

**MINUTES - BENSON CITY COUNCIL - REGULAR MEETING
MAY 2, 2011**

The meeting was called to order at 5:30 p.m. by Mayor Paul Kittelson. Members present: Paul Kittelson, Sue Fitz, Gary Landmark and Bob Claussen. Members absent: Ben Hess. Also present: Director of Finance Glen Pederson, Director of Public Works Elliot Nelson, and Scott and Karen Nissen.

The Planning Commission had met earlier and approved issuing a Home Occupation Conditional Use permit to Scott and Karen Nissen for a commercial kitchen/garage building on Pacific Ave. behind their home at 850 Kansas Avenue. After discussion it was moved by Fitz seconded by Claussen and carried unanimously to approve the Home Occupation Conditional Use permit.

It was moved by Landmark, and seconded by Fitz and carried unanimously to approve the April 11, 2011 and April 18, 2011 City Council minutes.

The Council was informed of the following travel events:

- a. The City Manager is currently at the International Biomass Conference in St. Louis, MO this week.
- b. City Manager, Mayor, Director of Finance, Public Works Dir., and Councilmember Claussen will be attending the MRES Annual Meeting May 10-11, 2011 in Sioux Falls, SD.

The next item was a Federal Communications Commission letter referring to the radio narrowband change over deadline in 2013. Pederson said the Fire Department is in the process of switching over and should be completed within 60-90 days. This regulation will also affect public works and we will either need to upgrade or replace our radios. Newer radios can be converted for about \$50. Older radios will need to be replaced for around \$700 each. We are getting quotes from a couple vendors now.

There is a request from Missouri River Energy Services for the City to adopt the American Public Power Association (APPA) safety manual, which regulates safety for linemen. Pederson recommended approval. There was a motion by Claussen, second by Landmark and carried unanimously to adopt the APPA Safety Manual.

The next agenda item was to review the Cooperative Services Feasibility Contract with Emergency Services Consulting International, for a shared services study between Benson, Clontarf, Danvers and DeGraff Fire Departments in the amount of \$25,538. Pederson explained the first agreement was with the Upper MN Valley RDC which is recommended to be cancelled. Emergency Services Consulting is currently doing a study for Stevens County Fire Department and it was felt that their expertise in this area was more than what the RDC could offer. It is hoped that the project will still come in within budget even though the RDC has incurred \$3,000 of expenses. Kittelson stated he has talked with other mayors and most small cities are running into the same issues we are. After more discussion, there was a motion by Claussen second by Landmark and carried unanimously to enter into a contract with Emergency Services Consulting International at a cost not to exceed \$25,538.

Flood mitigation project was the next agenda item. There are two proposals from Landteam. Nelson met with Tom Klemenhagen of Landteam on the idea of a more permanent flood mitigation project on the north end of the Hawleywood addition. The idea is to look at the feasibility of possible land acquisition and other ways to prevent flooding in this area. The first proposal had an engineering cost of \$14,670. After some discussion, Claussen made a motion to approve the agreement with Landteam for a permanent Flood Prevention project. The motion died for a lack of a second. Landmark stated he wanted more information on recommended options before committing that amount of money. Motion was made by Claussen, second by Landmark and carried unanimously to do a pared down version of the proposal which would be the first 4 items at a cost of around \$5,000.

The second proposal from Landteam is an agreement for the creation of a storm water utility and ordinance development for a cost of \$7,500. After discussion a motion was made by Claussen, second by Landmark, and carried unanimously to approve the contract.

Next on the agenda was to consider a quit claim deed from the City to Milton and Lydia Peterson. The property is a small piece of land the City is retaining as a public access to a catch basin and storm sewer off of highway 12 east. The Mayor suggested and the consensus of the Council was for this to go before the Planning Commission before the Council acts on it.

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

**RESOLUTION AUTHORIZING APPLICATION FOR
BANK OF THE WEST
SMALL BUSINESS CREDIT CARD
(RESOLUTION NO. 2011-07)**

WHEREAS, the City of Benson has authorized the use of credit cards for travel related and non-recurring vendor purchases, and,

WHEREAS, the purchases made are subject to the same authorization as other normally invoiced purchases.

NOW THEREFORE BE IT RESOLVED that the City Manager and Director of Finance are authorized to sign the application on behalf of the City of Benson.

Member Fitz seconded the foregoing motion and the following vote was recorded:
AYES: Fitz, Claussen, Landmark, Kittelson NAYS: None. Whereupon the Mayor declared Resolution No. 2011-07 duly passed and adopted.

Director of Public Works, Elliot Nelson, addressed the council for approval to purchase two transformers. A 500 Kv transformer is needed for the new North American Fertilizer building. The cost of this transformer is \$5,650. The second transformer is a 1,000 Kv service to the Goff farm, who is setting up a grain link system, for a cost of \$11,775. After discussion, there was a motion by Fitz, second by Claussen and carried unanimously to purchase the transformers.

Next Nelson presented a pay request from Bonestroo Engineering for the Water Treatment Plant, Sandy's Lift Station and other services in the amount of \$59,778.53. There was a motion by Landmark, seconded by Fitz and carried unanimously to approve the pay request.

The first quarter budget report was given by Pederson. Claussen asked about the \$32,000 for flood control this year. He wondered how much of those expenditures would we be able to reuse. Pederson commented that the Liquor Store first quarter results were much better than last year

The Council was informed that Ann Johnson had turned in her resignation on the HRA Board. There was a motion by Landmark, second by Fitz, and carried unanimously to accept her resignation.

An application was received from Rob Wolfington to fill the vacant position on the HRA Board. There was a motion by Fitz, Second by Landmark, and carried unanimously to appoint Rob Wolfington to fill out the remaining term ending 12/31/2012.

Pederson informed the Council that he had a phone call this afternoon from Hensling Auctions on behalf of Monson Trust asking permission to hold an auction on the park to the east of the civic center. This is a convenient location as Monson's house is next to this property. They would like to have the auction on 7/23/11, and would auction items from the creamery building as well. They stated they would have the area cleaned up from the auction by the next day. Hensling also stated they could provide the City with a certificate of liability insurance. The only concern stated by the council is if it is wet, this could damage the grounds, and they would have to restore any damage, and they would have to stay on that lot for the auction. Upon motion, by Claussen, seconded by Fitz, and carried unanimously to allow Hensling to hold the auction at that site.

It was moved by Fitz, seconded by Claussen and carried unanimously to adjourn the meeting at 6:18 p.m.

Mayor

City Clerk