

JULY 19, 2021

The Regular Meeting of the Lake Benton City Council was held on Monday, July 19, 2021 at 5:30 P.M. in the Lake Benton Area Community and Event Center. Mayor Michael Carpenter, Trustees Rosie DeZeeuw, Mark Dunn, Daryl Schlapkohl, and Dave Enke were present. City Attorney Mike Cable was absent. Maintenance Supervisor Todd Draper, Danny Krotzer, Jesse Martin, and Mark Wilmes with 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.

The minutes of the Regular Meeting of July 6, 2021 were reviewed. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the minutes of the Regular Meeting of July 6, 2021. Motion carried.

The minutes of the Special Council Meeting of July 12, 2021 were reviewed. **MOTION** by Dave Enke, seconded by Mark Dunn to approve the minutes of the Special Council Meeting of July 12, 2021. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

C & B OPERATIONS	\$ 179.45	ITC	\$ 332.82
VADIM	\$ 4.56	QUARSTROM/DOERING	\$ 1,435.50
COUNTRY SIDE NURSERY	\$ 100.00	L-P RURAL WATER	\$ 9,415.53
RETHWISCH & SON	\$ 1,158.37	EXPRESS WAY-LB	\$ 485.50
RICK'S WELDING	\$ 50.00	CITY OF LAKE BENTON	\$ 185.09
POSTMASTER	\$ 124.56	POSTMASTER	\$ 16.20
MINNESOTA LIFE	\$ 5.10	ANDREA GORTER	\$ 25.00
S & E AUTO	\$ 65.00	SOUTHWEST SANITATION	\$ 3,760.58
BANNER ASSOCIATES	\$ 5,400.00	LINCOLN CTY SHERIFF	\$ 50.00
CARDMEMBER SRVCS	\$ 86.75	MEADOWLAND FARMERS	\$ 433.99
LIPINSKI SMALL ENGINE	\$ 95.85	ALEX AIR	\$ 41.90
ONE OFFICE SOLUTION	\$ 101.52	BUFFALO RIDGE NEWS	\$ 83.40
CENTER POINT	\$ 44.34		

MOTION by Daryl Schlapkol, seconded by Mark Dunn to approve payment of the claims presented against the City of Lake Benton. Motion carried and the Mayor authorized the Administrator/Clerk to make payment.

The next item of business was to review/act on rehab grant requests. Four payment requests were received for the Rehab Grant Program: Contractor requests of \$7,760.00 and \$17,500.00 to DK Construction; \$450.00 to Scarcely for LEAD clearance; and \$4,000.00 to DSI for Administration fees. The total funds of \$29,710.00 were requested to be deposited into the account. **MOTION** by Dave Enke, seconded by Mark Dunn to approve payment of the rehab grant checks presented. Motion carried.

LAW ENFORCEMENT UPDATE

The Council reviewed the June law enforcement update presented. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the June Law Enforcement Update. Motion carried.

PUBLIC WORKS UPDATE

Maintenance Supervisor Todd Draper gave an update on the Fremont Street Project. The milling

contractor is here. The temporary lines to the homes involved are connected but before they can be used they need to be disinfected and two negative samples need to come back. The digging on the project should take 4-5 day. The project completion date is September 1, 2021. The City will be mud jacking (leveling) some curbs in September. The cost will be \$7.50-\$10.00 per foot. Maintenance Supervisor Draper said they will do \$5,000.00 worth. **MOTION** by Rosie DeZeeuw, seconded by Mark Dunn to approve the Public Works Update. Motion carried.

The next item of business was to review/act on authorization to proceed with Banner Associates for preliminary engineering specs for the Mork & Giles Addition. At the June 7, 2021 regular meeting, the Council approved moving forward with contracting with Banner Associates to begin the design phase this fall for the Mork & Giles Addition, bid the project by February 2022, and begin construction in the spring of 2022. Since it is getting close to fall, City Staff would like to proceed with Banner Associates for the preliminary engineering plans and design specs for the Mork & Giles Addition. **MOTION** by Dave Enke, seconded by Daryl Schlapkohl to authorize Maintenance Supervisor Todd Draper to proceed with Banner Associates for the preliminary engineering plans and design specs for the Mork & Giles Addition. Motion carried.

The next item of business was to review/act on a building permit for Jesse Martin to install a 32" high privacy fence at 326 Garfield Street. Maintenance Supervisor Todd Draper confirmed there were no setback concerns and everything is in compliance with the Ordinance. The \$25.00 application fee has been paid. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the building permit for Jesse Martin to install a 32" high privacy fence at 326 Garfield Street. Motion carried.

The next item of business was to review/act on a building permit for Brooks Duehn to install an 8' x 16' privacy fence at 328 Garfield Street. Maintenance Supervisor Todd Draper confirmed there were no setback concerns and everything is in compliance with the Ordinance. The \$25.00 application fee has been paid. **MOTION** by Rosie DeZeeuw, seconded by Mark Dunn to approve the building permit for Brooks Duehn to install an 8' x 16' privacy fence at 328 Garfield Street. Motion carried.

The next item of business was to review/act on a building permit for Vince Robinson to install a 26' x 24' x 8' garage at DSI (Commercial District) at 115 E. Benton Street to be placed on top of a 2' foundation. Since this is in the Commercial District, the Ordinance states there are no specific setback requirements in the General Commerce District where no more than 80% of the lot is covered by structures, and all new structures shall be setback a minimum of 15 feet from all major streets and 10 feet from all collector streets. The \$25.00 application fee has been paid and Maintenance Supervisor Todd Draper confirmed there were no concerns and everything is in compliance with the Ordinance. **MOTION** by Daryl Schlapkohl, seconded by Dave Enke to approve the building permit for Vince Robinson to install a 26' x 24' x 8' garage at DSI (Commercial District) at 115 E. Benton Street to be placed on top of 2' foundation wall. Motion carried.

The next item of business was to review/act on a Resolution to accept ARPA (American Rescue Plan Act) Funds. Administrator/Clerk Eileen Christensen attended two webinars regarding the ARPA funds the City of Lake Benton will be receiving in July 2021 and May-June 2022 in the approximate amount of \$66,675.00. The League of Minnesota Cities recommended that cities pass a resolution as soon as their next meeting so staff is given authority to take the steps to apply for, receive, and follow the guidelines of the funding in the form of a resolution. Although the resolution is not required to obtain the ARPA allocation, it is best practice to document the Council's intention to take the steps. A copy of the resolution was sent to City Attorney Mike Cable for review and comment, and he stated the resolution is fine. **MOTION** by Rosie DeZeeuw, seconded by Daryl Schlapkohl to approve the Resolution to accept ARPA (American Rescue Plan Act) Funds. Motion carried.

COMMITTEE REPORTS:

Trustee Mark Dunn – No report.

Trustee Rosie DeZeeuw – The Chamber met on June 13, 2021. As of the Chamber meeting the

July Business of the Month will be the LB Foundation and Kjergaard Sports will be the August Business of the month. Leslie Willert sent info to Kjergaards and if she gets it back before the deadline, the businesses will be reversed. The Diners Club \$3.00 meals are on hold for now since the café is closed. The home delivered meals are now being prepared by the Tyler Hospital. The Opera House Summer Musical "Grease" opens on July 22nd and runs through August 1st. 1st Dollar was given to Lake Benton Variety Store. The Welcome Back School Event will be held on August 24th and the Chamber will provide the meal.

Trustee Dave Enke – The EDA board met on July 14th and had a Special Meeting on July 19th. The EDA has hired a consultant to see if there are any wetlands in the Johnson Park area that the potential tenant is looking at. The report should be back in about two months. The tenant is proceeding with development and the EDA continues to meet with the tenant as well. A second business has also contacted the EDA with interest in the Johnson Park Area. The EDA is looking at plans for 2-unit duplexes down in the Mork-Giles Addition. They also continue to work with DSI in exploring finance options for the project.

Trustee Daryl Schlapkohl – No report.

MOTION by Mark Dunn, seconded by Daryl Schlapkohl to approve the committee reports. Motion carried.

ADMINISTRATOR/CLERK REPORT:

No report.

MAYORAL REPORT: Mayor Mike Carpenter reminded the Council of the Special Meeting with DOT on Monday, July 26, 2021 at 5:30 PM. The canopy for the north door of the Event Center should be installed this week (July 20, 2021). The next scheduled event in the Event Center is Pheasants Forever in September. Mayor Carpenter suggested having a Facebook page for the Event Center to let more people know about it. **MOTION** by Daryl Schlapkohl, seconded by Rosie DeZeeuw to authorize Mayor Mike Carpenter move ahead with getting information about setting up a Facebook page for the Event Center and reporting back to the Council. Motion carried. Mayor Carpenter reminded the Council that as of August 1, 2021 all utility accounts will be billed for garbage (this includes snowbirds and empty houses).

There being no further business to come before the Council at this time, a **MOTION** was made by Mark Dunn, seconded by Daryl Schlapkohl to adjourn the meeting. Motion carried.

MAYOR

ADMINISTRATOR/CLERK