

MAY 1, 2017

The Regular Meeting of the Lake Benton City Council was held on Monday, May 1, 2017 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, Acting Police Chief Tony Sievert, Dallas and Kim Drietz, Nathan Kinner with Kinner & Company, Scott Christensen, Garrett Petersen, 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. Garrett Petersen and Scott Christensen addressed the Council on behalf of the Lake Benton Sportsman's Club. Garrett Petersen explained that the Sportsman's Club had crushed concrete put on the road going to the former showboat and it seems to work pretty well. The Sportsman's Club would like to do this maintenance on the turnaround road by the lake and would like the Council to consider assisting with funds to make this happen. The cost will include purchasing three (3) loads of crushed concrete, renting a pay loader and/or backhoe for \$1,200.00. Garrett Petersen has been working with DNR for permits and discussing the process they would like to use. This is a high traffic road and they would like to complete the maintenance on the road prior to the fishing opener if it stays dry enough. Discussion took place on where the funds would come from and City Administrator/Clerk Eileen Christensen informed the Council the City received \$909.00 from the Shaokatan Sportsman's Club for pull tab sales and in the past this money was put towards park and recreation. **MOTION** by Dave Enke, seconded by Daryl Schlapkohl to contribute \$900.00 which came from the Shaokatan Sportsman's Club for pull tab sales to the Lake Benton Sportsman's Club to repair the turnaround road by the lake. Motion carried.

The minutes of the Regular Meeting of April 17, 2017 were reviewed. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to approve the minutes of the Regular Meeting of April 17, 2017. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

SHELLY FINZEN	\$ 110.75	LB GROCERY	\$ 5.97
OTTERTAIL	\$ 1,737.19	USTI	\$ 2,191.80
LINCOLN CTY TREAS	\$ 8,171.48	HD SUPPLY	\$ 14.10
TODD DRAPER	\$ 32.00	PAT HAYNES	\$ 240.00
MINNESOTA LIFE	\$ 5.10	LAKE BENTON EDA	\$ 50.00
LINCOLN CTY RECORDER	\$ 46.00	LB PUBLIC SCHOOLS	\$ 2,500.00
BANNER ASSOCIATES	\$ 3,600.00	ING & GREG'S REFRIG	\$ 88.80
D & G EXCAVATING	\$ 666.00	TROY NORDMEYER	\$ 32.00
ONE OFFICE SOLUTION	\$ 73.21	KENNEDY & GRAVEN	\$ 2,197.92
BUFFALO RIDGE NEWS	\$ 27.95		

MOTION by Daryl Schlapkohl, seconded by Mark Dunn to approve payment of the claims presented against the City of Lake Benton. Motion carried.

The Police Report for April was presented to the Council by Acting Police Chief Tony Sievert. Tony reminded the Council and audience about the Severe Weather Awareness Training coming up on Thursday, May 4, 2017 from 7:00 PM to 9:00 PM at the Hole-in-the-Mountain Park Chalet.

Acting Police Chief Tony Sievert then requested to attend the North Memorial Air Care Spring Conference on May 17, 2017 in Redwood Falls from 5:30 PM to 9:00 PM. The class will offer three segments which include EMS Helicopter Operations to assist helicopters landing in the landing zone, EMS System Update, and the Art of Hemorrhage Control. This will also give Tony three (3) Continuing Education Units (CEU's) for Peace Officer renewal credits, and there will be no cost to the City of Lake Benton.

The Patrol Squad currently has 69,156 miles and is due for an oil change and will schedule that with S & E Auto Clinic. Tony explained the squad is operating well and there are no issues. Tony informed the Council he spoke with Guy Harding over the weekend who received an e-mail about where the Lake Benton Squad was purchased. There has been recent development that Fergus Falls Ford is under investigation by the BCA for double billing agencies as well as billing agencies for items that are supposed to be included in the state contract and package. Lake Benton may get some money back and he will look into it.

Acting Police Chief Tony Sievert talked with Sheriff Chad Meester about Tony patrolling Norwegian Creek park and Sheriff Meester did not have an issue. The Lake Benton Police Department had a total of 29 calls in April. A lot of Acting Police Chief Sievert's time was spent on the City's ordinances.

The Council explained they have no issue with Tony attending the conference and from now on he can get permission from the City Administrator/Clerk who will inform them. The Council then inquired how many hours of CEU's are required per year. Acting Police Chief Tony Sievert told the Council a Peace Officer needs 48 CEU's in three years. The Council then asked Acting Police Chief Tony Sievert to meet with Trustee Daryl Schlapkohl and get a list of seasonal campers so he has it while patrolling Norwegian Park. The Council then inquired if the residents are cleaning their properties. Acting Police Chief Tony Sievert informed the Council he has spoken with one individual who told him he will be cleaning up his property this week. **MOTION** by Dave Enke, seconded by Rosie DeZeeuw to approve the April Police Report. Motion carried.

5:46 PM – PUBLIC HEARING

At 5:46 Mayor Bob Worth called for a motion to go into the Public Hearing on granting a Building Permit and Variance Permit to Kim and Dallas Drietz. **MOTION** by Dave Enke, seconded by Daryl Schlapkohl to go into the Public Hearing. Motion carried.

Kim and Dallas Drietz were present to request to build on to their home and extend their garage and will not be complying with the front yard setback of twenty-five (25) feet. Maintenance Supervisor Todd Draper has reviewed the application and has no problem with where the Drietz's will be building.

No one in the audience asked to be heard on granting a Variance Permit to Kim and Dallas Drietz. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the Building Permit and Variance Permit to Kim and Dallas Drietz. Motion carried.

5:49 PM

MOTION by Mark Dunn, seconded by Rosie DeZeeuw to return to the regular meeting. Motion carried.

The next item of business was to review/act on the 2016 Audit with Nathan Kinner from Kinner and Company. Nathan presented the 2016 audit to the Council and explained the Management Letter. It is a generic letter and explains comments and suggestions to the City. It is recommended the Library fund make efforts to correct their deficit cash balance (which is difficult to do), and the City maintain an unassigned general fund balance between 35-50%. At the end of 2016, the unassigned general fund balance was 74% of the subsequent years budgeted expenditures in accordance with the State and GASB Board.

The next handout included a five year history of the City and is additional information provided to the City. This handout demonstrates government standards and accepted standards. The City's assets have grown over the past five (5) years.

The next handout was a letter explaining what they do and is a required report by government practices. Nathan explained that this audit is not a clean opinion due to the GASB Standards brought in in 2015 that require the Fire Department to get a \$2,500.00 study on their Fire Relief or get a qualified opinion. A lot of smaller cities have decided not to pay the money and not get a clean audit.

Nathan highlighted some of the pertinent information for the Council such as their statement of net position, and assets versus liabilities. The City's net pension liability is \$403,643.00. He then explained the Governmental Funds which includes the General Fund and Fire Fund with no assets and no long term liabilities. Nathan then explained the Notes to Basic Financial Statements that included the fund balance classifications of restricted, committed and assigned.

Nathan then reviewed with the Council the Pension Liability and Net Position with the Council which is reported by the State. The Non-Major Governmental Funds were reviewed which showed information on the Library Fund, Revolving Loan Fund, EDA, and the TIF Funds.

Nathan then explained the comment on the current year findings which consisted of an adequate segregation of duties among its accounting personnel due to the fact the City has a limited number of employees to perform financial reporting duties. This is the same finding as the prior year.

Nathan informed the Council the audit does not need to be approved this evening should the Council need to review it further. Nathan also informed the Council the audit needs to be recorded with the State Auditor's Office no later than June 30, 2017.

Mayor Bob Worth asked the Council if they would like to review the audit and approve it at a later date. The consensus was to approve the audit as is. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the 2016 audit completed by Kinner and Company. Motion carried.

Mayor Bob Worth then commented to Nathan on what a good job Kinner and Company has done for the City of Lake Benton. However, he informed Nathan that the City did a comparative summary of audit charges from surrounding cities to see what they pay for an audit. Mayor Bob Worth read through the cities, their populations, and audit charges and stated that the City of Lake Benton is higher than the others. Mayor Bob Worth reiterated that Kinner and Company does a great job, but questioned why the price seems so much higher. Nathan Kinner responded it is based economically on how much time is spent on the audit and sometimes it takes a significant amount of time. Nathan assured the Council he will review and research the hours spent on the 2016 audit and see what can be done for the City's next one.

The next item of business was to review/act on the notice of water rate increase. City Administrator/Clerk Eileen Christensen informed the Council that Lincoln-Pipestone Rural Water System Board of Commissioners approved a \$0.10 increase per thousand gallons in municipal and community water rates. In the past, the Council has added the increase to the citizens of Lake Benton's utility billing.

The City's water rate of \$2.36 per thousand gallons will be increased to \$2.46 per thousand gallons effective June 1, 2017 to appear on the July utility billing. **MOTION** by Mark Dunn, seconded by Dave Enke to approve increasing the resident's water \$0.10 per thousand gallons effective June 1, 2017 to appear on the July utility billings. Motion carried.

The next item of business was to review/act on renting a stall from Tyler Bus Service to store the Police squad. City Administrator/Clerk Eileen Christensen explained at the November 21, 2016 City Council meeting the Council approved renting a stall in the bus garage by the school for \$50.00 a month for six months through May 21, 2017. City Administrator/Clerk Eileen Christensen contacted Tyler Bus Service who agreed to rent the garage stall again for \$50.00 a month for six months. **MOTION** by Dave Enke, seconded by Rosie DeZeeuw to rent Tyler Bus Service's garage stall by the school to store the Police squad in for \$50.00 a month for six months through November 21, 2017. Motion carried.

PUBLIC WORKS UPDATE:

Mayor Bob Worth talked with Maintenance Supervisor Todd Draper who was not available for the meeting and informed the Council there is a water issue on East Lakeview Street where the City water runs into a property owner's home and Todd is working with contractors to put in a spill-way to channel the water to go into the ditch.

COMMITTEE REPORTS:

Trustee Daryl Schlapkohl – Daryl informed the Council he will be attending the Severe Weather Awareness Training this Thursday, May 4, 2017

Trustee Dave Enke – Dave attended the Library Board meeting this past Thursday and the Library received new LED lighting and showed a 30% savings on electricity for the Library. The Friends of the Library have funding for some projects at the Library. They would like to put in a sidewalk by the patio, purchase an umbrella for the patio table and install solar lighting. The Friends of the Library are working with Maintenance Supervisor Todd Draper on getting this completed. The Friends of the Library also contributed \$100.00 for the Summer Reading Program.

In an effort for the County to provide aid to the City's in the Plum Creek Library System, the formula is based on 60% circulation and 40% hours open. The Libraries in the Plum Creek Library System receive approximately \$10,000.00 per year. The City of Hendricks was out of the system for some time and would like to get back into the Plum Creek Library System. The City of Hendricks would receive a flat fee of \$7,500.00 their first year. The four (4) Library Directors met and created a proposal to present to the County in July. Their overall proposed funding would be \$14,000.00 per library in the system.

Trustee Rosie DeZeeuw – Rosie attended the Historical Society's annual meeting on Sunday, April 30, 2017. Mark Wilmes made a presentation about the Opera House since it is on this year's Historical Society ornament. The Historical Society has a "Photo Day" each month to go through photos. They are planning to put a picture in the paper each week to see if someone can recognize who the individual(s) is/are. They are planning new displays in the museum, and are plans are to clean and organize the storage in the back room.

Trustee Mark Dunn – No Report.

ADMINISTRATOR/CLERK REPORT:

City Administrator/Clerk Eileen Christensen reminded the Council and audience of the rabies clinic scheduled for Tuesday, May 2, 2017 from 4:00 PM to 6:00 PM at the Lake Benton Fire Hall. The Council was also given an invitation to attend the Southwest Regional Development Commission (SRDC) public hearing on their budget on Thursday, May 11, 2017.

MAYORAL REPORT:

Mayor Bob Worth commented on the nice thank you note the Council received from Lorraine Morehouse who received a certificate at the Community meeting.

Mayor Bob Worth informed the Council he was approached by Steve Nichols regarding his building on Center Street. Mayor Worth requested Trustee Daryl Schlapkohl, Maintenance Supervisor Todd Draper, City Administrator/Clerk Eileen Christensen and himself meet with Steve. Trustee Daryl Schlapkohl will contact Steve to set up a meeting.

EMS Week is May 21 through May 27, 2017 and the First Responders/EMT's are hosting an open house on Wednesday, May 24, 2017 at the First Responder building. Mayor Bob Worth would like to sign a proclamation for EMS week and have the Council present for a picture while signing the proclamation.

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