

NOVEMBER 20, 2023

The Regular Meeting of the Lake Benton City Council was held on Monday, November 20, 2023 at 5:30 PM 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 November 6, 2023 were reviewed. **MOTION** by Patrick Haynes, seconded by Rosie DeZeeuw to approve the minutes of the Regular Meeting of November 6, 2023. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

QUARNSTROM-DOERING	\$ 744.48	M & H COMMUNICATIONS	\$ 41.00
STATION ONE	\$ 490.17	GOPHER STATE	\$ 20.25
CITY OF LAKE BENTON	\$ 177.88	POSTMASTER	\$ 180.03
UTILITY CONSULTANTS	\$ 133.64	MINNESOTA LIFE	\$ 5.10
DSI	\$ 250.00	EMPIRE PIPE SRVCS	\$ 15,015.00
BANNER ASSOC.	\$ 2,622.50	CARDMEMBER SRVCS	\$ 814.40
ONE OFFICE SOLUTIONS	\$ 463.34	NORTH STAR TRAINING	\$ 1,550.00

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.

PUBLIC WORKS UPDATE

Maintenance Supervisor Travis Lustfield provided the Council with a copy of the City's Ordinance for snow removal and vehicles parking on the streets when a snow emergency has been declared. Travis requested the City's permission to contact a towing company to have vehicles towed that are not moved off the street. It is very difficult to properly clean the streets when there are vehicles in the way. Travis stated he can contact S & K from Tyler to confirm they are willing to tow vehicles in the City of Lake Benton. The owner of the vehicle will be responsible for paying to get their vehicle back. It was suggested to place an ad in the paper that this will go into effect going forward. **MOTION** by Scott Christensen, seconded by Karen Lichtsinn to authorize Maintenance Supervisor Travis Lustfield to contact a towing company and get a cost for towing and report back to the Council. Motion carried.

Maintenance Supervisor Travis Lustfield then informed the Council that the City of Tyler purchased a new snow blower to remove snow and informed Travis they are selling their old blower. Tyler's old blower will fit on the City of Lake Benton's Case tractor and the City of Tyler is willing to sell it for \$3,000.00 which includes the blower, motor and parts. Travis then stated he and Dennis Johansen went to look at the blower and it runs well. Dennis then informed Travis that if the City does not want to purchase it, he would like the opportunity to do so. The blower will assist in cleaning the side streets and Johansen's will continue to move the snow on Benton/Center Streets with their loader. The blower can be stored in the City's Quonset. **MOTION** by Scott Christensen, seconded by Patrick Haynes to offer the City of Tyler \$3,000.00 for the 1956 blower, motor and parts. Motion carried.

Maintenance Supervisor Travis Lustfield then informed the Council the Maintenance Department is getting the plows and blowers ready for this winter's snow fall. **MOTION** by Scott Christensen, seconded by Karen Lichtsinn to approve the Public Works Update. Motion carried.

LAW ENFORCEMENT UPDATE

The Council reviewed the October calls for service. **MOTION** by Karen Lichtsinn, seconded by Patrick Haynes to approve the October law enforcement update. Motion carried.

The next item of business was to review/act on the lawn mowing and snow removal agreement between the City of Lake Benton and the Lake Benton Economic Development Authority (EDA) for lawn mowing, snow removal and general maintenance. Mayor Michael Carpenter informed the Council the City has been providing these services for the past 25 years at no charge. The EDA owns the 4-Plex units and has added the two (2) new duplexes which takes more time to perform these services. The EDA met and discussed paying the City \$25.00/month/unit totaling \$3,600.00 for lawn mowing, snow removal and general maintenance at the Lake Benton EDA's 4-Plex units located at 103 N. Kent Street and 104 N. Kent Street, and the Duplex Units located at 702, 704, 802 and 804 Mork Street at their November 8, 2023 meeting.

MOTION by Karen Lichtsinn, seconded by Rosie DeZeeuw to approve the agreement between the City of Lake Benton and the Lake Benton EDA for lawn mowing, snow removal and general maintenance at the Lake Benton EDA 4-Plex units located at 103 N. Kent Street and 104 N. Kent Street, and the Duplex Units located at 702, 704, 802 and 804 Mork Street in the amount of \$25.00/month/unit totaling \$3,600.00 annually beginning January 1, 2024. Motion carried.

The next item of business was to review/act on a Resolution Establishing Combined Polling Places for Elections in 2024. City Administrator/Clerk Eileen Christensen informed the Council effective July 1, 2017, Minnesota Statutes Chapter 204B, requires all cities and townships to pass a resolution by December 31st of each year establishing a combined polling place for any elections in the following year. The Resolution is establishing a designated polling place for all elections at the Lake Benton Area Community & Event Center at 114 South Center Street, Lake Benton, MN. Included in the resolution are combined townships of Drammen, Lake Benton, and Verdi because they use the same facility at the same time as the City of Lake Benton. **MOTION** by Rosie DeZeeuw, seconded by Patrick Haynes to adopt the Resolution Establishing Combined Polling Places for Elections in 2024 at the Lake Benton Area Community & Event Center at 114 North Center Street, Lake Benton, MN. Motion carried.

COMMITTEE REPORTS:

Trustee Rosie DeZeeuw – The Chamber met and the November Business of the Month is Buffalo Ridge Antiques. The Trick-or-Treat event went well with approximately 60 children attending. The lighting contest will be held again this year and judging will be held on December 8, 2023. The winners will be announced at Santa Day on December 9, 2023

Trustee Karen Lichtsinn – Karen presented an update regarding the meeting she, Mayor Michael Carpenter and Administrator/Clerk Eileen Christensen had with Banner Associates last week. They met to confirm everyone agreed on the platting and roadway, and Banner Associates provided the City with cost estimates. The group only looked at a north-south road and not a west-east road at this time. The City requested new estimates and will plan to meet with Lincoln-Pipestone Rural Water (LPRW) to align with their plans. The City is planning to have a gravel road (not asphalt) at this time due to cost factors. The group discussed taking the road south to Tract 2, which will be dependent on the quotes received from Banner Associates. Banner Associates will work to get the road completed next year. The group is planning to meet with a surveyor to assist with platting the area. Another update will be provided when more information is received.

Trustee Scott Christensen – No report.

Trustee Patrick Haynes – The Opera House Board met and the board changed their meeting date from the second Thursday of the month at 5:30 PM to the second Monday of the month at 5:30 PM. The ticket sales for the Fall play are going well. The board was going to present Mama Mia for their Spring play but due to no available licenses, they will be looking for another play to present. Darrel Krotzer finished the railing on the Opera House and it looks very nice. **MOTION** by Scott Christensen, seconded by Patrick Haynes to approve the Committee Reports. Motion carried.

ADMINISTRATOR/CLERK REPORT:

No report.

MAYORAL REPORT:

Mayor Michael Carpenter reminded the Council that the improvements to the Sheriff's office, Fire Hall entryway and restroom are complete for a total cost of \$8,500.00. The City has two (2) CDs in the Fire Capital Outlay Building fund totaling \$10,000.00. The City can cash in the two (2) CDs and reimburse the Fire Capital Outlay Building Fund with the \$10,000.00 which leaves an additional \$1,500.00 in that fund. The City had budgeted \$6,000.00 in this fund and will add that to the remaining \$1,500.00 to create a CD for \$7,500.00 in the Fire Capital Outlay Building fund.

MOTION by Karen Lichtsinn, seconded by Patrick Haynes to authorize the Administrator/Clerk to cash in the two (2) CDs and reimburse the Fire Capital Outlay Building fund, and create a new CD next month in the amount of \$7,500.00. Motion carried.

Mayor Michael Carpenter then reminded the Council at their next regular meeting of December 4, 2023, the Council will be removing themselves from the regular meeting at 6:00 PM to go into the Truth-in-Taxation hearing.

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

MAYOR

ADMINISTRATOR/CLERK