

**MINUTES – BENSON CITY COUNCIL – SPECIAL MEETING  
JANUARY 3, 2006**

The meeting was called to order at 5:12 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 and Finance Director Glen Pederson.

Member Claussen asked if any members would be available to serve on the Planning Commission or the Utility Board. If any Council Member is available to serve on these boards, they should let staff know. It was moved by Landmark, seconded by Claussen 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
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 Claussen, seconded by Westrum and carried unanimously to designate the Monitor News as the official newspaper for the City in 2006.

It was moved by Westrum, seconded by Fitz 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.

It was moved by Landmark, seconded by Westrum and carried unanimously to designate meeting dates for 2006 on the second and fourth Mondays of each month at 7 p.m.

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

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

It was moved by Claussen, seconded by Westrum and carried unanimously to approve donating a swimming pool family pass to the Benson Area Chamber of Commerce for a raffle at their annual meeting.

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

<b>Airport Commission:</b>	Gene Doscher & Wayne Peterson (terms expire 12/31/2008)
<b>Hospital Board:</b>	Bob Claussen (term expires 12/31/2008)
<b>HRA:</b>	Clifford Bronniche (term expires 12/31/2010)
<b>Library Board:</b>	Marianne Hilleren & Jeff Ratliff-Crain (terms expire 12/31/2008)
<b>Park Board:</b>	Kevin Bausman (term expires 12/31/2008)
<b>Planning Commission:</b>	Eric Everson & Ken Aeikens (terms expire 12/31/2008)
<b>Utility Board:</b>	Jerry Erickson (term expires 12/31/2008)

It was moved by Landmark, seconded by Westrum and carried unanimously to approve the AFSCME Union Contract effective January 1, 2006 through December 31, 2007 as presented by the Finance Director and City Manager.

It was moved by Landmark, seconded by Westrum and carried unanimously to approve the following salaries for exempt employees for 2006 as recommended by the Personnel Committee:

<b>Exempt Employees</b>	
Liquor Store Manager	\$39,500
Administrative Assistant	\$36,400
Public Works Director	\$54,000
Police Chief	\$52,750
Police Sergeant	\$46,000
Finance Director	\$57,500
City Manager	\$68,640

The City Manager informed the Council that he has been meeting with Member Claussen and the Building Official regarding the Building Official's contract. They anticipate having a proposed contract on the January 9 Council meeting agenda.

At 5:34 p.m. the Council went into closed session to conduct the City Manager's performance review.

At 5:50 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.

It was moved by Fitz, seconded by Claussen and carried unanimously to adjourn the meeting at 5:52 p.m.

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Mayor

Attest: \_\_\_\_\_  
City Clerk