

NOVEMBER 5, 2018

The Regular Meeting of the Lake Benton City Council was held on Monday, November 5, 2018 at 5:30 P.M. in the Heritage Center/City Office. Mayor Bob Worth presided. Trustees Rosie DeZeeuw, Mark Dunn, Dave Enke, and Daryl Schlapkohl were present. City Attorney Mike Cable was absent. City Administrator/Clerk Eileen Christensen, Police Chief Tony Sievert, Vince Robinson, Karen Lichtsinn, and Shelly Finzen from the Lake Benton Valley Journal were also present.

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. No items were brought forward at this time.

5:30 PUBLIC HEARING

At 5:30 PM Mayor Bob Worth called for a motion to go into the Public Hearing to open the sealed bids to purchase the Community Center and parking lot. **MOTION** by Daryl Schlapkohl, seconded by Rosie DeZeeuw to go into the Public Hearing to open the sealed bids to purchase the Community Center and parking lot. Motion carried.

Administrator/Clerk Eileen Christensen informed the Council and the audience that no one came to the City Office/Heritage Center to request a bid spec for the purchase of the Community Center and parking lot.

Mayor Bob Worth informed the Council that Legal Counsel stated we didn't have to request sealed bids, but it was the right thing to do. Discussion took place that one party was interested in purchasing only the parking lot behind the Community Center, but if the parking lot is sold, it may affect the sale of the building. It was also discussed a "For Sale" sign can be put on the building with an ad in the paper.

There were some individuals that did not know the City was taking sealed bids for the Community Center and parking lot even though it was advertised in the paper twice. The Council was asked if they would consider leasing the building. The City would rather sell the building than lease it. It was suggested the City work with the EDA and the Chamber and get additional input from those entities. This item was tabled until the December 17, 2018 meeting so the EDA and Chamber can meet and bring ideas to the City.

At 5:39 PM, a **MOTION** by Rosie DeZeeuw, seconded by Mark Dunn to close the Public Hearing and return to the regular meeting. Motion carried.

The minutes of the Regular Meeting of October 15, 2018 were reviewed. **MOTION** by Mark Dunn, seconded by Dave Enke to approve the minutes of the Regular Meeting of October 15, 2018. Motion carried.

The next item of business was to approve Pay Request Number One (1) to D & G Excavating for the Harrison Street Utility Improvement Project. The General Contractor has provided Pay Request Number One (1) in the amount of \$66,537.19 which is justified in the work that has been completed per Maintenance Supervisor Todd Draper.

MOTION by Daryl Schlapkohl, seconded by Mark Dunn to approve Pay Request Number One (1) for \$66,537.19 to D & G Excavating for the Harrison Street Utility Improvement Project. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

LAKE BENTON GROCERY	\$ 5.00	OTTERTAIL	\$ 1,852.83
LMC INSURANCE	\$ 41.00	RETHWISCH & SON	\$ 9.98
GOPHER STATE	\$ 12.15	LINCOLN CTY TREASURER	\$ 65.00
S & E AUTO	\$ 146.95	TODD DRAPER	\$ 32.00
PAT HAYNES	\$ 250.00	MINNESOTA LIFE	\$ 6.80
DOUBLE D GRAVEL	\$ 864.74	BRESSLER PAINTING	\$ 450.00
MIKE OTTO	\$ 1,428.75	MICHAEL FREDERICK	\$ 24.00
BIOAG ENERGY SRVCS	\$ 677.45	TROY NORDMEYER	\$ 32.00
KYLIE ROCHEL	\$ 55.00	CROCHET WORLD	\$ 19.97
VERIZON	\$ 35.21	ONE OFFICE SOLUTION	\$ 27.12
BUFFALO RIDGE NEWS	\$ 206.40	REMINISCE	\$ 10.00
DEMCO	\$ 86.11	FULLER PAVING	\$ 4,060.00

MOTION by Mark Dunn, seconded by Rosie DeZeeuw 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.

POLICE REPORT:

The Police Report for October was given by Police Chief Tony Sievert. Police Chief Tony Sievert gave an update on the City of Lake Benton Deer Hunt. Since October 1st hunters have logged a total of 308.20 hours hunting. Hunters are required to log how many deer they have seen as well as how many deer have been harvested. Currently the hunters have observed 250 deer and have harvested 11 deer.

Police Chief Tony Sievert informed the Council the Police Department received a Body-Worn Camera (BWC). However, Minnesota's new laws mandate that communities moving forward with a BWC program receive public comments at three junctures in the process.

Enforcement agencies must provide an opportunity for public comment before implementing a BWC system. Minimally, the agency must receive comments by mail and/or e-mail. The informational page and survey on the BWC will be sent to the residents of the City and surrounding area in the Lake Benton Snippets this week. The survey is also on the City's website.

The City will then need to hold a public hearing on the implementation of the BWC System and a public hearing to adopt the BWC Policy. It should be noted that Police Chief Tony Sievert spoke with City Attorney Matt Gross on his thoughts and oversight on the policy as well as Data Practices and the implementation of the BWC.

It was suggested to hold a Public Hearing on Monday, November 19, 2018 at 5:30 PM for the implementation of the BWC, and hold another Public Hearing to adopt the BWC Policy at the Monday, December 3, 2018 meeting at 5:30.

MOTION by Mark Dunn, seconded by Dave Enke to have a Public Hearing at 5:30 PM on Monday, November 19, 2018 for the implementation of the BWC System, and have a Public Hearing at 5:30 PM on Monday, December 3, 2018 for the adoption of the BWC Policy. Motion carried.

Police Chief Tony Sievert provided the Council with the calls for the month of October totaling 66, and the squad has 97,072 miles. The new squad is on schedule to be here in January 2019.

MOTION by Dave Enke, seconded by Mark Dunn to approve the Police Report for October. Motion carried.

PUBLIC WORKS UPDATE

No report.

The next item of business was to review/act on the Small Cities Development Program (SCDP) Application for Rental Rehabilitation for Lake Benton. Vince Robinson was in attendance to present the program to the Council. The Lincoln County HRA has been working to prepare an application for the rental rehab on behalf of Lincoln County. Currently we have a DEED agreement with residential and commercial and are waiting for the signed grant agreement.

This program is specific to rental property at both Lake Benton and Tyler with several interested parties. They received more single family responses in Lake Benton, and multi-family responses in Tyler. Vince explained the Unrestricted Properties which consists of 70% rehabilitation costs will be SCDP at 0% deferred loan for a 5-year term, 20% of rehabilitation costs will be a 2% repayable loan up to 10 years with local funds, and 10% of rehabilitation costs will be paid through owner match; and the Federally Assisted Properties which consists of 80% of rehabilitation costs will be SCDP at 0% deferred loan for 5-year term, 10% rehabilitation costs will be a 2% repayable loan up to 10 years with local funds, and 10% of rehabilitation costs will be paid through owner match. The program requires the rental properties are kept affordable and provide livable homes. At least 50% of the rentals must be occupied for low to moderate income based on affordability. HUD puts a guideline on the maximum amount to charge in a program like this.

There is no cost to the City. As part of the application, SCDP requests the City of Lake Benton sign off as a partnering community on the application. The funds will be borrowed and paid back to the entities that have pledged funding. The following entities pledged the following: Tyler EDA pledged \$35,000.00, Lake Benton EDA pledged \$35,000.00 and Lincoln County HRA pledged \$30,000.00 and is paying all the administrative fees. The funds borrowed will be paid back to the Tyler EDA and Lake Benton EDA first, and the Lincoln County HRA will take what comes in after that.

The application deadline is November 15, 2018 and the request is that the Council authorize the signature of the Mayor of the City. **MOTION** by Dave Enke, seconded by Daryl Schlapkohl to be a partnering community in the SDCP venture and authorize the Mayor's signature on the Small Cities Development Program (SCDP) Application for Rental Rehabilitation for Lake Benton. Motion carried.

The next item of business was to review/act on the gambling exempt permits for the Lake Benton Sportsman's Club. The club is having two raffle drawings in 2019 – one at their annual fishing tournament on January 26, 2019 and one at their annual game feed on March 16, 2019. The club needs approval due to the fact the applications require the local unit of government's acknowledgement and the Mayor's signature. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to approve the Gambling Permits for the Lake Benton Sportsman's Club and authorize the Mayor to sign the acknowledgements. Motion carried.

COMMITTEE REPORTS:

Trustee Mark Dunn – No report.

Trustee Rosie DeZeeuw – No report.

Trustee Daryl Schlapkohl – Daryl's neighbor put up fence without getting a building permit and permission from the City. He has talked with Administrator/Clerk Eileen Christensen, Police Chief Tony Sievert and will talk with Maintenance Supervisor Todd Draper and bring back the information at the next meeting. Daryl requested something be done so the community is aware of the ordinance on the snow removal. Administrator/Clerk Eileen Christensen informed the Council she has put the ordinance on the Local Access Channel.

Trustee Dave Enke – The Library Board met and performance reviews are due to be completed in December. The Library Open House is scheduled for Saturday, December 1, 2018 from 9:00 AM to 12:00 Noon. The Library is looking for replacement candidates for the board as Carolyn Rosenboom will be stepping down the end of the year. A program is scheduled for November 9, 2018 featuring Kathleen Baxter who will present three Minnesota authors that lived along Highway 14. Dave also offered a thank you to Pat Haynes who was very instrumental in getting new computers and hardware donated from the Tyler Public School, and software updates from Microsoft. Pat was able to spend approximately \$180.00 for a value of \$4,000.00 worth of equipment. Pat did very well to obtain large value for very little.

Trustee Dave Enke then gave an update on the Senior Dining/Diner's Club ad-hoc committee. The committee met three times and met with Peg Gorter-Evans from the Lunch Box. There is a long history of senior dining as it was started by the senior citizens of the community, and then went together with Western Community Action and then Lutheran Social Services. The numbers aren't what they used to be, the food is not home-cooked and the potential sale of the Community Center are reasons for a proposal that will reinvigorate the program and get it to the point to get a hot, sit-down meal once a week. This is an opportunity to improve and come up with a program that will be successful.

The committee's proposal includes a paid coordinator position to assist with providing volunteers to set up, serve and clear the tables for the sit-down meals, provide volunteers for take-out meals, provide containers for the take-out meals, plan and organize activities, pay the bills, coordinate the meal numbers, and post the menu in the newspaper. This position is currently being done by a volunteer. The Diner's Club will be overseen by a committee which will consist of the coordinator, a member of the volunteer staff, the Chamber Director, and one or two senior citizens. The Diner's Club will raise funds to offset the costs of the coordinator and the containers for take-out meals. This will give more ownership by the seniors to oversee the Diner's Club program. The \$6.00 rate was negotiated and agreed upon with The Lunch Box and people will support that.

There are plusses and minuses for this proposal. The plusses include a home-cooked, hot meal once a week, hot take-out meals five days a week, local control, and work with an established business that is not dependent upon the program. The minuses would include if we drop out of the LSS program, we cannot get back in, the Lunch Box is for sale, and the expectation of the financial obligation. It is the Diner's Club hope that since the City currently has ownership of the appliances and other items in the Community Center (which the senior's had given to the City), that the sale of these appliances and items would help compensate payment to the Diner's Club.

November 8, 2018 is the promotion kick-off at the \$2.00 Veteran's Day meal. An introduction of and brief summary of the program will be provided at that time. An article about the program will be published in the November 14, 2018 newspaper. The first take-out meal will be Monday, December 3, 2018, and the first sit-down meal will be December 6, 2018.

The committee is not looking to change a lot right now which will remain with just one sit-down meal a week, and other hot meals delivered five days a week. We hope to get the Diner's Club up and running with good quality meals and meet the needs of the community. Anyone age 60 or older will be able to get a prepaid punch card for the \$6.00 meal.

Mayor Bob Worth said this new program will be much appreciated and exciting, and thanked the ad hoc committee for their hard work.

ADMINISTRATOR/CLERK REPORT:

City Administrator/Clerk Eileen Christensen reminded the Council that the election is tomorrow, November 6, 2018.

MAYORAL REPORT:

The Council will need to continue this evening's meeting to another night as the City Council serves as the canvassing board for City elections. The Council needs to meet to canvass the returns and declare the results within three to ten days after the general election.

Mayor Bob Worth informed the Council that the Maintenance Department has moved in to the new City shed. Maintenance Supervisor Todd Draper is excited to be somewhere with heat and water.

Mayor Bob Worth then stated that the Lumber Yard looks amazing. The new owners spent a lot of time to get it cleaned up and it looks nice. The Council will need to request other businesses do the same thing and we will work with them to get it done.

Mayor Bob Worth thanked the Council for being on the several ad-hoc committees to improve the City of Lake Benton. It is a complete joy to work with all the Council.

Mayor Bob Worth then stated that last year we had a Christmas party. Would the Council like to do it again? This will be for the City employees, the City Council and spouses/significant other, and everyone pays for their own meal, etc. It is a nice social gathering and an enjoyable evening. Bob asked the Council and employees to consider it and we will set it up at the next meeting.

MOTION was made by Rosie DeZeeuw, seconded by Mark Dunn to continue the meeting on Tuesday, November 13, 2018 at 7:00 PM. Motion carried.

NOVEMBER 13, 2018

The November 5, 2018 meeting of the Lake Benton City Council was continued at 7:00 PM on November 13, 2018 for the purpose of canvassing the results of the City election on November 6, 2018. Mayor Bob Worth presided. Trustees Rosie DeZeeuw, Mark Dunn, Dave Enke, and Daryl Schlapkohl were present. City Administrator/Clerk Eileen Christensen was also present.

The Summary of Votes cast for Mayor for a two-year term was reviewed. Bob Worth and Larry Robins filed for the position of Mayor. Votes cast as follows: Bob Worth with 181 votes and Larry Robins with 72 votes. There were two (2) write-in votes. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to declare Bob Worth winner of the office of Mayor for a two-year term. Motion carried.

The Summary of Votes cast for two offices of Trustee for a four-year term was reviewed next. Daryl Schlapkohl and Mark Dunn filed for the four-year term of Trustee. Votes cast as follows: Daryl Schlapkohl with 190 votes and Mark Dunn with 211 votes. There were nine (9) write-in votes. **MOTION** by Dave Enke, seconded by Rosie DeZeeuw to declare Daryl Schlapkohl and Mark Dunn winners of the office of Trustee for a four-year term. Motion carried.

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.

MAYOR

ADMINISTRATOR/CLERK