

SEPTEMBER 16, 2019

5:15 PUBLIC HEARING ON IMPROVEMENT

The Public Hearing on the Progress of the Small Cities Development Grant of the Lake Benton City Council was held on Monday, September 16, 2019 at 5:15 PM 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. Maintenance Supervisor Todd Draper, City Administrator/Clerk Eileen Christensen, Hunter Robinson-DSI, Fire Chief Scott Christensen, Firefighter Mike Czech, J.T. Weber, and Shelly Finzen from the Lake Benton Valley Journal were also present.

The Mayor called the public hearing to order. The Pledge of Allegiance was recited by all present.

Hunter Robinson was in attendance to provide the citizens the opportunity to offer input about any progress of the Small Cities Development Grant currently active in the community. No citizens were in attendance to offer input. Hunter gave the Council an update on the program which included \$420,000.00 in construction funds for housing rehab and \$132,000.00 for commercial rehab. The goal per the agreement was to complete 24 homes and 6 commercial buildings. There are ten applications not yet under contract for housing and four for commercial. The maximum amount per project is at \$22,500.00 and the average is between \$17,000.00 and \$19,000.00. The grant runs through September 30, 2020. **MOTION** by Rosie DeZeeuw, seconded by Mark Dunn to close the public hearing at 5:21 PM. Motion carried.

At 5:30 PM, Mayor Bob Worth called the regular meeting to order.

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. J.T. Weber addressed the Council to consider the idea of doing something in honor of the late Glenn Krog and inquired if the City might possibly consider naming a street after him. Glenn has shown his generosity and always put his best interest in the community by serving on several organizations. The Council was in favor of doing something for Glenn, but there aren't any new streets in the City as of today. However, the Council will consider this in the future and appreciated J.T. Weber's time.

The minutes of the Regular Meeting of September 3, 2019 were reviewed. **MOTION** by Dave Enke, seconded by Daryl Schlapkohl to approve the minutes of the Regular Meeting of September 3, 2019. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

ITC	\$ 325.82	LMC – PROP/LIAB INS	\$ 13,390.00
LMC – WORK COMP	\$ 29,505.00	QUARNSTROM/DOERING	\$ 623.50
L-P RURAL WATER	\$ 4,352.65	RETHWISCH & SON	\$ 914.57
EXPRESSWAY-LB	\$ 335.95	RICK'S WELDING	\$ 30.00
GOPHER STATE	\$ 14.85	CITY OF LAKE BENTON	\$ 269.31
POSTMASTER	\$ 117.60	S & E AUTO	\$ 52.00
LB PUBLIC SCHOOL	\$ 1,900.00	DOUBLE D GRAVEL	\$ 13,175.90
SW SANITATION	\$ 3,733.56	CARDMEMBER SRVCS	\$ 180.00
VERIZON	\$ 35.01	BUFFALO RIDGE NEWS	\$ 377.00
LBVE	\$ 515.18		

MOTION by Mark Dunn, seconded by Dave Enke 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.

PUBLIC WORKS UPDATE

Maintenance Supervisor Todd Draper informed the Council that he and Administrator/Clerk Eileen Christensen met with FEMA last week. Administrator/Clerk Eileen Christensen had all the paperwork completed ahead of time and impressed the individuals with FEMA. When the City first met with FEMA regarding the frost boils at the EMS parking lot, it was decided it was too costly to fix. Therefore, the City dug out the frost boils, put fabric down and crushed concrete. However, when Todd and Eileen met with FEMA, they recommended the City blacktop the parking lot and adjust the damage inventory report from 100% complete to 30% complete and increase the amount to be reimbursed. There is no rush to get this completed due to the fact the parking lot should set through another frost cycle and do it next spring as the City has until December 2020 to complete the projects. Mayor Bob Worth thanked Eileen Christensen for the work she did on the FEMA project on behalf of the City.

Maintenance Supervisor Todd Draper then informed the Council the City of Lake Benton acquired a dam in 1984. Although the term should be referenced a spillway because it is less than five feet high. In 1985, the City applied for a grant to add wings to the headway for \$15,000.00 in which the State matched half, and the remaining costs were split between Lincoln County, Lyon County and Redwood County. When Senator Bill Weber and the DNR were in Lake Benton looking at the new water access, we informed them of the dam and asked what can be done. The DNR has never been out to inspect the area because it is considered a spillway and not a dam. We also requested assistance from FEMA to seek what qualifies and what doesn't qualify. FEMA requires that facilities be regularly maintained by the City; however, if the City would like to pursue it, then FEMA will proceed with a formal denial called a determination letter. Todd stated the architect that performed the work in 1984-1985; Area II Minnesota River Basin Projects, Inc. is based out of Marshall. The City was granted an easement from Nettie Carlisle for the purpose of erecting, constructing and maintaining a dam upon and over the premises and entering upon the premises. The Lake Benton Sportsman's Club will review their files to find any documentation they can on the spillway. Todd talked with Lincoln County Emergency Management Director Amber Scholten on the issues of Dead Coon's spillway and would like to get more facts. How does the City go about getting help to move forward with this issue? The Council gave Todd permission to move forward with contacting the area Emergency Management personnel from Lyon, Lincoln and Redwood Counties.

Maintenance Supervisor Todd Draper stated the new pump that was purchased earlier this spring worked well during the rain we received last week. The pump is maintaining and we are not bypassing.

The next item of business was to review/act on a building permit for Mara Kavanaugh at 315 Lakeview. Mara requested to extend the deck on her property. Mara was given the setback from the property lines on which she can extend the deck. Maintenance Supervisor Todd Draper confirmed there were no setback concerns and everything is in compliance with the ordinance. The fee of \$25.00 per application has been paid. **MOTION** by Dave Enke, seconded by Mark Dunn to approve the building permit for Mara Kavanaugh to extend her deck at 315 Lakeview. Motion carried.

The next item of business was to review/act on a building permit for Dave & Amy Lueck at 230 S. Fremont Street. Dave & Amy would like to add a 14' x 14' laundry room and breezeway, and a 36' x 50' garage to their house at 230 S. Fremont Street. Dave was given the setbacks from the property lines on which he can add a laundry room, breezeway and garage. Maintenance Supervisor Todd Draper confirmed there were no setback concerns and everything is in compliance with the ordinance. The fee of \$25.00 per application has been paid. **MOTION** by Daryl Schlapkohl, seconded by Rosie DeZeeuw to approve the building permit for Dave & Amy Lueck to add a laundry room, breezeway and a garage to their house at 230 S. Fremont Street. Motion carried.

The next item of business was to review/act on renewing the lease agreement with Sassy Cakes – Ashly Nordmeyer – to lease the kitchen of the Event Center. The six-month lease agreement with Ashly Nordmeyer is up for renewal November 1, 2019. Ashly had informed Administrator/Clerk Eileen Christensen, and was passed onto the Council, that Ashly's ultimate goal is to be in Sioux Falls or close by. Ashly has a new place of venue she is considering, but is not sure it is going through at this time. Ashly will keep in contact with Administrator/Clerk Eileen Christensen and if need be, she will either give a 30-day notice on September 30, 2019 or sign another lease. Ashly is currently paying \$500.00 a month plus \$200.00 for utilities per month, totaling \$700.00 per month.

It was the Council's decision to not approve the lease agreement until Ashly Nordmeyer agrees to sign another six-month lease or gives her 30-day notice on September 30, 2019.

The next item of business was to review/act on the Health Insurance and Employee H S A. The Personnel Committee and Administrator/Clerk Eileen Christensen met with Jon Kozlowski, Health Insurance Agent for the City of Lake Benton, to discuss the City's 2020 Health Insurance Premiums.

Personnel Committee member Trustee Dave Enke informed the Council that the health insurance is a large amount of the City's budget with an increase of 17% for three City employees. Jon proposed that the City can save half of the 17% increase and benefit both the City and the employees. The advantage to doing this is the City will pay a lower premium and although the employee's deductible increases, the City can contribute to a Health Savings Plan to help set off the employees increased deductible. This is a win-win situation for both the City and the employees.

The quoted premium was \$1,001.00 per employee/per month with a \$200.00 deductible. The proposal would include \$775.50 per employee/per month with a \$1,850.00 deductible in which the City can contribute up to \$1,850.00 to the employee's Health Saving plan. The employee is also able to donate up to \$3,500.00 or \$4,500.00 if over age 55 (combined with the City's contribution) to this account each year. This also helps pay the employee's dental and eye care which is not included in the City's insurance plan. **MOTION** by Daryl Schlapkohl, seconded by Dave Enke to approve the 2020 health insurance renewal plan at a premium of \$775.50 per employee/per month, and contribute \$1,650.00 into each employee's Health Savings Account effective January 1, 2020. Motion carried.

The next item of business was to call for a public hearing to introduce Chapter 172 No. 210 – An Ordinance Amending Title XVII, General and Additional Provisions Chapter 172 by Amending Ordinance No. 150 Article VIII. Areas, Yard and Height Requirements - Fences.

At the City Council meeting of August 19, 2019, a resident built a fence prior to Council approval. The Council expressed their disappointment in individuals violating the City's Ordinances. Administrator/Clerk Eileen Christensen contacted City Attorney Mike Cable to see what the City can do should this happen again and it was explained the Ordinance No. 207 – Fences – that the City has in place is not correct and therefore, will not let the City enforce a penalty.

A copy of Ordinance No. 210 – Ordinance Amending Title XVII was presented to the Council for their consideration and review which can enforce a penalty. The Council will need to call for a public hearing to introduce the Ordinance and at a later date call for a public hearing to adopt the ordinance. A notice of each public hearing will be put in the newspaper at least ten (10) days prior to the hearing. The first hearing notice can be placed in the September 25th edition of the Lake Benton Valley Journal for a public hearing to be held at 5:30 PM on October 7, 2019.

MOTION by Daryl Schlapkohl, seconded by Dave Enke to call for a public hearing to introduce Chapter 172 No. 210 – An Ordinance Amending Title XVII, General and Additional Provisions

Chapter 172 by Amending Ordinance No. 150 Article VIII. Areas, Yard and Height Requirements – Fences on Monday, October 7, 2019 at 5:30 PM. Motion carried.

The next item of business was to certify the proposed property tax levy and announce the time and place of the public meeting. The certification needs to be done by September 30, 2019. The total levy to be raised by taxes is \$252,943.00 of which \$175,943.00 is allocated to the General Fund and \$77,000.00 is allocated to the USDA-RUS Improvement Fund. It was noted that these amounts can be lowered but not raised at the Truth-in-Taxation Hearing. The proposed budget amounts are as follows: **GENERAL FUND:** Income - \$498,003.00, Expenses - \$514,339.79; **FIRE FUND:** Income - \$76,800.00, Expenses - \$76,163.00; **LIBRARY FUND:** Income - \$49,024.00, Expenses - \$48,240.00; **UTILITY FUND:** (Water, Sewer and Garbage) Income - \$337,395.00, Expenses - \$295,436.50; **USDA-RUS:** Income - \$77,000.00, Expense - \$77,000. **MOTION** by Rosie DeZeeuw, seconded by Mark Dunn to approve the total proposed 2020 tax levy at \$252,943.00 to include \$175,943.00 allocated to the General Fund and \$77,000.00 allocated to the USDA-RUS Improvement Fund. Motion carried

The Council then needed to announce the date and time of the public meeting for the Truth-In-Taxation. **MOTION** by Daryl Schlapkohl, seconded by Dave Enke to hold the Truth-In Taxation public meeting on Monday, December 2, 2019 at 6:00 PM at the Heritage Center/City Office. Motion carried.

The next item of business was to review/act on a Grant for the Fire Department. Fire Chief Scott Christensen and Firefighter Mike Czech were in attendance to request City approval to apply for a grant for the Fire Department to purchase a washer/extractor and a dryer or just a washer/extractor for their turnout gear. The Fire Department applied for this grant last year, but did not get approved.

These machines will be used as a safety precaution to prevent cancer carcinogens on the gear entering the firefighter's skin causing cancer. The total cost is approximately \$18,298.00 for the washer/extractor and the dryer and the grant will cover 100% of that. The plumbing and electrical will be donated by local businesses for approximately \$3,550.00. **MOTION** by Dave Enke, seconded by Mark Dunn to approve the grant application for the Fire Department to purchase a washer/extractor and/or a washer/extractor and dryer. Motion carried.

COMMITTEE REPORTS:

Trustee Mark Dunn – No report.

Trustee Rosie DeZeeuw – The Chamber met last week. Tickets are for sale for the fall play at the Opera House and there are two groups of 16 or more that will attend. Karen Lichtsinn is working on getting a grant from Explore Minnesota for out of state advertising to promote Lake Benton. The Chamber discussed publishing the Visitor's Guide every two years and not each year. Inserts can be placed in the guides for events the second year that are not included in the Visitor's Guide. The Lake Benton Grocery Store was the business of the month and the Chamber will be sponsoring a business of the month through next September. The Chamber is working on updating the float with smaller wind turbines. The Open House at the School was a success. The Chamber is considering having a Home and Garden Show in May to replace sponsoring and hosting Te-Tonka-Ha.

Trustee Dave Enke – The EDA meeting was postponed to this Wednesday due to no quorum at the regular meeting.

Trustee Daryl Schlapkohl – "37 Postcards" will be playing at the Opera House. Jim Roggenbuck cut down the ash trees to stop the infestation of the Emerald Ash Borer last spring and the City agreed to plant new trees. Fall is a good time to plant the trees, and Daryl will talk with Steve Krause to get quotes on trees and getting them planted.

Phil Nasby with the DNR contacted Administrator/Clerk Eileen Christensen regarding the sign to be put at the new water access next spring. The DNR has to use wooden signs that are not weather resistant and don't last long. Daryl will contact the individual that makes the signs for the County to get a quote on a nice, weather resistant sign.

ADMINISTRATOR/CLERK REPORT:

Appliance pickup is scheduled for Tuesday, October 8, 2019.

Administrator/Clerk Eileen Christensen received an e-mail from Infants Remembered in Silence, Inc. requesting the Council adopt a resolution endorsing October 15, 2019 as Pregnancy and Infant Loss Remembrance Day. Eileen attached a copy of the letter and a Proclamation Recognizing National Pregnancy and Infant Loss Awareness Day on October 15, 2019. **MOTION** by Mark Dunn, seconded by Daryl Schlapkohl to adopt the proclamation endorsing October 15, 2019 as Pregnancy and Infant Loss Remembrance Day. Motion carried.

Administrator/Clerk Eileen Christensen thanked Cory Berger and Scott Christensen for conducting the successful archery skills proficiency test on September 7th and 8th. All the shooters passed with a score of 80 or higher. The comments were well received and everyone was very happy with the test.

MAYORAL REPORT:

Mayor Bob Worth stated the City is very fortunate to have such good employees; Todd Draper is always working no matter what day or what time it is; Eileen goes the extra mile with the FEMA project; and Troy Nordmeyer also does a great job. Thank you to these employees.

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

MAYOR

ADMINISTRATOR/CLERK