

**MINUTES – BENSON CITY COUNCIL – SPECIAL MEETING
NOVEMBER 9, 2005**

The meeting was called to order at 5:00 p.m. by Mayor Paul Kittelson. Members present: Sue Fitz, Lee Westrum, Bob Claussen, Gary Landmark, and Paul Kittelson. Members absent: None. Also present: City Manager Rob Wolfington, Finance Director Glen Pederson, and Public Works Director Elliot Nelson.

The purpose of the meeting was to review and discuss the proposed 2006 Operating Budget and CIPs. The City Manager reviewed the 2006 Operating Budget and CIPs with the Council. Some items mentioned that will affect the budget:

- Automatic Meter Readers – savings of time
- Street Department tandem dump truck – depends on loan being for five or seven years
- New Subdivision – level of funding City will participate
- Surcharge for compost/leaf pile
- Talked about moving compost site to landfill site
- City Hall and handicap accessibility

The Finance Director presented a new utility billing format to be printed on 8½” x 11” paper, stuffed in an envelope and to include a return envelope. The proposal is to contract with ZipSort, Inc. from Minneapolis, Minnesota to print, stuff and mail the utility bills. The City would send an electronic file of utility billing information to ZipSort and the City would then receive an electronic file of the utility billing information as it is mailed out. The Utility Board met earlier today and recommended moving forward with the proposed new utility billing format. There were three options discussed: 1.) 40¢ per bill [black and white, no frills], 2.) 41.5¢ per bill [color on the envelope] and 3.) 43¢ per bill [full color]. After discussion, it was moved by Fitz, seconded by Claussen and carried unanimously to approve contracting with ZipSort, Inc. at the 41.5¢ per bill option.

The Finance Director informed the Council that there was a consensus of the Utility Board to hold off for a couple of months before proceeding with an electric rate study. The City is on a list to have Missouri River Energy Services conduct an electric rate study in the Fall of 2006. The City anticipates receiving the Electric Distribution Study shortly and this will give staff a good idea of the capital improvement needs for the utility. The Council concurred with the Utility Board’s recommendation.

The City Manager mentioned that there are a couple of intersections the Council needs to look at regarding the new stop signs. No action was taken at this time.

It was moved by Westrum, seconded by Claussen and carried unanimously to adjourn the meeting at 6:47 p.m.

Mayor

Attest: _____
City Clerk