

MAY 1, 2023

The Regular Meeting of the Lake Benton City Council was held on Monday, May 1, 2023 at 5:30 P.M. in the Lake Benton Area Community and Event Center. Mayor Michael Carpenter presided. Trustees Rosie DeZeeuw, Karen Lichtsinn, Patrick Haynes, and Scott Christensen were present. City Attorney Mike Cable was absent. City Administrator/Clerk Eileen Christensen and Maintenance Supervisor Travis Lustfield 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 April 17, 2023 were reviewed. **MOTION** by Rosie DeZeeuw, seconded by Patrick Haynes to approve the minutes of the Regular Meeting of April 17, 2023. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

OTTERTAIL	\$ 2,780.53	ITC	\$ 323.36
QUARNSTROM/DOERING	\$ 405.00	LINCOLN CTY TREAS	\$ 4,066.00
S & E AUTO	\$ 38.50	UTILITY CONSULTANTS	\$ 133.64
TRAVIS LUSTFIELD	\$ 32.00	PAT HAYNES	\$ 250.00
MN LIFE	\$ 5.10	CHAMBER-CVB	\$ 224.75
BIOAG	\$ 896.74	PALISADES	\$ 971.82
TROY NORDMEYER	\$ 32.00	KYLIE ROCHEL	\$ 60.00
ONE OFFICE SOLUTIONS	\$ 110.36	BUFFALO RIDGE NEWS	\$ 380.00
THOMAS PLUMBING	\$ 163.75	PLUM CREEK LIBRARY	\$ 21.50
DVL FIRE & SAFETY	\$ 196.10	CENTER POINT	\$ 49.14
DANNY/MEGAN KROTZER	\$ 718.00		

MOTION by Patrick Haynes, seconded by Scott Christensen 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.

The next item of business was to review/act on residents with infiltration issues. Maintenance Supervisor Travis Lustfield presented a list of homeowners with major infiltration issues. Travis reminded the Council the City has an inflow and infiltration issue with the ground water and the City televised the sewer systems on the west end of town last spring. The televised tapes rate the issues from one (1) to five (5) with five (5) being a major issue of clean water pouring into the City's sanitary sewer system. There were 11 homeowners with major issues. Two of the 11 major issues are currently being addressed. Travis then informed the Council that he, Todd Draper, Mike Thomas with Thomas Plumbing, and Administrator/Clerk Eileen Christensen met with the homeowner at 106 S. Morton Street earlier in the day and reviewed the televised video. The televised video only made it 11.7' from the main towards the house and could not make it any further due to the collapsed line. The homeowner understands they have an issue and will fix it. The homeowners with issues need to hire a licensed plumber to televise from the house to the main, and contact either Travis or Eileen to show them the video and explain what was found. Travis contacted the homeowner of 114 W. Benton Street, who does not live in the house, had a faulty sump pump that filled the basement full of water which was pouring into the City's sanitary sewer system. The homeowner installed a new sump pump and this issue was removed from the list. The homeowner at 103 Coteau Street contacted Eileen to inform her Double-D Gravel will be performing the work to repair her line and will contact City staff when they are scheduled to do the work so Travis can make sure the work is done properly.

Travis informed the Council the City pumps approximately 60,000 gallons of water a day into the sanitary sewer in the winter and is now pumping approximately 170,000 gallons a day which tells us that almost 100,000 gallons of that is from homeowners' infiltration of ground water going into the City's system. Travis then stated although the process of finding contractors to fix the issues at this time of year may be difficult, the City needs to send letters along with the ordinance to the remaining eight (8) homeowners requesting they provide a time frame on their schedule to repair the issue and report to City staff within 30 days. The Council can address the issue if a homeowner does not respond with a scheduled time frame to repair the issue within 30 days. **MOTION** by Karen Lichtsinn, seconded by Scott Christensen to send a letter with the ordinance to the remaining eight (8) homeowners requesting they provide a time frame on their schedule to repair the issue and report to City staff within 30 days. Motion carried. Travis will provide information to the Council on the replacement of a few of the City's mains at their next meeting on May 15, 2023.

The next item of business was to review/act on finalizing a commitment for Lincoln-Pipestone Rural Water (LPRW) to facilitate water needs in Johnson Commercial Park for their facility. At the last Council meeting of April 17, 2023, the EDA agreed it would be in the City's best interest to let Lincoln-Pipestone Rural Water (LPRW) facilitate the water needs at Johnson Commercial Park for themselves and any potential tenants. Mayor Michael Carpenter informed the Council that due to the fact the property has not been platted or surveyed; Legal Counsel is not able to specify a particular piece of property to include in the agreement for LPRW to service additional water lines. Therefore, an agreement will be drawn up for only LPRW to facilitate their own water needs. LPRW understands this issue and when the property is platted and surveyed, the Council can authorize LPRW to facilitate water needs to potential buyers at that time. **MOTION** by Karen Lichtsinn, seconded by Rosie DeZeeuw to approve Lincoln-Pipestone Rural Water facilitating their water needs for their facility located in Johnson Commercial Park. Motion carried.

The next item of business was to review/act on the Agreement with Christiansen Foundation for Advancing Sustainability, LLC. Mayor Michael Carpenter informed the Council that he and Administrator/Clerk Eileen Christensen were contacted by Jack and Marie Christiansen a year and a half ago regarding their intentions to make improvements to the pier and dedicate it to Louis and Ardith Larsen. City Attorney Mike Cable drew up the agreement, and Vince Robinson has done a lot of work with the Christiansen's and the DNR to make the improvements possible. Within the past week, the agreement was finalized, and the Christiansen's received their permit from the DNR to proceed with the enhancement of the pier. The old cement with rebar will be removed from the lake and replaced with field rock and a cement platform will be laid with multiple benches located along the pier. The Christiansen and Larsen families are planning to have a ribbon cutting ceremony on the Saturday of Saddle Horse Holiday weekend. The Christiansen's are donating the enhanced pier to the City of Lake Benton which will include a plaque that reads: Fishing Pier Enhancements donated to the City of Lake Benton in memory of George 'Louis' Larsen (1927 – 2007) from the family of George and Ardith Larsen. **MOTION** by Scott Christensen, seconded by Patrick Haynes to approve the Agreement between the City of Lake Benton and the Christiansen Foundation for Advancing Sustainability, LLC, authorize the Mayor and Administrator/Clerk to sign the agreement, and authorize the Christiansen's to move forward with the project. Motion carried. Mayor Michael Carpenter then thanked Jack and Marie for the great work they are planning to improve the pier and the community looks forward to the ribbon cutting ceremony. Administrator/Clerk Eileen Christensen will contact Jack and Marie Christiansen to inform them they can proceed.

The next item of business was to review/act on bids for LP for the 2023-2024 heating season. The City of Lake Benton contracted with Palisades for 11,000 gallons of LP at \$1.709 per gallon for the 2022-2023 heating season (June 1, 2022 through May 31, 2023). The contract used all the gallons prepaid and paid an additional amount of \$1,309.91 for LP. The following three providers were contacted by the City to bid the LP for the 2023-2024 heating season: Palisades, Meadowland and Chandler Coop. City staff requested bids on 15,000 gallons of LP to be delivered to the City of Lake Benton tanks and provide payment options. The bids were due no later than 12:00 Noon on Friday, April 28, 2023.

The following bids were received for the 100% prepaid payment option: Palisades for \$1.199 per gallon; and Chandler Coop for \$1.20 per gallon. **MOTION** by Patrick Haynes, seconded by Rosie DeZeeuw to contract with Palisades for 15,000 gallons of LP for the 2023-2024 heating at \$1.199 per gallon. Motion carried.

The next item of business was to review/act on the notice of water rate increase. Administrator/Clerk Eileen Christensen previously informed the Council that Lincoln-Pipestone Rural Water System Board of Commissioners approved a \$0.21 increase per thousand gallons in municipal and community water rates. In the past, the Council has added an increase to the citizens of Lake Benton's utility billing. The City's water rate of \$2.89 per thousand gallons will be increased to \$3.10 per thousand gallons effective July 1, 2023 to appear on the August utility billing. **MOTION** by Scott Christensen, seconded by Karen Lichtsinn to approve increasing the resident's water \$0.21 per thousand gallons effective July 1, 2023 to appear on the August utility billings. Motion carried.

The next item of business was to review/act on the Service Contract for the Event Center between the City and Danny and Megan Krotzer from June 1, 2023 through May 31, 2024. The agreement states Danny and Megan will market and promote the rental of the Event Center over social media and marketing tools for all types of events and maintain an updated calendar of events for \$250.00 per month. **MOTION** by Karen Lichtsinn, seconded by Scott Christensen to approve the service contract between the City and Danny and Megan Krotzer from June 1, 2023 through May 31, 2024 for \$250.00 a month. Motion carried.

The next item of business was to review/act on a building permit for the Henry Sollie Post #10 to install a 57' x 6' privacy fence behind their building at 105 West Benton Street. The Post was given the setbacks in which to build their fence. Travis Lustfield confirmed there are no setback concerns and everything is in compliance of the ordinance for the General Commercial District. The \$25.00 application fee has been paid. The Henry Sollie Post is looking to have the fence completed prior to Glenn Cyriacks' event on June 9, 2023. **MOTION** by Scott Christensen, seconded by Rosie DeZeeuw to approve the building permit for the Henry Sollie Post #10 to install a 57' x 6' privacy fence behind their building at 105 West Benton Street to the curb which is in compliance with of the ordinance for the General Commercial District. Trustee Patrick Haynes and Mayor Michael Carpenter abstained from voting. Roll Call Vote: Trustee Karen Lichtsinn – Yes, Trustee Rosie DeZeeuw – Yes, Trustee Scott Christensen – Yes. Motion carried.

COMMITTEE REPORTS:

Trustee Rosie DeZeeuw – No report.

Trustee Karen Lichtsinn – The Lake Benton Historical Society had their annual meeting this past Sunday with eight (8) members in attendance. A new Trustee was elected yesterday, and the Society is working to get younger citizens involved.

Trustee Patrick Haynes – The Library board met and the Skally Line performance at the manor had a good turnout with 50 people in attendance which included the Lake Benton 6th grade class, tenants at the manor, and several community members. The event was well received and the library is looking for more events to promote the library and get the community more involved. The Summer Reading Program is also being put together to begin soon.

Trustee Scott Christensen – No report.

MOTION by Rosie DeZeeuw, seconded by Scott Christensen to approve the Committee Reports. Motion carried.

ADMINISTRATOR/CLERK REPORT:

Darrel Krotzer provided City staff with an estimate to repair approximately a 3' x 60' section on the Heritage Center roof behind the sign. The total estimate is \$1,550.00 for labor and materials with 50% due up front for materials, and 50% due upon completion of the project. **MOTION** by Karen Lichtsinn, seconded by Patrick Haynes to approve the estimate from Darrel Krotzer to repair approximately a 3' x 60' section on the Heritage Center roof behind the sign for \$1,550.00. Motion carried.

Kinner and Company has completed the 2022 audit and would like to present it to the City Council. Last year the Council met with Kinner and Company during a weekday in the afternoon. The auditors are available to meet Thursday, May 4th, Friday, May 5th, Monday, May 8th, Wednesday, May 10th, and Friday, May 12th. A copy of audit was given to the Council members to review prior to the special meeting. **MOTION** by Patrick Haynes, seconded by Scott Christensen to set the special audit meeting for Monday, May 8, 2023 at 2:00 PM at the Lake Benton Area Community and Event Center. Motion carried.

MAYORAL REPORT:

Mayor Michael Carpenter reminded the Council at the last meeting Curtis Rethwisch informed the Council a delivery driver suggested to him the downtown businesses be properly marked with numbers. The Mayor then asked the Council if they would like to write a letter to the downtown businesses requesting, but not mandating, they put numbers on their buildings or do nothing. Discussion took place that individuals can't rely on GPS and having numbers displayed on the downtown business buildings would be helpful. **MOTION** by Patrick Haynes, seconded by Karen Lichtsinn to authorize the Administrator/Clerk to write a letter from the Council members to the downtown businesses requesting, but not mandating, they put numbers on their buildings. Motion carried.

Mayor Michael Carpenter then informed the Council the playground/park area located on the west end of Mork Street is used a lot and Travis and Troy have done a lot of work to keep it cleaned up. However, there is a sign that is over 20 years old that includes names of donators for the park and is terribly faded and should be taken down. **MOTION** by Scott Christensen, seconded by Rosie DeZeeuw to authorize City staff to pull the faded sign of the donations located at the playground/park area on the west end of Mork Street. Motion carried.

Mayor Michael Carpenter then informed the Council that a taxpayer contacted him and informed him that the railing on the front of the Opera House building is missing the east side of the railing. Michael stated he would like to authorize the Administrator/Clerk to contact Darrel Krotzer to provide a quote to replace the railing and report back to the Council before moving forward. It was suggested that out of courtesy to the Opera House board, City staff contact them to make sure they are aware as well. **MOTION** by Karen Lichtsinn, seconded by Patrick Haynes to authorize the Administrator/Clerk contact Darrel Krotzer to provide a quote to replace the railing on the front of the Opera House building and inform the Opera House board of the City's intentions. Motion carried.

Mayor Michael Carpenter reminded the Council they received the floodplain documents in an email to review before the May 15, 2023 meeting as it will be on the agenda to be approved.

The next regular meeting is May 15, 2023 at 5:30 PM.

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

MAYOR

ADMINISTRATOR/CLERK