

JULY 2, 2018

The Regular Meeting of the Lake Benton City Council was held on Monday, July 2, 2018 at 5:30 P.M. in the Heritage Center/City Office. Mayor Bob Worth 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, Police Chief Tony Sievert, and Shelly Finzen from the Lake Benton Valley Journal were also present.

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

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 June 18, 2018 were reviewed. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the minutes of the Regular Meeting of June 18, 2018. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

LAKE BENTON GROCERY	\$ 88.35	OTTERTAIL	\$ 2,058.14
RAPID CITY PIERRE RR	\$ 1,000.00	EILEEN CHRISTENSEN	\$ 16.35
LB HARDWARE	\$ 7.19	THOMAS ELECTRIC	\$ 1,026.18
S & E AUTO	\$ 157.04	UTILITY CONSULTANTS	\$ 83.12
TODD DRAPER	\$ 32.00	NATIONAL GEOGRAPHIC	\$ 39.00
PAT HAYNES	\$ 250.00	MN LIFE	\$ 6.80
GRAYBAR	\$ 7,000.00	CPR	\$ 105.00
BANNER ASSOC.	\$ 8,400.00	US TREASURY	\$ 9.56
TROY NORDMEYER	\$ 32.00	KYLIE ROCHEL	\$ 40.00
CROCHET WORLD	\$ 59.97	ONE OFFICE SOLUTION	\$ 141.98
KENNEDY & GRAVEN	\$ 206.87	DEAN BRANDT HTG/AC	\$ 2,500.00
PLUM CREEK LIBRARY	\$ 70.00	DEMCO	\$ 75.04
ENVIRO PUMP	\$ 470.00		

MOTION by Mark Dunn, seconded by Rosie DeZeeuw 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.

POLICE REPORT:

The Police Report for June was given by Police Chief Tony Sievert. Police Chief Tony Sievert thanked Police Officer Dallas Cornell for the fine job he did over the Saddle Horse Holiday and stepping up and working extra hours while Tony was on Military Leave. Police Chief Tony Sievert also thanked the Lincoln County Sheriff's Department for helping out while he was gone, and Daryl Schlapkohl and Todd Draper for assisting the Department over the Saddle Horse Holiday.

Maintenance on the squad in June consisted of an oil change, a broken serpentine belt, and rotation of the tires. **MOTION** by Mark Dunn, seconded by Daryl Schlapkohl to approve the Police Report for June. Motion carried.

The next item of business was to review the status of the property at 223 S. Fremont Street. The property owner contacted Trustee Daryl Schlapkohl and explained the process of taking the building down is taking longer than expected. Daryl also informed the property owner he could contact Double-D Gravel to remove and dispose of the concrete when he got the house down. Administrator/Clerk Eileen Christensen logged information from conversations with the property owner over the past 16 months that will be useful for future reference.

PUBLIC WORKS UPDATE:

In the absence of Maintenance Supervisor Todd Draper's, Administrator/Clerk Eileen Christensen updated the Council on replacing the 7' x 21' concrete slab in front of the Fire Hall front door to the east side of the first bay. Daryl Trigg informed Todd that he would provide the labor at no cost if the City agreed to purchase the concrete and dispose of the old. The City will need to purchase 2.85 cubic yards of concrete for the cost of \$140.00/yard.

MOTION by Mark Dunn, seconded by Rosie DeZeeuw to approve Daryl Trigg replacing the concrete slab in front of the Fire Hall at no cost and the City will purchase 2.85 cubic yards of concrete for the cost of \$140.00/yard. Motion carried.

The next item of business was to review/act on a building permit for Emily Shumaker to build a 32' x 10' fence at 604 Mork Street. Emily was given the setbacks from the property line on which she can build a fence. Maintenance Supervisor Todd Draper confirmed there were no setback concerns and everything is in compliance with the Ordinance. The fee of \$25.00 has been paid. **MOTION** by Mark Dunn, seconded by Daryl Schlapkohl to approve the building permit for Emily Shumaker to build a 32' x 10' fence at 604 Mork Street. Motion carried.

The next item of business was to review/act on the application for a Gambling Exempt Permit for St. Genevieve's Fall Festival cash raffle on October 7, 2018. Due to the fact the church is having a cash raffle the application requires the local unit of government's acknowledgement and the Mayor's signature. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the Gambling Permit for St. Genevieve's and authorize the Mayor to sign the acknowledgement. Motion carried.

The next item of business was to review/act on a Resolution to Assign Funds to Long Term Improvements. Administrator/Clerk Eileen Christensen reminded the Council the 2017 audit showed a 79% in the Unassigned Fund Balance and the goal for the City of Lake Benton is 35%-50% in the Unassigned Fund Balance for fiscal year 2018. Unassigned Fund Balance is a residual account made up of leftover funds from previous years.

In order to get the Unassigned Fund Balance down, the auditors recommended the Council pass a resolution to determine an amount and the purpose of the assignment. It was also suggested to assign \$50,000.00 to Long Term Improvements (i.e. new tables for the Event Center, Street improvements). This is not to be confused with budgeting.

Discussion took place on possibly purchasing a new maintenance vehicle and a new squad. Trustee Daryl Schlapkohl will work with Maintenance Supervisor Todd Draper on pricing of a new maintenance vehicle. Police Chief Tony Sievert completed a State Bid application and that should assist the City with getting a more accurate cost for a new squad.

MOTION by Mark Dunn, seconded by Rosie DeZeeuw to approve the Resolution and assign \$50,000.00 to Long Term Improvements. Motion carried.

The next item of business was to review/act on the name of the former Center Post Building. The Ad Hoc Committee for the former Center Post authorized Eileen Christensen to get quotes for lettering on the building the City purchased from Tom Kampmann in March 2018. Eileen contacted Outlaw Graphics in Brookings to create some designs. After speaking with the majority of the Ad Hoc Committee they preferred the polymetal Lake Benton Community & Event Center with the wind towers. However, it was the consensus of the committee to get input from the City Council.

The names of the building included: Lake Benton Area Community & Event Center; Lake Benton Community & Event Center; Lake Benton Area Event Center; Lake Benton Event Center. The cost for the plastic lettering is \$2,175.00, and the cost for the polymetal sign with wind towers is \$1,300.00.

MOTION by Mark Dunn, seconded by Daryl Schlapkohl to name the building the Lake Benton Area Community & Event Center and purchase the polymetal sign with the wind towers at the cost of \$1,300.00. Motion carried.

COMMITTEE REPORTS:

Trustee Mark Dunn – No report.

Trustee Rosie DeZeeuw – No Report.

Trustee Daryl Schlapkohl – Daryl explained to the Council the Lake Benton Lake Improvement District informed him the ice came off the lake too late this spring and temperatures warmed too quickly. That is why the LB Lake Improvement District could not control the invasive species Curly Pond Weed this spring. The LB Lake Improvement has the funding to take care of the invasive species, and will be applying for a variance to kill 50% of the invasive species in the lake from the DNR next year.

Trustee Dave Enke (by Mayor Bob Worth) – The Library Board met last week. Money was raised on Saddle Horse Holiday Weekend by Friends of the Library and By the Teens, for the Teens; but not as much as in the past due to threat of rain. By the Teens, For the Teens has donated and installed a bike rack in front of the library in the window well. Several annual goals were re-visited and discussed. Some were met; others are not practical. Annual evaluations of the Library Assistant will take place in July, and the Library Director in December. Upcoming programs include Everett Smithson Mississippi Blues Program at the Library on July 17. The Summer Reading Program's grand finale will feature the Petting Zoo on July 27 at the Hole-in-the-Mountain Park.

ADMINISTRATOR/CLERK REPORT:

Administrator/Clerk Eileen Christensen informed the Council she received a letter from the Lake Benton Lake Improvement District (LBLID) inviting the City to their annual meeting on Saturday, July 14, 2018 at 10:00 AM at the Lake Benton Community Center. Administrator/Clerk Eileen Christensen will attend as well as any Council members that are able to make it.

The City received a congratulatory announcement that the City of Lake Benton's application for the 2018 Small Cities Development Program Grant has been approved for funding. Teresa Schreurs informed Eileen she will begin the environmental reviews before the actual rehabilitation work can begin.

Administrator/Clerk Eileen Christensen informed the Council she will be taking vacation July 20-27, 2018. Rosie DeZeeuw will be in the office from 8:00 AM to 2:00 PM July 23-27, 2018.

MAYORAL REPORT:

Mayor Bob Worth informed the Council the City received the signed settlement agreement back from Thor Tollefson on Thursday, June 21, 2018. **MOTION** by Mark Dunn, seconded by Daryl Schlapkohl and Rosie DeZeeuw to authorize payment of \$40,000.00 be included on the July 16, 2018 claims. Motion carried.

Mayor Bob Worth than informed the Council if they have not seen the updated Lake Benton Area Community & Event Center and the Showboat Pavilion, he would like to take them over for a walk through. Al Trigg Construction and Steve Bennett did a great job with the banquet room. Mayor Bob Worth thanked Trustee Daryl Schlapkohl for chairing the Ad Hoc Committee.

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

MAYOR

ADMINISTRATOR/CLERK