

**NOVEMBER 21, 2022**

The Regular Meeting of the Lake Benton City Council was held on Monday, November 21, 2022 at 5:30 P.M. in the Lake Benton Area Community and Event Center. Mayor Michael Carpenter presided. Trustees Rosie DeZeeuw, Mark Dunn, Patrick Haynes and Daryl Schlapkohl were present. City Attorney Mike Cable was absent. City Administrator/Clerk Eileen Christensen, Sheriff Chad Meester, Karen Lichtsinn and Scott Christensen 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 7, 2022 were reviewed. **MOTION** by Rosie DeZeeuw, seconded by Patrick Haynes to approve the minutes of the Regular Meeting of November 7, 2022. Motion carried.

**CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:**

IVANHOE SERVICE CTR	\$ 468.00	EILEEN CHRISTENSEN	\$ 214.60
L-P RURAL WATER	\$ 4,136.48	STATION ONE	\$ 489.92
S & E AUTO	\$ 20.00	MN LIFE	\$ 5.10
ROSIE DEZEEUW	\$ 232.50	CORE & MAIN	\$ 166.65
TRACY TRIGG	\$ 210.00	BANNER ASSOCIATES	\$ 790.40
MN SECRETARY-STATE	\$ 20.00	CARDMEMBER SRVCS	\$ 461.39
HYDRO TECH	\$ 10,100.00	ALEX AIR	\$ 8,470.46
RENEE AMBROSE	\$ 210.00	KAREN LICHTSINN	\$ 210.00
ONE OFFICE	\$ 12.82	M & T FIRE AND SAFETY	\$ 586.50
TOWN & CTRY SHOPPER	\$ 99.00	KIBBLE EQUIPMENT	\$ 61.95
DANNY- MEGAN KROTZER	\$ 100.00		

**MOTION** by Mark Dunn, seconded by Daryl Schlapkohl 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.

**LAW ENFORCEMENT UPDATE**

Sheriff Chad Meester reviewed the October calls for service in Lake Benton. The Sheriff’s office participated in a joint effort with Pipestone County and the Drug Task Force at an incident in Lake Benton. Sheriff Chad Meester expressed his appreciation of working with outgoing Trustees Daryl Schlapkohl and Mark Dunn and looks forward to working with newly elected Trustees Karen Lichtsinn and Scott Christensen. **MOTION** by Daryl Schlapkohl, seconded by Patrick Haynes to approve the law enforcement update. Motion carried.

The next item of business was to review/act on the Law Enforcement Contract with Lincoln County. Mayor Michael Carpenter reminded the Council that the Police Committee consisting of the Mayor and Trustee Mark Dunn and Administrator/Clerk Eileen Christensen met with Sheriff Chad Meester in September to review the contract that is up for renewal on January 1, 2023. The group worked together on a three year contract that includes the following: 6.3% increase in 2023, a 3% increase in 2024, and a 3% increase in 2025. The City budgeted \$47.82/hour for 1,248 hours a year. The contract was reviewed by Legal Counsel with no changes. The Council agreed that the Lincoln County Sheriff’s Office does well for the City.

**MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to approve the Law Enforcement Contract with Lincoln County for a 6.3% increase 2023, a 3% increase in 2024 and a 3% increase in 2025. Motion carried.

The next item of business was to review/act on a Resolution Establishing Combined Polling Places for Elections in 2023. 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 Daryl Schlapkohl, seconded by Mark Dunn to adopt the Resolution Establishing Combined Polling Places for Elections in 2023 at the Lake Benton Area Community & Event Center at 114 North Center Street, Lake Benton, MN. Motion carried.

The next item of business was to set a date for a special meeting to review the Sewer Televising. Mayor Michael Carpenter requested the two elected Trustees also attend the special meeting. Mayor Michael Carpenter explained that the City televised the sewer lines from Grace Lutheran Church going west as there is a lot of water in the sewer lines and putting a lot of pressure on the sewer ponds. The Council discussed dates and penciled on December 7, 2022 and December 12, 2022 at 5:30 PM. Administrator/Clerk Eileen Christensen will talk with Maintenance Supervisor Todd Draper on his availability and email the Council and the newly elected Trustees with a date that works best. **MOTION** by Daryl Schlapkohl, seconded by Patrick Haynes to have a special meeting to review the Sewer Televising on either December 7, 2022 or December 12, 2022 at 5:30 PM. Motion carried.

#### **COMMITTEE REPORTS:**

- Trustee Mark Dunn – No report.
- Trustee Rosie DeZeeuw – The Chamber met last week and the November Business of the Month is Country Side Nursery, and the December Business of the Month is the opera House. The Diner's Club continues to work with the Tyler hospital for meals-on-wheels, and the turkey dinner was a success with 52 attendees and 4 deliveries. The Saddle Horse meeting was well attended last month, and the Trick-or-Treat open house gave away 50 treat bags. The Opera House Christmas Show is scheduled for December 3, 2022 and the open houses begin this weekend. Otter Tail is again hosting the lighting contest which will be judged on December 9, 2022 and Santa Day is scheduled for Saturday, December 10, 2022.
- Trustee Patrick Haynes – The EDA met and they discussed the progress on the duplexes being built on the west end of town and reviewed the procedures on how to get change orders approved. One possible tenant for the duplex unit decided they were no longer interested in leasing a unit.
- Trustee Daryl Schlapkohl – No report. **MOTION** by Patrick Haynes, seconded by Mark Dunn to approve the Committee Reports. Motion carried.

#### **ADMINISTRATOR/CLERK REPORT:**

FEMA reimbursed the City \$6,081.72 from the May 12, 2022 storm.

#### **MAYORAL REPORT:**

Mayor Michael Carpenter provided an update on the search for a Maintenance Supervisor and reminded the Council the application deadline was November 18, 2022 with eight applicants. The committee requested applications and references be completed and sent to the City office by November 29, 2022, and interviews are scheduled for Friday, December 2, 2022. The committee will report back to the Council at the December 5, 2022 meeting and the new hire will begin work January 1, 2023.

The next regular Council meeting is scheduled for December 5, 2022 at 5:30 PM.

There being no further business to come before the Council at this time, a **MOTION** was made by Mark Dunn, seconded by Daryl Schlapkohl and carried, the meeting adjourned.

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MAYOR

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ADMINISTRATOR/CLERK