

SEPTEMBER 21, 2020

The Regular Meeting of the Lake Benton City Council was held on Monday, September 21, 2020 at 5:30 P.M. in the Lake Benton Area Community and Event Center. Mayor Bob Worth, Trustees Rosie DeZeeuw, Mark Dunn, Daryl Schlapkohl, and Dave Enke were present. City Attorney Mike Cable was absent. City Administrator/Clerk Eileen Christensen, Maintenance Supervisor Todd Draper, Sheriff Chad Meester, Roger Rudebusch, and Mark Wilmes and Miranda Deutz 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.

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. Roger Rudebusch stated he had an issue with the cemetery road. He presumed the City was going to put crushed rock on the road but instead put down crushed asphalt with large chunks. He stated the chunks were on the grass and it makes it difficult when mowing. He requested the City do something to crush the large chunks of asphalt.

The minutes of the Regular Meeting of September 8, 2020 were reviewed. **MOTION** by Daryl Schlapkohl, seconded by Rosie DeZeeuw to approve the minutes of the Regular Meeting of September 8, 2020. Motion carried.

CLAIMS PRESENTED AGAINST THE CITY OF LAKE BENTON:

LMC – WORK COMP	\$ 19,575.00	OTTERTAIL	\$ 545.89
VADIM SOFTWARE	\$ 1.44	QUARNSTROM/DOERING	\$ 1,386.00
EXPRESSWAY	\$ 365.39	CITY OF LAKE BENTON	\$ 178.17
SW SANITATION	\$ 32.88	TITAN MACHINERY	\$ 93.75
CARDMEMBER SRVCS	\$ 615.26	PIPESTONE AUTO BODY	\$ 70.00
DEMCO	\$ 1,199.63	MED COMPASS	\$ 1,720.00
CLIFTONLARSONALLEN	\$ 843.15		

MOTION by Mark Dunn, seconded by Dave Enke to approve payment of the claims presented against the City of Lake Benton. Motion carried.

LAW ENFORCEMENT UPDATE

Sheriff Chad Meester provided an update on the calls for service in Lake Benton. The calls in April (35) and May (36) were low, but the last three months show the calls picked up with 63 calls in August. Sheriff Chad Meester reminded the Council if any of their Ordinances are updated, to please forward them on to the Sheriff's office. The Council informed Sheriff Chad Meester they approved an Ordinance at their last meeting on parking campers on the street for no more than 24 hours. The Council stated there are currently two campers parked on the streets for more than 24 hours and requested Sheriff Chad Meester to talk with the owners. Mayor Bob Worth commented to Sheriff Chad Meester that he appreciates the County's patrolling on Highways 75 and 14. It's great to see you in town.

PUBLIC WORKS UPDATE

Maintenance Supervisor Todd Draper informed the Council that Minnesota Rural Water began the work on the GPS mapping of the water and sewer utilities today. Maintenance Supervisor Todd Draper and Maintenance Worker Troy Nordmeyer marked all the valves for the sewer and water last week. They completed 500 valves today and hope to complete by tomorrow afternoon. The new remap updates will be created this winter.

As in informational item, Maintenance Supervisor Todd Draper informed the Council that Ottertail is rerouting electrical lines along Lakeview Street down Jesse Street and across Highway 14 to the school.

The City received a proposal from D & G Excavating to extend the sewer west of Mork Street and stub in sewer (should the County connect to it in the future) in the Mork & Giles Addition. This project will be paid for with TIF funds. We are waiting on the manhole and the project can be done this fall. If the project gets stalled for some reason, D & G will have it done no later than June 1, 2021. The weather is dry and now is a good time to get this done. **MOTION** by Dave Enke, seconded by Mark Dunn to accept the proposal from D & G Excavating to extend the sewer in the Mork & Giles Addition. Motion carried.

The next item of business was to review/act on the snow removal contract for 2020-2021. The current snow removal contract with Johansen's Repair is up for renewal for the 2020-2021 snow season. City staff has been in contact with Johansen's and invited them to attend the meeting but they were not present. The Council authorized Administrator/Clerk Eileen Christensen to send a formal letter to Johansen's inviting them to the next regular meeting of October 5, 2020 or provide the City a bid. This item was tabled until the October 5, 2020 regular meeting.

The next item of business was to review/act on adopting the City of Lake Benton Vehicle Fleet Safety Policy Manual. Administrator/Clerk Eileen Christensen visited last week with Troy Walsh, Loss Control Consultant for the League of Minnesota Cities. The purpose of the meeting was to discuss the City's fleet program and complete a basic review of key provisions.

Troy's suggestions included creating a fleet management policy – endorsed by senior management, and adding an Accident/Incident reporting process in the policy. **MOTION** by Mark Dunn, seconded by Dave Enke to adopt the City of Lake Benton Vehicle Fleet Safety Policy. 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, 2020. The total levy to be raised by taxes is \$258,592.00 of which \$181,592.00 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 - \$503,782.00, Expenses - \$488,299.00; **FIRE FUND:** Income - \$77,100.00, Expenses - \$74,363.00; **LIBRARY FUND:** Income - \$52,024.00, Expenses - \$49,745.00; **UTILITY FUND:** (Water, Sewer and Garbage) Income - \$345,630.00, Expenses - \$304,916.00; **USDA-RUS:** Income - \$77,000.00, Expense - \$77,000. **MOTION** by Daryl Schlapkohl, seconded by Dave Enke to approve the total proposed 2021 tax levy at \$258,592.00 to include \$186,592.00 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 Mark Dunn, seconded by Rosie DeZeeuw to hold the Truth-In Taxation public meeting on Monday, December 7, 2020 at 6:00 PM at the Lake Benton Area Community and Event Center. Motion carried.

COMMITTEE REPORTS:

Trustee Mark Dunn – No report.

Trustee Rosie DeZeeuw – The Chamber met and the open house for the Lake Benton Elementary School was scheduled for Tuesday, August 18, 2020 but was canceled due to COVID-19 restrictions, so they provided candy bars for each student. The Chamber did not sponsor a City wide rummage sale due to the pandemic, but many residents did hold individual sales over Labor Day. The Yard of the Week ended August 31. The dine-in meals have been discontinued thru November, and the group discussed possibly having a drive-by Thanksgiving meal. The Food Shelf project is complete, and work continues on organizing the back room, the displays and cleaning the floors. The LBAHS still plans to host the WWI traveling exhibit as a Veteran's Day event. The Chamber is considering having the Halloween Trunk or Treat outside and implement social distancing between the display cars and participants.

Trustee Dave Enke – The EDA met and the majority of the meeting was discussion on housing in the community to construct either more 4-plexes or duplexes. There are numerous options available to build new energy efficient homes or build structures similar to what we have now. The board is working at gathering additional information in the near future.

Mayor Bob Worth added the EDA will need to purchase a couple lots to do this and if it comes to that, the City and EDA will need to work out an agreement to purchase the lots for \$1.00 due to the fact the EDA is a City entity.

Trustee Daryl Schlapkohl – No report.

ADMINISTRATOR/CLERK REPORT:

Appliance Pick-up is scheduled for Tuesday, October 6, 2020.

City staff received an e-mail from Infants Remembered in Silence, Inc. requesting the Council adopt a resolution endorsing October 15, 2020 as Pregnancy and Infant Loss Remembrance Day. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to adopt the proclamation endorsing October 15, 2020 as Pregnancy and Infant Loss Remembrance Day. Motion carried.

Administrator/Clerk Eileen Christensen thanked Scott Christensen for conducting the successful archery skills proficiency test on September 12th and 13th. All the shooters passed with a score of 70 higher. The comments were well received and everyone was very happy with the test.

St. Genevieve's Catholic Church is having a drive-thru baked chicken dinner on Sunday, October 4, 2020 and they would like to close Lincoln Street going north off Benton Street from 10:00 AM to 2:00 PM.

MAYORAL REPORT:

Mayor Bob Worth informed the Council the CARES Task Force met last Friday morning to review the grant applications for the community's small businesses and non-profits. The Task Force approved the applications that were eligible and forwarded them on to the County for final approval. We hope to hear good news on getting funding assistance for the small businesses and non-profits in the community.

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

MAYOR

ADMINISTRATOR/CLERK