

**MINUTES – BENSON CITY COUNCIL – REGULAR MEETING
DECEMBER 17, 2007**

The meeting was called to order at 5:30 p.m. by Mayor Paul Kittelson. Members present: Sue Fitz, Anne Johnson, Gary Landmark, Bob Claussen, and Paul Kittelson. Members absent: None. Also present: City Manager Rob Wolfington, Finance Director Glen Pederson, Police Chief Jim Crace, and Billing Clerk Gail Brehmer.

There was no one present with unscheduled business to come before the Council.

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

**RESOLUTION TRANSFERRING AMOUNT DESIGNATED FOR FUTURE
CAPITAL OUTLAY TO THE GENERAL CAPITAL OUTLAY FUND
(RESOLUTION NO. 2007-29)**

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 2007 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:

Police Department	5,000
Fire Department	15,000
Street Department	<u>55,000</u>
TOTAL	\$75,000

Council Member Landmark seconded the foregoing Resolution and the following vote was recorded: AYES: Johnson, Landmark, Claussen, Fitz, Kittelson. NAYS: None. Whereupon the Mayor declared Resolution No. 2007-29 duly passed and approved.

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

**RESOLUTION TO APPROVE TRANSFER FROM
LIBRARY ENDOWMENT FUND
(RESOLUTION NO. 2007-30)**

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 2007, and

WHEREAS, the City Council has budgeted to transfer interest earnings in an amount up to \$925.

NOW, THEREFORE BE IT RESOLVED that the \$925.00 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: Landmark, Claussen, Fitz, Johnson, Kittelson. NAYS: None. Whereupon the Mayor declared Resolution No. 2007-30 duly passed and approved.

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

**RESOLUTION TRANSFERRING \$60,000 FROM
THE EDA FUND TO THE GENERAL FUND
(RESOLUTION NO. 2007-31)**

WHEREAS, the City of Benson owns the downtown Railroad Parks, and

WHEREAS, the City Council has budgeted to transfer \$60,000 from the EDA Fund to the General Fund in calendar year 2007 for the East Railroad Park Improvements, and

WHEREAS, the East Railroad Park Improvement Project will improve parking in the Central Business District and will replace parking spaces lost to the 2004 TH12/29 Highway Improvements.

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

Council Member Fitz seconded the foregoing Resolution and the following vote was recorded: AYES: Claussen, Fitz, Johnson, Landmark, Kittelson. NAYS: None. Whereupon the Mayor declared Resolution No. 2007-31 duly passed and approved.

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

**RESOLUTION CERTIFYING THE FINAL OPERATING BUDGET
FOR THE CALENDAR YEAR 2008 FOR THE CITY OF BENSON, MINNESOTA
(RESOLUTION NO. 2007-32)**

BE IT RESOLVED, that the Final Operating Budget for the City of Benson, Minnesota, for the fiscal year beginning January 1, 2008 and ending December 31, 2008 is hereby approved.

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

Revenues

Taxes - General Fund	\$697,338
Taxes – Library	86,523
State Grants and Aids	1,160,602
Other Revenues	<u>1,041,821</u>
Total Revenues	\$2,986,284

Expenditures

General Government	\$598,898
Public Safety	844,126
Highways, Streets and Roads	581,700
Parks and Recreation	309,150
Public Transit	164,365
Library	92,748
Capital Outlay	200,000
Other Expenditures	<u>195,297</u>
Total Expenditures	\$2,986,284

Excess (Deficiency) of Revenues over Expenditures

(\$0)

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 Fitz seconded the foregoing Resolution and the following vote was recorded: AYES: Landmark, Fitz, Johnson, Claussen, Kittelson. NAYS: None. Whereupon the Mayor declared Resolution No. 2007-32 duly passed and approved.

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

**RESOLUTION ADOPTING FINAL 2007 PROPERTY
TAX LEVY, COLLECTIBLE IN 2008
(RESOLUTION NO. 2007-33)**

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 2008, upon the taxable property in the City of Benson, for the following purposes:

General Fund Levy	\$685,338
Claussen Properties II Abatement	12,000
Library Fund Levy	86,523
G.O. Capital Street Equipment 2006	<u>35,096</u>
Total	\$818,957

BE IT FURTHER RESOLVED that the following sum of money be levied for the current year, collectible in 2008, based upon the market value of the taxable property in the City of Benson, for the following purpose:

G.O. Swimming Pool	<u>\$80,664</u>
Total	\$80,664

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

Council Member Johnson seconded the foregoing Resolution and the following vote was recorded: AYES: Claussen, Johnson, Fitz, Landmark, Kittelson. NAYS: None. Whereupon the Mayor declared Resolution No. 2007-33 duly passed and approved.

The City Manager informed the Council that the city of Appleton expects to approve the Building Official Contract at their next meeting. After discussion, it was moved by Claussen, seconded by Fitz and carried unanimously to approve the Building Official Contract contingent upon the cities of Appleton and Morris also approving it.

The City Manager informed the Council that a letter was sent to Burlington Northern Sante Fe (BNSF) Railroad regarding dangers in the 12th Street crossing. A copy of the editorial Reed Anfinson printed a couple of weeks ago was also included with the letter. The BNSF Regional Project Engineer is bringing a team to Benson on January 7, 2008 to meet with the City regarding the crossing. The City Manager asked for two representatives from the Council to attend along with himself. Members Kittelson and Fitz agreed to meet with BNSF.

It was moved by Fitz, seconded by Claussen and carried unanimously to approve a pay request from TKDA for the Airport Improvement Project in the amount of \$7,919.37.

It was moved by Claussen, seconded by Johnson and carried unanimously to approve a pay request from Srock Construction Inc. for the Airport Improvement Project in the amount of \$46,545.85.

It was moved by Landmark, seconded by Fitz and carried unanimously to approve the following Public Utilities Bad Debts List as of December 31, 2007:

Public Utilities Bad Debts List as of December 31, 2007

ACCT. NO.	NAME	ELEC	WATER	SEWER	TAX	GARB	PEN	TOTAL
101-0024-00-25	Lydia Ramos	214.55	42.54	92.41	19.64	58.54	12.74	440.42
101-0030-00-02	Zachary Fischer	0.00	0.00	114.94	0.00	0.00	15.86	130.80
101-0050-00-06	Timothy Marlow	72.48	23.16	86.95	8.18	35.57	15.97	242.31
101-0118-00-02	John Weinhandl	35.19	15.65	27.53	3.80	15.53	0.00	97.70
101-0143-04-05	Roger Allen	15.24	0.00	0.00	2.29	0.00	0.00	17.53
102-0016-00-02	Damian Long	367.03	0.00	0.00	45.47	129.33	68.89	610.72
102-0023-00-04	CIP Fin Mort Co	4.00	2.00	53.84	.80	5.50	0.00	66.14
103-0110-00-01	Eastside Hwy 12	944.30	847.62	4350.30	70.65	0.00	370.00	6582.87
103-0135-00-02	Robert Bobber	0.00	0.00	17.28	0.00	0.00	0.00	17.28
103-1170-00-15	Phillip Champagne	25.32	0.00	0.00	1.65	0.00	2.70	29.67
103-1170-00-16	Jessica Matthies	18.13	0.00	0.00	1.18	0.00	0.00	19.31
104-0109-00-03	James Lien	3.79	0.00	14.77	1.06	8.33	0.00	27.95
104-0143-02-18	Dennis Tessmer	272.70	0.00	0.00	20.61	0.00	16.92	310.23
104-0143-07-12	Lorie Marshall	74.73	0.00	0.00	18.34	0.00	37.84	130.91
104-0143-07-18	Rob Atkinson	81.14	0.00	0.00	5.27	0.00	3.95	90.36
104-0143-09-16	Julie Lawyer	28.52	0.00	0.00	1.88	0.00	1.42	31.82
104-0143-18-16	Beverly Survis	65.26	0.00	0.00	5.54	0.00	7.67	78.47
201-0021-00-03	Celestino Deliz	0.00	139.31	204.02	0.00	173.01	50.00	566.34
201-0055-00-12	Terri Grussing	33.87	15.25	144.82	6.18	14.14	7.74	222.00
201-0087-00-04	Brad Erickson	112.68	10.63	43.87	11.01	24.59	10.00	212.78
202-0049-00-13	Rob Atkinson	27.38	4.28	8.67	2.26	4.89	0.00	48.48
203-0034-00-16	Sherrie Helmbrecht	53.32	11.50	23.78	4.54	11.00	0.00	104.14
203-0119-00-01	Westside Hwy 9	3377.47	0.00	0.00	1006.45	0.00	363.90	4747.82
205-0301-00-04	Francisco Villarreal	42.83	0.00	0.00	2.78	0.00	0.00	45.61
205-0413-00-12	Tracy Olson	39.87	0.00	0.00	4.63	0.00	4.54	49.04
205-0512-00-18	Tim Goble	176.68	0.00	0.00	15.26	0.00	21.25	213.19
205-0551-00-16	Kristin Wettstaedt	98.45	0.00	0.00	9.51	0.00	7.52	115.48
205-0551-00-18	Machelle Lagace	188.26	0.00	0.00	27.47	0.00	32.58	248.31
205-0552-00-13	Kristin Wettstaedt	54.81	0.00	0.00	9.99	0.00	47.35	112.15
205-0609-00-12	Christen Lane	9.61	0.00	0.00	1.92	0.00	0.00	11.53
205-0612-00-11	Sandra Garza	135.92	0.00	0.00	23.21	0.00	29.49	188.62
205-0614-00-18	Constance Lanning	40.63	0.00	0.00	21.99	0.00	25.26	87.88
205-0615-00-01	Steph Wesen	129.69	0.00	0.00	18.18	0.00	34.26	182.13
205-0616-00-17	Alissandra Krkosky	273.38	0.00	0.00	17.78	0.00	27.20	318.36
205-0664-00-01	Bennie Gitchel	29.66	0.00	0.00	3.82	0.00	0.00	33.48
302-0015-00-05	Richard Juelfs	83.42	30.36	160.68	7.83	24.75	14.24	321.28
302-0055-00-07	Pauline Wrobleksi	326.37	0.00	0.00	33.91	63.64	40.00	463.92
302-0098-00-01	Herman Goulet	0.00	0.00	13.59	0.00	5.32	0.00	18.91
302-0112-00-01	Gary Wrobleksi	48.05	24.61	58.50	12.08	33.00	7.03	183.27
303-0119-00-10	Don Wrobleksi	108.01	22.18	70.60	10.90	39.83	15.68	267.20
303-0131-00-03	Ed Kielty	0.00	13.20	39.00	5.06	26.00	0.00	83.26
304-0002-00-09	Noland Krueger	4.05	14.25	97.50	5.00	32.72	20.94	174.46
304-0132-00-05	Denny Tessmer	60.90	17.23	101.00	6.23	23.33	26.53	235.22
304-0157-00-05	Nicole Neuman	0.00	12.39	76.45	0.00	31.90	15.57	136.31
304-0184-00-18	Amber Castillo	51.91	7.67	26.50	5.10	17.67	0.00	108.85
304-0212-00-17	Tracy Miles	3.92	0.00	0.00	7.75	64.48	11.23	87.38
305-0046-00-10	M Kottenbrock	50.45	0.00	0.00	5.80	0.00	6.29	62.54
306-0103-00-11	Frances Chenowith	37.45	0.00	0.00	2.43	0.00	1.56	41.44
401-0110-00-02	Ryan Lee	75.63	0.00	0.00	6.88	49.89	18.87	151.27
402-0158-00-05	Denny Tessmer	12.96	50.80	75.00	10.86	46.25	28.28	224.15

403-0054-00-20	Sandra Yebra	137.68	36.59	70.00	12.06	35.01	8.31	299.65
403-0054-00-22	R. Killingswarth	182.19	19.39	39.70	14.03	22.39	0.00	277.70
305-0048-00-17	Daniel Hughes	21.50	0.00	0.00	1.40	0.00	0.00	22.90
104-0143-11-15	Angela Kalthoff	21.19	0.00	0.00	0.00	0.00	0.00	21.19
TOTALS		8272.57	1360.61	6011.70	1540.66	996.61	1429.58	19611.73

It was moved by Claussen, seconded by Johnson and carried unanimously to approve 2008 Cigarette License renewals for the following:

Kelly's Convenience Store	Darold's Super Valu
Amoco Food Shop of Benson	Do-Mats Family Foods
Holiday Station	

It was moved by Landmark, seconded by Claussen and carried unanimously to approve the following Special Use Permits to allow disposing of septic tank sludge and holding tank sewage into the Benson Wastewater Facility for 2008:

William E. Boutain dba Harry's Pumping Service
Steve Slaughter

It was moved by Landmark, seconded by Claussen and carried unanimously to approve bills and warrants in the amount of \$688,050.23.

It was moved by Johnson, seconded by Claussen and carried unanimously to approve a pay request from Nederman, Inc. for the Fire Station Vehicle Exhaust Removal System in the amount of \$79,717.79.

It was moved by Claussen, seconded by Johnson and carried unanimously to approve seven pay requests from DGR for professional services through 11.30.07 regarding the Electric System Improvements in the amount of \$16,686.77 (\$376 for Electric Miscellaneous, \$2,156 for 115 kV Substation, \$6,300 for 115 kV Transmission Line, \$423 for Distribution Feeders, \$5,550 for Distribution Feeders, \$351 for 115 kV Source Sub Mods, and \$1,530.77 for 115 kV Transmission Line).

It was moved by Fitz, seconded by Claussen and carried unanimously to adjourn the meeting at 5:58 p.m.

Mayor

Attest: _____
City Clerk