

**OCTOBER 1, 2018**

The Regular Meeting of the Lake Benton City Council was held on Monday, October 1, 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, Maintenance Supervisor Todd Draper, Police Chief Tony Sievert, Fire Chief Pat McCarthy, Firefighter Mike Czech, Larry Robins, Peg Gorter-Evans, LuAnn Wiese, and Shelly Finzen from the Lake Benton Valley Journal were also present.

Mayor Bob Worth called the meeting to order. The Pledge of Allegiance was recited by all present.

Trustee Dave Enke requested moving the Committee Reports up on the agenda ahead of Agenda Item #5 to let him address the Council with a brief update on last Friday's Community meeting prior to reviewing and acting on advertising for bids on the Community Center. **MOTION** by Rosie DeZeeuw, seconded by Daryl Schlapkohl to let Trustee Dave Enke give a brief update on the Community meeting prior to reviewing and acting on advertising for bids on the Community Center. Motion carried.

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. Peg Gorter-Evans addressed the Council that she understood there was a meeting a couple weeks ago with Lutheran Social Services (LSS), Councilmembers, and Sarah Meyer. Peg inquired why she didn't have the opportunity to meet with them as well. Peg also inquired what the City's involvement is with senior dining and meals on wheels. If the City and LSS sever ties, what will happen with funding? Peg expressed her interest in being involved in further discussions on senior dining and meals on wheels.

Mayor Bob Worth explained that senior dining is currently in the existing Community Center and that building will be sold. The meal site was asked to go to the new Event Center in which Sarah Meyer works. Mayor Bob Worth, met with Ardith Larsen, Sarah Meyer, Trustee Dave Enke, Administrator/Clerk Eileen Christensen, and representatives from LSS to discuss plans on moving forward or if we were not going to have it anymore. Currently there are only four home deliveries to seniors, and one Thursday a month there is a \$2.00 luncheon which approximately 20 people attend. Sacred Heart, Minnesota is trying something on their own and it seems to be working for them. Mayor Bob Worth informed Peg that the City had a Community meeting last Friday to see if Sarah was even interested, and asked Peg if she would like to be a part of it. Peg stated she had given a proposal to LSS and they did not accept it. Peg also stated it would be nice to be informed as well as other food vendors in the City who might have an interest in the program. Peg reminded the Council she offered to have everything at the café before senior dining meals were delivered from Tracy.

The minutes of the Regular Meeting of September 17, 2018 were reviewed. **MOTION** by Mark Dunn, seconded by Daryl Schlapkohl to approve the minutes of the Regular Meeting of September 17, 2018. Motion carried.

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

|                     |           |                      |             |
|---------------------|-----------|----------------------|-------------|
| LAKE BENTON GROCERY | \$ 8.87   | OTTERTAIL            | \$ 2,057.68 |
| LB HARDWARE         | \$ 57.03  | S & E AUTO           | \$ 97.52    |
| TODD DRAPER         | \$ 32.00  | PAT HAYNES           | \$ 278.90   |
| MINNESOTA LIFE      | \$ 6.80   | LAKE BENTON SCHOOL   | \$ 1,500.00 |
| PIPESTONE PUBLISH   | \$ 178.30 | MARSHALL INDEPENDENT | \$ 104.00   |
| TROY NORDMEYER      | \$ 32.00  | KYLIE ROCHEL         | \$ 55.00    |
| ONE OFFICE SOLUTION | \$ 148.02 | BIRDS AND BLOOM      | \$ 12.49    |
| TOM BARBER          | \$ 194.00 | PRO-VISION, INC      | \$ 3,063.92 |
| DEMCO               | \$ 19.54  | OGDEN PUBLISHING     | \$ 17.00    |

**MOTION** by Dave Enke, seconded by Mark Dunn 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 September was given by Police Chief Tony Sievert. Police Chief Tony Sievert gave an update on the Lake Benton Deer Hunt. Since September 15, 2018 hunters have logged a total of 142.75 hours hunting. Hunters are required to log how many deer they have seen as well as how many deer have been harvested. Currently in the 142.75 hours, hunters have observed 134 deer and five have been harvested.

Administrator/Clerk Eileen Christensen sent a "Letter of Intent to Purchase" to Dodge of Burnsville in regards to the new Lake Benton Police Vehicle. Delivery of the vehicle will be after January 1, 2019.

The Lake Benton Police Department purchased a new car video system from Provision. Initially when speaking to Provision, the quote that was presented to the Council for an in-car video system was for \$3,155.00. After contacting Provision again, Police Chief Tony Sievert was able to get an in-car video system and a body camera for \$3,063.92.

The Police Department is scheduled to complete mandated inclement weather qualifications in October. The squad battery was replaced because the old battery was not holding a charge. There is currently 94,862 miles on the squad.

**MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to approve the Police Report for September. Motion carried.

The next item of business was to review/act on the Lease Agreement for the MN DOT State Shed on Benton Street. Maintenance Supervisor Todd Draper informed the Council he was contacted by Ken Schmitz of MN DOT and was informed that yes, the City is going to get the building. The EMS building and the State shed are on the same lease through 2022. The heating and communication systems need to be taken down and updated. The City will need to supply three thermostats to manually run the heating system without a computer. The City changed the electricity over to our name, disconnected the phone and internet, changed the utilities over to the City, and contacted our Insurance Agent to add the building to our policy. MN DOT left the air compressor and a desk, but took most of the shelving. Todd will contact Southwest Glass to get the three doors rekeyed, and MN DOT will put a lock box outside the building with a key in it for their employees. MN DOT will also supply the salt at no charge to the City. The building needs a water softener for approximately \$700.00 to \$800.00, shelving, and updated LED lighting. Ottertail informed Todd the rebate program for LED lighting is still in effect this year. When Todd met with Ottertail to do a walk-thru, they noticed the facility is dual-fuel. Ottertail can give a good deal and LP has to be less than \$1.17 gallon which is lower than what the City is currently paying. It was suggested to leave the heat as electric, and the 1,000 gallon LP tank goes with the building as well. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve the purchase of water softener, shelving and LED lighting for the shed. Motion carried.

The next item of business was to get an update from Trustee Dave Enke on the Community meeting. Dave informed the Council he was astounded at the interest at the Community meeting as 61 meals were served. This was very important to the seniors. There was positive feedback such as they liked the ambiance of the facility, and the quality of the food was good. The increase in price did not seem to be an issue for the senior dining program. The biggest challenge is there is a small group of people to draw from to attend the meals. Although 61 meals were served, including guests and those under the age of 60 there were probably 50 total seniors that attended. When asked the question if the seniors would attend senior dining one to two times a week, less than half supported

it and the rest would not commit. We can't expect a small number of seniors to attend due to their limited budgets. Dave said he is not sure the numbers are there. The other underlying figures could be some seniors wouldn't speak in an open forum. This is a viable program and the seniors need to look out for your neighbor, do things for your neighbor. In view of the subject on the agenda to advertise for bids on the Community Center, Dave felt the Council was acting too quickly and need to put some time in to get senior dining up and running prior to selling the Community Center. Delivery is critical for those that can't get out, and provide a sit-down, home-cooked meal once a week or once a month. Perhaps the City should form a committee to sit down and evaluate the program. Until that time, Dave expressed that he cannot approve the sale of the Community Center until we have a solid on senior dining.

The next item of business was to review/act on the advertising for bids on the Community Center. The Council reviewed the Public Notice – City of Lake Benton Request for Bids, Bid Specification for Sale of Property by the City of Lake Benton, and the Bid Schedules (Bid Option 1, 2, 3 and 4) drawn up by City Attorney Mike Cable.

A statement was made that an important item to consider is Lutheran Social Services (LSS) is the providing entity for senior dining and has been for several years. LSS has had to cut back tremendously because of the decrease in numbers. The continued viability with LSS could pull out altogether. If we run the program ourselves, LSS will not be able to let the City back in for funding purposes.

The Community Center building cannot be sold before December 1, 2018 because of the elections. The equipment in the building belongs to the City and can be moved to a new location.

Trustee Dave Enke stated that he is not opposed to disposal of property. He is just asking the Council to hold back a little longer before advertising. Senior dining may move to the Event Center or there are other places to explore. Selling the Community Center is not a solution and believes we need due diligence to make sure senior dining will work. Dave's comment was to delay the advertisement on solicitation of bids until the first of the year.

After some discussion, it was stated that the building does not make the senior dining program, people do. The Council agreed with Dave's points, but then agreed to continue to sell the property.

**MOTION** by Mark Dunn, seconded by Daryl Schlapkohl to approve putting the Public Notice – City of Lake Benton Request for Bids in the October 10 and 17, 2018 editions of the Lake Benton Valley Journal, and approve the Bid Specification for Sale of Property by the City of Lake Benton, and the Bid Schedules (Bid Option 1, 2, 3 and 4). Motion carried with three yeas from Trustees Mark Dunn, Rosie DeZeeuw, and Daryl Schlapkohl, and one nay from Dave Enke.

The next item of business was to review/act on the upkeep of the east City sign on Highway 14. The Chamber received an invoice for \$145.00 from Countryside Nursery for landscaping maintenance/trimming of the East City sign on Highway 14 and agreed to pay the bill. The Chamber initially paid for the upkeep when the sign was finished but apparently turned it over to the City. The Chamber informed Administrator/Clerk Eileen Christensen that going forward they cannot afford the entire cost of maintenance on the East City sign and proposed they share the cost with the City and ensure Countryside Nursery contacts us prior to maintaining the sign so it can be approved by both entities before it is completed. If the City is not interested in sharing this cost, the Chamber can stop having Countryside Nursery do the maintenance/trimming.

Maintenance Supervisor Todd Draper informed the Council the State owns the land where the sign is located, and the City currently mows the property. The City will maintain and trim the landscaping as well.

**PUBLIC WORKS UPDATE:**

Maintenance Supervisor Todd Draper informed the Council that he, Trustee Daryl Schlapkohl and Eileen Christensen had a conference call with Vince Robinson and Jeff VanBuren with USDA Rural Development regarding the MN DOT 2023 infrastructure to overlay Highway 75. The stages include procuring an Engineer to get a feasibility report and give the recommendations to the City. This could cost a lot of money. However, money is available to apply for a Search Grant for the engineering firm. The more dollars spent, the more grant dollars you will receive. The City adopted an Assessment Policy in 2008, and the Small Cities Development Grant Program can assist those that can't afford to pay their assessments. This is dependent on how much money the City wants to spend and what to have done by 2020. The City must have an Engineer write estimates on the utilities from Expressway to the south end of town. In 2006, the City received an estimate of \$1.3 million for this project.

There is another on-going issue which includes the sewer ponds. They leak and the state knows it. It was suggested the City begin looking into this because part of the issue is we need more land. The sewer ponds are surrounded by Nature Conservancy and we need to go farther north. Both of these projects need to be looked at. The City should begin budgeting for the project and invite Jeff VanBuren with USDA Rural Development to come to a meeting next spring to discuss with the Council. The State is asking for a commitment from the Council if they would like to plan to move forward with these projects. Mark Dunn – Yes, Rosie DeZeeuw – Yes, Dave Enke – Yes, Daryl Schlapkohl – Yes.

Todd gave an update on the Harrison Street project that D & G Excavating will begin the end of this week or early next week. The project must be done no later than November 13, 2018.

Todd then informed the Council the City received a response from Genesee & Wyoming Railroad regarding the parcel of property. Their first offer was \$500.00 for a year, and they sent a counteroffer to the City and dropped it to \$250.00. This will be discussed at the next meeting.

Trustee Dave Enke asked Maintenance Supervisor Todd Draper if there is room in one of the City sheds to store the Library's bike racks over the winter. Todd confirmed yes, there is room.

The next item of business was to review/act on a Grant for the Fire Department. Fire Chief Pat McCarthy and Firefighter Mike Czech were in attendance to request funding for a grant for the Fire Department to purchase a washer/extractor for \$10,000.00 and a dryer for \$8,000.00 for their turnout gear. These machines will be used as a safety precaution to prevent cancer carcinogens on the gear entering the firefighter's skin causing cancer.

The most they can apply for is \$18,000.00 and do not know if they will be approved for any of it. If the grant is approved, the City would commit to 10% of the \$18,000.00 in matching funds totaling \$1,800.00. Mike Czech will be writing the grant for the Fire Department, and the Fire Department will find out if they are approved in June 2019. The City's approval is a requirement on the grant application. The plumbing for the washer/extractor is already existent in the hall. The Fire Department has only one set of Turnout gear to replace.

**MOTION** by Dave Enke, seconded by Mark Dunn to approve the Fire Department to apply for the \$18,000.00 grant for a washer/extractor and dryer for their turnout gear to be used as a safety precaution to prevent cancer carcinogens on the gear entering the firefighter's skin causing cancer. Motion carried.

Mayor Bob Worth congratulated the Fire Department on their 125 anniversary. It is an honor to have a Fire Department for that many years. The Fire Department will be holding an open house on October 10, 2018 from 5:00 to 7:00 PM at the Fire Hall. Please come celebrate.

The next item of business was to get an update on the property on 223 Fremont Street from Trustee Daryl Schlapkohl. Daryl spoke with the homeowners and they are on Double D Gravel's list for the debris to be hauled away and the hole to be filled in. Double D has been very busy. The homeowners are sincere about getting it taken care of as soon as possible.

The next item of business was to review/act on the Premises Permit Application for the Showboat Pavilion. A copy of the LG214 Premises Permit Application was presented to the Council for the Showboat Pavilion to sell pull tabs through the Shaokatan Sportsmen Club. The Council will need to approve the application as it requires the local unit of government's acknowledgement. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to approve the LG214 Premises Permit Application for the Showboat Pavilion to sell pull tabs. Motion carried.

The next item of business was to review/act on the 2018 Audit Engagement Letter with Kinner and Company. The proposal for the 2018 audit will not exceed \$9,975.00 which is a 5% increase over the 2017 audit of \$9,500.00. **MOTION** by Mark Dunn, seconded by Dave Enke to approve the 2018 Audit Engagement Letter with Kinner and Company for \$9,975.00. Motion carried.

The next item of business was to review/act on a Resolution Accepting Donations to the Library. The Library received a \$10.00 donation from Jim and Margret Anderson in memory of Peggy (Koster) Brockhouse. The donation will be designated towards books for the Library. Minnesota Statutes state the Library can accept donations for the benefit of recreational services. The Council needs to pass a resolution accepting the donation to the Library. **MOTION** by Mark Dunn, seconded by Dave Enke to approve the Resolution Accepting Donations from the above individual for \$10.00. Motion carried.

#### **COMMITTEE REPORTS:**

Trustee Mark Dunn – No report.

Trustee Rosie DeZeeuw – The Chamber-CVB met a couple weeks ago. The Sioux Falls Sportsman's Show is scheduled for March 7-10, 2019. The \$2.00 September meal was well attended. Karen Lichtsinn will be the guest speaker for the \$2.00 meal in October to speak about her trip to Italy. Discussion on Benton Fremont Days continued that there are too many events on the same date. Their thoughts included doing it the first weekend of August or leave it as is, and do it every other year opposite of Pipestone Civil War Days. The Lake Benton Public School Open House was well attended. Jenny Nordmeyer is still working on city wide clean up. She did research and discovered it will cost \$12,000.00 for the first year and \$5,000.00 every year after that. The Chamber will be hosting a Trunk or Treat at the Event Center on October 31, 2018.

Trustee Dave Enke – The Library Board met and there was \$410.00 in donations approved to purchase collections for the Library. The Fall Programs are underway, and the Jewelry and Fairy Garden Programs by Jen Anfinson were well attended. Jane McGee's program was also well attended. There are two programs coming in October that include Melanie Stringer (Laura Ingalls Wilder) on October 5, 2018 at 2:00 pm, and Joseph Amato on October 16, 2018 an author on Buffalo Man, Giant of the Waters and Winds, a historical book on Minnesota.

Trustee Daryl Schlapkohl – The Opera House Play opens this Friday, October 5, 2018.

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

No report.

**MAYORAL REPORT:**

Mayor Bob Worth created an Ad Hoc Committee on senior dining and requested Trustee Dave Enke chair the committee. Other members will include Karen Lichtsinn, Ardith Larsen, Bob Worth and Eileen Christensen. Please show your support for the Fire Department at their anniversary open house.

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

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MAYOR

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ADMINISTRATOR/CLERK