

NOVEMBER 6, 2023

The Regular Meeting of the Lake Benton City Council was held on Monday, November 6, 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 was 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 October 16, 2023 were reviewed. **MOTION** by Rosie DeZeeuw, seconded by Patrick Haynes to approve the minutes of the Regular Meeting of October 16, 2023. Motion carried.

The minutes of the Special Meeting of October 25, 2023 were reviewed. **MOTION** by Karen Lichtsinn, seconded by Scott Christensen to approve the minutes of the Special Meeting of October 25, 2023. Motion carried.

The minutes of the Joint City Council/EDA Meeting of October 27, 2023 were reviewed. **MOTION** by Patrick Haynes, seconded by Rosie DeZeeuw to approve the minutes of the Joint City Council/EDA Meeting of October 27, 2023. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

BOLT'S LB GROCERY	\$ 4.63	OTTERTAIL	\$ 2,046.14
ITC	\$ 400.87	EILEEN CHRISTENSEN	\$ 120.00
QUARNSTROM-DOERING	\$ 200.00	CNTRY SIDE NURSERY	\$ 978.72
L-P RURAL WATER	\$ 4,117.69	AMERICAN PATCHWORK	\$ 14.99
RETHWISCH & SON	\$ 1,315.18	THOMAS ELECTRIC	\$ 795.19
GOPHER STATE	\$ 17.55	UTILITY CONSULTANTS	\$ 524.53
OGDEN PUBLICATIONS	\$ 18.00	TRAVIS LUSTFIELD	\$ 32.00
PAT HAYNES	\$ 250.00	MN LIFE	\$ 5.10
CHAMBER-CVB	\$ 1,852.89	LINCOLN CTY RECORDER	\$ 185.00
LINCOLN CTY RECORDER	\$ 92.00	CASH-WA DISTRIBUTING	\$ 55.26
SHUCK GARAGE DOORS	\$ 255.66	SW SANITATION	\$ 3,751.43
ABDO	\$ 307.56	MIDWEST HOME	\$ 24.95
TROY NORDMEYER	\$ 32.00	ALEX AIR	\$ 670.00
DARREL KROTZER	\$ 1,500.00	TE UNDERGROUND	\$ 150.00
KYLIE ROCHEL	\$ 130.00	CROCHET WORLD	\$ 50.00
ONE OFFICE SOLUTIONS	\$ 52.63	THOMAS PLUMBING	\$ 2,975.00
DEAN BRANDT'S HTG/AC	\$ 2,900.00	CENTER POINT	\$ 49.14
DANNY/MEGAN KROTZER	\$ 250.00	ENVIRO PUMP-PLUS	\$ 1,873.19

MOTION by Patrick Haynes, seconded by Karen Lichtsinn 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 meeting with Banner Associates to approve the Johnson Commercial Park plat and obtain a cost estimate for building a gravel road going north to south, and a cost estimate for a gravel road going west to east. Mayor Michael Carpenter reminded the Council this has been discussed several times in the past months to move ahead and get the partial plat completed and contact Banner Associates to schedule a meeting on the

process for development. Mayor Michael Carpenter then asked the Council if they wanted to meet with Banner Associates as a whole Council or appoint the Street Commission which consists of Mayor Michael Carpenter and Trustee Karen Lichtsinn to meet with Banner and report back to the Council. **MOTION** by Rosie DeZeeuw, seconded by Scott Christensen to authorize the Street Commission – Mayor Michael Carpenter and Trustee Karen Lichtsinn, Administrator/Clerk Eileen Christensen and Vince Robinson to meet with Banner Associates regarding the development of Johnson Commercial Park and obtain cost estimates for building a road. Motion carried. **MOTION** by Scott Christensen, seconded by Patrick Haynes to authorize the Street Committee – Mayor Michael Carpenter, Trustee Karen Lichtsinn, Administrator/Clerk Eileen Christensen and Vince Robinson to move ahead and schedule the meeting with Banner Associates. Motion carried. Administrator/Clerk Eileen Christensen will contact Banner Associates to schedule a meeting.

The next item of business was to review/act on a building permit for Rick's Welding to build a 98' x 78' building to house office space and a warehouse located at 1482 200th Avenue, Lake Benton, MN. The \$25.00 application fee has been paid. **MOTION** by Scott Christensen, seconded by Karen Lichtsinn to approve the building permit for Rick's Welding to build a 98' x 78' building to house office space and a warehouse located at 1482 200th Avenue, Lake Benton, MN. Motion carried.

The next item of business was an update on Lincoln County ADA Pedestrian Ramp and Driveway Project. At a previous meeting, Mayor Michael Carpenter inquired if anyone was aware of the progress the County was making on their Benton Street project. The County was scheduled to construct the sidewalks along Benton Street meeting ADA requirements late summer or early fall and repave Benton Street next spring.

City staff received an email from Lincoln County Engineer Joe Wilson dated October 27, 2023 explaining that the County had gotten through the federal process to bid the project and awarded it to Ty-Zack Concrete. The County plans to complete the project in 2024. The total project was originally estimated at \$460,142.00 in 2018. Since 2018 costs have increased substantially and was awarded at \$1,287,989.47. Luckily the County was able to get additional grant funding to cover most of the gap to get just under 80% of the project covered. Maximum grant funding will cover 80% of the project construction costs. The County had previously gotten an agreement from the cities to cover 20% of costs of various items like sidewalk and driveways that will be replaced to make them more usable by all pedestrians. In 2018 the estimated 20% for Lake Benton was \$16,752.60. After awarding the contract, the 20% for Lake Benton improvements are \$34,484.60.

Administrator/Clerk Eileen Christensen replied to Joe's email with the following statement: The City approved the Resolution of Support for County Pedestrian Ramp Reconstruction and contribute 20% not to exceed \$20,000.00 and budget funds over the next three years toward the reconstruction planned for 2023 on January 7, 2019. A copy of the Resolution of Support and the January 7, 2019 minutes were included in Eileen's email. Joe Wilson thanked Administrator/Clerk Eileen Christensen for reminding him of this and stated the County will plan for Lake Benton to contribute \$20,000.00 towards the project to be completed in 2024. **MOTION** by Patrick Haynes, seconded by Rosie DeZeeuw to approve the update regarding the Lincoln County 2024 Benton Street/ADA project with a maximum contribution of \$20,000.00 for the project. Motion carried.

The next item of business was to review/act on a Resolution Accepting Donations to the Library. The Library received a donation from Don and Diane Evers for \$20.00 in memory of Marion Bressler and Vince and Nancy Manderfeld for \$20.00 in memory of Marion Bressler. These donations will be designated for collections. Minnesota Statutes state the Library can accept donations for the benefit of recreational services. The Council needs to pass the resolution accepting the donation to the Library. **MOTION** by Karen Lichtsinn, seconded by Scott Christensen to approve the Resolution Accepting the Donations from Don and Diane Evers for \$20.00 and Vince and Nancy Manderfeld for \$20.00, both in memory of Marion Bressler. Motion carried.

COMMITTEE REPORTS:

Trustee Rosie DeZeeuw – The Library board met and the patron numbers in the library were up 107 from 2022 (September 2022 – 370; September 2023 – 477). Circulation numbers were also up. The board discussed the date for their Holiday Open House and activities to do during it. The library booth at the Craft-Vendor Show did well. The library goals for 2024 are being worked on.

Trustee Karen Lichtsinn – No report.

Trustee Scott Christensen – The Fire Department had radio training at their meeting last week and it went well.

Trustee Patrick Haynes – The Opera House Board will be meeting November 13 instead of November 9, 2023. **MOTION** by Karen Lichtsinn, seconded by Patrick Haynes to approve the Committee Reports. Motion carried.

ADMINISTRATOR/CLERK REPORT:

No report.

MAYORAL REPORT:

Mayor Michael Carpenter reminded the Council the City approved payment to Country Side Nursery for planting the remainder of the trees the City agreed to plant after Jim Roggenbuck took down trees at no cost to the City. It was suggested the City write a letter to Jim Roggenbuck and inform him the planting of the trees has been completed and paid for and thank him for the work he did for the City at no cost. **MOTION** by Patrick Haynes, seconded by Rosie DeZeeuw to write a letter to Jim Roggenbuck informing him the City has completed their obligation to plant 14 trees (7 trees at the 4-Plex Units, 2 trees at the School, and 5 trees at the new Duplex Units), and thank Jim for the work he did for the City at no cost. Motion carried.

The next regular meeting will be Monday, November 20, 2023 at 5:30 PM.

The Veteran’s Day program is scheduled at 1:00 PM on Friday, November 10, 2023 at the school.

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

MAYOR

ADMINISTRATOR/CLERK