

**MINUTES – BENSON CITY COUNCIL – REGULAR MEETING  
DECEMBER 18, 2006**

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, Public Works Director Elliot Nelson, and Neil Thompson.

Under Unscheduled Business, Neil Thompson informed the Council that the flashing lights at the crossing at Wisconsin Avenue and Hwy. 12/29 have not worked properly since the time change the end of October. He is the crossing guard and is concerned with providing a safe crossing for the children. The City's electrician has been unsuccessful in correcting the flashing lights. Mr. Thompson asked if the lights could be controlled manually instead of the complicated electronic system. Staff will look into the situation and report back at a January Council meeting.

The City Manager presented a purchase agreement between the City and School District #777 for Lot 6, Block One, Lynn Park Addition for the Council to consider. There was consensus to change the following dates in number one of the agreement:

a. On the above legally described real property, School District shall complete, on or before January 1, ~~2012~~ 2010, a home constructed by students participating in the aforesaid home building project, and

b. On real property within the City of Benson, city limits other than described herein, School District shall complete, on or before January 1, ~~2018~~ 2016, a second home constructed by students participating in the aforesaid home building project on or before January 1, ~~2018~~ 2016.

If School District opts to complete two vocational home building projects as set forth above in lieu of making the payment of Five Thousand and no/100 on or before the date of closing, School District agrees that it will pay the City a total Five Thousand and no/100 Dollars (\$5,000) within thirty days of either January 1, ~~2012~~ 2010 or January 1, ~~2018~~ 2016 if either of these deadlines are not met pursuant to the terms specifically set forth above.

Council Member Westrum was going to bring the proposed purchase agreement to the school board meeting on December 18. The Council will wait until after the school board has reviewed the purchase agreement before moving forward.

Council Member Fitz offered the following Resolution and moved its adoption:

**RESOLUTION TO APPROVE TRANSFER FROM  
LIBRARY ENDOWMENT FUND  
(RESOLUTION NO. 2006-35)**

WHEREAS, the City of Benson established the Library Endowment Fund in March of 1995 with excess dollars left over from the new building construction, and

WHEREAS, the interest earned in this fund is available for the purchase of capital equipment, and

WHEREAS, the fund has earned \$933.13 in interest during 2006, and

WHEREAS, the City Council has budgeted to transfer interest earnings in an amount up to \$1,200.

NOW, THEREFORE BE IT RESOLVED that the \$933.00 interest earned be transferred from the Library Endowment Fund to the operating Library Fund to help cover the costs of capital equipment.

Council Member Claussen seconded the foregoing Resolution and the following vote was recorded: AYES: Fitz, Claussen, Landmark, Westrum, Kittelson. NAYS: None. Whereupon the Mayor declared Resolution No. 2006-35 duly passed and adopted.

Council Member Westrum offered the following Resolution and moved its adoption:

**RESOLUTION TRANSFERRING \$60,000 FROM  
THE LIQUOR FUND TO THE GENERAL FUND  
(RESOLUTION NO. 2006-36)**

WHEREAS, the City of Benson owns and operates a Municipal Liquor Store, and

WHEREAS, the City Council has budgeted to transfer \$60,000 from the Liquor fund to the General Fund for calendar year 2006.

NOW, THEREFORE BE IT RESOLVED that the City Council authorized the transfer of \$60,000 from the Liquor Fund to the General Fund.

Council Member Landmark seconded the foregoing Resolution and the following vote was recorded: AYES: Westrum, Landmark, Fitz, Claussen, Kittelson. NAYS: None. Whereupon the Mayor declared Resolution No. 2006-36 duly passed and adopted.

Council Member Claussen offered the following Resolution and moved its adoption:

**RESOLUTION TRANSFERRING 25% OF THE NET PROFIT  
OF THE UTILITY FUND TO THE GENERAL FUND  
(RESOLUTION NO. 2006-37)**

WHEREAS, the City charter allows for the transfer of no more than 25% of the net profit from the Utility Fund to any other fund in any one year provided that a ten year Capital Improvement Program has been studied and implemented and that the fund does not needs this money to fulfill its Improvement Program, and

WHEREAS, the City Council has adopted a ten year Capital Improvements Program as part of its 2005 Budget, and

WHEREAS, the City Council as part of its 2006 General Budget included a transfer of 25% of the net profit of the Utility Fund be transferred to the General Fund.

NOW, THEREFORE BE IT RESOLVED that the City Council transfers \$107,104.57 from the Utility Fund to the General Fund.

Council Member Fitz seconded the foregoing Resolution and the following vote was recorded: AYES: Claussen, Fitz, Westrum, Landmark, Kittelson. NAYS: None. Whereupon the Mayor declared Resolution No. 2006-37 duly passed and adopted.

Council Member Landmark offered the following Resolution and moved its adoption:

**RESOLUTION TO APPROVE BUDGETED TRANSFERS  
(RESOLUTION NO. 2006-38)**

WHEREAS, the City of Benson has maintained the following funds, and

WHEREAS, the City Council has determined that it is prudent to make transfers in 2006 in order to fund certain projects or programs.

NOW, THEREFORE BE IT RESOLVED that the following amounts be transferred from the following funds:

	<b>Budgeted</b>	<b>Transferred</b>
From Cemetery Perpetual Care to General Fund	\$ 1,000	\$ 1,000
From General Fund to Fire Department Bond Fund	\$ 8,920	\$ 8,920
From General Fund to Library Fund	<u>\$ 4,465</u>	<u>\$ 4,465</u>
TOTAL	\$14,385	\$14,385

Council Member Claussen seconded the foregoing Resolution and the following vote was recorded: AYES: Landmark, Claussen, Fitz, Westrum, Kittelson. NAYS: None. Whereupon the Mayor declared Resolution No. 2006-38 duly passed and adopted.

It was moved by Landmark, seconded by Claussen and carried unanimously to authorize transferring \$10,000 from the EDA to the General Fund for the \$10,000 donation to the Golf Club.

Council Member Fitz offered the following Resolution and moved its adoption:

**RESOLUTION TRANSFERRING AMOUNT DESIGNATED FOR FUTURE  
CAPITAL OUTLAY TO THE GENERAL CAPITAL OUTLAY FUND  
(RESOLUTION NO. 2006-39)**

WHEREAS, the Benson City Council has established a fund known as the General Capital Outlay Fund, and

WHEREAS, the Council desires to track all capital outlay purchases for the General Fund through this fund, and

WHEREAS, there are monies appropriated in the General Fund 2006 Budget for this purpose.

NOW, THEREFORE, BE IT RESOLVED that the following amounts be transferred from the General Fund Appropriated Fund Balance to the General Capital Outlay Fund for:

Administration	12,200
City Hall	5,000
Police Department	20,000
Fire Department	15,000
Street Department	65,000
Park Department	17,900
Armory	13,300
Transit	(10,000) Redistribute
Airport	<u>(8,400) Redistribute</u>
TOTAL	\$130,000

Council Member Claussen seconded the foregoing Resolution and the following vote was recorded: AYES: Fitz, Claussen, Westrum, Landmark, Kittelson. NAYS: None. Whereupon the Mayor declared Resolution No. 2006-39 duly passed and adopted.

It was moved by Fitz, seconded by Claussen and carried unanimously to approve the First Reading of An Ordinance to Allow Transfer of an Additional \$35,768 from the Utility Fund to the General Fund.

Council Member Westrum offered the following Resolution and moved its adoption:

**RESOLUTION ADOPTING FINAL 2006 PROPERTY  
TAX LEVY, COLLECTIBLE IN 2007  
(RESOLUTION NO. 2006-40)**

BE IT RESOLVED by the City Council of the City of Benson, County of Swift, Minnesota that the following sums of money be levied for the current year, collectible in 2007, upon the taxable property in the City of Benson, for the following purposes:

General Fund Levy	\$400,861
Claussen Properties II Abatement	11,000
Library Fund Levy	81,529
G.O. Capital Street Equipment 2006	36,080
G.O. Library Bonds of 2002 Refunding	26,350
G.O. Fire Equipment Certificates of 2002	<u>50,100</u>
<b>Total</b>	<b>\$605,920</b>

BE IT FURTHER RESOLVED that the following sum of money be levied for the current year, collectible in 2007, based upon the market value of the taxable property in the City of Benson, for the following purpose:

G.O. Fire Equipment of 2002 Refunding	\$15,810
G.O. Swimming Pool	<u>\$82,082</u>
<b>Total</b>	<b>\$97,892</b>

The City Clerk is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Swift County, Minnesota.

Council Member Claussen seconded the foregoing Resolution and the following vote was recorded: AYES: Westrum, Claussen, Fitz, Landmark, Kittelson. NAYS: None. Whereupon the Mayor declared Resolution No. 2006-40 duly passed and adopted.

Council Member Fitz offered the following Resolution and moved its adoption:

**RESOLUTION CERTIFYING THE FINAL OPERATING BUDGET  
FOR THE CALENDAR YEAR 2007 FOR THE CITY OF BENSON, MINNESOTA  
(RESOLUTION NO. 2006-41)**

BE IT RESOLVED, that the Final Operating Budget for the City of Benson, Minnesota, for the fiscal year beginning January 1, 2007 and ending December 31, 2007 is hereby approved which includes the following:

General Fund	Utility Fund
General Capital Outlay Fund	Utility 10 Year Capital Outlay
Library Fund	Liquor Fund
Development District	Garbage Collection Fund
Economic Development Authority	

BE IT FURTHER RESOLVED, that the General Fund Budget is summarized as follows:

Revenues

Taxes - General Fund	\$411,861
State Grants and Aids	1,227,533
Other Revenues	<u>899,945</u>
<b>Total Revenues</b>	<b>\$2,539,339</b>

Expenditures

General Government	\$533,020
Public Safety	799,582
Highways, Streets and Roads	495,900
Parks and Recreation	323,418
Public Transit	146,890
Capital Outlay	115,000
Other Expenditures	<u>173,000</u>
<b>Total Expenditures</b>	<b>\$2,586,810</b>

**Excess (Deficiency) of Revenues over Expenditures (\$53,471)**

BE IT FURTHER RESOLVED, that the City Manager shall cause the entire final Operating Budget to be printed and filed in the City Office for inspection and reference by the public.

Council Member Claussen seconded the foregoing Resolution and the following vote was recorded: AYES: Fitz, Claussen, Westrum, Landmark, Kittelson. NAYS: None. Whereupon the Mayor declared Resolution No. 2006-41 duly passed and adopted.

It was moved by Landmark, seconded by Westrum and carried unanimously to approve the following Public Utilities Bad Debts List as of December 31, 2006:

**Public Utilities Bad Debts List as of December 31, 2006**

ACCT. NO.	NAME	ELEC	WATER	SEWER	TAX	GARB	PEN	TOTAL
101-0024-00-23	Nancy Vavrina	2.29	18.10	20.87	4.04	13.25	0.00	58.55
101-0025-00-18	Jannette Taylor	109.59	69.97	811.38	8.43	22.68	26.00	1048.05
101-0096-00-06	Michael Westom	139.95	20.71	44.20	11.50	24.78	10.00	251.14
101-0096-00-08	Mike Koehen, Jr.	22.76	5.43	6.92	1.86	3.88	0.00	40.85
101-0096-00-09	Dawn Fox	205.98	76.65	68.66	19.76	38.77	20.00	429.82
102-0023-00-03	Dale Theel	0.00	0.00	79.17	0.00	10.24	18.28	107.69
102-0045-00-08	Tiffany Gronseth	36.85	30.88	55.22	9.96	30.96	9.20	173.07
102-0068-00-08	William Goodrich	2.26	13.35	39.60	5.32	26.40	0.00	86.93
102-0126-00-07	Matt Torgerson	55.57	157.32	62.70	4.31	34.91	10.00	324.81
103-1170-00-14	Diane Cox	76.65	0.00	0.00	5.25	0.00	0.00	81.90
104-0143-09-14	Colleen Hodgson	18.78	0.00	0.00	3.37	0.00	1.69	23.84
104-0143-11-13	Melinda Deliz	99.27	0.00	0.00	15.14	0.00	13.24	127.65
104-0143-18-14	Jed Everson	3.62	0.00	0.00	1.53	0.00	.80	5.95
104-0168-00-07	EugeneHenderson	277.86	56.30	162.91	38.48	76.93	79.50	691.98
201-0020-00-02	Nancy Vavrina	4.88	2.75	6.19	.72	4.13	0.00	18.67
201-0093-00-05	Kristine Drusch	98.01	14.80	30.10	10.61	16.88	0.00	170.40
201-0093-00-06	Dawn Fox	7.20	13.88	26.34	5.81	14.76	0.00	67.99
201-0096-00-13	Joseph Karo	16.38	9.58	40.07	1.52	26.71	10.00	104.26

202-0056-00-02	Jack Solomon II	66.93	32.67	88.35	18.28	49.53	21.31	277.07
205-0002-00-14	Kent Swanson	28.01	0.00	0.00	3.12	0.00	0.00	31.13
205-0101-00-10	Melissa Vales	107.79	0.00	0.00	11.09	0.00	14.88	133.76
205-0306-00-13	Clay Wise	119.69	0.00	0.00	12.70	0.00	17.58	149.97
205-0413-00-08	Sarah Muehlbauer	37.65	0.00	0.00	17.43	0.00	25.56	80.64
205-0527-00-13	Melissa Paulsrud	108.16	0.00	0.00	7.03	0.00	22.25	137.44
205-0606-00-10	Kristin Turner	233.48	0.00	0.00	15.19	0.00	20.66	269.33
205-0613-00-03	AlexandriaForeman	174.01	0.00	0.00	17.81	0.00	13.88	205.70
205-0642-00-11	Kristin Turner	256.45	0.00	0.00	.42	0.00	17.15	274.02
301-0134-00-02	Melissa Stelzer	0.00	0.00	43.24	0.00	5.34	3.66	52.24
302-0055-00-05	Mark Whitcup	43.72	37.23	55.71	3.48	34.36	29.00	203.50
303-0034-00-07	Dave Stelzer	0.00	0.00	43.45	0.00	9.00	10.00	62.45
303-0148-00-06	Trista Chenoweth	222.07	37.32	128.24	18.62	42.94	18.42	467.61
304-0012-00-05	Matthew Torgerson	33.21	2.96	7.07	2.55	3.96	0.00	49.75
304-0098-00-05	Matthew Torgerson	150.44	80.15	158.40	14.29	53.25	20.00	476.53
304-0140-00-02	Mark Whitcup	0.00	0.00	217.96	0.00	0.00	0.00	217.96
304-0140-00-03	Mark Whitcup	129.60	0.00	18.63	1.23	12.69	0.00	162.15
304-0158-00-26	Nathan Stauffacher	162.75	35.13	114.28	17.44	70.54	16.93	417.07
305-0026-00-15	Joseph Downs	26.09	0.00	0.00	1.69	0.00	0.00	27.78
305-0044-00-07	Wade Buchmann	7.95	0.00	0.00	1.69	0.00	0.00	9.64
402-0101-00-02	Sarah Muehlbauer	91.71	100.23	283.42	12.58	110.03	73.53	671.50
402-0188-00-06	Dave Stelzer	131.47	44.54	105.81	13.66	58.78	40.00	394.26
403-0016-00-03	Deb Nelson	43.17	0.00	0.00	4.14	0.00	4.65	51.96
403-0018-00-23	Matt Cook	53.01	0.00	0.00	6.89	0.00	4.57	64.47
403-0064-00-03	Chad Christenson	14.02	0.00	0.00	1.98	0.00	8.97	24.97
<b>TOTALS</b>		<b>3419.28</b>	<b>859.95</b>	<b>2718.89</b>	<b>350.92</b>	<b>795.70</b>	<b>581.71</b>	<b>8726.45</b>

It was moved by Westrum, seconded by Claussen and carried unanimously to approve bills and warrants in the amount of \$375,636.23.

There was a consensus of the Council to start the January 8, 2007 Council meeting at 5:00 p.m. to conduct a strategic planning meeting before conducting regular business.

It was moved by Claussen, seconded by Landmark and carried unanimously to adjourn the meeting at 5:43 p.m.

\_\_\_\_\_  
Mayor

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