

**SEPTEMBER 4, 2018**

The Regular Meeting of the Lake Benton City Council was held on Tuesday, September 4, 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, Roger Rudebusch, Alexis Christensen, Michael Carpenter, 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.

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. No items were brought forward at this time.

The minutes of the Regular Meeting of August 20, 2018 were reviewed. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw to approve the minutes of the Regular Meeting of August 20, 2018. Motion carried.

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

OTTERTAIL POWER	\$ 2,250.68	LB HARDWARE	\$ 31.98
TODD DRAPER	\$ 32.00	PAT HAYNES	\$ 278.90
LEAGUE OF MN CITIES	\$ 874.00	MINNESOTA LIFE	\$ 6.80
ANTHONY SIEVERT	\$ 23.69	DOUBLE D GRAVEL	\$ 1,248.13
THIS OLD HOUSE	\$ 35.00	MN DEPT OF HEALTH	\$ 516.00
METRO COMPOUND	\$ 629.75	TROY NORDMEYER	\$ 32.00
BUFFALO RIDGE CONC	\$ 337.50	KYLIE ROCHEL	\$ 55.00
VERIZON	\$ 35.41	ONE OFFICE SOLUTIONS	\$ 170.72
DEMCO	\$ 79.00	JANINE BUNJER	\$ 228.87
SHOWBOAT PAVILION	\$ 686.15		

**MOTION** by Daryl Schlapkohl, 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.

Mayor Bob Worth requested for a motion to move agenda item #8 up to item #3. **MOTION** by Dave Enke, seconded by Rosie DeZeeuw to move agenda item #8 to item #3. Motion carried.

The next item of business was to review/act on a Resolution Accepting a Donation from By-the-Teens For-the-Teens to the City. Alexis Christensen, a member of the By-the-Teens For-the-Teens (BTFT), explained to the Council the reason for beginning this program was to give the teens a better selection of reading and expand on the teen programming. The BTFT sponsor teen activities such as teen tech night in which they read together with goals, and also do a variety of fund raisers. The BTFT wanted to do something for the community by donating \$50.00 to the City to use towards new trees at Westside Park to replace the trees taken down due to Emerald Ash Borer. Minnesota Statutes 465.03 states the City can accept donations for the benefit of its citizens and is specifically authorized to accept gifts. **MOTION** by Rosie DeZeeuw, seconded by Daryl Schlapkohl to approve the Resolution Accepting Donations to the City from the above group for \$50.00 to use towards replacing the trees taken down at Westside Park due to Emerald Ash Borer. Motion carried.

**POLICE REPORT:**

The Police Report for August was given by Police Chief Tony Sievert. Police Chief Tony Sievert then informed the Council the proficiency test shoot is scheduled this weekend for the City Bow Hunt. The City received 68 applications for the program, and 40 of the 68 will be selected for the hunt. Dallas Cornell, Scott Christensen and Dave Enke will assist with the testing. **MOTION** by Mark

Dunn, seconded by Dave Enke to approve the Police Report for August. Motion carried.

The next item of business was to review/act on the purchase of a new police squad car and a new Public Works pick-up. Mayor Bob Worth reminded the Council they decided to wait to approve the purchase of a new police squad car and pick-up until after the 2019 budget was reviewed. The Council was provided a copy of the 2019 squad bids that was distributed to them on August 6, 2018, and a copy of the estimate from Nelson Auto Center for a new Public Works pick-up. The total cost of the proposed Durango SSV is \$44,257.00. The total cost of the proposed Ford pick-up is \$27,723.18.

The City assigned \$50,000.00 for long term improvements at their July 2, 2018 meeting. The purchase of vehicles is included in long term improvements. The City currently has \$10,000.00 in CD's for a new police squad, \$5,000.00 budgeted in 2018 for Police Capital Outlay (police squad) to be put into a CD per Council approval, and \$5,000.00 budgeted in 2019 for Police Capital Outlay. This totals \$20,000.00 to go towards the purchase of a new police squad car. The current squad could bring an additional \$5,000.00 when sold. Therefore, the City has approximately \$25,000.00 plus \$20,000.00 in assigned funds to go towards the purchase of a new police squad.

The 2013 police squad has 94,000 miles on in. The bid is from Burnsville and the warranty work can be done in Brookings and/or Marshall. **MOTION** by Dave Enke, seconded by Mark Dunn to approve the purchase of a new 2019 Dodge Durango SSV police squad in late October, early November for \$44,257.00. Motion carried.

Maintenance Supervisor Todd Draper informed the Council he received a quote from Nelson Auto Center for a 2019 Ford F-150 in the amount of \$27,723.18. Todd has been working with Kruse Motors in Marshall, but there were some issues with reactivating the City's FIN#. Nelson Auto included a discount for the City through Southwest West/Central Service Coop (SWWC).

A month ago the maintenance department experienced some problems with the front of the pick-up and took it to Dale's Alignment. The cost to fix the pick-up was more costly (\$2,000.00) than expected as they found additional problems with it. Prior to this happening, the Council may have considered selling the pick-up, but now it uses oil and it was suggested the Council consider not selling it after that much money was put into it.

It will take approximately 90 days to have the new pick-up delivered. It was suggested the Council table the action on purchasing a new pick-up for the Public Works until the next meeting so City staff can get the FIN# activated and check the pricing from Kruse Motors in Marshall. **MOTION** by Dave Enke, seconded by Mark Dunn to table the purchase of a new Public Works pick-up until City staff gets the FIN# activated and gets a quote from Kruse Motors in Marshall. Motion carried.

The next item of business was to review/act on The Nature Conservancy (TNC) Hunting Agreement. Administrator/Clerk Eileen Christensen informed the Council City Attorney Mike Cable reviewed the agreement and requested it be forwarded to the League of Minnesota Cities Insurance Attorney. The League's attorney reviewed the agreement and provided information to be considered and revised in the agreement. City Attorney Mike Cable made the revisions and Administrator/Clerk Eileen Christensen forwarded it on to TNC for their review and approval.

The City received 68 applications, and those applicants are scheduled to take their hunter archery proficiency skills test on September 8, 9, and 12, 2018. The special City bow hunt will begin on September 15, 2018. **MOTION** by Mark Dunn, seconded by Dave Enke to approve The Nature Conservancy (TNC) Hunting Agreement. Motion carried.

The next item of business was to review/act on leasing .14 acres of property from Genesee & Wyoming Railroad Services, Inc. Administrator/Clerk Eileen Christensen received an e-mail from Dawn Davis-Carpenter with Genesee & Wyoming Railroad Services, Inc. informing the City the old

agreement with Clyde Krog has been canceled and superseded by a new agreement. The old agreement was 20 years old and needed to be updated and the fees revised to meet today's standards. The fee to rent the .14 acres of property by the City shed will be \$500.00 for one year.

After some discussion about the property and the amount of money the Railroad is requesting, a **MOTION** was made by Dave Enke, seconded by Daryl Schlapkohl to give the Railroad a counteroffer of \$100.00 for one year, and send them a copy of the City's ordinance on maintaining the weeds on their property. Motion carried.

### **PUBLIC WORKS UPDATE:**

#### The Cemetery Road

Maintenance Supervisor Todd Draper informed the Council he put down five yards of crushed concrete on the west road of the Cemetery and it seemed to work very well. Todd checked on gravel from A & C Excavating but when it rains it turns to slime. Todd also checked on recycled asphalt in which the County has a large pile but they are not willing to sell it. Todd can get crushed concrete from Double D Gravel and permission from MnDOT to store the concrete on the right-of-way until the job is complete. **MOTION** by Dave Enke, seconded by Mark Dunn to purchase up to \$1,000.00 of crushed concrete from Double D Gravel to fix the Cemetery roads. Motion carried.

#### DNR Water Access

Todd Draper and Administrator/Clerk Eileen Christensen met with Phil Nasby and an engineer from the DNR to discuss the water access area and a Class A boat ramp construction as soon as next spring. They provided a preliminary design that straightens the road under the viaduct to line up with the access road to the Resort. The DNR will blacktop most of the road, but not all of it. The City will need to check prices to complete the blacktop. The DNR is including curb and gutter and retention ponds. The existing restroom will be removed and DNR will provide ADA porta-potties. The only costs to the City would include the lighting which the City gets through OtterTail Power, and the City may want to replace the water line that runs from the pump building to the Resort. The trash cans will be the City's responsibility and we can get that through our current garbage contractor. When the designs are completed, the DNR will provide them to the Council for review. Todd has met with the OtterTail representative regarding the lighting and he will check into cost savings for the City.

#### MnDOT 2023 Project

Trustee Daryl Schlapkohl, Maintenance Supervisor Todd Draper and Administrator/Clerk Eileen Christensen met with representatives from MnDOT on their 2023 plan to put a three inch overlay on Highway 75 from Highway 14 to the south end of town, which will include replacing the sidewalks. Todd informed the Council that this project could be pushed back a year or two dependent on the City improving the utilities on Highway 75. This is a big ticket item and MnDOT will not plan another overlay for 15 years after 2023. There have been several water breaks and the sewer lines are bad. Todd had a preliminary engineering report completed for a PFA loan ten years ago on Highway 75 with an estimate of \$1.2 million for the utility project. Todd contacted Vince Robinson who suggested the City meet with US Rural Development, SCDP, and a representative from Rural Water Association. The Council agreed this is an opportune time and is worth looking into. **MOTION** by Mark Dunn, seconded by Rosie DeZeeuw for Todd Draper to work with Vince Robinson to begin the process and invite US Rural Development, SCDP, and Rural Water Association to meet with the City and discuss. Motion carried.

#### Community Center Parking Lot

Todd Draper reported the measurements of the Community Center parking lot are 80' x 100'. The City owns the curb and gutter and the alley is not included with the parking lot measurements. The sidewalk in the front of the building is 10' and an additional 20' from the sidewalk to the building. The City previously approved retaining the front 20' x 70' where the monument stands. After discussion on what to sell, i.e. the Community Center and parking lot as is, the Community Center with some of the parking lot and sell the remainder of the parking lot, or sell the entire parking lot

only and the Community Center building only. Mayor Bob Worth requested to have a special Council meeting on September 10, 2018 to discuss the sale of the Community Center at 5:30 PM. The Council agreed to meet on Monday, September 10, 2018 at 5:30 PM for a special Council meeting.

The pre-construction meeting for the Harrison Street Utility Improvement Project is scheduled for September 5, 2018 at 10:00 AM. The contractors will begin work on the project in two to three weeks.

The next item of business was to review/act on a Resolution Accepting Donations to the Library. The Library received a \$200.00 donation from JoAn Burk in memory of Carl Burk. 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 \$200.00. Motion carried.

#### **COMMITTEE REPORTS:**

Trustee Mark Dunn – No report.

Trustee Rosie DeZeeuw – No report.

Trustee Dave Enke – The Library Board met last week and the August numbers were up when usually they are not that high this time of year with school beginning. As a result of the Library Director attending a recent workshop, the Library will begin to develop a monthly theme, i.e. offer scary stories, etc. for Halloween. This program will assist in increasing awareness of the Library. The Fall Programming is beginning with several programs: The Game Time (formerly Chess Club) will begin September 10th, the Adult Book Club begins October 1st, a program featuring Jane McGee's book will be September 24th, and Jen Anfinson will be back again for two programs on September 25th on Jewelry Techniques, and a Fairy House workshop.

Last week there was a special EDA meeting and they met with Gary Serie and a representative from United Hardware. It was a general discussion to learn more about the hardware industry and what the market for a small community is.

Trustee Daryl Schlapkohl – No report.

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

Administrator/Clerk Eileen Christensen spoke with Al Trigg about replacing the shingles on the front of the Lake Benton Area Community & Event Center with tin. Al gave Eileen an estimate of \$500.00. **MOTION** by Daryl Schlapkohl, seconded by Mark Dunn to approve Al Trigg replacing the shingles on the front of the Lake Benton Area Community & Event Center with tin. Motion carried. Administrator/Clerk Eileen Christensen informed the Council she has been working on a brochure and table tents to market the Lake Benton Area Community & Event Center.

#### **MAYORAL REPORT:**

Mayor Bob Worth informed the Council things are moving forward with MnDOT to lease their building by the First Responder building. There is an existing agreement for the building that houses the First Responder Unit, and MnDOT will need to modify the agreement to include the newer building. The City will need to provide proof of insurance for both buildings and the current lease goes through 2022.

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