK'S WELDING	\$ 335.00
GOPHER STATE	\$ 22.95	CITY OF LAKE BENTON	\$ 183.54
POSTMASTER	\$ 144.48	LINCOLN CTY TREAS	\$ 50.00
S & E AUTO	\$ 20.00	CHAMBER-CVB	\$ 1,249.91
GOV OFFICE, LLC	\$ 1,995.00	DOUBLE D GRAVEL	\$ 7,021.70
SOUTHWEST SANITATION	\$ 3,753.29	GARDEN GATE	\$ 325.00
CARDMEMBER SERVICES	\$ 554.83	MEADOWLAND FARMERS	\$ 237.52
ONE OFFICE	\$ 116.90	KIBBLE EQUIPMENT	\$ 151.66
FULLER PAVING	\$ 2,750.00		

**MOTION** by Patrick Haynes, seconded by Scott Christensen 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.

**LAW ENFORCEMENT UPDATE**

Sheriff Chad Meester reviewed the June calls for service in Lake Benton with the Council and recapped the hours the officers were in town for April (32), May (32) and June (49). The numbers of hours spent in Lake Benton increased from the previous months due to Saddle Horse Holiday and campers during the summer months. Although Sheriff Meester did not compare the hours from previous years, he felt the hours spent in Lake Benton are accurate. Sheriff Meester then stated he was very impressed with how Saddle Horse Holiday went and appreciated what the town did.

**MOTION** by Karen Lichtsinn, seconded by Rosie DeZeeuw to approve the June law enforcement update. Motion carried.

The next item of business was to review the inflow/infiltration issues on sewer lines. This item was tabled at the July 3, 2023 regular Council meeting. Maintenance Supervisor Travis Lustfield had inquired whether the Council would rather focus on fixing the major infiltration issues this year and those that have light drips can be completed over the course of the next two to three years. Travis stated that a lot of homeowners do not have the funds to fix the issue right now and the state may have funds for the homeowners in the near future.

Three major leaks and one sump pump have been fixed/replaced and completed (Morton Street, Coteau Street, Benton Street, and Parkview Drive). City staff then sent out another nine letters to homeowners – some that have major flow issues and some that have small drips in their sewer line. **MOTION** by Rosie DeZeeuw, seconded by Scott Christensen to approve the major issues completed. Motion carried.

City staff talked with all but one of the homeowners and provided the Council with a priority list and pictures of those homes with more severe major flow issues versus those with minor flow issues. The Council reviewed the major issues that can be fixed by installing a specialized short liner and capping the line. The two properties are vacant lots on Morton Street and Coteau Street. One party indicated they have no plans to build on their lot and agreed to pay up to \$5,000.00 to install the specialized short liner and cap the sewer line. The second party is planning to review the televising of their line sometime this week and has not committed to anything at this time. Should the lots be sold in the future, the homeowners will be responsible for disclosing to the buyer a new sewer line will need to be installed and connect to the lined pipe connected to the City's sewer main. **MOTION** by Patrick Haynes, seconded by Karen Lichtsinn to approve the homeowners installing a specialized short liner and capping the line and if the property is sold in the future, the homeowners will be responsible for disclosing to the buyer a new sewer line will need to be installed and connect to the lined pipe connected to the City's sewer main. Motion carried.

The Council then reviewed the three major issues to be completed in 2023. The first property is the City's responsibility at 101 and 103 North Grant Street. City staff proposed the City put in a resin lining from the main to the curb at 101 North Grant Street and bore north to 103 North Grant Street and install a new line to the main on Benton Street. The existing sewer main on Grant Street north will be abandoned. City staff received two quotes from T & E Underground that included: Quote number one is to open up the County Road, remove the asphalt, dig a pit to make a new connection, cap the old connection and pack back in the road, and bore under the ground from 101 North Grant Street north to 103 North Grant Street for \$9,250.00; and quote number two included removing asphalt, sidewalk, curb and gutter and lay a new 4" line for \$8,250.00 plus the cost to replace the asphalt, sidewalk, curb and gutter (approximately \$7,000.00). Maintenance Supervisor Travis Lustfield recommended quote number one. **MOTION** by Scott Christensen, seconded by Rosie DeZeeuw to approve quote number one to open up the County Road, remove the asphalt, dig a pit to make a new connection, cap the old connection and pack back in the road, and bore under the ground from 101 North Grant Street north to 103 North Grant Street for \$9,250.00. Motion carried.

The remaining two major issues are located on Kent Street. City staff have spoken with the homeowners and they are aware they are responsible for fixing their sewer lines at their own expense. **MOTION** by Rosie DeZeeuw, seconded by Scott Christensen to authorize City staff to contact the two homeowners on Kent Street and inform them their sewer lines will need to be fixed this year at their own expense. Motion carried.

The Council then reviewed the five (5) minor issues to be completed over the next two to three years. These properties are located on Coteau Street, Cottage Street and Parkview Drive. There are grants and loans available through the USDA for those that qualify in the required income bracket. **MOTION** by Scott Christensen, seconded by Karen Lichtsinn for the five (5) homeowners and City staff to contact each other on an annual basis with a three year maximum time limit to repair their sewer line. Motion carried.

The next item of business was to review/act on a building permit for Jamie and Nicole Stubbe to install a 24' x 16' deck on the back of their house at 324 Garfield Street. Jamie and Nicole were given the setbacks in which to install the deck and the \$25.00 application fee has been paid. There are no setback concerns and everything is in compliance with the Ordinance. **MOTION** by Scott Christensen, seconded by Rosie DeZeeuw to approve the building permit for Jamie and Nicole Stubbe to install a 24' x 16' deck on the back of their house at 324 Garfield Street. Motion carried.

The next item of business was to review/act on a building permit for Karen Lichtsinn to build a 36' x 24' garage on the west side of the duplex located at 503 Mork Street and replace the driveway. Karen was given the setbacks in which to install the garage and the \$25.00 application fee has been paid. There are no setback concerns and everything is in compliance with the Ordinance. **MOTION** by Rosie DeZeeuw, seconded by Patrick Haynes to approve the building permit for Karen Lichtsinn to install a 36' x 24' garage and replace the driveway at 503 Mork Street. Trustee Karen Lichtsinn abstained from voting. Motion carried.

The next item of business was to review/act on a building permit for Tony Schwing to build a 36' x 24' garage on the east side of the duplex located at 501 Mork Street and replace the driveway. Tony was given the setbacks in which to install the garage and the \$25.00 application fee has been paid. There are no setback concerns and everything is in compliance with the Ordinance. **MOTION** by Scott Christensen, seconded by Patrick Haynes to approve the building permit for Tony Schwing to install a 36' x 24' garage and replace the driveway at 501 Mork Street. Trustee Karen Lichtsinn abstained from voting. Motion carried.

The next item of business was to review/act on attending the Lincoln County Board of Commissioner's Annual Meeting on Allocation of the Opioid Settlement Funds. At the June 20, 2023 regular Council meeting, the Council requested this item be brought to them at a July meeting. The City received a letter from the Lincoln County Auditor's Office regarding the Minnesota Opioids State-Subdivision Memorandum of Understanding. Lincoln County has been designated to serve as the Lead agency and Chief Strategist to identify, collaborate and respond to local issues as the Lincoln County Board of Commissioners decide how to leverage and distribute the County's Allocated Opioid Settlement Funds. The annual, public meeting is scheduled for Wednesday, August 16, 2023 at 10:00 AM at the Lincoln County Courthouse Commissioners Room. They would appreciate at least one representative to attend. **MOTION** by Karen Lichtsinn, seconded by Rosie DeZeeuw to designate Trustee Patrick Haynes and Administrator/Clerk Eileen Christensen to attend the Lincoln County Board of Commissioner's meeting on August 16, 2023 at 10:00 AM at the Lincoln County Courthouse Commissioner Room regarding the County's allocation of the opioid settlement funds. Motion carried.

### **COMMITTEE REPORTS:**

Trustee Rosie DeZeeuw – The Chamber met and the July Business of the Month is MVTV (MN Valley TV Wireless Internet). The Chamber has 21 confirmed vendors for the Vendor Show scheduled for October 7, 2023. The Chamber Chat will now be sent out only twice a year in June (City Audit, Water Report) and November (Holiday information). The Chamber is starting to work on the 2024-2025 Visitor's Guide.

Trustee Karen Lichtsinn – No report.

Trustee Scott Christensen – No report.

Trustee Patrick Haynes – The Opera House board met and the production Mary Poppins begins this week. The board is going to raffle off a t-shirt and kite to make additional money for the production. The board also advertised the production on the electronic board by Apple Bee's in Marshall. The board also discussed the maintenance of the outside of the Opera House and received a quote from Daryl Krotzer to repair the railing and roof area on the balcony. This building is in the Historical Registry and it is stated the building should be restored to the period the building was built. This will need to be put on hold due to the hail damage done to the building last week. City staff has contacted the insurance agent to send an adjuster to evaluate the damage. The board will need to get a list of materials being used to repair the roof and balcony and then contact the Historical Registry for the go ahead.

The EDA board met and the duplex units will be 98% completed by the end of this week, and change orders and pay requests were approved. The board inquired if anyone had heard anything from Lincoln-Pipestone Rural Water (LPRW) and Curtis Rethwisch was going to contact Jason.

The board then inquired where the City is in getting the area platted for improvements in the Johnson Commercial Park, potential sale of parcels, and how much will be assessed to the homeowners for the new road. Mayor Michael Carpenter reminded the Council that he, Trustee Karen Lichtsinn and Administrator/Clerk Eileen Christensen are planning to meet with Vince Robinson on funding for the 2027 Highway 75 project and Johnson Commercial Park. These issues will be addressed sometime after the middle of August. It was stated the City needs a lead person to guide the City and Banner Associates in this process. **MOTION** by Scott Christensen, seconded by Karen Lichtsinn to approve the Committee Reports. Motion carried.

**ADMINISTRATOR/CLERK REPORT:**

No report.

**MAYORAL REPORT:**

Mayor Michael Carpenter informed the Council there are six lots remaining to be sold in the Mork and Giles Addition and inquired if the Council would like to hire a realtor to market and sell the remaining lots. After some discussion, a **MOTION** was made by Patrick Haynes, seconded by Rosie DeZeeuw to authorize Mayor Michael Carpenter and Administrator/Clerk Eileen Christensen to contact Lake Benton Realty to list the six remaining lots in the Mork and Giles Addition. Motion carried.

The next regular meeting will be Monday, August 7, 2023 at 5:30 PM.

There being no further business to come before the Council at this time, a **MOTION** was made by Scott Christensen, seconded by Karen Lichtsinn and carried, the meeting adjourned.

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MAYOR

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ADMINISTRATOR/CLERK