

MARCH 4, 2019

The Regular Meeting of the Lake Benton City Council was held on Monday, March 4, 2019 at 5:30 P.M. in the Heritage Center/City Office. Acting Mayor Rosie DeZeeuw, Trustees Mark Dunn, Dave Enke, and Daryl Schlapkohl were present. City Attorney Mike Cable and Mayor Bob Worth were absent. City Administrator/Clerk Eileen Christensen, Police Chief Tony Sievert, Jenny Nordmeyer and Ashly Nordmeyer were also present.

Acting Mayor Rosie DeZeeuw called the meeting to order.

The Pledge of Allegiance was recited by all present.

Acting Mayor Rosie DeZeeuw 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 February 19, 2019 were reviewed. **MOTION** by Dave Enke, seconded by Daryl Schlapkohl to approve the minutes of the Regular Meeting of February 19, 2019. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

LB GROCERY	\$	2.98	OTTERTAIL	\$	1,328.77
RICK'S WELDING	\$	404.00	GOPHER STATE	\$	2.70
CITY OF LAKE BENTON	\$	72.26	TODD DRAPER	\$	32.00
PAT HAYNES	\$	908.21	MINNESOTA LIFE	\$	6.80
GOVOFFICE	\$	90.00	MN DEPT OF HEALTH	\$	516.00
BIOAG ENERGY	\$	1,011.54	TITAN MACHINERY	\$	80.00
TROY NORDMEYER	\$	32.00	KYLIE ROCHES	\$	55.00
ONE OFFICE SOLUTIONS	\$	191.57	JON WORTH	\$	1,260.00
iREAD	\$	265.66	JIM ROGGENBUCK	\$	400.00
PLUM CREEK LIBRARY	\$	3,735.01			

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 Acting Mayor authorized the City Administrator/Clerk to make payment.

POLICE REPORT

The Police Report for February was given by Police Chief Tony Sievert. Police Chief Tony Sievert reported to the Council on the new Lake Benton Squad Car. Police Chief Tony Sievert spoke with Dodge of Burnsville and currently the new Lake Benton squad car has arrived at their dealership and is awaiting transport to the Guardian Fleet Safety for install. Guardian Fleet Safety is expected to be done with the new squad around the middle to the end of March, and will deliver the new squad to Lake Benton when it is complete. Guardian will then take the old squad back for decommissioning.

Police Chief Tony Sievert took the old squad to M & H Communications in Pipestone to have some of the items removed to be utilized in the new Lake Benton squad and will ship those items to Guardian Fleet Safety.

MOTION by Daryl Schlapkohl, seconded by Mark Dunn to approve the February Police Report. Motion carried.

PUBLIC WORKS UPDATE

No report.

The next item of business was to review/act on a Building Permit for Carrie Timm to build a 13' x 15' storage shed at 116 S. Harrison Street. The storage shed will be attached to the back of her existing garage. Carrie was given the setbacks from the property lines on which she can build a storage shed. 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 Daryl Schlapkohl to approve the building permit for Carrie Timm to build a storage shed to be attached to her existing garage at 116 S. Harrison Street. Motion carried.

The next item of business was to review/act on a Resolution Accepting Donations to the Library. The Library received two donations, one from Don and Diane Evers for \$25.00 in memory of Cheri Vahl to be designated to purchase a Christian novel for the Lake Benton Library; and the second from Ila Christensen & Family for \$20.00 in memory of Mike Koch which will be designated towards collections. Minnesota Statutes state the Library can accept donations for the benefit of recreational services. The Council needs to pass a resolution accepting the donations to the Library. **MOTION** by Daryl Schlapkohl, seconded by Dave Enke to approve the Resolution Accepting Donations of \$25.00 from Don and Diane Evers, and \$20.00 from Ila Christensen & Family. Motion carried.

The next item of business was to review/act on lease applications for the Lake Benton Area Community and Event Center. Council previously authorized Administrator/Clerk Eileen Christensen to advertise the leasing of the Lake Benton Area Community and Event Center to any interested party. City Administrator/Clerk Eileen Christensen informed the Council she received one lease application from Ashly Nordmeyer who has an established cupcake business called Sassy Cakes.

Ashly's business is increasing steadily and she is in need of a commercial kitchen to bake and distribute her cupcakes. Ashly is proposing to lease ONLY the kitchen for \$500.00 a month plus \$200.00 for utilities per month, totaling \$700.00 per month. Ashly would like to begin renting the kitchen April 15, 2019 or May 1, 2019.

Ashly would feel most comfortable agreeing to a 6-month term lease and then regroup to see how things are going. At this point, other options could be considered in hopes of not only expanding Sassy Cakes, but also possibly helping to utilize the front and back spaces that are currently not at their full potentials.

Ashly Nordmeyer addressed the Council and informed them she began her business in February 2018 and because it has grown so much over the last year, she is now at a point where she needs to expand not only to keep up with the demand of her product, but also maximize her business and produce more product, and therefore reach more communities and customers.

The Council inquired if Ashly will have employees and she stated she will work the first month alone to get organized, and would like to hire two to three more individuals. Currently, Ashly delivers directly to the customer, and makes approximately 30 dozen cupcakes a week plus additional specialty and gourmet desserts.

The Council also inquired if Ashly is opposed to making the kitchen available to other organizations such as the Lions Club's benefit breakfasts that necessitate the kitchen. Ashly stated she is very easy to work with and would agree to other organizations utilizing the kitchen. The Council felt encouraged by Ashly's proposal and requested she bid on the mixer and the table.

MOTION by Daryl Schlapkohl, seconded by Mark Dunn to approve a 6-month lease beginning April 15, 2019 or May 1, 2019 with Ashly Nordmeyer to utilize the kitchen at the

Lake Benton Area Community and Event Center to bake and distribute cupcakes for \$500.00 a month rent plus \$200.00 a month for utilities totaling \$700.00/month, move the broaster, double fryer, and char broiler to the back room of the Event Center, and revisit the lease agreement in five months. Motion carried.

COMMITTEE REPORTS:

Trustee Mark Dunn – No report.

Trustee Dave Enke – The Library board met last week. This past month was tough due to the weather. Recently, the board passed a policy to close the Library when the public school is closed, therefore the numbers were down but they still did very well. The Spring Reading Program had to be postponed twice already, and is hoping not to have to postpone it again. The Annual Report has been completed and submitted to the State.

Trustee Daryl Schlapkohl – The Opera House – The painting is complete, and the carpet and runners are down. They are currently updating the restrooms by taking the paper off the walls and additional items. The board is looking forward to their Spring play coming soon. The Lions Club hosted a successful benefit breakfast for the Opera House to purchase a new curtain, LED lights, and a sound system.

Trustee Rosie DeZeeuw – No report.

ADMINISTRATOR/CLERK REPORT:

A Special City Council Meeting is scheduled for Tuesday, March 5, 2019 at 1:00 PM at the Heritage Center/City Office to review/act on funding and infrastructure improvements for MnDOT's Highway 75 Project in Lake Benton.

MAYORAL REPORT:

No report.

The Council commented on how much they like the new City-wide LED street and area lighting upgrades being installed by Ottertail.

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