

**MINUTES – BENSON CITY COUNCIL – SPECIAL MEETING
JANUARY 3, 2005**

The meeting was called to order at 5:00 p.m. by Mayor Kittelson. Members present: Lee Westrum, Bob Claussen, Gary Landmark, and Paul Kittelson. Members absent: Sue Fitz. Also present: City Manager Rob Wolfington and Public Works Director Elliot Nelson.

It was moved by Claussen, seconded by Westrum and carried unanimously to approve the following appointments:

Personnel Committee	Landmark and Westrum
Liquor Committee	Fitz and Landmark
Economic Development Authority	Claussen and Kittelson
Planning Commission	Claussen
Park Board	Westrum and Kittelson
Library Board	Fitz
Utility Board	Claussen and Fitz
President Pro-Tem	Landmark
City Attorney [Civil Cases]	Don Wilcox
Assistant City Attorney	Tara Ulmaniec
Attorney handling Criminal Cases	Finke Law Office

It was moved by Landmark, seconded by Westrum and carried unanimously to designate the Monitor News as the official newspaper for the City in 2005.

It was moved by Westrum, seconded by Claussen and carried unanimously that state banks, national banks, and thrift institutions located either within or outside the State of Minnesota that qualify as depositories under Minnesota Law are hereby designated as depositories of this municipality pursuant to Minnesota Statutes Section 118.005.

There was a consensus of the Council to designate meeting dates for 2005 on the second and fourth Mondays of each month at 7 p.m. When a meeting date falls on a holiday, it was decided to hold the meeting the following Tuesday.

It was moved by Landmark, seconded by Claussen and carried unanimously that the following were authorized as check signers for the following accounts:

All Accounts:	Mayor Paul Kittelson, City Manager Robert Wolfington, and Director of Finance Glen Pederson
Incidental Fund:	Nancy Kellner and Marge Scheffler
Meter Rent Account:	Nancy Kellner
Hospital Fund:	Nancy Kellner

It was moved by Landmark, seconded by Claussen and carried unanimously to approve the following board and commission reappointments:

Airport Commission:	Dan Connolly (term expires 12/31/2007)
Cemetery Board:	Dennis Rohloff & Gale Skold (terms expire 12/31/2007)
EDA:	Mark Frank (term expires 12/31/2008)
Hospital Board:	Melissa Hampton (term expires 12/31/2007)
HRA:	Ginter Rice (term expires 12/31/2009)
Library Board:	Jan Kittelson & Barb Nelson (terms expire 12/31/2007)
Park Board:	Lee Westrum (term expires 12/31/2007)

Planning Commission: Ron Laycock & Frank Lawatsch (terms expire 12/31/2007)
Utility Board: Dan Mitteness (term expires 12/31/2007)

It was moved by Westrum, seconded by Claussen and carried unanimously to approve a gambling application to the Chippewa Valley Chapter of the Minnesota Deer Hunters Association for a raffle on February 18, 2005 at the Benson Bowler.

The City Manager informed the Council that he and the Director of Finance are recommending that the Council approve contracting with Bonestroo Engineers to assist with the GASB 34 requirements to place valuations on City streets and storm sewers. Bonestroo has submitted a quote of \$2,250 per system or a not to exceed price of \$9,000. It was moved by Claussen, seconded by Landmark and carried unanimously to approve a contract with Bonestroo Engineers as recommended by staff.

It was moved by Landmark and seconded by Westrum to approve the addition of the Post Employment Health Savings Account to the Personnel Policies. After further discussion, Landmark and Westrum rescinded their motion; this item will be placed on the January 10, 2005 agenda to allow time to check that this language is the same as what was approved in the 2005 AFSCME labor contract.

The City Manager informed the Council that he is proposing to donate the sign making machine to the DAC. The DAC in exchange would make signs for the City with the City providing the materials. It was moved by Claussen, seconded by Westrum and carried unanimously to approve donating the sign making machine to the DAC as proposed by the City Manager.

The City Manager mentioned that the highway project is progressing and to expect to see some resolutions that need to be approved.

The City Manager informed the Council that the 90 day comment period started the end of 2004 for the proposed FEMA flood map.

There was a consensus of the Council to go into closed session to conduct the City Manager's performance review at 5:15 p.m.

At 5:55 p.m., the Council came out of closed session. The Mayor announced that they had conducted the City Manager's performance review and it was reported that he had received a satisfactory review.

There being no additional items to come before the Council, the meeting was adjourned at 5:57 p.m.

Mayor

Attest: _____
City Manager