

**OCTOBER 18, 2021**

The Regular Meeting of the Lake Benton City Council was held on Monday, October 18, 2021, at 5:30 PM in the Lake Benton Area Community and Event Center. Mayor Michael Carpenter, Trustees Rosie DeZeeuw, and Dave Enke were present. City Attorney Mike Cable, Trustee Daryl Schlapkohl and Trustee Mark Dunn were absent. City Administrator/Clerk Eileen Christensen, Karen Olson with Ferguson Water Works, and Kristina Hernandez with the Lake Benton Valley Journal 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 October 4, 2021 were reviewed. **MOTION** by Rosie DeZeeuw, seconded by Dave Enke to approve the minutes of the Regular Meeting of October 4, 2021. Motion carried.

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

ITC	\$	330.76	QUARNSTROM/DOERING	\$	
SANITATION PRODUCTS	\$	380.82	L-P RURAL WATER	\$	6,861.95
RETHWISCH & SON	\$	417.19	EXPRESSWAY	\$	243.40
RICK'S WELDING	\$	289.24	GOPHER STATE	\$	17.55
CITY OF LAKE BENTON	\$	185.14	POSTMASTER	\$	131.20
UTILITY CONSULTANTS	\$	364.75	CHAMBER-CVB	\$	2,202.21
FIRST SECURITY BANK	\$	24,248.35	LB FIRE RELIEF	\$	22,545.53
HEIMAN	\$	75.00	SW SANITATION	\$	3,710.58
XION TECH	\$	170.00	BANNER	\$	4,900.00
BIOAG ENERGY	\$	657.77	CARDMEMBER SRVCS	\$	68.82
MEADOWLAND FARMERS	\$	114.29	ONE OFFICE SOLUTION	\$	3.99

**MOTION** by Dave Enke, seconded by Rosie DeZeeuw to approve payment of the claims presented against the City of Lake Benton. Motion carried and the Mayor authorized the Administrator/Clerk to make payment.

The next item of business was to review/act on rehab grant requests. Two payment requests were received for the Rehab Grant Program: Lead assessment to Scarcely for \$900.00, and \$1,000.00 to DSI for Administration fees. **MOTION** by Rosie DeZeeuw, seconded by Dave Enke to approve payment of the rehab grant checks presented. Motion carried.

The next item of business was to review/act on Change Order One – Final for the Fremont Street Watermain Project. The contract is modified for the adjustment of final quantities to reflect work completed. The contract price prior to the change order was \$195,481.50 with a decrease of \$6,913.00 for a final contract price of \$188,568.50. **MOTION** by Dave Enke, seconded by Rosie DeZeeuw to approve Change Order One – Final for the Fremont Street Watermain Project for a total project amount of \$188,568.50. Motion carried.

The next item of business was to review/act on the final pay request for the Fremont Street Watermain Project. The final pay request from D & G Excavating has been presented to Banner Associates for approval in the amount of \$16,553.42 which includes \$7,500.00 mobilization and \$9,053.42 for the 5% retainage fee due until the work was confirmed complete. **MOTION** by Rosie DeZeeuw, seconded by Dave Enke to approve the final pay request to D & G Excavating in the amount of \$16,553.42. Motion carried.

## **LAW ENFORCEMENT UPDATE**

The Council reviewed the September law enforcement update. **MOTION** by Rosie DeZeeuw, seconded by Dave Enke to approve the September Law Enforcement Update. Motion carried.

The next item of business was to review/act on upgrading Neptune's new meter reading platform. Karen Olson, AMR/AMI Specialist with Ferguson Waterworks was present to update the Council on the recent changes at Neptune and gave a demonstration of the new application for a phone or tablet to read meters. The quote includes hosting fees, upgrades, and training in the amount of \$4,800.00.

Karen informed the Council that Neptune is no longer supporting the Trimble Nomad Reader device, and Ferguson maintained this unit for the past two years. It is difficult finding replacement parts for the device and Ferguson needs to move forward to a new reading device. The City will keep the belt clip, and the new updated device will work as a radio transceiver to collect water consumption, leaks, and reverse back flows. The belt will synchronize to the tablet or smart phone application which is a cloud-based internet feature. Ferguson will train Administrator/Clerk Eileen Christensen and assist her in importing and exporting the meter reads. Eileen will need to contact the City's billing vendor (Asyst) to update the new format. **MOTION** by Dave Enke, seconded by Rosie DeZeeuw to authorize the Administrator/Clerk to bring this item back to the Council for approval at the November 1, 2021, meeting. Motion carried.

The next item of business was to review/act on the 2021 Audit Engagement Letter with Kinner and Company. The proposal for the 2021 audit will not exceed \$11,000.00 which is a 4.762% increase over the 2020 audit of \$10,500.00. **MOTION** by Dave Enke, seconded by Rosie DeZeeuw to approve the 2021 Audit Engagement Letter with Kinner and Company for \$11,000.00. Motion carried.

The next item of business was to review/act on the gambling exempt permit for the Lake Benton Sportsman's Club. The club is having a raffle drawing at their annual fishing tournament on January 29, 2022. The club needs approval due to the fact the application requires the local unit of government's acknowledgement and the Mayor's signature. **MOTION** by Rosie DeZeeuw, seconded by Dave Enke to approve the Gambling Permit for the Lake Benton Sportsman's Club for their annual fishing tournament on January 29, 2022, and authorize the Mayor to sign the acknowledgement. Motion carried.

## **COMMITTEE REPORTS:**

No reports.

## **ADMINISTRATOR/CLERK REPORT:**

No report.

## **MAYORAL REPORT:**

Mayor Michael Carpenter informed the Council and audience the undertray for the canopy on the Lake Benton Area Community and Event Center has been installed.

Mayor Michael Carpenter then reminded the Council the update to the Neptune Reading Platform is estimated at \$4,800.00. The City has over \$5,000.00 in CDs for water meters should the Council agree to move forward.

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

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MAYOR

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ADMINISTRATOR/CLERK