

**MINUTES - BENSON CITY COUNCIL - REGULAR MEETING
JANUARY 3, 2011**

The meeting was called to order at 5:30 p.m. by Mayor Paul Kittelson. Members present: Sue Fitz, Ben Hess, 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.

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

It was moved by Landmark, seconded by Claussen and carried unanimously to approve the following minutes on the consent agenda:

- a. December 20, 2010 Regular City Council Meeting
- b. December 16, 2010 Benson Safety Committee Meeting
- c. November 29, 2010 SCBH Board Meeting

It was moved by Claussen, seconded by Fitz and carried unanimously to approve donating \$200 in Benson Bucks to the 2011 Prom Afterbash to be funded by the Electric Utility.

It was moved by Claussen, seconded by Hess and carried unanimously to approve a Special Use Permit to allow disposing of septic tank sludge and holding tank sewage into the Benson Wastewater Facility for 2011 to Len Worsech & Company, Montevideo, MN.

It was moved by Fitz, seconded by Claussen and carried unanimously to approve the following appointments:

Emergency Chain of Command	Paul Kittelson Gary landmark Sue Fitz Bob Claussen Ben Hess
Economic Development Authority	Claussen and Kittelson
Fire Board	Fitz and Hess
HRA	Landmark and Fitz
Library Board	Fitz
Liquor Committee	Landmark and Hess
Park Board	Landmark and Kittelson
Personnel Committee	Landmark and Claussen
Planning Commission	Fitz
President Pro-Tem	Landmark
Civil Cases: City Attorney	Don Wilcox
Civil Cases: Assistant City Attorney	Ben Wilcox
Attorney Handling Criminal Cases	Finke Law Office

It was moved by Landmark, seconded by Hess and carried unanimously to designate the Monitor News as the official newspaper in 2011.

It was moved by Claussen, 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 for the City of Benson.

It was moved by Hess, seconded by Claussen and carried unanimously to designate 2011 City Council meeting dates on the first and third Mondays of each month at 5:30 p.m. When a meeting date falls on a holiday the following Tuesday will be the designated meeting date.

It was moved by Fitz, seconded by Claussen and carried unanimously to authorize the following as check signers for the following accounts:

All Accounts:	Mayor Paul Kittelson, City Manager Robert Wolfington, and Director of Finance Glen Pederson
Incidental Fund:	Lisa Kent and Marge Scheffler
Meter Rent Account:	Lisa Kent
Hospital Fund:	Lisa Kent

It was moved by Fitz, seconded by Hess and carried unanimously to reappoint Sheila Dokken to the Benson Tourism Board with her term expiring December 31, 2013.

It was moved by Landmark, seconded by Claussen and carried unanimously to reappoint John (Jack) Evenson to the Cemetery Board with his term expiring December 31, 2013.

It was moved by Claussen, seconded by Landmark and carried unanimously to appoint Rick Horecka to a term on the EDA with his term expiring December 31, 2014.

It was moved by Claussen, seconded by Hess and carried unanimously to reappoint Chuck Koenigs to the Hospital Board with his term expiring December 31, 2013.

It was moved by Fitz, seconded by Hess and carried unanimously to appoint Marlene Skold to the Library Board with her term expiring December 31, 2013.

It was moved by Hess, seconded by Fitz and carried unanimously to reappoint Karen Evenson and Delbert Gonnerman to the Planning Commission with their terms expiring December 31, 2013.

It was moved by Fitz, seconded by Claussen and carried unanimously to schedule the Board of Review on April 18, 2011 from 5:30 pm to 6:30 pm.

The City Manager informed the Council that notices were sent to adjacent property owners of the Water Treatment Plant No. 2 Improvement Project and some agencies identified by the engineers informing them that the project will be discussed at the January 3 Council meeting. A citizen stopped at city hall this morning asking if the improvements will interfere with his view of the golf course. The Public Works Director mentioned that the building is already higher than any of the structures nearby so the new pitched roof should not block views more than it already is and the tank should not impact anyone's view because it is planned to be partially underground.

The City Manager presented for discussion the possibility of going paperless for Council packets. The packet documents would be scanned, e-mailed or delivered to the Council and purchase laptops or another device that will allow the Council to open the packets. After discussion, there was consensus to table this idea.

It was moved by Landmark, seconded by Fitz and carried unanimously to approve a gambling permit to the Swift County Pheasants Forever for a raffle on March 4, 2011 at McKinney's on Southside.

It was moved by Landmark, seconded by Claussen and carried unanimously to approve a one year LELS union contract (the same as the AFSCME union contract) and to also approve 1% salary increases on January 1 and July 1 for exempt employees.

At 6:20 p.m. the Council went into closed session to conduct the City Manager's performance review. At 6:34 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.

There was consensus of the Council to adjourn the meeting at 6:36 p.m.

Mayor

City Clerk