

MAY 4, 2020

The Regular Meeting of the Lake Benton City Council was held on Monday, May 4, 2020 at 5:30 P.M. in the Heritage Center/City Office via conference call. Based on the emergency declared by the Governor, the Mayor determined an in-person meeting was not prudent due to the health emergency. Administrator/Clerk Eileen Christensen was present at the meeting location.

Mayor Bob Worth called the meeting to order. Conference Call Roll Call: Mayor Bob Worth, Trustees Rosie DeZeeuw, Mark Dunn, Dave Enke, and Daryl Schlapkohl were present at the meeting via conference call. Maintenance Supervisor Todd Draper and Shelly Finzen from the Lake Benton Valley Journal also entered the meeting via conference call.

Mayor Bob Worth then asked if anyone in attendance via conference call 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 20, 2020 were reviewed. **MOTION** by Rosie DeZeeuw, seconded by Mark Dunn to approve the minutes of the Regular Meeting of April 20, 2020. Conference Call Roll Call: Mark Dunn – Yeah, Rosie DeZeeuw – Yeah, Dave Enke – Yeah, Daryl Schlapkohl – Yeah. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

OTTERTAIL	\$ 2,297.63	NICOLE JONES	\$ 8.63
LINCOLN CTY TREASURE	\$ 5,591.00	S & E AUTO	\$ 421.76
UTILITY CONSULTANTS	\$ 1,108.87	TODD DRAPER	\$ 32.00
PAT HAYNES	\$ 371.07	CHAMBER-CVB	\$ 261.78
DOUBLE D GRAVEL	\$ 6,275.75	TROY NORDMEYER	\$ 32.00
MAGAZINE LINE	\$ 123.66	NO.SHORE ANALYTICAL	\$ 305.00
BUFFALO RIDGE NEWS	\$ 328.00	KIBBLE EQUIPMENT	\$ 113.34
AMAZON CAPITAL	\$ 171.39		

MOTION by Mark Dunn, seconded by Dave Enke to approve payment of the claims presented against the City of Lake Benton. Conference Call Roll Call: Mark Dunn – Yeah, Rosie DeZeeuw – Yeah, Dave Enke – Yeah, Daryl Schlapkohl –Yeah. Motion carried.

The next item of business was to review/act on meeting in person for the May 18, 2020 regular Council meeting. Since the Governor’s “Stay at Home” Executive Order was not to be lifted until May 4, 2020, Mayor Bob Worth informed the Council other cities are meeting at their regular meetings at larger venues with a distance of 6 feet between each individual in attendance with a maximum of ten people. After some discussion, the Council requested to wait until the next Governor’s address before a decision will be made to meet in person or meet via conference call.

Mayor Bob Worth then informed the Council the conference call is not a toll free number from a land line phone and inquired if the Council members felt they should be reimbursed for the charges. Some Council members felt it is not an issue when using their cell phones and to continue having the meetings via conference call. Administrator/Clerk Eileen Christensen will inform the Council after the Governor’s address next week if they will meet in person or via conference call.

PUBLIC WORKS UPDATE

Maintenance Supervisor Todd Draper informed the Council he received two bids to seal coat Harrison, Mork, Morton, Kent, Cottage and Coteau Streets in Lake Benton. The Road Guy quoted \$17,490.00 for 11,000 square yards using red rock granite, and Sealcoating & Asphalt quoted \$29,700.00 for 11,000 square yards using red rock granite. **MOTION** by Mark Dunn,

seconded by Dave Enke to approve The Road Guy's quote for 11,000 square yards of red rock granite to seal coat the above mentioned streets. Conference Call Roll Call: Mark Dunn – Yeah, Rosie DeZeeuw – Yeah, Dave Enke – Yeah, Daryl Schlapkohl –Yeah. Motion carried.

Maintenance Supervisor Todd Draper also received two bids to stripe Benton and Center Streets downtown, by Expressway, the Post Office and by the school. Buck's Parking Lines & Signs, LLC quoted \$2,742.80. **MOTION** by Dave Enke, seconded by Mark Dunn to approve Bucks Parking Lines & Signs to stripe downtown and by the school. Conference Call Roll Call: Mark Dunn – Yeah, Rosie DeZeeuw – Yeah, Dave Enke – Yeah, Daryl Schlapkohl –Yeah. Motion carried.

Maintenance Supervisor Todd Draper talked with DNR about the lighting by the water access area and they require the wires be put underground. It is not worth the time and energy to try to put lighting in the boat ramp area. Banner informed Todd they will be here this week to work on the lagoon project and Lakeshore Drive road project.

The next item of business was to review/act on a building permit for Jack Redlinger to install an 11' x 17' x 6' tall fence at 210 Center Street. 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 Rosie DeZeeuw to approve the installation of an 11' x 17' x 6' tall fence for Jack Redlinger at 210 Center Street. Conference Call Roll Call: Mark Dunn – Yeah, Rosie DeZeeuw – Yeah, Dave Enke – Yeah, Daryl Schlapkohl – Yeah. Motion carried.

The next item of business was to review/act on a building permit for Curtis Johansen to build a retaining wall to make it safer to mow at 119 S. Whitman Street. Maintenance Supervisor Todd Draper amended the permit and informed Curtis the wall must be 10' from the fire hydrant on the south side where the retaining wall will be installed. The fee of \$25.00 has been paid. **MOTION** by Dave Enke, seconded by Rosie DeZeeuw to approve the installation of a retaining wall for Curtis Johansen at 119 S. Whitman Street and is installed at a minimum of 10' from the fire hydrant on the south side. Conference Call Roll Call: Mark Dunn – Yeah, Rosie DeZeeuw – Yeah, Dave Enke – Yeah, Daryl Schlapkohl –Yeah. Motion carried.

The next item of business was to review/act on a building permit for Michael Stratka to install a 30' x 50' x 6' tall fence at 214 E. Benton Street. 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 Rosie DeZeeuw to approve the installation of a 30' x 50' x 6' tall fence for Michael Stratka at 215 E. Benton Street. Conference Call Roll Call: Mark Dunn – Yeah, Rosie DeZeeuw – Yeah, Dave Enke – Yeah, Daryl Schlapkohl –Yeah. Motion carried. Maintenance Supervisor Todd Draper then informed the Council that City staff will work on changing the building permits to include storage sheds in the near future.

The next item of business was to review/act on the notice of water rate increase. City Administrator/Clerk Eileen Christensen previously informed the Council that Lincoln-Pipestone Rural Water System Board of Commissioners approved a \$0.08 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 \$2.66 per thousand gallons will be increased to \$2.74 per thousand gallons effective June 1, 2020 to appear on the July utility billing. **MOTION** by Mark Dunn, seconded by Dave Enke to approve increasing the resident's water \$0.08 per thousand gallons effective June 1, 2020 to appear on the July utility billings. Conference Call Roll Call: Mark Dunn – Yeah, Rosie DeZeeuw – Yeah, Dave Enke – Yeah, Daryl Schlapkohl –Yeah. Motion carried.

The next item of business was to review/act on transferring funds from water and sewer to garbage. Administrator/Clerk Eileen Christensen informed the Council when Nathan Kinner presented the City's 2019 audit to the Council on April 20, 2020, he stated this is the third or

fourth year the garbage fund has had a deficit cash balance. As a reminder, cash from the garbage fund was used to help pay for the water meters that were installed in 2014.

In June 2016, the Council transferred \$2,000.00 from the water and sewer funds to the garbage fund, and in June 2017 the Council transferred \$6,000.00 from the water and sewer funds to the garbage fund. In order to get the garbage fund in the black, it was suggested the Council may want to consider transferring \$3,000.00 from the water and sewer funds to the garbage fund and/or consider increasing the garbage rates an additional \$0.25 per garbage container.

MOTION by Rosie DeZeeuw, seconded by Mark Dunn to transfer \$3,000.00 from the water and sewer funds to the garbage fund. Conference Call Roll Call: Mark Dunn – Yeah, Rosie DeZeeuw – Yeah, Dave Enke – Yeah, Daryl Schlapkohl –Yeah. Motion carried.

The next item of business was to review/act on transferring funds from the general fund to the library fund. The auditors recommended the City make efforts to assist the Library fund to correct their deficit cash balance, which began in 2019 at (\$68,116.00) and ended 2019 at (\$82,068.00). It was suggested the City consider transferring funds from the general fund to the library fund and/or allocate more funds, and/or forgive the amount the library repays the general fund each year. **MOTION** by Rosie DeZeeuw, seconded by Dave Enke to transfer \$50,000.00 from the general fund to the library fund Conference Call Roll Call: Mark Dunn – Yeah, Rosie DeZeeuw – Yeah, Dave Enke – Yeah, Daryl Schlapkohl –Yeah. Motion carried.

The next item of business was to review/act on a resolution for the Lincoln County Hazard Mitigation Plan. Amber Scholten, Lincoln County Emergency Management, requested the cities in Lincoln County pass the resolution approved by FEMA. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to approve the resolution for the Lincoln County Hazard Mitigation Plan. Conference Call Roll Call: Mark Dunn – Yeah, Rosie DeZeeuw – Yeah, Dave Enke – Yeah, Daryl Schlapkohl –Yeah. Motion carried.

COMMITTEE REPORTS:

Trustee Mark Dunn – No report.

Trustee Rosie DeZeeuw – No report.

Trustee Dave Enke – The Library met via Zoom last week. The numbers are down and the Library remains open for on-line requests and pick up at curbside. The Library staff is busy with inventory and categorizing with no interruptions from the public. As everyone else, we are waiting for the Governor's okay when the Library can open again. The carpet was also cleaned during the current shut down.

Trustee Daryl Schlapkohl – No report.

ADMINISTRATOR/CLERK REPORT:

A flyer was sent to the City regarding the Saddle Horse Holiday Parade. Please contact Janel Stuefen at the Bank at 507-368-4261 for more information. The Southwest Regional Development Commission (SRDC) invited the Council to attend a Public Hearing on their budget for fiscal year 2021 via streaming video, Zoom, or audio only on May 14, 2020 at 3:30 PM.

MAYORAL REPORT:

No report.

There being no further business to come before the Council at this time, a **MOTION** was made by Rosie DeZeeuw, seconded by Mark Dunn to adjourn the meeting. Conference Call Roll Call: Mark Dunn – Yeah, Rosie DeZeeuw – Yeah, Dave Enke – Yeah, Daryl Schlapkohl – Yeah. Motion carried.

MAYOR

ADMINISTRATOR/CLERK