

JUNE 4, 2018

The Regular Meeting of the Lake Benton City Council was held on Monday, June 4, 2018 at 5:30 P.M. in the Heritage Center/City Office. Mayor Bob Worth presided. Trustees Rosie DeZeeuw, Mark Dunn, David Enke and Daryl Schlapkohl were present. City Attorney Mike Cable was absent. City Administrator/Clerk Eileen Christensen, Police Officer Dallas Cornell, Karen Lichtsinn, Dave Lueck, Sarah Meyer, Gail Worth and visitors from Atlanta, Georgia, 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 May 21, 2018 were reviewed. **MOTION** by Dave Enke, seconded by Daryl Schlapkohl to approve the minutes of the Regular Meeting of May 21, 2018. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

C & B OPERATIONS	\$ 113.04	LB GROCERY STORE	\$ 16.97
OTTERTAIL POWER	\$ 2,266.27	EILEEN CHRISTENSEN	\$ 51.30
USTI	\$ 1.20	LYLE TRAUTMAN	\$ 105.00
GOPHER STATE	\$ 22.95	TODD DRAPER	\$ 32.00
PAT HAYNES	\$ 250.00	MN LIFE	\$ 6.80
LB CVB	\$ 54.00	MN DEPT OF HEALTH	\$ 516.00
BIOAG ENERGY	\$ 128.66	AL TRIGG CONSTRUCT	\$ 7,995.00
TROY NORDMEYER	\$ 32.00	KYLIE ROCHEL	\$ 40.00
VERIZON	\$ 35.47	ONE OFFICE SOLUTION	\$ 216.50
KENNEDY/GRAVEN	\$ 1,400.47	VERN PASCHKE	\$ 227.00
PLUM CREEK LIBRARY	\$ 199.00	DEMCO	\$ 29.13
JANINE BUNJER	\$ 50.14	NU-TECH ENV CONTROL	\$ 435.00

MOTION by Rosie DeZeeuw, seconded by Daryl Schlapkohl 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 WORK UPDATE:

No report.

POLICE REPORT:

The Police Report for May was given by Police Officer Dallas Cornell. Dallas informed the Council that Police Chief Tony Sievert and Police Officer Jeff Conrad are attending Defensive Tactics training.

Police Officer Dallas Cornell reported on the northbound traffic on Highway 75 coming into Lake Benton. This has been an ongoing problem in Lake Benton and the Department has tried several different ways to deal with this issue. Police Chief Tony Sievert has talked with the Department of Transportation about getting automatic radar on the speed limit sign so motorists could be warned that they are speeding. However, the cost of putting radar on the speed limit sign was not feasible for the City of Lake Benton. A speed survey was also conducted by the Lake Benton Police Department and motorists were not actually speeding as much as suspected. Police Chief Tony Sievert has contacted the Department of Transportation to borrow a speed trailer and there is a waiting list to get one.

Trustee Daryl Schlapkohl had previously informed the Police Department of citizens dispersing grass clipping onto the street. This creates an issue for the street drains getting plugged with grass and debris. Please help our City Maintenance Staff in making sure that while mowing, your grass clippings are not being thrown onto the street. Citizens should be aware that Lake Benton has a City Ordinance for this and a violation could warrant a citation.

The Lake Benton Police Department along with the Lincoln County Sheriff's Office completed the first part of their annual Firearm's Training through Alpha Training and Tactics.

Police Officer Dallas Cornell then informed the Council the department is preparing for Saddle Horse Holiday.

The Council requested the Police Department talk to State Patrol and the Lincoln County Sheriff's Office to assist the City with speeding motorists on Highway 75 and Highway 14. **MOTION** by Rosie DeZeeuw, seconded by Mark Dunn to approve the Police Report for May. Motion carried.

The next item of business was to review/act on the Lake Benton Bar reimbursement for business licenses.

Dave Lueck was present and addressed the Council. Dave thanked the City for helping them make the transition of the sale of the bar a smooth one. The City Staff and Council were very helpful.

Dave then informed the Council that the Lake Benton Bar sold their business to Lisa Schmidt and Stephanie Schmidt (Lake Benton Bar and Grill) on May 24, 2018. Lisa and Stephanie paid the full amount for their business licenses to the City on May 21, 2018. The Lake Benton Bar had also paid their business license fees of \$1,030.00 to the City in April and are requesting the City consider reimbursing them a portion of the amount paid. The total amount per month for the licenses is approximately \$85.83, and perhaps the City would consider refunding those 11 months totaling approximately \$944.13.

After some discussion regarding the State does not refund fees paid, and the decision to sell the bar after they purchased their licenses is after the fact. The Council then discussed refunding the Lake Benton Bar \$945.00, or retaining 30% (\$309.00) for administrative fees and reimburse the Lake Benton Bar 70% (\$721.00). A consensus was reached and a **MOTION** was made by Mark Dunn, seconded by Dave Enke to refund the Lake Benton Bar \$800.00 for their licenses purchased in April. Motion carried.

The next item of business was to review/act on the Lake Benton Chamber request for Saddle Horse Holiday activities. Karen Lichtsinn, Lake Benton Chamber Marketing Coordinator, was in attendance and addressed the Council about Saddle Horse Holiday. The Chamber will be having an inflatable obstacle course on Saturday, June 15, 2018 which is replacing the waterslide that was previously sponsored by the Fire Department and was included under the City's insurance. The Fire Department is sponsoring another event this year and will not be sponsoring the waterslide event. The Chamber's insurance will not cover the inflatable obstacle course and Karen requested if the City will sponsor the event and cover the insurance so they can continue with the event. The Chamber has someone to set up and take down the obstacle course event, and the City will be reimbursed by the Chamber for the cost of the inflatable obstacle course.

Karen Lichtsinn then requested if the Chamber could use the City's outdoor electrical to run the fans and the donut machine on Saturday, June 16, 2018. **MOTION** by Mark Dunn, seconded by Dave Enke to approve sponsoring the inflatable obstacle course event with the City's insurance coverage, and approve the Chamber using the City's outdoor electrical to run the fans and the donut machine on Saturday, June 16, 2018. Motion carried.

Karen Lichtsinn then informed the Council the Lake Benton Volunteers of Education (LBVE) are sponsoring an inflatable slip and slide at the School Park on Friday, June 15, 2018 and requested if the City would sponsor that event as well because the School will not cover the insurance. **MOTION** by Mark Dunn, seconded by Dave Enke to approve sponsoring the inflatable slip and slide at the School Park on Friday, June 15, 2018 if the City's Insurance Agent confirms the City can cover the event at the School Park. Motion carried.

Karen Lichtsinn then informed the Council they are looking for volunteers to help with the pulled pork feed from 11:00 AM to 1:00 PM on Saturday, June 16, 2018 in front of the Showboat Pavilion. If anyone is interested, please contact Karen Lichtsinn.

The next item of business was to appoint a new member to the Library Board. Trustee Dave Enke reminded the Council Matt Meyer resigned his position and will be moving. Matt was very active in the Library and will be missed. There was interest shown to fill the position, and the Library Board has nominated Shelly Finzen and she has agreed to be a member of the Library Board to fulfill Matt Meyer's term. We know Shelly Finzen very well – she works well with the Council and will work great with the Library Board. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to appoint Shelly Finzen to the Library Board effective immediately. Motion carried.

The next item of business was to review/act on a Resolution Accepting Donations to the Library. The Library received a \$30.00 donation from Darwin Routier in memory of Nancy Christensen. The donation will be designated towards the Summer Reading Program. Minnesota Statutes state the Library can accept donations for the benefit of recreational services. The Council needs to pass a resolution accepting the donation to the Library. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to approve the Resolution Accepting Donations from the above individual for \$30.00. Motion carried.

The next item of business was to review/act on a building permit for Mara Kavanaugh to build a 20' x 10' dog fence at 315 Lakeview Street. Mara 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 Dave Enke, seconded by Mark Dunn to approve the building permit for Mara Kavanaugh to build a 20' x 10' dog fence at 315 Lakeview Street. Motion carried.

The next item of business was to review/act on a building permit for Michael Carpenter to build a 24' and a 16' privacy fence at 104 Parkview Drive. Michael was given the setbacks from the property line on which he 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 Daryl Schlapkohl, seconded by Mark Dunn to approve the building permit for Michael Carpenter to build a 24' and a 16' privacy fence at 104 Parkview Drive. Motion carried.

The next item of business was to review/act on EDA funding. Mayor Bob Worth reminded the Council that at the Last meeting of May 21, 2018 the Council had received a loan from the EDA when the City purchased the former Center Post. Trustee Dave Enke had informed the Council the EDA may have the need to fund other requests and are short on funding. Options were discussed on how to pay back the \$60,000.00 to the EDA. It was suggested the City could do an interdepartmental transfer of \$60,000.00 from the Sewer Fund to the General Fund and it would not affect the City's finances because the money is still within the City's funding.

Trustee Dave Enke informed the Council he is aware of the commitments the EDA made and are obligated for. This severely impacts the EDA's ability to assist future requests. The City could repay, in full, the \$60,000.00 back to the EDA and make the EDA viable. The City could build into the next year's budget and set up a payment schedule. The EDA was there to assist the City when they needed it and the City would like to do the same for the EDA.

MOTION by Mark Dunn, seconded by Dave Enke to pay back the EDA loan in the amount of \$60,000.00 – with or without interest per the EDA Board – and do an interdepartmental transfer from the Sewer Fund to the General Fund. Motion carried.

The next item of business was to review/act on the Ad-Hoc Committee's recommendation for approval of the Lease with Sarah Meyer and the User Agreements for the new Community/Event Center.

Trustee Daryl Schlapkohl informed the Council the Ad Hoc Committee met on May 30, 2018 and discussed the Lease with Sarah Meyer. Changes were made to the Lease and the User Agreement for the Event Center. There will be five different User Agreements for events at the Event Center. The Lions Club will pay \$0.00 per event with a \$100.00 deposit; Public events will pay \$100.00 per day with a \$300.00 deposit; Private events will pay \$100.00 per day with a \$150.00 deposit; and Dance rental will be \$100.00 per day with a \$300.00 deposit.

It was requested the Council pass a resolution to approve the Event Center User Agreements authorizing the City Administrator and the Tenant to make the decision on what forms to use for which parties when renting the Event Center; and approve the Lease with Sarah Meyer.

MOTION by Mark Dunn, seconded by Dave Enke to pass a resolution to approve the Event Center User Agreements authorizing the City Administrator and the Tenant to make the decision on what forms to use for which parties when renting the Event Center. Motion carried.

MOTION by Mark Dunn, seconded by Rosie DeZeeuw to approve the Lease between the City of Lake Benton and Sarah Meyer. Motion carried.

Sarah Meyer was in attendance and passed out a copy of a quote she received for a new char broiler, hot plate and NSF table for a total of \$2,736.29 from Maxwell Food in Marshall, Minnesota. The Ad Hoc Committee approved the purchase of a char broiler up to \$3,500.00. **MOTION** by Dave Enke, seconded by Mark Dunn to approve the purchase of a new char broiler, hot plate, and NSF table in the amount of \$2,736.29 from Maxwell Food in Marshall, Minnesota. Motion carried.

COMMITTEE REPORTS:

Trustee Daryl Schlapkohl – The stripping and waxing of the floors in the Event Center will begin Tuesday, June 5, 2018 at 7:30 AM. We will be using the equipment from the School and the one at the former Center Post. The carpet has been cleaned, the walls have been painted and the new ceiling tiles have been installed and it looks very nice. The Ad Hoc Committee worked very hard to get this accomplished.

Trustee Dave Enke – The Library Board met a couple weeks ago and as stated earlier in the meeting the Library Board nominated and the City appointed Shelly Finzen as the new Library Board member. Matt Meyer was the Secretary of the Library Board and with his resignation, Patrick Haynes will be the new Secretary.

June is going to be a very busy month for the Library as the Summer Reading Program (SRP) begins June 6, 2018 with reading programs for three different age groups. This past Saturday the Library had a Butterfly Prairie Walk which is an educational program put on by the Minnesota Zoo and Nature Conservancy.

The Library will be having several activities on Saturday, June 16, 2018 over Saddle Horse Holiday. A Hay Bale Maze from 10:00 AM to 1:00 PM, Children's Music Celebration with Treava Lundburg at 1:00 PM, and the By the Teens For the Teens (BTFT) will be selling ice cream.

The Library CLIMB Theater will be putting on a play “The Country Mouse and City Mouse: The Mouseical!” on June 23, 2018 at 1:00 PM. A puppet show will be taking place on June 27, 2018 at 2:00 PM and we are hopeful for a good crowd.

Trustee Mark Dunn – No report.

Trustee Rosie DeZeeuw – No Report.

ADMINISTRATOR/CLERK REPORT:

City Administrator/Clerk Eileen Christensen handed out a flyer for the Buffalo Ridge Civic Organization in Ruthton who will be sponsoring the Fourth of July parade on Wednesday, July 4, 2018 at 11:00 AM. No need to register, line up begins at 10:00 AM at the Peace Lutheran Church. A copy of this flyer has been distributed to the Lake Benton Fire Department and Chamber.

City Administrator/Clerk Eileen Christensen informed the Council the Southwest Regional Development Commission (SRDC) is inviting the City Mayor and Council to their annual meeting on Thursday, July 12, 2018. The annual meeting begins at 4:00 PM followed by dinner at the Round Lake Vineyard and Winery (30124 Hwy 264) in Round Lake, MN. The cost to attend the meeting and dinner is \$18.00. If any of the Council is interested in attending they are to let City Administrator/Clerk Eileen Christensen know no later than Friday, June 22, 2018.

MAYORAL REPORT:

Mayor Bob Worth reminded the Council the City’s big celebration is coming up in a week. Bob requested the City Council make themselves visible, and reminded them to be proud of our town and help when you can. The Fire Department is having their dance on Saturday evening with a lot of other activities going on all weekend.

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