

**MINUTES - BENSON CITY COUNCIL - REGULAR MEETING
SEPTEMBER 10, 2012**

The meeting was called to order at 5:30 p.m. by Mayor Kittelson. Members present: Paul Kittelson, Mike Fugleberg, Ben Hess, Sue Fitz, Gary Landmark. Members Absent: None. Also present: City Manager Rob Wolfington, Director of Finance Glen Pederson, Public Works Director Elliot Nelson, Derek Loiland, Adam Foslien.

Mayor Kittelson called for anyone with unscheduled business. Derek Loiland approached the Council explaining he had hit a gas line in his yard one evening while excavating. He hit the line, called the City Utility phone number which was answered by dispatch, who sent the Fire Department out. Loiland stated he crimped the line off, and said he felt he should not be billed for the call, as he had the situation under control. He said Centerpoint Energy did come out that night and worked on the gas line the next day as well. Fitz asked if Loiland had turned the bill over to his homeowners insurance. Loiland replied he had not. Wolfington stated he had conducted a fact finding on the incident and discussed it with Mr. Loiland a couple weeks ago. Loiland asked Public Works Director Nelson what he would do if he was called during business hours with this type of incident. Nelson stated he would call 911 no matter when it happened, and cannot assume any risk with such an incident, and would rather error on the side of caution. After discussion, it was the consensus of the Council not to forgive Mr. Loiland's bill.

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

- August 20, 2012 City Council Meeting
- August 16, 2012 Safety Committee Meeting
- July 30, 2012 Swift County-Benson Hospital Meeting

Wolfington said Missouri River Energy Services (MRES) is holding a regional policymaker's dinner and discussion in Alexandria on September 18, 2012 at 5:30 p.m. He and the Mayor plan to attend. Any other Councilmember interested should contact him.

The Minnesota State Auditor sent out the Volunteer Fire Relief Association Report Card to show investment and benchmark information.

Wolfington presented an e-mail from Jeff Peters of MRES, informing the City that WAPA is releasing Firm Electric Service (FES) contracts for post 2020 power supply. MRES is offering to provide a technical review of our FES, but also advises having our City Attorney review the contract as well. We should see these contracts arriving soon.

Wolfington explained with the past Small Cities Grant, the UMVRDC discovered the need for a public hearing to review project progress in order to fulfill our grant requirements. Wolfington stated the Public Hearing will be held on October 1, 2012.

The Council was reminded of one vacancy on the Airport Commission and two on the Park Board. Wolfington said there are ads going into the Monitor News to advertise these openings.

The variance application at 810 Kansas Avenue will be held over until September 24, 2012 on advice of the Planning Commission.

Wolfington said he will be at the MRES Board Meeting September 12, 2012. The MISO Transmission agreements will be discussed at this meeting.

Next Adam Foslien from the Benson Baseball Association presented a renovation plan for the deteriorating dug-outs at the Baseball Field at Northside Rec. He has been soliciting businesses,

individuals and the school for donations for the \$20,000.00 project. He said they would like to get the project done yet this fall so the dug-outs would be ready for the 2013 Baseball season. They want to demolish the existing dug-outs and raise the floor to remedy flooding of the dug-outs. He is requesting \$5,000.00 from the City to complete the project. He said he currently has \$13,000.00 in firm donations. It was moved by Fugleberg, seconded by Hess and carried unanimously to approve support of the Baseball Field renovation of the dugouts up to \$5,000.00.

Next was a street closure request from Golden Living Center. They would like to hold a fundraiser for the Walk to End Alzheimer's. They have asked to close off Meadow Lane between Utah Avenue and Atlantic Avenue. It was moved by Fitz, seconded by Fugleberg and carried unanimously to close off the block east of Golding Living Center on September 11, 2012 between 1:30-8:00 p.m. for the Alzheimer's fundraiser.

Council member Landmark offered the following Resolution:

**AUTHORIZATION TO EXECUTE
MINNESOTA DEPARTMENT OF TRANSPORTATION
GRANT AGREEMENT FOR AIRPORT IMPROVEMENT
EXCLUDING LAND ACQUISITION
(RESOLUTUION 2012-22)**

It is resolved by the City of Benson as follows:

1. That the State of Minnesota Agreement No. 01867, "Grant Agreement for Airport Improvement Excluding Land Acquisition", for State Project No. A7601-33 at the Benson Municipal Airport is accepted.
2. That the Mayor and City Manager are authorized to execute this Agreement and any amendments on behalf of the City of Benson.

Councilmember Hess seconded the motion and the following vote was recorded: AYES: Kittelson, Fitz, Fugleberg, Landmark, Hess. NAYS: None. Whereupon the Mayor declared Resolution 2012-22 duly passed and adopted.

Next was the amended Tourism Budget. After review, it was moved by Fitz, seconded by Fugleberg and carried unanimously to amend the 2012 Tourism Budget from \$28,250 total expenditures to \$35,911.13.

Wolfington presented specs and demolition plans for the Benson Market South Project. Staff has submitted a grant application for the \$90,000.00 project. The awards will be announced in October. The bids, and bid award are on a timeline that matches a successful or unsuccessful bid award. Bid opening is slated for October 8, 2012, and the project is on schedule to be done before the end of this year. After review, it was moved by Landmark, seconded by Hess and carried unanimously to approve the demolition specs for the Benson Market South property.

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

**RESOLUTION ADOPTING PROPOSED 2012 PROPERTY
TAX LEVY, COLLECTIBLE IN 2013
(RESOLUTION NO. 2012-23)**

BE IT RESOLVED by the City Council of the City of Benson, County of Swift, Minnesota that the following proposed sums of money be levied for the current year, collectible in 2013, upon the taxable property in the City of Benson, for the following purposes:

General Fund Levy	\$739,874
Police Personnel	556,500
Claussen Properties II Abatement	22,000
Library Fund Levy	<u>119,800</u>
Total	\$1,438,174

BE IT FURTHER RESOLVED that the following sum of money be levied for the current year, collectible in 2013, based upon the market value of the taxable property in the City of Benson, for the following purpose:

G.O. Swimming Pool	<u>71,211</u>
Total	\$71,211

BE IT FURTHER RESOLVED that the City Council will hold its Truth in Taxation Hearing on Monday, December 3, 2012 at 6:00 p.m. in the Benson City Council Chambers. Comments may be made by calling 320-843-4775 or by mail to 1410 Kansas Avenue, Benson, MN 56215.

Member Fugleberg seconded the foregoing motion and the following vote was recorded: AYES: Hess, Fitz, Landmark, Kittelson, Landmark NAYS: None. Whereupon Mayor Kittelson declared Resolution No. 2012-23 duly passed and adopted.

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

**RESOLUTION CERTIFYING THE PROPOSED OPERATING BUDGET
FOR THE CALENDAR YEAR 2013 FOR THE CITY OF BENSON, MINNESOTA
(RESOLUTION NO. 2012-24)**

BE IT RESOLVED, that the proposed Operating Budget for the City of Benson, Minnesota, for the fiscal year beginning January 1, 2013 and ending December 31, 2013 is hereby approved.

BE IT FURTHER RESOLVED, that the budget is summarized as follows:

<u>Revenues</u>	
Taxes - General Fund	\$1,3218,374
Taxes - Library Fund	119,800
State Grants and Aids	1,007,202
Other Revenues	<u>1,154,572</u>
Total Revenues	\$3,599,948

<u>Expenditures</u>	
General Government	\$620,300
Public Safety	987,570
Highways, Streets and Roads	561,315
Parks and Recreation	371,640
Public Transit	182,200
Public Library	104,250
Capital Outlay	479,577
Other Expenditures	<u>210,908</u>
Total Expenditures	\$3,517,760

Excess (Deficiency) of Revenues over Expenditures **\$82,188**

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

Member Landmark seconded the foregoing motion and the following vote was recorded: AYES: Hess, Fitz, Landmark, Kittelson, Landmark NAYS: None. Whereupon Mayor Kittelson declared Resolution No. 2012-24 duly passed and adopted.

Wolfington informed the Council he met with Tom Traen, General Manager for Glacial Plains Co-op and agreed on a \$20,000 purchase price for the old green lumber yard on west highway 9. Environmental Scientific has done a phase I environmental report. In addition, Wolfington stated Glacial Plains leases the parcel across from their station for employee parking. This agreement ensures that when and if the City moves to purchase that property, the northerly 75' will be maintained for private vehicle parking. Fitz asked if there was any appraisal done on the property. Wolfington stated no, but the price is in line with similar properties purchased recently. After discussion it was moved by Landmark, seconded by Hess and carried unanimously to approve the purchase agreement in the amount of \$20,000.

Pederson presented two bids he has received for City Hall. The first is for a new heating, ventilation and air conditioning (HVAC) unit to replace a bad unit on top of City Hall. Pederson said he received bids from the three local vendors:

Craig's Inc.	\$4,342.80
Hawley's Inc.	\$4,995.00
Grossman's	\$7,450.00

After discussion, it was moved by Fitz, seconded by Fugleberg and carried unanimously to approve Craig's Inc. HVAC bid in the amount of \$4,342.80

The second bid was for a new roof for City Hall. Pederson explained the differences in the bids which were as follows:

	<u>Base Bid</u>	<u>Insulation</u>	<u>Total</u>	
Roof 1 – RBR Inc.	\$28,383	\$7,220	\$35,603	
Buttweilers	\$31,840	\$7,280	\$39,120	
	\$31,840	\$8,080	\$39,920	Includes lower profile insulation
Herzog Roofing	\$36,705	\$6,270	\$42,975	
Kandi Roofing	\$38,143	\$6,018	\$44,161	
West Central Roofing	\$38,767	\$5,000	\$43,767	
	\$33,323	\$5,000	\$38,323	Includes White TPO membrane

It was moved by Fitz to accept the low bid from Roof 1 – RBR Inc. not to exceed \$36,603.00 with lower profile insulation, it was seconded by Fugleberg and carried unanimously.

Pederson explained the lease for the administration copier is due. It has been on a 3 year lease in the past, but with the packets being sent electronically, it has decreased the number of copies by about a thousand per month. He would like to go with a 5 year lease which would reduce the monthly payment from \$189.00 to \$130.00. It was moved by Hess, seconded by Fugleberg and carried unanimously to go with a 63 month lease with Willmar Business Solutions for the administrative copier.

Next there was discussion on the City health insurance increases for 2013. Pederson explained the past five year history, and structure of the insurance plan. He said our increase for next year is 11.1%. It was moved by Landmark, seconded by Fugleberg and carried unanimously to approve renewal of the health insurance plan for 2013.

It was moved by Hess, seconded by Fugleberg and carried unanimously to approve the plans and specifications for the City's Gasoline and Diesel Fuel Requirements from November 1, 2012 to November 1, 2014 with the bid opening at 2:00 p.m. on October 11, 2012.

It was moved by Fitz, seconded by Hess and carried unanimously to approve the pay requests from Stantec as follows:

- Water Treatment Plant in the amount of \$7,568.10
- Sandy's Lift Station Renovation in the amount of \$1,641.00
- General Engineering Services in the amount of \$5,197.00

It was moved by Fugleberg, seconded by Landmark and carried unanimously to approve pay request #11 for the water treatment plant from KHC Construction in the amount of \$22,279.20.

It was moved by Hess, seconded by Fitz and carried unanimously to approve change order #1 and the final pay request to States Borders Construction, Inc. for the Sandy's Lift Station renovation in the amount of \$38,965.68.

Wolfington stated there will be three neighborhood meetings on the Northwest Flood Levy in September. The dates are September 19, 12-1 p.m., September 20, 7:00-8:00 p.m., and September 22, 10:30-11:30 a.m. All meetings will be at City Hall. The meetings will gauge homeowner support of the project. The State has offered a flood mitigation grant verbally in the amount of \$125,000, which will defray assessment to home owners.

It was moved by Landmark, seconded by Hess and carried unanimously to approve bills and warrants in the amount of \$457,844.83

The Benson Women of Today submitted a gambling permit for 4 separate bingo events to raise money for Toys for Tots. It was moved by Fitz, seconded by Fugleberg and carried unanimously to approve the gambling permit for the Benson Women of Today.

Fitz said she had attended the Library Board meeting and was wondering about changing the 3 year term limit. Wolfington said it would take a City Charter Change.

There being no other business, it was moved by Fugleberg seconded by Hess and carried unanimously to adjourn the meeting at 6:49 p.m.

Mayor

City Manager