

**City Council Meeting Agenda
City Council Chambers
January 13, 2020**

City of Benson Mission Statement

Benson is a forward looking community that values public safety,
Quality of life and treats people with dignity and respect.

Page		Action Requested
	1. 5:30 p.m. Call the Meeting to Order at the Benson City Council Chambers (Mayor)	
	2. Pledge of Allegiance	
	3. Approval of Agenda	
	Additions? <input type="checkbox"/> None 1. _____ 2. _____	
	Any Consent Agenda items to be moved to a regular agenda item?	
	Approval of Agenda ____ as Presented or ____ Revised	Action Requested
	4. Consent Agenda:	Action Requested
3-12	a. Minutes:	
13-14	▪ 1.2.2019 City Council Meeting	
	▪ 11.4.2019 Planning Commission Meeting	
15	b. Applications:	
	• Library Board – Cindy Roggeman	
	▪ Electronic Transfers:	
	Payroll: \$147,833.14 – January 2, 2020	
	Journal: \$0	
	5. Persons With Unscheduled Business to Come Before the Council	
16-22	6. State Auditor’s Statement of Position on Donations and Dues Re: Chamber	Action Requested
23-24	7. Consider Resolutions Designating Authorized Representation	Action Requested
	• MRES • WMMPA	
25-29	8. Consider 2 nd Reading of the ATV Ordinance	Action Requested
30-32	9. Consider Capital Improvement Purchase – Defibrillators for Police Dept.	Action Requested
33-49	10. Updated Drug Testing Policy	Action Requested
50-50	11. Review Study Questions for Council Retreat January 24-25, 2020	Information Only
51-52	12. Consider approval of 2020 Budgets:	Action Requested
53	• Liquor Fund	
54-64	• Garbage Collection Fund	
65	• Utility Fund (sewer, water, electric) Operating & 10 Year Capital	
66	• EDA Budget	
67	• Xcel Grant Budget	
68	• Storm Water Fund	
69	▪ Library Endowment Fund	
	▪ Perpetual Care Cemetery	

- 70 ▪ Small Cities Grant Fund 2017
- 71 ▪ Small Cities Grant Fund 2005
- 72 ▪ Small Cities Grant Fund 2009
- 73 ▪ Concrete Projects Fund

- | | | |
|-------|---|-------------------------|
| 8. | Bills and Warrants | Action Requested |
| 74-89 | ▪ December 2019 | |
| 90-93 | ▪ January 2020 | |
| 9. | City Council Tour of the Fire Hall and Police Station | Information Only |
| 17. | Adjourn: Mayor | Action Requested |

In compliance with the American Disability Act, if you need special assistance to participate in this meeting, please contact the City Manager's office at 320-843-4775. Notification 48 hours prior to the meeting will enable the City of make reasonable arrangements to ensure accessibility to this meeting.

DRAFT

**MINUTES - BENSON CITY COUNCIL MEETING
JANUARY 2, 2020**

The meeting was called to order at 5:30 p.m. by Mayor Collins. Members present: Jack Evenson, Terri Collins, Jon Buyck, Mark Schreck & Lucas Olson. Members Absent: None. Also present: City Manager Rob Wolfington, Director of Finance Glen Pederson and Public Works Director Dan Gens.

The Council recited the Pledge of Allegiance.

Mayor Collins asked for any changes or additions to the agenda. A gambling permit for the Chippewa Valley Chapter of MN Deer Hunters Association was added, and the Coalition of Greater Minnesota Cities Annual Dues was removed. It was moved by Evenson, seconded by Schreck and carried unanimously to approve the amended agenda.

It was moved by Schreck, seconded by Olson and carried unanimously to approve the following items on the consent agenda:

- December 16, 2019 City Council Minutes
- September 16, 2019 EDA Minutes
- October 21, 2019 EDA Minutes
- Gambling Application for Benson Hockey Association Raffle on January 26, 2020
- Sheryl Madden to EDA Board with term expiring December 31, 2023
- Electronic Transfers:
Payroll: \$87,029.83 – December 19, 2019

The Mayor called for anyone with unscheduled business, to which there was no one.

Wolfington presented a letter from Benson Public Schools formally declining the Civic Center Board's lease proposal for the north end of the Civic Center. Wolfington said they will be looking to build a gymnastic facility on a piece of property they own. As their plan develops, they may need a conditional use permit.

Next was the Benson Chamber of Commerce membership dues. Wolfington explained the auditors called to our attention Minnesota Statute doesn't allow a city to have a membership in a Chamber of Commerce. The City can offer support, but not through membership dues. Wolfington said he will bring more information to the next meeting.

Wolfington discussed the rate resolution and updates that have been made. After review, Councilmember Evenson offered the following resolution:

**RESOLUTION NO. 2020-01
A RESOLUTION ADOPTING A SCHEDULE OF FEES AND CHARGES
FOR VARIOUS SERVICES, LICENSES AND PERMITS
FOR THE CITY OF BENSON, MINNESOTA**

Now Therefore, the City Council of the City of Benson, Minnesota, resolves:

Section 1. All fees and charges in effect as of the date of the adoption of the city code for the city shall remain in effect unless otherwise modified by the provisions of this resolution. All citations below are to various sections of the city code unless otherwise indicated.

Section 2. The following are the fees and charges for the permits, licenses and services listed below which are referenced to the section of the city code which authorizes their establishment:

1. Pursuant to § 30.01, an inexcusable absence of a Council Member or the Mayor from any meetings, special or regular, shall result in a fine of \$10.00 levied against the absent member upon majority vote of those members of the Council present.
2. Pursuant to § 33.34, if any item of unclaimed property in possession of the city appears to have a value of \$25.00 or less, is hazardous to store, or is perishable, the Chief of Police or his or her authorized representative may sell or otherwise dispose of such property in whatever manner the Chief of Police determines reasonable and appropriate.
3. Pursuant to Ch. 50: Appendix: Utility Rates, Ch. 52: Appendix: Sewer Service Charges, Ch. 53 & Ch. 55, the utility rates are as follows:

ELECTRIC SERVICE CONNECTION FEE: A flat rate of \$3550 for each temporary service shall be charged and collected prior to installation of any temporary service.

Water main connection fee:	
5/8" - 1" meter	\$250.00
1¼" - 2" meter	\$350.00
Larger than 2" meter	\$500.00

The maximum penalty assessed for all utility services is 1.5% per month.

Bulk water setup fee \$25.00

Fee for disconnection and reconnection is \$75.00 during regular business hours and \$150 for after hours.

Payment arrangement fee of \$50.00.

4. Pursuant to § 51.06, the fee for garbage collectors license shall be \$100.00 per year.
5. Pursuant to § 52.16, before commencement of construction of a private sewage disposal system, a permit and inspection fee of \$100.00 shall be paid to the Building Inspector at the time the application is filed.
6. Pursuant to § 52.17(A), a special use permit fee of \$50.00 shall be paid to the City Manager at the time the application is filed.
7. Pursuant to § 52.17(F), a charge shall be levied to the holder of a valid permit for each discharge made in the following manner:

Type	Rate
Septic Tank & Port-a-Potty Sludge & Holding Tank Sewage	\$35.00 per 1,000 gals.
Commercial, Industrial, Agricultural waste & other high concentration waste	(rate based on analysis of BOD, TSS & chemical content)

8. Pursuant to § 52.30, the fee to connect to the city sewer system and an inspection fee shall be payable to the City at the time the application is filed:

Residential: \$2,000.00 per Residential Unit of Service

Commercial: Calculated on an estimated water usage divided by residential equivalent unit use of 172 gallons per day, raised to the 0.7th power and multiplied times \$2,000.00. After one year, the actual water consumption shall be used to determine any refund or additional charge due.

9. Pursuant to § 52.38, no sewer tap license shall be issued to any person as aforesaid until he or she shall have paid to the City Manager a license fee of \$50.00.
10. Pursuant to § 90.04(B)(4), a dog license shall be valid for a period of one year commencing January 1 and expiring December 31 of the year issued; and, except as hereinafter provided, shall be issued only upon payment to the city a license fee of \$10.00.
11. Pursuant to § 90.04(B)(5), upon payment of fees, the city shall furnish each licensee with a metallic tag upon which the licensee shall have stamped or engraved the registered number of the dog, the word "Benson", and the year registered. The design of the tag shall be changed from year to year. In case the metallic tag is lost or stolen after having been regularly issued as herein provided, the licensee, upon presenting to the city the license or receipt issued when the dog was registered, shall receive a duplicate tag and license upon the payment of \$7.00 to the city.
12. Pursuant to § 90.07(C), any dog may be reclaimed from the animal shelter by its owner within the time specified in the notice by the payment to the city of the license fee (if not paid for the current year) and a fee of \$15.00 for each day or fraction of a day that said dog has been confined as the cost of boarding.
13. Pursuant to § 90.18 the fee for dog at large and other animal nuisance is \$75.00
14. Pursuant to § 92.03, no person shall place or suffer to remain any farming implements or any agricultural or other machinery in or upon any street, lane, alley, sidewalk, or other public place in the city. No person shall in any manner or with any article or thing encumber or obstruct any street, lane, alley, sidewalk, or other public place in the city, provided, however, that any person owning or operating a business establishment for the retail sale of merchandise in the city may use the sidewalk adjacent to his or her business premises for the purpose of displaying and selling merchandise, and also, a person or organization may use all or a portion of a street, lane, alley, sidewalk, or other public place in the city for temporary use for special events, but only after such person or organization first obtains a written permit allowing such use from the City Manager. The City Manager shall have the authority to grant or deny such permit and if granted he or she shall have the authority to determine the terms, conditions, and duration of such special use permit. The City Council may revoke such permit at any time if such person receiving the permit violates the terms and conditions thereof. The person receiving such permit shall be required to pay a fee of \$5.00 to the city upon receipt thereof.
15. Pursuant to § 92.23, each excavation permit application shall be accompanied by a deposit fee of \$300.00 to be paid by the applicant.
16. Pursuant to § 95, the amount of the first citation of an abandoned vehicle shall be \$25.00.
17. Pursuant to § 111.05, the annual fee for a raffle license shall be \$5.00. The annual fee for a pull-tab license shall be \$100.00. The fee for a single event pull-tab license shall be \$20.00.
18. Pursuant to § 111.22, no bingo occasion shall be conducted except by an eligible organization which has secured a license for that purpose as provided in this subchapter. A license shall be valid for 12 calendar months from the date of issuance. The annual license fee shall be \$10.00.

19. Pursuant to § 111.25, no person shall receive more than \$12.00 as compensation for any duties in connection with any bingo occasion.
20. Pursuant to § 111.28, prizes for a single bingo game shall not exceed \$100.00, except prizes for a game of the type commonly known as a "cover-all" game. "Cover-all" prizes may exceed \$100.00 provided that the aggregate value of such prizes for a bingo occasion shall not exceed \$2,500.00, except that in the case of a bingo occasion during which a "cover-all" game is played for a maximum prize of more than \$100.00 but less than \$500.00, the aggregate value of prizes for the bingo occasion shall not exceed \$3,000.00. Merchandise prizes shall be valued at fair market retail value.
21. Pursuant to § 111.29, gross receipts shall be compared to the checkers' records for the bingo occasion by a person who did not sell cards for the bingo occasion. If a discrepancy exceeding \$20.00 is found between the amount of gross receipts for a bingo occasion as determined by the checkers' records, and the amount of gross receipts as determined by totaling the cash receipts, the discrepancy shall be reported to and investigated by the Council.
22. Pursuant to § 112.05, the fee for every such tobacco license shall be \$250.00 per year. Every license shall expire on December 31 after its issuance. For any license issued after January 31 in any year the fee shall be computed at the rate of \$125.00 plus \$15.00 for each month covered by the license, not to exceed the annual license amount. Licenses shall not be transferable from one person to another.
23. Pursuant to § 113.03, the annual license fee for a roller-skating rink shall be \$30.00, payable in advance with the application, for each year or portion of a year.
24. Pursuant to § 114.03(D), the fee for a peddler's license shall be \$20.00.
25. Pursuant to § 115.03, the license fee shall be \$15.00 for each vehicle (taxi cab) to be operated.
26. Pursuant to § 116.03, before an auction permit shall be issued, the applicant shall pay to the Treasurer the sum of \$25.00 as a license fee. In addition to the above-mentioned fee, there shall be paid to the Treasurer for the use of the city by every auctioneer or the owner of any goods, wares, and merchandise sold by auction, except household goods which have been used as such, 10% of the gross receipts accruing from said sale except in when the sale is made.
27. Pursuant to § 117.17 (A), the initial license and annual renewal fees for sexually oriented business licenses shall be as follows:

Type I License	\$1,000.00
[Adult Cabaret, Adult Motel, Adult Motion Picture Adult Theater, Escort Agency, Exotic Dance Service, and Massage Center]	

Type II License	\$100.00
[Adult arcade, Adult bookstore, Adult Novelty, Adult Video Store, Semi-Nude Modeling Studio, and other Sexually Oriented Businesses]	

28. Pursuant to § 117.17 (B), the fee for the application for issuance or renewal of a sexually oriented business employee card shall be \$20.00. The fee is non-refundable. There is no additional fee or charge upon issuance of the card after the completion of the application or renewal process.
29. Pursuant to § 150.33, prior to connection of any municipal utility to a manufactured home placed on any lot or within any manufactured home park within the city, said manufactured home shall be inspected by the City Building Inspector and shall be in compliance with the provisions of § 150.32. The owner or occupant of said manufactured home shall make application in writing to the city hall

for inspection prior to locating said manufactured home within the city, which application shall be accompanied by an inspection fee of \$50.00.

30. Pursuant to § 153.22, before dividing any tract of land into two or more lots or parcels, an owner or subdivider shall, unless a variance is authorized, file with the City Manager: four copies of the preliminary plan; a cash fee of \$25.00 plus \$1.00 for each lot up to a maximum amount of \$150.00. This fee will be used for the expenses of the city in connection with the approval or disapproval of said plan and any final plat which may thereafter be submitted.
31. Pursuant to § 154.030, relocations shall require a conditional use permit from the Council wherein the following provisions shall be met: application in the form of a building permit shall be made on forms provided by the City Clerk; and a fee of \$21.00 plus any necessary public costs will be made to the Treasurer, and a receipt for same shall be attached to the application and submitted to the Clerk with proof of the mover's financial responsibility.

Section 3. The following miscellaneous fees and charges are not addressed in the city code but are hereby established with adoption of this resolution:

BUILDING PERMIT FEES

TOTAL VALUATION	FEE
\$1.00 to \$500	\$21.00
\$501 to \$2,000	\$21.00 for the first \$500.00 plus \$2.75 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,001 to \$25,000	\$62.25 for the first \$2,000.00 plus \$12.50 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001 to \$50,000	\$349.75 for the first \$25,000.00 plus \$9.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001 to \$100,000	\$574.75 for the first \$50,000.00 plus \$6.25 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001 to \$500,000	\$887.25 for the first \$100,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001 to \$1,000,000	\$2887.25 for the first \$500,000.00 plus \$4.25 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001 and up	\$5012.25 for the first \$1,000,000.00 plus \$2.75 for each additional \$1,000.00 or fraction thereof

Other Inspections and Fees:

1. Inspections outside of normal business hours \$42.00 per hour*
2. Re-inspection fees assessed under provisions of Section 305.8 \$42.00 per hour*
3. Inspections for which no fee is specifically indicated (minimum charge-one-half hour) \$42.00 per hour*
4. Additional plan review required by changes, additions or revisions to plans \$42.00 per hour*
5. For use of outside consultants for plan checking and inspections, or both Actual costs**

* Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.

** Actual costs include administrative and overhead costs.

LICENSE AND PERMITS

Golf Cart and Mini Truck Permit.....	\$25.00 [Annual]
Kennel License.....	\$10.00 [Annual]
LIQUOR LICENSES	
• On-Sale Liquor.....	\$1,000.00 [Annual]

• On-Sale Club Liquor License.....	\$500.00 [Annual]
• Sunday Liquor License.....	\$50.00 [Annual]
• Consumption & Display License.....	\$50.00 [Annual]
• Off-Sale Beer License.....	\$15.00 [Annual]
• On-Sale Beer License.....	\$50.00 [Annual]
• On-Sale Wine License.....	\$50.00 [Annual]
• Sidewalk Café Endorsement.....	\$100.00 [Annual]
AIRPORT	
Airport Land Lot Lease.....	\$200.00 per year
AV Fuel.....	20% over cost
HANGAR RENT:	
• 12 Month Lease.....	\$55.00 per month (includes 10% AV fuel discount)
• Monthly Rate.....	\$70.00 per month (No AV fuel discount)
• Daily Rate.....	\$10.00 per day
TEE HANGAR:	
▪12 Month Lease.....	\$90.00 per month (includes 10% AV fuel discount)
▪Monthly Rate.....	\$110.00 per month (No AV fuel discount)
CEMETERY	
Grave Lot.....	\$500.00/grave
Staking Fee.....	\$50.00
Monument Fee.....	\$50.00
Columbarium Niche.....	\$2,000
CITY PARKS	
Shelter Reservation Fee.....	\$20.00 plus tax
CAMPING FEES: (sales tax not included)	
• Tents, Non-hookup site.....	\$15.00 per night or \$80.00 per week
• Hookup site [includes water, sewer & electric....	\$20.00 per night or \$120.00 per week or \$450.00 per month
• Reservation Fee.....	\$5.00 per site
• Cancellation Fee.....	\$5.00 (non-taxable)
SWIMMING POOL RATES: (sales tax included)	
• Daily Admission – Adult [18 & over].....	\$6.00
• Daily Admission – Teen [13 to 17].....	\$5.00
• Daily Admission Child [12 & under].....	\$4.00
• Resident Family Pass.....	\$140.00 [limited to 5 immediate family members]
• Non-Resident Family Pass.....	\$175.00 [limited to 5 immediate family members]
• Additional Family Members – Resident.....	\$25.00
• Additional Family Members – Non-Resident...	\$35.00
• Resident Individual Pass.....	\$100.00
• Non-Resident Individual Pass.....	\$125.00
• Punch Pass – Adult.....	\$50.00
• Punch Pass – Teen.....	\$42.00
• Punch Pass – Child.....	\$30.00
• AM Swim.....	\$2.00
• PM Swim.....	\$2.00
• One Hour Pool Rental.....	\$138.94 [\$130.00 w/o tax]
• Party Room Rental.....	\$30.00 per hour
• Family Swim.....	½ of daily admission
FIRE DEPARTMENT	
Fire Call.....	\$750.00 per call plus \$350 per hour for the 2 nd and subsequent hours
Residential Smoke False Alarms.....	\$350.00 per call
Rescue Squad Call.....	\$130.50 per 15 min. plus \$6.25 per mile

PLANNING AND ZONING APPLICATION FEES

Conditional Use Permit.....	\$250.00 per application
Conditional Use Permit-Home Occupation.....	\$250.00 per application
Variance Permit.....	\$250.00 per application
Demolition Permit.....	\$15.00 [Per Building]

MISCELLANEOUS FEES

Armory Rent.....	\$35.00 per hour / \$100.00 per day
City Council Chambers.....	\$25.00 per day (free to non-profit groups)
Bad Check Fee.....	\$30.00
Current Service Assessment Fee.....	\$50.00
Solicitor's Permit.....	\$20.00
Used Street Signs.....	\$10.00

DISEASED ELM TREE REMOVAL -

Tree located:

- On property owner's front, side & rear yard..... 100% property owner cost
- On side yard boulevard..... 100% City cost
- On front yard boulevard..... 50% City/50% property owner cost

NOTE: Property owner has option of hiring someone other than the City's tree contractor to remove a diseased elm tree on the front yard blvd. but then the City will not participate in the cost to remove the tree.

FAX CHARGES:

- To Send..... \$1.00 per page
- To Receive..... 50¢/page to receive

PARKING FEES:

- Overtime Parking..... \$25.00
- Parking in Yellow..... \$25.00
- Other Illegal or Improper Parking..... \$35.00
- Snow Emergency..... \$50.00

PHOTOCOPIES AND PRINTING:

- 8½ x 11, 8½ x 14 & 11 x 17..... 20¢ per side
- Color 8½ x 11, 8½ x 14 & 11 x 17..... 50¢ per side
- Plotter..... \$4.00 per page

EQUIPMENT & MATERIALS

Labor for Public Works & Line Crew	\$50.00 per hour
All Public Works Pickups	\$10.00 per hour or \$50.00 per day + Current IRS Mileage Rate

ELECTRIC DEPARTMENT:

- Sul Air Compressor 225 cfm \$125.00 per day plus fuel [without operator]
- Ringomatic Potholer Vac Machine..... \$125.00 per day [without operator]
- Electric Pole Rent (CenturyLink)..... \$4.50 per pole [Annual]
- Trailer Mounted Diesel Generator 40kw 3Ø 208V \$125.00 per day plus fuel [without operator]
- Kubota Portable Diesel Gen. 6.5kw 1Ø 120/240 \$125.00 per day plus fuel [without operator]
- Sauber Tensioner on Trailer..... \$40.00 per day-MRES Member, \$60.00 per day-Non MRES Member
- Felling Pole Trailer..... \$40.00 per day-MRES Member, \$60.00 per day-Non MRES Member
- Reel Trailer..... \$40.00 per day-MRES Member, \$60.00 per day-Non MRES Member
- 2017 Ford F550 SD Small Bucket Truck...#8... \$50.00/ hour-MRES Mbr, \$80.00/hour-Non MRES Mbr
+Current IRS Mileage Rate member & non-Mbr
- 2009 International 4400 Altec AM50E...#10... \$50.00/hour-MRES Mbr, \$80.00/hour-Non MRES Mbr
+Current IRS Mileage Rate Mbr & non-member

- 1997 Ford F350 1 Ton Dump Truck.....#26..... \$50.00/day -MRES Mbr, \$65.00/day -Non MRES Mbr
+Current IRS Mileage Rate member & non-mbr
- 2001 Freightliner Versa Lift Digger/Derrick #11 \$50.00/hour-MRES Mbr, \$80.00/hour-Non MRES Mbr
+Current IRS Mileage Rate member & non-mbr
- Panel Van #00..... \$50.00/day-MRES Mbr, \$50.00/day-non-MRES Mbr-plus
Current IRS Mileage Rate member & non-member
- Case 560 Trencher with operator..... \$55.00 per hour-MRES Member, \$65.00 per hour-Non MRES
Member
- Trenching: 1999 Case 560 Chain Trencher..... \$1.10 per foot or \$100.00 per hour [MRES Mbr] \$120.00 [Non-
MRES Mbr] –whichever is higher [includes operator]
- Boring: 2007 Ditch Witch 2020 Boring Machi...\$4.00/foot or \$150.00/hour–whichever is higher [includes opr]
- 2015 Bobcat Skid Steer \$50.00 per hour-MRES Member, \$65.00 per hour-Non MRES
Member
- 1992 Vermeer Wood Chipper..... \$50.00 per hour-MRES Member, \$65.00 per hour-Non MRES
Member

PARKS DEPARTMENT:

- Mosquito Spraying..... \$70.00 per hour [man & pickup]
- Mosquito Spray..... \$42.00 per gallon
- Mowing Fees (includes equipment)..... \$80.00 per hour [minimum charge of \$80.00]
- Vermeer Tree Spade..... \$85.00 per hour [includes operator]
- 2008 Case Dx45 Utility Tractor w/attach..... \$80.00 per hour plus materials

STREET DEPARTMENT:

- 2007 Edco 14” Concrete Saw..... \$65.00 per hour plus saw blades [includes operator]
- Misc. Saws..... \$65.00 per hour plus blades or chains [includes operator]
- Router..... \$105.00 per hour [includes operator]
- Tar Kettle..... \$80.00 per hour plus materials [includes operator]
- Tack Wagon..... \$105.00 per hour plus materials [includes operator]
- 2016 Linelazer 3900 Striper..... \$105.00 per hour plus materials [includes operator]
- Self Propelled Steel Roller Packer..... \$60.00 per hour [includes operator]
- 2017 320E Skid Steer \$125.00 per hour [includes operator]
- Rubber Tire Roller Compactor..... \$75.00 per day [without operator]
- 2015 Elgin Pelican Sweeper.....#1..... \$125.00 per hour [includes operator]
- 2002 John Deere 544H Loader...#4..... \$125.00 per hour [includes operator with bucket or plow]
- 2014 Case Loader.....#5..... \$125.00 per hour [includes operator]
- 2006 John Deere 624 Loader.....#13..... \$125.00 per hour [includes operator with bucket or plow]
- Tandem Dump Truck – 12 yd. Box...#15,16,18 \$125.00 per hour [includes operator]
- Tandem Truck with Sander.....#16..... \$125.00 per hour [includes operator] plus \$55.00 per yd for sand
salt
- 2013 Chevy 1 Ton w/Plow & Utility Dump#21 \$65.00 per hour 1 ton, \$80.00 with Plow [with operator]
- 2008 John Deere 772G Motor Grader.....#28.. \$125.00 per hour [includes operator with blade or plow & wing]
- 2005 John Deere 317 Skid Steer..... \$80.00 per hour [includes operator]
- 2005 Wildcat Snowblower..... \$80.00 per hour [includes operator]
- 1988 John Deere 550G Dozer..... \$125.00 per hour [includes operator]

WATER DEPARTMENT:

- Backhoe – 2018 Case 580N #20..... \$90.00 per hour [includes operator]
- Tanaka Trash Pump..... \$75.00 per day [without operator]

WASTEWATER DEPARTMENT:

- 2018 Freightliner Jet-Vac...#27..... \$140.00 per hour [includes operator]

Councilmember Buyck seconded the foregoing resolution and the following vote was recorded:
AYES: Evenson, Schreck, Collins, Buyck, Olson. NAYES: None. Thereupon the Mayor declared
Resolution 2020-01 duly passed and adopted.

It was moved by Evenson, seconded by Buyck and carried unanimously to approve the following
appointments:

Emergency Chain of Command	Terri Collins Jack Evenson Lucas Olson Mark Schreck Jon Buyck
Economic Development Authority	Schreck and Evenson
Fire Board	Schreck and Evenson
HRA	Olson
Library Board	Buyck
Liquor Committee	Collins and Olson
Park Board	Evenson
Personnel Committee	Schreck and Collins
Planning Commission	Evenson & Buyck
President Pro-Tem	Evenson
Utility Committee	Olson and Buyck
Facilities Committee	Schreck and Evenson
Kid Day Committee	Olson and Evenson
Hospital Board	Buyck
Blight Committee	Collins and Olson
Civil Cases: City Attorney	Ben Wilcox
Civil Cases: Assistant City Attorney	Don Wilcox
Attorney Handling Criminal Case	Wilcox Law Office

It was moved by Evenson, seconded by Olson and carried unanimously to designate the Monitor
News as the official newspaper in 2019.

It was moved by Evenson, seconded by Buyck 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 Schreck, seconded by Olson and carried unanimously to authorize the following
as check signers on all accounts: Mayor Terri Collins, City Manager Rob Wolfington, Lisa Kent and
Director of Finance Glen Pederson.

It was moved by Schreck, seconded by Olson and carried unanimously to authorize the following
as check signers on the Incidental Fund: Valerie Alsaker.

It was moved by Evenson, seconded by Schreck and carried unanimously to schedule the Board
of Review on April 20, 2020 from 5:30 pm to 6:00 pm.

Wolfington said the City Council annual strategic planning session is scheduled for January 24-
25, 2020 at the Swift County-Benson Health Services conference room. He said this year we will not have
a facilitator, and will present a list for the Council's discussion. The Council agreed this would be a good
chance for less structure and more discussion.

It was moved by Evenson, seconded by Schreck and carried unanimously to approve the gambling permit for the Chippewa Valley Chapter of MN Deer Hunters Association for February 7, 2020 for a raffle.

The Mayor closed the meeting at 5:46 p.m. for the City Manager's review.

The Mayor reconvened the meeting at 7:06 p.m. She reported that a Motion was made by Schreck seconded by Buyck and carried unanimously the Council agreed to set raises for salaried and hourly exempt staff at 3% for 2020. A motion was made by Collins and seconded by Evenson to amend the employment agreement with the City Manager establishing severance pay of \$15,000 paid into a post-employment HSA and a \$15,000 cash payout. The following vote was recorded; Ayes. Collins, Evenson, Olson. Opposed. Schreck, Buyck. Motion carried. As for item #4 in the agreement establishing a base salary they wished to table this until the January 13, 2020 meeting so they can obtain more information from the League of Minnesota Cities salary survey. Mayor Collins went on to say that the council appreciates everything that the City Manager does.

There being no further business to come before the Council upon motion by Evenson, seconded by Buyck and carried unanimously to adjourn the Council meeting at 7:10 p.m.

Mayor

City Clerk

MINUTES – BENSON PLANNING COMMISSION
NOVEMBER 4, 2019 AT 12:00 NOON

Members Present: Ron Laycock, Chuck Koenigs, Sue Fitz, Matt Mattheisen, Jack Evenson, Jon Buyck
Members Absent: None
Also Present: City Manager Rob Wolfington, Building Official Mike Jacobson, William & Sandra Wooding, Chuck Wilson, City Attorney Ben Wilcox and Paul Peterson.

The meeting came to order at 12:02 p.m.

It was moved by Mattheisen, seconded by Laycock and carried unanimously to approve the October 7, 2019 Planning Commission Minutes.

Public Hearing – Variance Application for 810 – Kansas Ave.

Chairman Koenigs opened the public Hearing. He assured the audience he would permit a time for comment. He said a variance is a way that a city may allow an exception to part of the zoning ordinance. He went on to say the variance application was to allow an existing detached building to remain on the property. Koenigs said all variances need to meet practical difficulties where 3 factors must be satisfied: 1. Reasonableness – the landowner would like to use the property in a particular reasonable way but cannot do so under the rules of the ordinance and the focus of this factor is whether the request to place a building there is reasonable. 2. Uniqueness – the landowner's problem is due to circumstances unique to the property not caused by the landowner such as sloping, topography or other natural features like wetlands or trees. 3. Essential Character is if the variance is granted it will not alter the essential character of the locality where consideration whether the resulting structure will be out of scale, out of place or otherwise inconsistent with the surrounding area. Wolfington presented the variance application. He said the homeowner's ask is to leave the three seasons porch/hot tub building because the building has been there for 10 years. He said he received the application on October 1, 2019. Today is day 35 of a 65 day window to approve or deny the application. He stated the notice was sent to property owners within 350' of the property, and the public hearing was published in the Swift County Monitor News on October 16, 2019. He said the property is zoned B-2 Business which the building is an existing non-permitted non-conforming use under the City Ordinance 154.025. Wolfington also stated there are four auxiliary buildings on the property. The ordinance allows on auxiliary building and one variance building. The other buildings on the property are not permitted. Wolfington said the City Council will hear the recommendation of the Planning Commission on the variance at the November 18, 2019 meeting. Wilcox discussed the 3 point test was changed in 2011 and emphasized discussing the Reasonableness, Uniqueness and Essential Character of the building in the Commission's decision. It was noted the building was constructed without a building permit. Fitz asked if the building is safe. Evenson said he and Jacobson met will Hill Construction and learned it doesn't meet code as the building is built too close to the house which requires fire barrier sheet rocking. The four posts of the structure are all that is holding the building up and cost to fix it would be more than it is worth. Wilcox said public opinion cannot be a factor for discussion, unless it helps to arrive at a decision of the three factors.

At 12:11 p.m. Chairman Koenigs asked for public comments. Chuck Wilson introduced himself. He said he lives at 800 Kansas Avenue. He provided photos of the building and said there has not been any work on the property. Sandra and Bill Woodin both said the house is coming along but the building in question is not in good shape. Koenigs read a comment called in by Mark Anderson stating the house is coming along and his concern is the gravel in the street now that it is snow removal season. Being there were no more comments, Koenigs closed the public comment period.

Koenigs asked for the Commission's comments. Wolfington said in addition to the 3 factor practical difficulties tests, evaluating a variance application should make findings as to whether the variance a) is in harmony with the purposes and intent of the ordinance, b) is the variance consistent with the comprehensive plan c) does the proposal put property to use in a reasonable manner d) are the unique circumstances to the property not created by the landowner and e) will the

variance, if granted, alter the essential character of the locality. Fitz stated she doesn't feel it meets all 3 practical difficulty factors. Uniqueness was discussed first. There was nothing unique to the piece of property, as the lot is a flat rectangle. Reasonableness was next, and it was determined it wasn't reasonable to approve the variance of the building as it isn't reasonable to allow four ancillary buildings on the lot. Lastly it was agreed it doesn't meet the essential character of the locality as it is out of place. According to ordinance 154.025, the findings have determined the variance for the building does not meet all three factors. After discussion it was moved by Evenson, to deny the variance application. It was seconded by Fitz and the motion carried unanimously. Wolfington said the applicant and her attorney will be notified. Wilcox will draw up a resolution based on the findings of fact and the findings will be presented to the City Council for a final review at their November 18, 2019 meeting. Chairman Koenigs closed the public hearing at 12:27 p.m.

Economic Development Activities

Wolfington said the State of Minnesota ask for a request for proposal on behalf of a French company by project code "Proxima" to come to Benson for their new business. The City pulled their proposal together in 48 hours as requested. He said he feels it is a long shot.

Wolfington said the City will be closing on the old Fibrominn plant on December 18, 2019. He said he wants to have the site shovel ready for a new buyer whoever that may be. He wants to establish a website advertising the site. He said he is still in contact with Brightmark Energy. He discussed the cost to remove the elevator which could cost into the \$700,000 range.

Comprehensive Plan

He presented the draft of the Comprehensive Plan for the Commission's review.

Adjournment

There being no other business, it was moved by Mattheisen, seconded by Laycock and carried unanimously to adjourn at 12:53 p.m.

CITY OF BENSON
APPLICATION FOR APPOINTMENT TO CITY BOARDS OR COMMISSIONS

Dear Applicant:

We welcome you as an applicant for one of the City's boards or commissions. These groups play a very important role in Benson City Government. These boards and commissions serve as advisory bodies to the Benson City Council. They provide information and recommendations to the City Council so the Council can make sound decisions regarding issues and policy matters.

Please fill out the information requested below. You are encouraged to attach any additional information which you believe qualifies you for appointment to the board or commission you have selected.

.....
BOARD OR COMMISSION PREFERENCE:

- | | |
|---|--|
| <input type="checkbox"/> Airport Advisory Commission | <input type="checkbox"/> Housing & Redevelopment Authority |
| <input type="checkbox"/> Benson Area Tourism Board | <input checked="" type="checkbox"/> Library Board |
| <input type="checkbox"/> Cemetery Board | <input type="checkbox"/> Park Board |
| <input type="checkbox"/> Economic Development Authority | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Hospital Board | <input type="checkbox"/> Utilities Board |

RETURN APPLICATION TO:

Office of the City Manager
City of Benson
1410 Kansas Avenue
Benson, MN 56215
Telephone: 320-843-4775
Date Received: / /

PERSONAL INFORMATION:

Name Cindy Roggeman Address 455 Hwy 29 NE Benson,

Telephone: Home 612-666-3291 Business _____ Zip 56215

How long have you been a resident of Benson? 4 yrs.

Have you served previously on any of Benson's boards or commission? YES NO

Have you served previously on any city board/commission in any other community? YES NO

Are any members of your immediate family in the same household presently employed by the City of Benson or serving on any of the City's boards or commissions? YES NO

Occupation: _____ Name of Employer: _____

I am a member of the following civic organizations: _____

Glen Pederson

From: Brenda Parsley <BParsley@cdscpa.com>
Sent: Wednesday, March 13, 2019 9:24 AM
To: Glen Pederson
Subject: Donations/Dues

Morning Glen,

Below is a link to the Office of the State Auditor's Statement of Position on Donations and Dues:

http://www.osa.state.mn.us/other/Statements/publicexpdonationsdues_0809_statement.pdf

Page 3 specifically states: "The Attorney General's Office has determined that local units of government may not pay dues to a local chamber of commerce" and page 4 states: "The City would not be permitted to contribute this money in the form of membership dues absent specific authority to do so in the City Charter."

Unless the City's Charter allows the City to be a member of the Chamber, this is not an appropriate public purpose expenditure.

Also, I was unable to find a statute that would allow the waiving of Armory rent to Afterbash for prom.

Please reach out to me, or your attorney, if you have further questions.

Thank you!

BRENDA PARSLEY, CPA
SENIOR ACCOUNTANT



Conway, Deuth & Schmiesing, PLLP
CPAS & ADVISORS

bparsley@cdscpa.com

Direct (320) 214-2951

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Toll-free (888) 388-1040

www.cdscpa.com

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REBECCA OTTO
STATE AUDITOR

STATE OF MINNESOTA

OFFICE OF THE STATE AUDITOR

SUITE 500
525 PARK STREET
SAINT PAUL, MN 55103-2139

(651) 296-2551 (Voice)
(651) 296-4755 (Fax)
state.auditor@osa.state.mn.us (E-mail)
1-800-627-3529 (Relay Service)

Statement of Position

Public Expenditures: Donations and Dues

Public entities are often asked to give funds to support various groups and activities. While the causes may be worthwhile, public entities need to be cautious when making any financial commitments involving public funds.

In most circumstances, public entities have no authority to give away public funds as donations. Generally, in order to spend money, a public entity must have authority to do so. Authority for an expenditure may be specifically stated in a statute or charter, or it may be implied as necessary to do what an express power authorizes. In addition, the expenditure must be for a "public purpose."

Gifts/Donations to Private Individuals/Organizations

Following these general principles, donations to people, non-profits, charities, or other groups are not permitted unless they are based upon specific statutory or charter authority. For example, the Minnesota Attorney General's Office has issued opinions finding that cities have no authority to donate city funds to organizations such as the Red Cross or the Boy Scouts.¹ The assumption is that a gift of public funds to an individual or private entity serves a private rather than a public purpose.

Before a public entity makes a contribution, it is important for that entity to determine that it has specific authorization to make the expenditure. Here are some examples of specific, statutorily authorized appropriations:

- **Artistic Organizations.** A county, city or town may appropriate money to support artistic organizations.²
- **Historical Causes.** A town or city may appropriate annually a specified amount to a county historical society so long as the society is affiliated with, and approved by, the Minnesota Historical Society.³ Cities have express authority to commemorate important and outstanding events in city history, and to appropriate money to collect, preserve and distribute its history data for future generations.⁴ The Attorney General's Office recognizes that a city can advance money to a

¹ See, for example, Op. Att'y Gen. 59-A-3 (May 21, 1948).

² Minn. Stat. § 471.941.

³ Minn. Stat. § 138.053.

⁴ Minn. Stat. § 471.93.

Reviewed: December 2014
Revised: April 2014

2007-1017

nonprofit to sponsor a centennial celebration.⁵

- **Prevention of Cruelty to Animals.** A county may appropriate money for maintenance and support of the local society for the prevention of cruelty to animals.⁶
- **Food Shelves.** Cities and counties may donate funds in the form of grants to food shelves providing food to the needy without charge.⁷
- **Senior/Youth Centers.** A county, city or town may appropriate money to support the facilities, programs, and services of a public or private, not-for-profit senior citizen center or youth center.⁸
- **Public Recreation Programs.** Counties, cities, towns and school districts may spend funds to operate programs of public recreation, recreational facilities, and playgrounds.⁹ These programs may be conducted independently or with any nonprofit organization.
- **Promotion.** A city or urban town may appropriate up to \$50,000 annually to an incorporated development society or organization of this State, for promoting, advertising, improving, or developing the economic and agricultural resources of the city or urban town.¹⁰ A city may appropriate money to advertise the city and its resources and advantages.¹¹ Similarly, a county may appropriate funds to a similar entity for promoting, advertising, improving or developing the economic and agricultural resources of the county.¹² The county statute does not contain an annual spending limit.
- **Employee Recognition.** Towns may spend funds to recognize volunteers, service efforts, and retiring town officers.¹³ Counties and cities may spend funds for preventive health and employee recognition services.¹⁴
- **Community Celebrations.** Towns may spend funds to host or support a community celebration.¹⁵ Cities or towns may spend funds on Memorial Day observances,¹⁶ and may appropriate money for county or district fairs,¹⁷ centennial and historical celebrations.¹⁸ Statutory cities may spend funds to provide free musical entertainment.¹⁹ The authority to purchase fireworks seems to be implied.²⁰

⁵ See Op. Att’y Gen. 59a-3 (Jan. 18, 1968) (citing Minn. Stat. § 471.93).

⁶ Minn. Stat. § 343.11.

⁷ Minn. Stat. § 465.039.

⁸ Minn. Stat. § 471.935.

⁹ See generally, Minn. Stat. §§ 471.15 to .1911. Minn. Stat. Minn. Stat. § 469.189., and 471.16, subd. 1.

¹⁰ Minn. Stat. § 469.191. In addition, Economic Development Authorities (EDAs) have authority to conduct activities advancing the city and its economic development, and to carry out other public relations activities to promote the city and its economic development. See generally, Minn. Stat. §§ 469.090-.1081 and Minn. Stat. § 469.1082 (county EDAs).

¹¹ Minn. Stat. § 375.83.

¹² Minn. Stat. § 469.189.

¹³ Minn. Stat. § 365.10, subd. 12 (but electors must approve).

¹⁴ Minn. Stat. § 15.46.

¹⁵ Minn. Stat. § 365.10, subd. 12 (but electors must approve).

¹⁶ Minn. Stat. § 465.50.

¹⁷ Minn. Stat. § 38.12.

¹⁸ Minn. Stat. § 471.93.

¹⁹ Minn. Stat. § 412.221, subd. 15.

²⁰ Minn. Stat. § 624.22, subd. 1(a) (2) (A municipality may stage a fireworks display after obtaining a permit).

As an alternative to a donation, a public entity may enter into a contract with an organization to accomplish tasks that the entity is authorized to perform by statute or charter. For example, a city could not give money to the Boy Scouts for a recycling program, but the city could enter a contract with the Boy Scouts to do part of its recycling program. The amount of money paid to the Boy Scouts must be related to the value of the services they provide to the city.

Memberships and Dues

There is no general authorization for cities to join “private” organizations; but there may be specific statutory or charter authority to join specific organizations. For example, cities and urban towns in Minnesota may pay dues to become members of the League of Minnesota Cities.²¹

Similarly, cities, counties, and towns may appropriate money for membership in county, regional, state, and national associations of a civic, educational, or governmental nature. These associations must have as their purpose the betterment and improvement of municipal governmental operations.²² This authorization also allows public entities to participate in the meetings and activities of these associations.

A school board may authorize and pay for the membership of the school district or of any district representative designated by the board in those local economic development associations or other community or civic organizations that the board deems appropriate.²³

The Attorney General’s Office has determined that local units of government may *not* pay dues to a local chamber of commerce²⁴. However, because cities and urban towns may appropriate up to \$50,000 to an incorporated development society or organization for promotional activities, a city or urban town could contribute to a local chamber of commerce for one of the purposes authorized by statute, such as promoting the city or urban town.²⁵ Counties have similar authority but do not have the \$50,000 monetary cap.²⁶ The use of public funds would be limited to statutorily authorized activities. As a result, the OSA recommends that counties, cities, and urban towns create and maintain documentation that shows the funds have been given for specific statutory purposes.²⁷

²¹ Minn. Stat. § 465.58.

²² Minn. Stat. § 471.96.

²³ Minn. Stat. § 123B.02, subd. 24.

²⁴ See Attorney General Letter dated June 27, 1997 (attached).

²⁵ Minn. Stat. § 469.191. An EDA has broader authority to join an official, industrial, commercial or trade association, or other organization concerned with one of the EDA’s authorized purposes.

²⁶ Minn. Stat. § 375.83.

²⁷ Documentation includes, but is not limited, to minutes, resolutions and contracts.



STATE OF MINNESOTA

OFFICE OF THE ATTORNEY GENERAL

RUBERT H. HUMPHREY III
ATTORNEY GENERAL

June 27, 1997

GOVERNMENT SERVICES SECTION
525 PARK STREET
SUITE 200
ST. PAUL, MN 55103-2106
TELEPHONE: (612) 297-2040

Hans B. Borstad
Staples City Attorney
208 North Fourth Street
Staples, MN 56479

Re: Staples Chamber of Commerce Membership

Dear Mr. Borstad:

I am in receipt of your letter asking whether the City of Staples is authorized to pay membership dues to the Staples Chamber of Commerce. After reviewing prior opinions of the Attorney General on this issue as well as the relevant Minnesota statutes, it is my opinion that, while the City of Staples would be authorized by statute to appropriate up to \$50,000 annually to the Staples Chamber of Commerce in certain circumstances, the City would not be permitted to contribute this money in the form of membership dues absent specific authority to do so in the City Charter.

It is well settled in this state that a municipal corporation has only such powers as are expressly conferred upon it by statute or its charter, or necessarily implied therefrom. It has no inherent power. Borgelt v. City of Minneapolis, 271 Minn. 249, 135 N.W.2d 438 (1965); see generally 13A Dunnell, Minn. Digest 2d Municipal Corporations § 3.01a (3rd Ed. 1981). This longstanding principle was relied upon by our office in Op. Atty. Gen. 63-b-1, May 11, 1944, which concluded that the City of New Ulm, a home rule charter city, was without authority, under state law or local charter provision, to subscribe and pay for one or more memberships in a civic and commerce association which was a reorganization of a businessmen's association. Similarly, in Op. Atty. Gen. 218r, February 24, 1949 (1950 Attorney General Report No. 103), we concluded that the Village of Buffalo (now a statutory city) could not join or pay dues to a local chamber of commerce since no such power was conferred upon it by statute. In connection with this issue, your letter refers to three statutes as potential sources of authorization to take the action you describe.

Minn. Stat. § 469.189 (1944), authorizes the governing body of certain cities to appropriate money to advertise the municipality, its resources and advantages. This Office has taken the position that there is a distinction between statutory authorization to appropriate and use money for a purpose, and authorization to contribute money to a body generally committed to advancing a purpose. See, e.g., Op. Atty. Gen. 59a3, January 15, 1959, wherein we determined that statutory authority for a city to "appropriate money" for purposes of historical preservation and observances permitted the city to contract with the county historical society for specific services, but not to donate funds to the society to expend in its own discretion. For the

Facsimile: (612) 297-1235 • TTY: (612) 282-2525 • Toll Free Lines: (800) 657-3787 (Voice), (800) 366-4812 (TTY)

same reasons, we conclude that section 469.189 (1996) does not authorize the city to donate funds or purchase a "membership" in the local chamber of commerce.

Minn. Stat. § 469.191 (1996) provides:

A home rule or statutory city or town described in section 368.01, subdivision 1 or 1a, may appropriate not more than \$50,000 annually out of the general revenue fund of the jurisdiction to be paid to any incorporated development society or organization of this state for promoting, advertising, improving, or developing the economic and agricultural resources of the city or town.

It is our understanding that this section was first enacted in 1989 primarily to allow small rural towns to participate in an organization called the Minnesota Initiative Fund, an organization which received grants from the McKnight Foundation matching certain contributions from towns and cities. However, contemporaneous legislative history indicates an understanding by the legislature that this law would also allow a city or town to contribute up to \$50,000 annually to a local chamber of commerce. This seems to be a reasonable interpretation of the language of Minn. Stat. § 469.191, and it is my opinion that this provision would authorize the City of Staples to contribute up to \$50,000 annually to the Staples Chamber of Commerce.

Authority to contribute does not necessarily permit membership, however. In general, it has been our view that authority of local units of government are not authorized to form or join "private" organizations absent specific statutory authority. See, e.g., Op. Atty. Gen. 92a-30, January 29, 1986; 733, July 29, 1988. For example, Minn. Stat. § 144.581 (1996), which is mentioned in those opinions, authorizes hospital authorities to join and sponsor memberships in certain organizations.

In addition, the Legislature has addressed the authority of municipalities to provide for municipal membership in certain local, state and national associations. In addition, cities are expressly authorized by Minn. Stat. § 465.58 (1996) to pay annual dues in the League of Minnesota Cities and the expenses of delegates attending the meetings thereof. Neither of these sections would apply to your situation, however.

A broader grant of authority is found in Minn. Stat. § 471.96, subd. 1 (1996), which provides as follows:

The governing bodies of cities, counties, and towns are hereby authorized to appropriate necessary funds to provide membership of their respective municipal corporations or political subdivisions respectively in county, regional, state, and national associations of a civic, educational, or governmental nature which have as their purpose the betterment and improvement of municipal

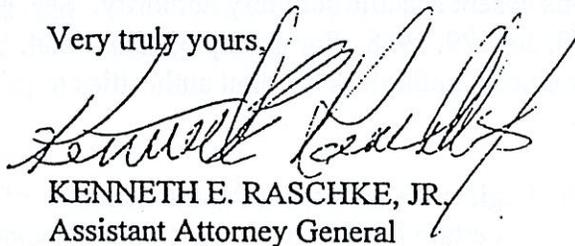
governmental operations. Cities, counties, and towns are also authorized to participate through duly designated representatives in the meetings and activities of such associations, and the governing bodies of cities, counties and towns respectively are authorized to appropriate necessary funds to defray the actual and necessary expenses of such representatives in connection therewith. For purposes of this section, the governing body of a town is the town board.

From our understanding of the nature of such organizations, it does not appear that chambers of commerce can be characterized as "associations of a civic, educational, or governmental nature which have as their purpose the betterment and improvement of municipal government operations" within the purview of this statute, even though their interests may include such objectives.

Subdivision 2 goes on to provide that the statute does not affect "any statutory, charter or common law power of cities" to provide for membership and participation in state and national associations. I am aware of no general statutory or common law power on the part of cities to provide for membership.

For the foregoing reasons, we conclude that the city lacks statutory authority to purchase membership in the local chamber of commerce. While it is possible that such authority might be contained in the City's Charter, your letter does not refer to any such charter provision, and we do not ordinarily undertake in our opinions to construe provisions of local charters. See Op. Atty. Gen. 629a, May 9, 1975.

Very truly yours,



KENNETH E. RASCHKE, JR.
Assistant Attorney General

(612) 297-1141

**RESOLUTION DESIGNATING AUTHORIZED REREPRESENTATION
(RESOLUTION NO. 2020-)**

WHEREAS, THE Governing body of the City of Benson, Minnesota has entered into an agreement to establish The **Missouri Basin Municipal Power Agency, d.b.a. Missouri Rivers Energy Services (MRES)**, and as a member thereof is entitled to a representative who shall represent the Municipal Utility in the business of MRES.

NOW, THEREFORE, BE IT RESOLVED that Robert Wolfington be and is hereby authorized and appointed as the representative of the City of Benson, Minnesota, to represent the Municipal Utility in the business of MRES, with the powers, duties and responsibilities as provided in said agreement. The alternate representative, Terri Collins, is hereby authorized and appointed with equal powers.

**RESOLUTION DESIGNATING AUTHORIZED REREPRESENTATION
(RESOLUTION NO. 2020-)**

WHEREAS, THE Governing body of the City of Benson, Minnesota has entered into an agreement to establish The **Western Minnesota Municipal Power Agency (WMMPA)**, and as a member thereof is entitled to a representative who shall represent the Municipal Utility in the business of WMMPA.

NOW, THEREFORE, BE IT RESOLVED that Robert Wolfington be and is hereby authorized and appointed as the representative of the City of Benson, Minnesota, to represent the Municipal Utility in the business of WMMPA, with the powers, duties and responsibilities as provided in said agreement. The alternate representative, Terri Collins, is hereby authorized and appointed with equal powers.

**AN ORDINANCE TO AMEND TITLE VII: TRAFFIC CODE, CHAPTER
73: SNOWMOBILES; ALL-TERRAIN VEHICLES OF THE BENSON CITY CODE OF 2003**

The City of Benson does ordain:

Title VII, Chapter 73, sections 73.25 through 73.99 are hereby deleted and replaced with the following sections:

§ 73.25 DEFINITIONS.

For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

ALL-TERRAIN VEHICLES (ATVs): Motorized flotation-tired vehicles with at least three (3) but no more than six (6) low pressure tires that have an engine displacement of less than one thousand one hundred (1,100) cubic centimeters and include class 1 and class 2 ATVs.

CLASS 1 ATV: A class 1 ATV as defined by Minnesota Statutes.

CLASS 2 ATV: A class 2 ATV as defined by Minnesota Statutes.

OPERATE: To ride in or on and control the operation of an ATV.

OPERATOR: Every person who operates or is in actual physical control of an ATV.

OWNER: A person, other than a person with a security interest, having a property interest in or title to an ATV and entitled to the use and possession of the vehicle.

RIGHT-OF-WAY: The entire right-of-way of a public road, including the traveled portions, banks, ditches, shoulders, and medians of a street/roadway that is not privately owned.

SNOW REMOVAL: The process of shoveling, blowing, or plowing snow from roadways, sidewalks, driveways, and walkways.

§ 73.26 OPERATION OF ATVs:

(A) Except as herein specifically permitted, class 1 ATVs may not be operated on any right of way of any street, roadway, trail or alley used for motor vehicle travel that is under the jurisdiction of the city.

§ 73.27 ATV CROSSING OF PUBLIC ROAD RIGHT OF WAY:

(A) Direct Crossing: An ATV may make a direct crossing of a street or highway, except an interstate highway or freeway, provided:

(1) The crossing is made at an angle of approximately ninety (90) degrees to the direction of the street or highway and at a place where no obstruction prevents a quick and safe crossing;

(2) The ATV is brought to a complete stop before crossing the shoulder or main traveled way of the street or highway;

(3) The operator yields the right of way to all oncoming traffic that constitutes an immediate hazard;

(4) In crossing a divided street or highway, the crossing is made only at an intersection of such street or highway with another public street or highway; and

(5) When crossing between the hours of one-half (1/2) hour after sunset to one-half (1/2) hour before sunrise or in condition of reduced visibility, both front and rear lights must be illuminated.

(B) Age Restrictions

(1) No person under eighteen (18) years of age shall make a direct crossing of a street or highway as the operator of an ATV.

(2) The owner of an ATV shall be responsible if the ATV is operated contrary to these provisions.

§ 73.28 CLASSES OF ATVs.

(A) Operation of Class 1 ATVs: Operation of class 1 ATVs is not permitted in the city except for the following situations:

(1) Law enforcement acting in an official capacity.

(2) During city approved parades. Operation of class 1 ATVs are only allowed from two (2) hours prior to the start of the parade and must conclude two (2) hours after the conclusion. In addition, class 1 ATVs may only be used under this provision to directly assist with parade functions. General use is still prohibited.

(3) Incidental to snow removal on property owned or occupied by the operator or owner of the class 1 ATV.

(B) Operation of Class 2 ATVs: in addition to the other requirements set forth in this chapter, operation of class 2 ATVs is permitted provided that any class 2 ATV:

(1) Must be primarily designed for off road, rugged terrain and constitute what is customarily referred to by manufacturers as a class 2 ATV.

(2) Must be operated at a rate of speed reasonable or proper under all surrounding circumstances in no event, at a speed greater than twenty-five (25) miles per hour, or the legal speed limit, whichever is less.

(3) Must follow the traffic provision of this code, except for those provisions relating to required equipment and those which by their nature have no application.

(4) May not enter any intersection without yielding the right of way to any vehicles or pedestrians at the intersection, or so close to the intersection as to constitute an immediate hazard.

(5) Is operated by an operator who is at least eighteen (18) years of age and has a driver's license that would allow operation of a motor vehicle in the state of Minnesota.

(6) A person may operate a class 2 ATV while carrying up to the number of passengers for which the class 2 ATV was designed.

(7) Is equipped with the following:

(a) A rearview mirror or left and right side view mirrors, located so as to reflect to the operator a view of the roadway for a distance of at least two hundred (200) feet to the rear of the vehicle.

(b) Standard mufflers as required by Minnesota rule 61.02.0040, subpart 4, which are property attached and in constant operation, and which reduce the noise of operation of the motor to the minimum necessary for operation. No person shall use a muffler cutout, bypass, straight pipe or similar device on an ATV motor.

(c) Brakes adequate to control the movement of and to stop and hold the ATV under normal operation conditions.

(d) A safety or so called "dead man throttle" in operating condition. A safety or "dead man" throttle" is defined as a device which, when pressure is removed from the engine accelerator or throttle, causes the motor to be disengaged from the driving track.

(e) At least two (2) clear headlamps and two (2) red taillights. Such headlamps and taillights are to be lit at all times while operating class 2 ATVs.

(f) Reflective material at least sixteen (16) inches square on each side, forward of the steering wheel, so as to reflect light at a ninety (90) degree angle.

(g) Seatbelts must be worn if provided on ATV. Seatbelts may not be removed or altered.

§ 73.29 PERMIT REQUIRED.

No person shall operate a class 2 ATV pursuant to this chapter without a valid permit from the city. Permit applications shall be available at the police department.

(A) The city council shall set fees for such permits by resolution.

(B) The applicant shall provide the following information in addition to the application form:

(1) Proof of registration of the class 2 ATV, if required by state law.

(2) Proof of insurance, verifying that the applicant maintains liability insurance for liabilities arising out of the maintenance or use of the class 2 ATV according to state law.

(3) Driver's license permitting the operation of a motor vehicle in the state of Minnesota.

(C) An operator must have possession of a valid permit while operating a class 2 ATV in the city.

(D) All permits granted pursuant to this section shall be issued for a period not to exceed one year and may be renewed annually by complying with the requirements of this section.

(E) Nothing in this section shall be construed as an assumption of liability by the city for any injuries to persons or property which may result from the operation of a class 2 ATV by a permit holder, the grant of such permit, or the failure by the city to revoke said permit.

§ 73.30 OPERATION PROHIBITED.

Class 2 ATVs must not be operated:

(A) On state trunk highways and U.S. highways as provided in state law.

(B) To tow any passengers, except that a disabled vehicle being towed by any means may contain one human passenger if necessary to steer the vehicle.

(C) On a public sidewalk provided for pedestrian travel except to remove snow from the sidewalk adjacent to the owner or operator's own premises or the premises of another person with the specific permission of that person.

(D) On boulevards with any public right of way.

(E) On private property of another without specific permission of the owner or person in control of the property.

(F) On any other public place, except as may be specifically permitted by other provisions of this code.

(G) Within one hundred (100) feet of any skating rink or sliding area.

(H) While under the influence of alcohol or drugs as defined in Minnesota statute section 169A.20 as it may be amended from time to time. In addition, open containers of alcohol are not allowed on the ATV while in operation.

(I) At a rate of speed greater than reasonable or property under all surrounding circumstances, but in no event at a speed greater than twenty-five (25) miles per hour or the legal speed limit, whichever is less.

(J) In a careless, reckless, or negligent manner or heedlessly in disregard of the rights or safety of others, or in a manner so as to endanger or be likely to endanger or cause injury or damage to any person or property.

(K) So as to intentionally chase, run over, or kill any animal.

(L) On any school, hospital, city park or cemetery grounds.

(1) Employees of the City of Benson or school district may operate on grounds as needed in the performance of their duties.

§ 73.31 ATV IN PUBLIC PLACE.

Every person leaving an ATV in a public place shall lock the ignition and remove the key.

§ 73.32 LIABILITY OF OWNER.

It shall be unlawful for the owner of an ATV to permit it to be operated contrary to the provisions of this subchapter.

§ 73.99 PENALTY.

Any person violating the provisions of this chapter shall be guilty of a misdemeanor as further explained in § 10.99 of this code, or the court, in its discretion, may provide for the impounding of the all-terrain vehicle which has been operated in violation of this chapter for not to exceed thirty (30) days.

ATTEST as to form: _____

First Reading: _____

Second Reading: _____

Publication: _____

CITY OF BENSON CAPITAL AUTHORIZATION REQUEST

1 Fund: Capital Outlay Department: Police Department

Prepared by: Chief Ian D. Hodge Date: 01/10/2020

Describe Proposed Capital Expenditure: Lifepak 1000 AED Quantity of 5

Does Proposed Expenditure Replace Existing Equipment? Yes If Yes, Describe Use of Replaced Equipment: The new defibrillators would replace our existing Phillip's defibrillators of which there are only 3. The old defibrillators would be sent in for a reimbursement of \$100.00 per unit.

2 If Included in Capital Improvements Program:

What Year: 2020

What Heading:

Budgeted Amount:

3 Total Cost: \$10,590.00

-Trade-in (if applicable): -\$ \$100.00 per unit

+Net Book Value (depreciated value): +\$

-Net Capitalized Cost: \$10,290.00

4 Justification of the Expenditure: (Main Objectives and Assumptions)

The objective of this purchase is to provide enhanced ability to provide lifesaving intervention in the event of a citizen experiencing cardiac arrest. Currently we do not have enough defibrillators units to equip all squad cars this would also fill that need providing a better response time in the first critical minutes of an incident.

5 Approval Section:

Action taken:

Department Supervisor  Signature

Date 01/10/2020

Division Director _____

City Manager _____

City Council Approval (If Applicable) _____ Council Meeting _____



Advanced First Aid Inc

ADVANCED FIRST AID, INC.

4201 DREW AVE N
MINNEAPOLIS, MN
55422

Estimate

Date	Estimate #
1/3/2020	0120-683

Name / Address
BENSON CITY OF VAL ALSAKER 1410 Kansas Ave. Benson, MN 56215

Ship To
BENSON CITY OF VAL ALSAKER 1410 Kansas Ave. Benson, MN 56215

Tax Exempt No.	Estimate Expiration	Sales Rep
Due on receipt	Due on receipt	

Item	Description	Qty	Cost	Total
99425-000023-G...	LIFEPAK 1000 AED GRAPHICAL DISPLAY Base Product Package: Includes cprMAX technology, 2 pairs of QUICK-COMBO pacing/Defibrillation/ECG electrodes with RED-PAK pre-connect system, operating Instructions, getting started guide non-rechargeable Lithium Manganese Dioxide Battery, carrying case, shoulder strap, quick reference instruction card, and Product CD included with each order--5 YEAR WARRANTY	5	2,780.00	13,900.00T
DISCOUNT	STATE BID		-2,910.00	-2,910.00
DISCOUNT	AFA GRANT		-500.00	-500.00
SHIPPING	SHIPPING & HANDLING Nontaxable	1	100.00 0.00%	100.00T 0.00

<p>Estimate may not include tax/shipping/handling. Credit cards accepted with 3% convenience fee.</p>			<p>Total \$10,590.00</p>
Phone #	Fax #	E-mail	<p>Sign below to accept terms and order. DURABLE GOODS ARE NOT RETURNABLE. X _____</p>
844-277-2337	1-888-846-1036	paul@afaed.com	

LIFEPAK[®] 1000

Defibrillator



Highly configurable to adapt to your resuscitation protocol

Upgradeable platform to meet your resuscitation needs

The most rugged defibrillator ever built by Medtronic

Backed by our heritage of quality, reliability and service

Logical, natural interface with a large, intuitive screen

The nonrechargeable battery can deliver over 425 shocks

The LIFEPAK 1000 defibrillator is designed to be the most powerful basic life support (BLS) tool available. Fully customizable, it can adapt to the protocols of today and the future. cprMAX™ technology is highly flexible, with the most configurations available (as of January 2006) to accommodate your patient and CPR protocol requirements. Future patient-focused upgrades will help you provide the most advanced care in a way that complements how you work best. The 1000 is the most rugged defibrillator ever built by Medtronic, with an IP55 rating. ADAPTIV™ biphasic technology provides a full range of energy up to 360 joules.

With a large screen, graphics and text are clear and easy to read at a distance. The LCD screen can provide both graphical and ECG displays. A manual defibrillation override option is also available.

The advanced battery system in the LIFEPAK 1000 defibrillator provides more power for your patients. A visible and accessible battery gauge gives you the ability to assess battery readiness with the quick touch of a button. Our battery also performs advanced communications directly with the device so you always know the battery's condition.

The 1000 is compatible with other Medtronic products and services across the full spectrum of care, from the field to the hospital, including data download.

City of Benson, Minnesota

Drug and Alcohol Testing for Commercial Drivers Policy

Purpose and Objectives

The City of Benson (“City”) has a vital interest in maintaining safe, healthful, and efficient working conditions for employees, and recognizes that individuals who are impaired because of drugs and/or alcohol jeopardize the safety and health of other workers as well as themselves. The City is concerned about providing a safe workplace for its employees, and while the City does not intend to intrude into the private lives of its employees, it is the goal to provide a work environment conducive to maximum safety and optimum work standards. Alcohol and drug abuse can cause unsatisfactory job performance, increased tardiness and absenteeism, increased accidents and workers’ compensation claims, higher insurance rates, and an increase in theft of city property. The use, possession, manufacture, sale, transportation, or other distribution of controlled substance or controlled substance paraphernalia and the unauthorized use, possession transportation, sale, or other distribution of alcohol is contrary to this policy and jeopardizes public safety.

In response to regulations issued by United States Department of Transportation (“DOT”), the City has adopted this Policy on Alcohol and Controlled Substances for employees who hold a commercial driver’s license (CDL) to perform their duties.

Given the significant dangers of alcohol and controlled substance use, each applicant and driver must abide by this policy as a term and condition of hiring and continued employment. Moreover, federal law requires the City to implement such a policy.

To ensure this policy is clearly communicated to all drivers and applicants, and in order to comply with applicable federal law, drivers and applicants are required to review this policy and sign the “Certificate of Receipt” portion.

Because changes in applicable law and the City’s practices and procedures may occur from time to time, this policy may change in the future, and nothing in this policy is intended to be a contract, promise, or guarantee the City will follow any particular course of action, disciplinary, rehabilitative or otherwise, except as required by law. This policy does not in any way affect or change the status of any at-will employee.

Any revisions to the Federal Omnibus Transportation Employee Testing Act will take precedent over this policy to the extent the policy has not incorporated those revisions.

Persons Subject to Testing & Types of Tests

All employees are subject to testing whose job duties include performing “safety-sensitive duties” on City vehicles that:

1. Have a gross combination weight rating or gross combination weight of 26,001 pounds or more, whichever is greater, inclusive of a towed unit(s) with a gross vehicle weight rating or gross vehicle weight of more than 10,000 pounds, whichever is greater; or

2. Have a gross vehicle weight rating or gross vehicle weight of 26,0001 or more pounds whichever is greater; or
3. Are designed to transport 16 or more passengers, including the driver; or
4. Are of any size and are used in the transportation of materials found to be hazardous for the purposes of the Hazardous Materials Transportation Act (49 U.S.C. 5103(b)) and which require the motor vehicle to be placarded under the Hazardous Materials Regulations (49 CFR part 172, subpart F).

The Federal Highway Administration (FHWA) has granted states the option of waiving CDL requirements for firefighters. Since the state of Minnesota is one that gives firefighters the option of obtaining either a CDL or a non-commercial license, the state has exercised the option not to require CDLs. Therefore, 49 CFR Part 382 is not applicable to City firefighters.

The following functions are considered safety-sensitive:

- all time waiting to be dispatched to drive a commercial motor vehicle
- all time inspecting, servicing, or conditioning a commercial motor vehicle
- all time driving at the controls of the commercial motor vehicle
- all other time in or upon a commercial motor vehicle (except time spent resting in a sleeper berth)
- all time loading or unloading a commercial motor vehicle, attending the same, giving or receiving receipts for shipments being loaded or unloaded, or remaining in readiness to operate the vehicle
- all time repairing, obtaining assistance, or attending to a disable commercial motor vehicle.

The City may test any applicant to whom a conditional offer of employment has been made and any driver for controlled substance and alcohol under any of the following circumstances:

Pre-Employment Testing.

All applicants, including current employees seeking a transfer, applying for a position where duties include performing safety-sensitive duties described above, will be required to take a drug test prior to the first time a driver performs a safety-sensitive function for the City. A driver may not perform safety-sensitive functions unless the driver has received a controlled substance test result from the Medical Review Officer (“MRO”) indicating a verified negative test result. In addition to pre-employment controlled substance testing, applicants will be required to authorize in writing former employers to release alcohol test results of .04 or greater, positive controlled substance test results, refusals to test, other violations of drug and alcohol testing regulations, and completion of return to duty requirements within the preceding three years.

The City will contact the candidate’s DOT regulated previous and current employers within the last three years for drug and alcohol test results as referenced above, and review the testing history if feasible before the employee first performs safety-sensitive functions for the city. Beginning in 2020, the City will also conduct a limited query of the Federal Motor Carrier Safety Administration’s Clearinghouse for all candidates. In addition, at least once a year, the City will conduct a limited query of the Clearinghouse for each currently employed CDL driver. If the limited query reveals that the Clearinghouse has information about resolved or unresolved drug and alcohol program violations by a candidate or current employee, he or she will be asked to

provide electronic consent to a full query of the Clearinghouse (unless he or she has previously provided electronic consent). In the event a full query of the Clearinghouse reveals unresolved violation information for a candidate or current employee, the driver will not be permitted to perform safety-sensitive functions, including the operation of a Commercial Motor Vehicle and, in the case of a candidate, may have their conditional offer of employment rescinded or, in the case of a current employee, may be subject to discipline.

Post-Accident Testing.

As soon as practicable following an accident involving a commercial motor vehicle operating on a public road, the City will test each surviving driver for controlled substances and alcohol when the following occurs:

- The accident involves a fatality or
- The driver receives a citation for a moving traffic violation from the accident and an injury is treated away from the accident scene or
- The driver receives a citation for a moving traffics violation from the accident and a vehicle is required to be towed from the accident scene.

The following chart summarizes when DOT post-accident testing needs to be conducted:

Type of accident involved	Citation issued to the DOT covered CDL driver?	Test must be performed by the City
i. Human fatality	YES	YES
	NO	YES
ii. Bodily injury with immediate medical treatment away from the scene	YES	YES
	NO	NO
iii. Disabling damage to any motor vehicle requiring tow away	YES	YES
	NO	NO

A driver subject to post-accident testing must remain readily available or the driver will be deemed to have refused to submit to testing. This requirement to remain ready for testing does not preclude a driver from leaving the scene of an accident for the period necessary to obtain assistance in responding to the accident or to obtain necessary medical care.

Post – Accident Controlled Substance Testing

Drivers are required to submit a urine sample for post-accident controlled substance testing as soon as possible. If the driver is not tested within thirty-two (32) hours after the accident, the City will cease its attempts to test the driver and prepare and maintain on file a record stating why the test was not promptly administered.

Post- Accident Alcohol Testing

Drivers are required to submit to post-accident alcohol testing as soon as possible. After an accident, consuming alcohol is prohibited until the driver is tested. If the driver is not tested

within two (2) hours after the accident, the City will prepare and maintain on file a record stating why the test was not administered within that time. If eight hours have elapsed since the accident and the driver has not submitted to an alcohol test, the City will cease its attempts to test the driver and prepare and maintain on file a record stating why the test was not administered.

The City may accept the results of a blood or breath test in place of an alcohol test and urine test for the use of controlled substances if:

- The tests are conducted by federal, state, or local officials having independent authority for the test, and
- The tests conform to applicable federal, state, or local testing requirements, and
- The test results can be obtained by the City.

Whenever such a test is conducted by a law enforcement officer, the driver must contact the City and immediately report the existence of the test, providing the name, badge number, and telephone number of the law enforcement officer who conducted the test.

Random Testing.

Every driver will be subject to unannounced alcohol and controlled substance testing on a random selection basis. Drivers will be selected for testing by use of a scientifically valid method under which each driver has an equal chance of being selected each time selections are made. These random tests will be conducted throughout the calendar year. Each driver who is notified of selection for random testing must cease performing safety-sensitive functions and report to the designated test site immediately. It is mathematically possible drivers may be selected be picked and tested more than once, and others not at all.

If a driver is selected for a random test while he or she is absent, on leave or away from work, that driver may be required to undergo the test when he or she returns to work.

For 2014, federal law requires the City to test at a rate of at least fifty percent (50%) of its average number of drivers for controlled substance each year, and to test at a rate of at least ten percent (10%) of its average number of drivers for alcohol each year. These minimum testing rates are subject to change by the DOT.

Reasonable Suspicion Testing.

When a supervisor has reasonable suspicion to believe a driver has engaged in conduct prohibited by federal law or this policy, the City will require the driver to submit to an alcohol and/or controlled substance test.

The City's determination that reasonable suspicion exists to require the driver to undergo an alcohol test will be based on "specific, contemporaneous, articulable observations concerning the appearance, behavior, speech, or body odors of the driver." In the case of controlled substance, the observations may include indications of the chronic and withdrawal effects of a controlled substance.

The required observations for reasonable suspicion testing will be made by a supervisor or other person designated by the City who has received appropriate training in identification of actions,

appearance and conduct of a driver which are indicative of the use of alcohol or controlled substance. These observations leading to an alcohol or controlled substance test, will be reflected in writing and signed by the supervisor who made the observations. The record will be retained by the City. The person who makes the determination that reasonable suspicion exists to conduct testing, will not be the person conducting the testing, which shall instead be conducted by another qualified person.

Alcohol testing is authorized only if the observations are made during, just before, or just after the driver has ceased performing such functions. If a reasonable suspicion alcohol test is not administered within two (2) hours following the determination of reasonable suspicion, the City will prepare and maintain on file a record stating the reasons the alcohol test was not promptly administered. If a reasonable suspicion alcohol test is not administered within eight (8) hours following the determination of reasonable suspicion, the City will prepare and maintain on file a record stating the reasons the alcohol test was not administered, and will cease attempts to conduct the alcohol test.

Notwithstanding the absence of a reasonable suspicion test, no driver may report for duty or remain on duty requiring the performance of safety-sensitive functions while the driver is under the influence of or impaired by alcohol, as shown by the behavioral, speech, and performance indicators of alcohol use, nor will the City permit the driver to perform or continue to perform safety-sensitive functions until (1) an alcohol test is administered and the driver's alcohol concentration is less than .02; or (2) twenty-four (24) hours have elapsed following the determination of reasonable suspicion.

Return-to-Duty Testing.

The City reserves the right to impose discipline against drivers who violate applicable FMCSA or DOT rules or this policy, subject to applicable personnel policy and collective bargaining agreements. Except as otherwise required by law, the City is not obligated to reinstate or requalify such drivers for a first positive test result.

Should the City consider reinstatement of a DOT covered driver, the driver must undergo a Substance Abuse Professional ("SAP") evaluation and participate in any prescribed education/treatment, and successfully complete return-to-duty alcohol test with a result indicating an alcohol concentration of less than 0.02 and/or or a controlled substance test with a verified negative result, before the driver returns to duty requiring the performance of a safety-sensitive function. The SAP determines if the driver has completed the education/treatment as prescribed.

The employee is responsible for paying for all costs associated with the return-to-duty test. The controlled substance test will be conducted under direct observation.

Follow-Up Testing.

The City reserves the right to impose discipline against drivers who violate applicable FMCSA or DOT rules or this policy, subject to applicable personnel policies and collective bargaining agreements. Except as otherwise required by law, the City is not obligated to reinstate or requalify such drivers.

Should the City reinstate a driver following a determination by a Substance Abuse Professional (SAP) that the driver is in need of assistance in resolving problems associated with alcohol use and/or use of controlled substance, the City will ensure that the driver is subject to unannounced follow-up alcohol and/or controlled substance testing. The number and frequency of such follow-up testing will be directed by the SAP and will consist of at least six (6) tests in the first twelve (12) months following the driver's return to duty. Follow-up testing will not exceed sixty (60) months from the date of the driver's return to duty. The SAP may terminate the requirement for follow-up testing at any time after the first six tests have been administered, if the SAP determines such test is no longer necessary. The employee is responsible for paying for all costs associated with follow-up tests.

Follow-up alcohol testing will be conducted only when the driver is performing safety-sensitive functions, or immediately prior to or after performing safety-sensitive functions.

Cost of Required Testing.

The City will pay for the cost of pre-employment, post-accident, random, and reasonable suspicion controlled substance and alcohol testing requested or required of all job applicants and employees. The driver must pay for the cost of all requested confirmatory re-tests, return-to-duty, and follow-up testing.

Required Prior Controlled Substance and Alcohol Checks for Applicants

The City will conduct prior drug and alcohol checks of applicants for employment to drive a commercial motor vehicle. Applicants must execute a consent form authorizing the City to obtain the required information. The City will obtain (pursuant to the applicant's written consent) information on the applicant's alcohol test with a concentration result of 0.04 or greater, positive controlled substance test results, and refusals to be tested within the preceding three (3) years which are maintained by the applicant's previous employers. The City will obtain all information concerning the applicant which is maintained by the applicant's previous employers within the preceding three (3) years pursuant to DOT and FMCSA controlled substance and alcohol testing regulations. The City will review such records, if feasible, prior to the first time a driver performs safety-sensitive functions.

Prohibited Conduct

The following conduct is explicitly prohibited by applicable DOT and FMCSA regulations and therefore constitutes violation of City policy.

Under the influence of alcohol when reporting for duty or while on duty.

No driver may report for duty or remain on duty requiring the performance of safety-sensitive functions while having an alcohol concentration of 0.04 or greater. Drivers reporting for duty or remaining on duty to perform safety-sensitive functions while having an alcohol concentration of 0.02, but less than 0.04, will be removed from duty for 24 hours, escorted home and placed on vacation leave for hours missed from work.

On-Duty Use of Alcohol.

No driver may use alcohol while performing safety-sensitive functions.

Pre-Duty Use of Alcohol.

No driver may perform safety-sensitive functions within four (4) hours after using alcohol. If an employee has had alcohol within four hours they are to notify their supervisors before performing any safety-sensitive functions.

Alcohol Use Following an Accident.

No driver required to take a post-accident alcohol test may use alcohol for eight (8) hours following the accident, or until the driver undergoes a post-accident alcohol test, whichever occurs first.

Refusal to Submit to a Required Alcohol or Controlled Substance Test.

No applicant or driver may refuse to submit to pre-employment, post-accident, random, reasonable suspicion or follow-up alcohol or controlled substance testing.

In the event an applicant or driver does in fact refuse to submit to required alcohol or controlled substance testing, no test will be conducted. Refusal by a driver to submit to controlled substance or alcohol testing will be considered a positive test result, will cause disqualification from performing safety-sensitive functions, and may appear on the driver's permanent record. Drivers who refuse to submit to testing will be subject to discipline, up to and including termination. In accordance with the Federal Motor Carrier Safety Administration's (FMCSA) Commercial Driver's License (CDL) Drug and Alcohol Clearinghouse reporting requirements, beginning January 6, 2020, the City will report a driver's refusal to submit to a DOT test for drug or alcohol use to the Clearinghouse within three business days. If an applicant refuses to submit to pre-employment controlled substance testing, any applicable conditional offer will be withdrawn.

For purposes of this section, a driver is considered to have refused to submit to an alcohol or controlled substance test when the driver:

- Fails to provide adequate breath for alcohol testing without a valid medical explanation after he or she has received notice of the requirement for breath testing.
- Fails to provide adequate urine for controlled substance testing without a genuine inability to provide a specimen (as determined by a medical evaluation), after he or she has received notice of the requirement for urine testing.
- Fails to report for testing within a reasonable period of time, as determined by the City.
- Fails to remain at a testing site until testing is complete.
- In the case of directly observed or monitored collection, fails to permit observation or monitoring.
- Fails or declines to take a second test as required by the City and/or collector.
- Fails to undergo a medical examination as directed by the City pursuant to federal law.
- Refuses to complete and sign the alcohol testing form, to provide a breath or saliva sample, to provide an adequate amount of breath, or otherwise cooperate in any way that prevents the completion of the testing process.
- Engages in conduct that clearly obstructs the test process.

●Altering or attempting to alter a urine sample or breath test.

A driver altering or attempting to alter a urine sample or controlled substance test, or substituting or attempting to substitute a urine sample, will be subject to providing a specimen under direct observation. Both specimens will be subject to laboratory testing. In such case, the employee may be subject to immediate termination of employment and any job offer made to an applicant will be immediately withdrawn.

Controlled Substance Use.

No driver may report for duty or remain on duty requiring the performance of safety-sensitive functions when the driver uses any controlled substance, except when the use is pursuant to the instructions of a licensed medical practitioner who has advised the driver in writing the substance does not adversely affect the driver's ability to safely operate a commercial motor vehicle. Drivers must forward this information regarding therapeutic controlled substance use to the City immediately after receiving any such advice.

Having a medical marijuana card and/or a cannabis prescription from a physician does not allow anyone to use or possess that drug in the city's workplace. The federal government still classifies cannabis as an illegal drug. *There is no acceptable concentration of marijuana metabolites in the urine or blood of an employee who performs safety-sensitive duties for the City.* Employees are still subject to being tested under our policies, as well as for being disciplined, suspended or terminated after testing positive for cannabis while at work.

Controlled Substance Testing.

No driver may report for duty, remain on-duty or perform a safety-sensitive function if the driver tests positive for controlled substance.

Collection and Testing Procedures

Drivers are required to report immediately upon notification to the collection site. For random tests conducted off site, employees may use a City vehicle to drive to the collection site. Drivers will be expected to provide a photo ID card for identification to the collection staff. All drivers will be expected to cooperate with collection site personnel request to remove any unnecessary outer garments such as coats, sweaters or jackets and will be required to empty their pockets. Collection personnel will complete a Federal Custody and Control Form ("CCF") which drivers providing a sample will sign as well.

Alcohol Testing.

Employees will be tested for alcohol just before, during, or immediately following performance of a safety-sensitive function. If a driver is also taking a DOT controlled substance test, generally speaking, the alcohol test is completed before the urine collection process begins. Screening tests for alcohol concentration will be performed utilizing a non-evidential screening device included by the National Highway Traffic Safety Administration on its conforming products list (e.g., a saliva screening device) or an evidential breath testing device ("EBT") operated by a trained breath alcohol technician ("BAT") at a collection site. An alcohol test usually takes approximately 15 minutes if the result is negative. If a driver's first attempt is positive (with an alcohol concentration of .02 or greater), the driver will be asked to wait at least 15 minutes and then be tested again. The driver may not eat, drink or place anything in his/her mouth (e.g.,

cigarette, chewing gum) during this time. All confirmation tests will be conducted in a location that affords privacy to the driver being tested, unless unusual circumstances (e.g., when it is essential to conduct a test outdoors at the scene of an accident) make it impracticable to provide such privacy. Any results less than 0.02 alcohol concentration is considered a “negative” test result.

If the driver attempts and fails to provide an adequate amount of breath, he/she will be referred to a physician to determine if the driver’s inability to provide a specimen is genuine or constitutes a refusal to test. Alcohol test results are reported directly to the City by the collection site staff.

Controlled Substance Testing.

The City will use a “split urine specimen” collection procedure for controlled substance testing. Collection of urine specimens for controlled substance testing will be conducted by an approved collector and will be conducted in a setting and manner to ensure the driver’s privacy.

Controlled substance testing generally takes about 15 minutes. At the collection site, the driver will be given a sealed container and must provide at least 45 ml of urine for testing. Once the sample is provided the collection personnel will check the temperature and color and look for signs of contamination. The urine is then split into two separate specimen containers (A, or “primary,” and B, or “split”) with identifying labels and security seals affixed to both. The collection facility will be responsible for maintaining a proper chain of custody for delivery of the sample to a DHHS-certified laboratory for analysis. The laboratory will retain a sufficient portion of any positive sample for testing and store that portion in a scientifically-acceptable manner for a minimum 365-day period.

If an employee fails to provide a sufficient amount of urine to permit a controlled substance test (45 milliliters of urine), the collector will discard the insufficient specimen, unless there is evidence of tampering with that specimen. The collector will urge the driver to drink up to 40 ounces of fluid, distributed reasonably over a period of up to three hours, or until the driver has provided a sufficient urine specimen, whichever occurs first. If the driver has not provided a sufficient specimen within three hours of the first unsuccessful attempt, the collector will cease efforts to attempt to obtain a specimen. The driver must then obtain, within five calendar days, an evaluation from a licensed physician, acceptable to the MRO, who has expertise in the medical issues raised by the employee’s failure to provide a sufficient specimen. If the licensed physician concludes the driver has a medical condition, or with a high degree of probability could have, precluded the driver from providing a sufficient amount of urine, the City will consider the test to have been canceled. If a licensed physician cannot make such a determination, the City will consider the driver to have engaged in a refusal to test, and will take appropriate disciplinary action under this policy.

The primary specimen is used for the first test. If the test is negative, it is reported to the MRO who then reports the result, following a review of the CCF Form for compliance, to the City. If the initial result is positive or non-negative, a “confirmatory retest” will be conducted on the primary specimen. If the confirmatory re-test is also positive, the result will be sent to the MRO. The MRO will contact the driver to verify the positive result. If the MRO is unable to reach the driver directly, the MRO must contact the City who will direct the driver to contact the MRO.

Review of Test Results

The MRO is a licensed physician with knowledge and clinical experience in substance abuse disorders, and is responsible for receiving and reviewing laboratory results of the controlled substances test as well as evaluating medical explanations for certain drug test results. Prior to making a final decision to verify a positive test result, the MRO will give the driver or the job applicant an opportunity to discuss the test result, typically through a phone call. The MRO, or a staff person under the MRO's supervision, will contact the individual directly, on a confidential basis, to determine whether the individual wishes to discuss the test result. If the employee or job applicant wishes to discuss the test result:

- The individual may be required to speak and/or meet with the MRO, who will review the individual's medical history, including any medical records provided.
- The individual will be afforded the opportunity to discuss the test results and to offer any additional or clarifying information which may explain the positive test result. If the employee or job applicant, believes a mistake was made at the collection site, at the labor, on a chain-of-custody form, or that the drug test results are caused by lawful substance use, the employee should tell the MRO.
- If there is some new information which may affect the original finding, the MRO may request the laboratory to perform additional testing on the original specimen in order to further clarify the results; and
- A final determination will be made by the MRO that the test is either positive or negative, and the individual will be so advised.

If the MRO upholds the positive, adulterated or substituted drug determination, that test result will be provided to the City. There is no opportunity to explain a positive alcohol test provided in the DOT regulations.

The driver can request the MRO to have the split specimen (the second "B" container) tested at the driver's expense. This includes all costs that may be associated with the re-test. There is no split specimen testing for an invalid result. The driver has 72 hours after they have been notified of the positive result to make this request. If the employee requests an analysis of the split specimen, the MRO will direct the laboratory to send the split specimen to another certified laboratory for analysis.

If an employee has not contacted the MRO within 72 hours, the employee may present information documenting that serious injury, illness, lack of actual notice of the verified test result, inability to contact the MRO, or other circumstances unavoidably prevented the employee from making timely contact. If the MRO concludes there is legitimate explanation for the employee's failure to contact within 72 hours, the MRO will direct the analysis of the split specimen.

If the results of the split specimen are negative, the City may pay for all costs associated with the rest and there will be no adverse action taken against the employee or job applicant.

Notification of Test Results Employees.

The City will notify a driver of the results of random, reasonable suspicion, and post-accident tests for controlled substance if the test results are verified positive, and will inform the driver which controlled substance or substances were verified as positive. Results of alcohol tests will be immediately available from the collection agent.

Right to Confirmatory Retest.

Within seventy-two (72) hours after receiving notice of a positive controlled substance test result, an applicant or driver may request through the MRO a re-analysis (confirmatory retest) of the driver's split specimen. Action required by federal regulation as a result of a positive controlled substance test (e.g., removal from safety-sensitive functions) will not be stayed during retesting of the split specimen. If the result of the confirmatory retest fails to reconfirm the presence of the controlled substance(s) or controlled substance metabolite(s) found in the primary specimen, or if the split specimen is unavailable, inadequate for testing or untestable, the MRO will cancel the test.

Dilute Specimens

Dilute Negatives Creatinine concentration of specimen is equal to or greater than 2 mg/dL, but less than or equal to 5 mg/dL. If the City receives information that a driver has provided a dilute negative specimen, the City will direct a recollection, pursuant to the MRO's direction, under direct observation.

Consequences for Drivers Engaging in Prohibited Conduct

Job Applicants.

Any applicable conditional offer of employment will be withdrawn from a job applicant or employee seeking a transfer who refuses to be tested or tests positive for controlled substance pursuant to this policy.

Employees.

Drivers who are known to have engaged in prohibited behavior with regard to alcohol misuse or use of controlled substance, as defined earlier in this policy, are subject to the following consequences:

- **Removal from Safety-Sensitive Functions**

No driver may perform safety-sensitive functions, including driving a commercial motor vehicle, if the driver has engaged in conduct prohibited by federal law.

No driver who is found to have an alcohol concentration of 0.02 or greater but less than 0.04 may perform or continue to perform safety-sensitive functions for the City, including driving a commercial motor vehicle, until the start of the driver's next regularly scheduled duty, but not less than twenty-four (24) hours following administration of the test.

If a driver tests positive under this policy, or is found to have an alcohol concentration of .02 or greater but less than .04, the driver will be removed from safety sensitive duties and escorted home; the driver should not drive home, but be escorted to his or her home. The driver will then be placed on vacation, for hours missed from work.

- **Notification of Resources Available**

The City will advise each driver who has engaged in conduct prohibited by federal law or who has a positive alcohol or controlled substance test of the resources available to the driver, in evaluating and resolving problems associated with the misuse of alcohol and use of a controlled substance, including the names, addresses, and telephone numbers of Substance Abuse Professionals and counseling and treatment programs. The City will provide this SAP listing in writing at no cost to the driver.

- **Discipline**

The City reserves the right to impose whatever discipline the City deems appropriate in its sole discretion, up to and including termination for a first occurrence, against drivers who violate applicable FMCSA or DOT rules or this policy, subject to applicable personnel policies and collective bargaining agreements. Except as otherwise required by law, the City is not obligated to reinstate or requalify such drivers following a first positive confirmed controlled substance or alcohol test result.

- **Evaluation, and Return to Duty Testing**

Should the City wish to consider reinstatement of a driver who engaged in conduct prohibited by federal law and/or who had a positive alcohol or controlled substance test, the driver must undergo a SAP evaluation, participate in any prescribed education/treatment, and successfully complete return-to-duty alcohol test with a result indicating an alcohol concentration of less than 0.02 and/or or a controlled substance test with a verified negative result, before the driver returns to duty requiring the performance of a safety-sensitive function. The SAP will determine what assistance, if any, the driver needs in resolving problems associated with alcohol misuse and controlled substance use and will ensure the driver properly follows any rehabilitation program and submits to unannounced follow-up alcohol and controlled substance testing.

- **Follow-Up Testing**

If the driver passes the return-to-duty test, he/she will be subject to unannounced follow-up alcohol and/or controlled substance testing. The number and frequency for such follow-up testing will be as directed by the SAP and will consist of at least six tests in the first twelve months. These tests will be conducted under direct observation.

- **Refusal to test**

All drivers and applicants have the right to refuse to take a required alcohol and/or controlled substance test. If an employee refuses to undergo testing, the employee will be considered to have tested positive and may be subject to disciplinary action, up to and including termination. Refer to Refusing to Test provided earlier in this policy.

- **Responsibility for Cost of Evaluation and Rehabilitation**

Drivers will be responsible for paying the cost of evaluation and rehabilitation (including services provided by a Substance Abuse Professional) recommended or required by the City or FMCSA or DOT rules, except to the extent that such expense is covered by an applicable employee benefit plan or imposed on the City pursuant to a collective bargaining agreement.

- **Reporting to the FMCSA's CDL Drug and Alcohol Clearinghouse**

In accordance with the Federal Motor Carrier Safety Administration's (FMCSA) Commercial Driver's License (CDL) Drug and Alcohol Clearinghouse reporting requirements beginning January 6, 2020, the City will report the following information to the Clearinghouse within three business days:

- ✓ A DOT alcohol confirmation test result with an alcohol concentration of 0.04 or greater;
- ✓ A negative DOT return-to-duty test result;
- ✓ The driver's refusal to submit to a DOT test for drug or alcohol use;
- ✓ An "Actual knowledge" violation; and
- ✓ A report that the driver successfully completed all DOT follow-up tests as ordered by an SAP.

Loss of CDL License for Traffic Violations in Commercial and Personal Vehicles

Effective August 1, 2005, the FMCSA established strict rules impacting when CDL license holders can lose their CDL for certain traffic offenses in a commercial or personal vehicle. Employees are required to notify their supervisor immediately if the status of their CDL license changes in anyway.

Maintenance and Disclosure of Records

Except as required or authorized by law, the City will not release driver's information that is contained in records required to be maintained by this policy or FMCSA and DOT regulations. Beginning in 2020, the city will be required to query and report to the agency's Commercial Driver's License (CDL) Drug and Alcohol Clearinghouse prior to hiring new drivers, will conduct annual checks of existing CDL-drivers, and will report certain violations of the DOT drug and alcohol testing program for holders of CDLs. In addition, a driver is entitled, upon written request, to obtain copies of any records pertaining to the driver's use of alcohol or a controlled substance, including any records pertaining to his or her alcohol or controlled substance tests.

Policy Contact for Additional Information

If you have any questions about this policy or the City's controlled substance and alcohol testing procedures, you may contact your immediate supervisor, to obtain additional information.

Definitions

Accident:

Means an occurrence involving a commercial motor vehicle operating on a public road which results in a fatality; bodily injury to any person who, as a result of the injury, immediately receives medical treatment away from the scene of the accident; or one or more motor vehicles incurring disabling damage as a result of the accident, requiring the vehicle to be transported away from the scene by a tow truck or other vehicle. The term "accident" does not include an occurrence involving only boarding and alighting from a stationary motor vehicle; an occurrence involving only the loading or unloading of cargo; or an occurrence in the course of the operation of a passenger car or a multipurpose passenger vehicle unless the vehicle is transporting

passengers for hire or hazardous materials of a type and quantity that require the motor vehicle to be marked or placarded in accordance with 49 C.F.R. § 177.823; 49 C.F.R. § 382.303(a); 49 C.F.R. § 382.303(f).

Alcohol Concentration (or Content):

Means the alcohol on a volume of breath expressed in terms of grams of alcohol per 210 liters of breath as indicated by an evidential breath test. 49 C.F.R. § 382.107.

Alcohol Use:

Means the consumption of any beverage, mixture, or preparation, including any medication, containing alcohol. 49 C.F.R. § 382.107.

Applicant:

Means a person applying to drive a commercial motor vehicle. 49 C.F.R. § 382.107.

Breath Alcohol Technician or BAT:

Means an individual who instructs and assists individuals in the alcohol testing process and operates an evidential breath testing device (EBT). 49 C.F.R. § 40.3.

City:

Means "City of Benson."

City Premises:

Means all job sites, facilities, offices, buildings, structures, equipment, vehicles and parking areas, whether owned, leased, used or under the control of the City.

Collection Site:

Means a place designated by the City where drivers present themselves for the purpose of providing a specimen of their urine or breath to be analyzed for the presence of alcohol or controlled substances. 49 C.F.R. § 40.3.

Commercial Motor Vehicle:

Means a motor vehicle or combination of motor vehicles used in commerce to transport passengers or property if the motor vehicle (1) has a gross combination weight rating or gross combination weight of 26,001 or more pounds, whichever is greater, inclusive of a towed unit(s) with a gross vehicle weight rating or gross vehicle weight of more than 10,000 pounds, whichever is greater; or (2) has a gross vehicle weight rating or gross vehicle weight of 26,001 or more pounds, whichever is greater; or (3) is designed to transport sixteen (16) or more passengers, including the driver; or (4) is of any size and is used in the transportation of materials found to be in the transportation of materials found to be hazardous for the purposes of the Hazardous Materials Transportation Act (49 U.S.C. 5103(b)) and which require the motor vehicle to be placarded under the Hazardous Materials Regulation. (49 C.F.R. part 172, subpart F) § 382.107. Fire trucks and other emergency fire equipment are not considered to be commercial vehicles under this policy.

Confirmation (or Confirmatory) Test:

For alcohol testing means a second test, following a positive non-evidential test, following a positive non-evidential (e.g., saliva) screening test or a breath alcohol screening test with the result of 0.02 or greater, that provides quantitative data of alcohol concentration. For controlled substance testing, "Confirmation (or Confirmatory) Test" means a second analytical procedure to identify the presence of a specific controlled substance or metabolite which is independent of the screen test and which uses a different technique and chemical principal from that of the screen test in order to ensure reliability and accuracy. 49 C.F.R. § 382.107.

Controlled Substance:

Means those substances identified in 49 C.F.R. § 40.85. Marijuana, amphetamines, opioids, (including heroin), phencyclidine (PCP), cocaine, and any of their metabolites are included within this definition. 49 C.F.R. § 382.107; 49 C.F.R. § 40.85.

Department of Transportation or DOT:

Means the United States Department of Transportation.

DHHS:

Means the Department of Health & Human Services or any designee of the Secretary, Department of Health & Human Services. 49 C.F.R. § 40.3.

Disabling Damage:

Means damage which precludes departure of a motor vehicle from the scene of the accident in its usual manner in daylight after simple repairs, including damage to motor vehicles that could have been driven, but would have been further damaged if so driven. Disabling damage does not include damage which can be remedied temporarily at the scene of the accident without special tools or parts, tire disablement without other damage even if no spare tire is available, headlight

or tail light damage or damage to turn signals, horn or windshield wipers which make them inoperative. 49 C.F.R. § 382.107.

Driver:

Means any person who operates a commercial motor vehicle. This includes, but is not limited to full-time, regularly employed drivers; casual, intermittent or occasional drivers; leased drivers and independent owner-operator contractors who are either directly employed by or under lease to the City or who operate a commercial motor vehicle at the direction of or with the consent of the City. For purposes of pre-employment testing, the term driver includes a person applying to drive a commercial motor vehicle. 49 C.F.R. § 382.107.

Drug:

Has the same meaning as “controlled substance.”

Employee seeking a transfer:

Refers to an employee who is not subject to DOT regulations seeking a transfer to a position that will subject them to DOT regulations in the sought after position.

Evidential Breath Testing Device or EBT:

Means a device approved by the National Highway Traffic Safety Administration (“NHTSA”) for the evidential testing of breath and placed on NHTSA’s “Conforming Products List of Evidential Breath Measurement Devices.” 49 C.F.R. § 40.3.

Federal Motor Carrier Safety Administration or FMCSA:

Means the Federal Motor Carrier Safety Administration of the United States Department of Transportation.

Medical Review Officer or MRO:

Means a licensed physician (medical doctor or doctor of osteopathy) responsible for receiving laboratory results generated by a controlled substance testing program who has knowledge of substance abuse disorders and has appropriate medical training to interpret and evaluate an individual’s confirmed positive test result together with his or her medical history and any other relevant biomedical information. 49 C.F.R. § 40.3

Performing (a Safety-Sensitive Function):

Means any period in which a driver is actually performing, ready to perform, or immediately available to perform any safety-sensitive functions. 49 C.F.R. § 382.107.

Positive Test Result:

Means a finding of the presence of alcohol or controlled substance, or their metabolites, in the sample tested in levels at or above the threshold detection levels established by applicable law.

Reasonable Suspicion:

Means a belief a driver has engaged in conduct prohibited by the FMCSA controlled substance and alcohol testing regulations, except when related solely to the possession of alcohol, based on specific contemporaneous, articulable observations made by a supervisor or City official who has received appropriate training concerning the appearance, behavior, speech or body odors of the driver. The determination of reasonable suspicion will be made in writing on a Reasonable Suspicion Record Form during, just preceding, or just after the period of the work day that the driver is required to be in compliance with this policy. In the case of a controlled substance, the observations may include indications of the chronic and withdrawal effects of a controlled substance.

Safety-Sensitive Function:

Means all time from the time a driver begins to work or is required to be in readiness to work until the time he or she is relieved from work and all responsibility for performing work. Safety-sensitive functions include:

- All time at a city plant, terminal, facility, or other property, or on any public property,
- waiting to be dispatched, unless the driver has been relieved from duty by the employer;
- All time inspecting equipment as required by 49 C.F.R. § 392.7 and 392.8 or otherwise inspecting, servicing, or conditioning any commercial motor vehicle at any time;
- All time spent at the driving controls of a commercial motor vehicle in operation;
- All time, other than driving time, in or upon any commercial motor vehicle except time spent resting in a sleeper berth (a berth conforming to the requirements of 49 C.F.R. § 393.76);
- All time loading or unloading a vehicle, supervising, or assisting in the loading or unloading, attending a vehicle being loaded or unloaded, remaining in readiness to operate the vehicle, or in giving or receiving receipts for shipments loaded or unloaded; and
- All time repairing, obtaining assistance, or remaining in attendance upon a disabled vehicle. 49 C.F.R. § 382.107.

Screening Test (also known as Initial Test):

In alcohol testing, means an analytical procedure to determine whether a driver may have a prohibited concentration of alcohol in his or her system. Screening tests may be conducted by utilizing a non-evidential screening device included by the National Highway Traffic Administration on its conforming products list (e.g., a saliva screening device) or an evidential breath testing device (“EBT”) operated by a trained breath alcohol technician (“BAT”). In controlled substance testing, “Screening Test” means an immunoassay screen to eliminate “negative” urine specimens from further consideration. 49 C.F.R. § 382.107.

Substance Abuse Professional” or “SAP”:

Means a licensed physician (medical doctor or doctor of osteopathy), licensed or certified psychologist, licensed or certified social worker, licensed or certified employee assistance professional, or licensed or certified addiction counselor (certified by the National Association of Alcoholism and Controlled Substance Abuse Counselors Certification Commission) with knowledge of and clinical experience in the diagnosis and treatment of alcohol and controlled substance-related disorders. 49 C.F.R. § 40.281.

Proposed Study Questions

City Council Retreat

January 24-25, 2020

SCBH Conference Room

1. Should the city council finance the renovation of the Benson Armory to be used as a new city hall?
2. Should the city council purchase the grain elevator property on TH-9 and proceed with the demolition of the property using economic development funds?
3. Should the city purchase the necessary equipment and operate the PEG cable channel at city hall?
4. Should the city provide financial assistance to the hospital – to be described by Dan Enderson during the retreat?
5. Should the city proceed with a flood control project in the Hawleywood neighborhood?
6. Update the city council on the 2020 Water and Wastewater projects – discussion and questions?
7. TBD

CITY OF BENSON
BUDGET PROPOSAL
2020 BUDGET PROPOSAL

DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YTD	2019 BUDGET	PCT. BUDGET	PROPOSED 2020 BUDGET
*** LIQUOR FUND ***						
REVENUES						
SALES	1,086,322	1,152,054	996,009	1,115,000	89	1,146,000
COST OF SALES	715,733	762,225	670,394	734,350	91	757,500

GROSS PROFIT	370,589	389,829	325,615	380,650	86	388,500
RENTAL INCOME	30,293	37,907	26,695	35,000	76	35,000
MACHINE COMMISSIONS	1,731	2,120	4,042	1,800	225	7,000
MISCELLANEOUS INCOME	85		39	100	39	100

TOTAL GROSS PROFIT	402,699	429,855	356,391	417,550	85	430,600
EXPENDITURES						
SALARIES	142,126	151,700	139,426	157,000	89	164,000
FRINGE BENEFITS	63,390	43,963	48,306	54,840	88	53,000
OFFICE SUPPLIES	428	856	3,071	750	409	1,000
OPERATING SUPPLIES	4,499	4,652	4,016	5,000	80	5,000
BUILDING MAINTENANCE & SUPPLIES	7,184	23,149	9,983	10,000	100	10,000
MANAGEMENT FEES	26,640	27,168	25,403	27,712	92	28,260
CONTRACTED SERVICES - CLEANING	10,615	9,756	10,524	12,000	88	10,000
TELEPHONE EXPENSE	1,461	1,269	927	1,000	93	1,020
TRAVEL EXPENSE				100		100
TRAINING & INSTRUCTION	430	460	615	500	123	500
FREIGHT ON LIQUOR	5,332	3,725	4,919	4,500	109	4,500
ADVERTISING	6,405	6,145	4,165	7,000	60	6,000
INSURANCE	21,240	20,643	20,888	22,000	95	22,000
UTILITIES	12,757	12,513	10,493	13,000	81	12,000
HEATING COST	1,005	1,585	1,508	1,500	101	1,600
DEPRECIATION	5,386	6,235	5,540	7,000	79	7,000
MISCELLANEOUS	5,792	4,866	7,572	6,350	119	5,800
CREDIT CARD DISCOUNT	14,429	16,576	15,716	17,000	92	17,500
BAD DEBTS	1,003	221	271	800	34	250
LAUNDRY EXPENSE	1,174	1,174	1,092	1,200	91	1,200

TOTAL EXPENDITURES	331,296	336,656	314,434	349,252	90	350,730
OPERATING PROFIT/(LOSS)	71,403	93,200	41,956	68,298	61	79,870
INTEREST INCOME	1,044	1,167	700	1,000	70	1,000
GAIN/LOSS ON DISPOSAL/ASSET		(229)				
NET INCOME/(LOSS)	72,446	94,138	42,657	69,298	62	80,870
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CITY OF BENSON
BUDGET PROPOSAL
2020 BUDGET PROPOSAL

DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YTD	2019 BUDGET	PCT. BUDGET	PROPOSED 2020 BUDGET
*** LIQUOR SALES ANALYSIS ***						
OFF SALE LIQUOR & WINE SALES	360,134	389,288	330,664	375,000	88	398,000
COST OF SALES	(251,642)	(275,142)	(231,403)	(259,800)	89	(265,000)
	-----	-----	-----	-----		-----
GROSS PROFIT	108,492	114,145	99,261	115,200	86	133,000
OFF SALE BEER SALES	543,232	567,356	523,978	550,000	95	570,000
COST OF SALES	(399,042)	(415,945)	(390,274)	(404,250)	97	(430,000)
	-----	-----	-----	-----		-----
GROSS PROFIT	144,190	151,410	133,704	145,750	92	140,000
ON SALE LIQUOR & WINE SALES	58,296	61,486	43,533	60,000	73	55,000
COST OF SALES	(9,603)	(10,754)	(6,876)	(11,000)	63	(9,000)
	-----	-----	-----	-----		-----
GROSS PROFIT	48,693	50,732	36,657	49,000	75	46,000
ON SALE BEER SALES	81,183	88,844	59,416	85,000	70	80,000
COST OF SALES	(24,831)	(25,866)	(15,798)	(23,800)	66	(20,000)
	-----	-----	-----	-----		-----
GROSS PROFIT	56,352	62,978	43,617	61,200	71	60,000
MISCELLANEOUS SALES	43,477	45,080	38,418	45,000	85	43,000
COST OF SALES	(30,615)	(34,517)	(26,044)	(35,500)	73	(33,500)
	-----	-----	-----	-----		-----
GROSS PROFIT	12,862	10,562	12,375	9,500	130	9,500
TOTAL SALES	1,086,322	1,152,054	996,009	1,115,000	89	1,146,000
TOTAL COST OF SALES	(715,733)	(762,225)	(670,394)	(734,350)	91	(757,500)
TOTAL GROSS PROFIT	370,589	389,829	325,615	380,650	86	388,500
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CITY OF BENSON
BUDGET PROPOSAL
2020 BUDGET PROPOSAL

DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YTD	2019 BUDGET	PCT. BUDGET	PROPOSED 2020 BUDGET
*** GARBAGE COLLECTION FUND ***						
REVENUES						
SALE OF GARBAGE TAGS	4,022	3,675	3,270	4,500	73	4,000
GARBAGE BILLINGS	163,242	163,769	151,533	165,000	92	165,000
OTHER REVENUE	361	99	106	200	53	100
	-----	-----	-----	-----		-----
TOTAL REVENUES	167,625	167,543	154,909	169,700	91	169,100
EXPENDITURES						
OPERATING SUPPLIES	1,621	1,071	1,102	1,500	73	1,500
MANAGEMENT FEES	9,194	9,384	8,762	9,572	92	9,764
CONTRACTED GARBAGE PICKUP	103,944	103,944	95,282	103,944	92	106,000
REFUSE DISPOSAL	43,382	44,510	40,239	45,000	89	56,000
UNCOLLECTABLE ACCOUNTS	773	1,214		1,200		1,200
	-----	-----	-----	-----		-----
TOTAL EXPENDITURES	158,914	160,123	145,385	161,216	90	174,464
OPERATING PROFIT/(LOSS)	8,711	7,420	9,524	8,484	112	(5,364)
INTEREST INCOME	2,385	2,761	3,479	2,800	124	3,000
NET INCOME/(LOSS)	11,096	10,180	13,003	11,284	115	(2,364)
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CITY OF BENSON
BUDGET PROPOSAL
2020 BUDGET PROPOSAL

DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YTD	2019 BUDGET	PCT. BUDGET	PROPOSED 2020 BUDGET
*** WATER FUND ***						
SALE OF SERVICE	633,335	605,267	545,258	620,000	88	642,000
CONNECTION FEES		500		250		250
FIRE SERVICE FEE	10,000	10,000	9,167	10,000	92	10,000
REFUNDS & REIMBURSEMENTS	6,274	9,969	5,253	6,000	88	5,000
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TOTAL REVENUES	649,609	625,736	559,677	636,250	88	657,250
EXPENDITURES						
SALARIES	130,388	115,202	84,161	116,500	72	115,000
EARNED BENEFITS	(3,141)	(2,432)		2,000		4,000
FRINGE BENEFITS	76,800	19,134	33,420	54,690	61	54,690
OFFICE SUPPLIES	46	1,373	1,426	300	475	2,000
CHEMICALS & CHEMICAL SUPPLIES	17,984	12,357	15,814	18,000	88	18,000
GAS & OIL	3,061	3,402	2,443	3,500	70	3,500
OPERATING SUPPLIES	4,559	6,223	3,384	5,000	68	5,500
LABORATORY AND TESTING	1,779	3,669	1,178	2,000	59	4,000
EQUIPMENT REPAIR & MAINTENANCE	12,296	4,127	724	2,500	29	2,500
MAINTAIN SYSTEM	31,109	35,610	21,362	30,000	71	36,000
BUILDING REPAIR & MAINTENANCE	897	2,679	1,763	1,500	118	3,000
MANAGEMENT FEES	40,110	40,920	38,260	41,738	92	42,573
TELEPHONE	2,431	2,351	2,006	2,500	80	2,500
TRAVEL	213	618	778	800	97	1,000
TRAINING	703	2,942	2,832	3,000	94	3,000
MARKETING	611	1,109		700		1,000
INSURANCE	5,871	13,282	12,469	13,000	96	13,500
WORK COMP INSURANCE	3,041	3,846	4,070	3,300	123	4,200
ELECTRIC UTILITIES	26,685	21,736	17,885	21,000	85	20,000
DEPRECIATION	190,368	189,935	172,278	186,000	93	190,000
MISCELLANEOUS	3,553	5,747	2,455	6,000	41	6,000
INTERDEPARTMENTAL CHARGES	12,375	12,375	11,344	12,375	92	12,375
	-----	-----	-----	-----		-----
TOTAL EXPENDITURES	561,738	496,203	430,050	526,403	82	544,338
OPERATING PROFIT/(LOSS)	87,871	129,533	129,627	109,847	118	112,912

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CITY OF BENSON
BUDGET PROPOSAL
2020 BUDGET PROPOSAL

DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YTD	2019 BUDGET	PCT. BUDGET	PROPOSED 2020 BUDGET
OTHER INCOME & EXPENSE						
INTEREST INCOME	11,361	11,682	15,990	12,000	133	12,000
CONTRIBUTED CAPITAL DEPRECIAT'N						
GAIN/LOSS ON FIXED ASSET SALE						
INTEREST EXPENSE	(54,044)	(49,198)	(29,139)	(47,650)	61	(42,047)
GRANTS & CONTRIBUTED CAPITAL						
NET INCOME/(LOSS)	45,188	92,016	116,478	74,197	157	82,865

TEN YEAR CAPITAL IMPROVEMENT PLAN

DEPARTMENT: Water
 REVISED: 8/2019

DESCRIPTION	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	Totals
Equipment											
#20 - 1994 Backhoe > N/U Backhoe						\$100,000					\$100,000
Pick-up											\$0
Pick-up utility body and tommy-lift											\$0
Water Supply											\$0
Water Main Breaks											\$0
Repairs to Filter Drains	\$150,000										\$150,000
											\$0
											\$0
											\$0
Distribution											\$0
Repaint Water Tower											\$0
Bulk Water Station											\$0
Annual Available for Distribution Projects	\$30,000	\$30,000	\$30,000	\$30,000							\$120,000
Project List											\$0
McKinney from 19th to 21st street						\$88,000					\$88,000
Wisconsin from 15th to 18th						\$30,000					\$30,000
11th St. Thorton to Kansas						\$210,000					\$210,000
Denfeld						\$200,000					\$200,000
TH-29 Water Main											\$0
15th St S Watermain											\$0
Kansas Ave Point Repair											\$0
Other Scheduled Maintenance											\$0
Wash Water Tower Exterior			\$6,500								\$6,500
Inspect and Clean Water Tower Interior			\$6,500								\$6,500
Update Wellhead Protection Plan											\$0
Column Total	\$180,000	\$30,000	\$43,000	\$30,000	\$0	\$628,000	\$0	\$0	\$0	\$0	\$911,000

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CITY OF BENSON
BUDGET PROPOSAL
2020 BUDGET PROPOSAL

DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YTD	2019 BUDGET	PCT. BUDGET	PROPOSED 2020 BUDGET
*** SEWER FUND ***						
SALE OF SERVICE	938,898	958,861	833,539	968,000	86	966,356
CONNECTION FEES		4,000		2,000		2,000
REFUNDS & REIMBURSEMENTS	1,045	14,668	349	2,000	17	2,000
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TOTAL REVENUES	939,943	977,529	833,888	972,000	86	970,356
EXPENDITURES						
SALARIES	8,321	51,486	131,357	107,000	123	154,400
EARNED BENEFITS	(4,177)	(2,351)		2,000		4,000
FRINGE BENEFITS	3,230	49,605	42,303	47,365	89	53,400
OFFICE SUPPLIES	20	1,372	460	200	230	500
CHEMICALS & CHEMICAL SUPPLIES	27,765	32,494	44,245	28,000	158	40,000
GAS & OIL	2,253	1,588	4,780	2,300	208	5,000
OPERATING SUPPLIES	1,096	2,934	5,561	2,500	222	4,000
LABORATORY AND TESTING	3,406	2,456	2,591	3,000	86	4,000
CONTRACTED SERVICES-TESTING		1,649	15,194			12,000
EQUIPMENT REPAIR & MAINTENANCE	9,843	11,376	8,420	11,000	77	10,000
MAINTAIN SYSTEM	43,947	43,929	41,639	36,000	116	40,000
BUILDING REPAIR & MAINTENANCE	5,676	5,018	6,415	5,000	128	5,000
CONTRACTED OPERATIONS	244,956	229,482				
MANAGEMENT FEES	52,074	53,112	49,660	54,174	92	55,257
TELEPHONE	524	1,155	902	800	113	1,000
TRAVEL	90	951	1,346	1,000	135	2,000
TRAINING		910	3,513	2,000	176	2,500
INSURANCE	16,796	16,372	15,879	19,000	84	18,000
WORK COMP INSURANCE	160	223	1,030	3,300	31	3,000
ELECTRIC UTILITIES	50,535	51,098	53,108	51,000	104	55,000
HEAT	5,099	5,512	4,902	5,400	91	5,000
EQUIPMENT LEASE		500	41,269	45,100	92	45,100
DEPRECIATION	332,059	349,692	306,035	325,000	94	330,000
MISCELLANEOUS	4,026	6,352	1,495	6,100	25	8,100
INTERDEPARTMENTAL CHARGES	21,360	21,360	19,580	21,360	92	21,360
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TOTAL EXPENDITURES	829,058	938,277	801,684	778,599	103	878,617
OPERATING PROFIT/(LOSS)	110,885	39,252	32,204	193,401	17	91,739

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CITY OF BENSON
BUDGET PROPOSAL
2020 BUDGET PROPOSAL

DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YTD	2019 BUDGET	PCT. BUDGET	PROPOSED 2020 BUDGET
OTHER INCOME & EXPENSE						
SPECIAL ASSESSMENTS						
INTEREST INCOME	424	451	272	400	68	500
CONTRIBUTED CAPITAL DEPRECIAT'N	(49,583)	(43,978)	(24,496)	(35,300)	69	(32,350)
INTEREST EXPENSE	5,520					
GAIN/LOSS ON DISPOSAL OF ASSET						
GRANTS & CONTRIBUTED CAPITAL						
NET INCOME/(LOSS)	67,245	(4,274)	7,980	158,501	5	59,889

TEN YEAR CAPITAL IMPROVEMENT PLAN

DEPARTMENT: Wastewater

REVISED: 8/2019

DESCRIPTION	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	TOTALS
Equipment											
Jet-Vac N/U 1997 Ford Louisville											\$0
Liftmoor Crane											\$0
Pick-up Truck											
Plant Improvement											\$0
Digester Cover											\$0
Misc. Repairs	\$100,000										\$100,000
WWTP Generator			\$30,000								\$30,000
HVAC Repairs	\$75,000										\$75,000
Digester mixer											
Filter Repairs	\$650,000										\$650,000
Collection System											\$0
Annual Available for Collection System Projects											\$0
Hall Avenue Sewer											\$0
McKinney from 19th to 21st street						\$84,000					\$84,000
Wisconsin from 15th to 18th						\$23,000					\$23,000
11th St. Thorton to Kansas						\$150,000					\$150,000
Denfeld						\$175,000					\$175,000
Sewer Main Lining											\$0
Lift Station SCADA											\$0
											\$0
											\$0
Other Scheduled Maintenance											\$0
											\$0
											\$0
Column Total	\$825,000	\$0	\$30,000	\$0	\$0	\$432,000	\$0	\$0	\$0	\$0	\$1,287,000

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CITY OF BENSON
BUDGET PROPOSAL
2020 BUDGET PROPOSAL

DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YTD	2019 BUDGET	PCT. BUDGET	PROPOSED 2020 BUDGET
*** ELECTRIC FUND ***						
REVENUES						
SALE OF SERVICE	2,923,253	3,148,748	2,848,716	3,154,000	90	3,037,000
MISCELLANEOUS	27,562	27,510	23,927	29,000	83	27,000
ADMINISTRATIVE SERVICES	14,400	14,400	13,200	14,400	92	14,400
INTERDEPARTMENTAL CHARGES	33,735	33,735	30,924	33,735	92	33,735
REFUNDS AND REIMBURSEMENTS	28,126	30,517	30,438	20,000	152	15,000
CONSERVATION REBATES	21,576	9,478	23,457	10,000	235	15,000
TRANSMISSION REVENUE	80,588	79,816	60,225	88,600	68	82,500
GENERATION CAPACITY REVENUE						
DEDICATED CAPACITY REVENUE	333,500	332,375	297,825	325,000	92	327,000
GENERATION SALES	6,476	6,731	7,121	6,000	119	9,000
BACKUP POWER AGREEMENT	477,452	516,435				
TOTAL REVENUES	3,946,668	4,199,745	3,335,833	3,680,735	91	3,560,635
EXPENDITURES						
POWER PRODUCTION						
GAS & OIL		18,416	20,242	8,000	253	20,000
OPERATING SUPPLIES						
EQUIPMENT REPAIR & MAINTENANCE	43,866	51,458	112,624	123,000	92	63,000
BUILDING REPAIR & MAINT	4,975	653	2,672	2,500	107	2,500
MANAGEMENT FEES-POWER PRODUCT	18,045	18,408	17,210	18,774	92	19,150
MRES-OPERATION & MAINT	19,971	24,602	15,429	23,000	67	26,000
CONTRACTED SERVICES						
UTILITIES	36,534	35,570	38,772	36,000	108	42,000
MISCELLANEOUS						
TOTAL POWER PRODUCTION	123,391	149,107	206,948	211,274	98	172,650
PURCHASED POWER						
PURCHASED POWER	1,247,436	1,237,910	1,064,082	1,204,000	88	1,178,000
WHEELING	365,250	369,409	332,403	360,000	92	363,000
BACKUP POWER AGREEMENT COSTS	257,670	368,904	43,875			
TOTAL PURCHASED POWER	1,870,356	1,976,224	1,440,361	1,564,000	92	1,541,000

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CITY OF BENSON
BUDGET PROPOSAL
2020 BUDGET PROPOSAL

DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YTD	2019 BUDGET	PCT. BUDGET	PROPOSED 2020 BUDGET
TRANSMISSION						
MAINTENANCE OF TRANS LINE			988	1,000	99	1,000
MANAGEMENT FEES-TRANSMISSION	18,045	18,408	17,210	18,774	92	19,150
MRES-STATION & MAINT	2,553	1,272	477	2,500	19	2,500
OTHER CONTRACTED SERVICES			175			
TOTAL TRANSMISSION	20,597	19,680	18,849	22,274	85	22,650
DISTRIBUTION						
MRES - OFFICE ADDER	33,858	28,811	12,532	30,000	42	30,000
GAS & OIL	5,710	6,643	6,834	6,000	114	8,000
OPERATING SUPPLIES	19,939	17,441	11,921	18,000	66	18,000
EQUIPMENT REPAIRS & MAINT	25,638	26,896	9,192	27,000	34	20,000
MAINTAIN SYSTEM	23,992	25,291	15,596	27,500	57	27,000
MAINTAIN STREET LIGHTS	40,726	11,844	5,436	15,000	36	10,000
BUILDING REPAIR & MAINTENANCE	4,257	4,698	2,166	30,000	7	30,000
MANAGEMENT FEES-DIST	54,136	55,212	51,629	56,321	92	57,448
MISSOURI RIVER CLEARING			237,825			
MRES DISTRIBUTION	417,572	420,717	167,122	420,000	40	408,000
OTHER CONTRACTED SERVICES	6,342	2,562	235	8,000	3	6,000
TELEPHONE	5,105	4,807	4,036	5,500	73	5,500
TRAVEL EXPENSE	8,874	8,210	4,319	9,000	48	9,000
TRAINING	7,538	8,100	6,162	8,000	77	9,000
ELECTRIC UTILITIES	3,064	3,271	3,104	4,000	78	3,500
HEAT	2,376	2,963	2,936	3,000	98	3,000
MISCELLANEOUS			1	1,000	0	1,000
TOTAL DISTRIBUTION	659,127	627,465	541,046	668,321	81	645,448
ADMINISTRATION						
SALARIES	95,048	97,441	92,163	100,500	92	102,500
EARNED BENEFITS	(5,360)	1,939		2,500		2,500
FRINGE BENEFITS	56,420	37,532	40,691	47,980	85	44,340
OFFICE SUPPLIES	19,206	19,801	13,368	20,000	67	20,000
POSTAGE	1,811	206	2,389	1,800	133	1,000
GAS		37	35	200	17	200
MANAGEMENT FEES	81,199	82,824	77,443	84,482	92	86,174
MRES-NON UTILITY CHARGES	84,873	83,358	46,552	90,000	52	90,000
CONTRACTED SERVICES	21,705	7,409	3,047	7,000	44	7,000
DATA PROCESSING SERVICES	26,547	27,191	21,875	26,000	84	27,000
BILL PRINT SERVICES	13,493	13,777	12,584	14,000	90	14,000
TELEPHONE	7,430	9,144	8,153	9,500	86	9,500
TRAVEL EXPENSE	543	118	711	2,000	36	2,000

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CITY OF BENSON
BUDGET PROPOSAL
2020 BUDGET PROPOSAL

DESCRIPTION	2017 ACTUAL	2018 ACTUAL	2019 YTD	2019 BUDGET	PCT. BUDGET	PROPOSED 2020 BUDGET
TRAINING & INSTRUCTION	989	179	1,325	2,000	66	2,000
MARKETING	7,565	7,640	7,748	8,000	97	8,000
INSURANCE	38,742	48,295	44,288	40,000	111	50,000
DEPRECIATION	537,229	539,005	482,846	544,000	89	547,000
MISCELLANEOUS						
BAD DEBTS	15,794	15,019		15,000		15,000
DUES & SUBSCRIPTIONS	5,773	5,943	6,478	6,000	108	6,800
MRES-LOAD MANAGEMENT	8,589	5,606	2,553	8,000	32	8,000
LOAD MANAGEMENT/CONSERVATION	41,401	29,659	42,717	32,387	132	35,575
TOTAL ADMINISTRATION	1,058,993	1,032,123	906,965	1,061,349	85	1,078,589
GRAND TOTAL EXPENSES	3,732,465	3,804,599	3,114,170	3,527,218	88	3,460,336
OPERATING PROFIT/(LOSS)	214,204	395,146	221,663	153,517	144	100,299
OTHER INCOME & EXPENSE						
INTEREST INCOME	60,424	64,021	65,857	60,000	110	65,000
UNREALIZED GAIN (LOSS) ON INVS	(12,294)	(30,796)	493			
INTEREST EXPENSE	(307,881)	(90,188)	(74,322)	(95,000)	78	(85,500)
GAIN/LOSS ON DISPOSAL/ASSET SALE OF PROPERTY	(24,756) 35,200					
NET INCOME/(LOSS)	(35,103)	338,182	213,691	118,517	180	79,799
*** SALE OF SERVICE BREAKDOWN ***						
RESIDENTIAL LIGHTING	1,243,841	1,366,608	1,217,042	1,400,000	87	1,300,000
INTERRUPTIBLE SERVICE	71,846	91,006	78,548	95,000	83	92,000
MUNICIPAL SERVICE	212,799	204,692	200,410	212,000	95	210,000
COMMERCIAL LIGHTING	338,491	377,915	368,259	357,000	103	375,000
INDUSTRIAL SERVICE	973,909	1,023,035	906,966	1,005,000	90	975,000
STREET LIGHTING & SECURITY LIGHTS	82,367	85,492	77,491	85,000	91	85,000
TOTAL SALES OF SERVICE	2,923,253	3,148,748	2,848,716	3,154,000	90	3,037,000

TEN YEAR CAPITAL IMPROVEMENT PLAN

DEPARTMENT: Electric Department
 REVISED: 8/2019

DESCRIPTION	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	TOTALS
Power Plant / Line Garage											
Electric Van									\$50,000		\$50,000
Tuck point & paint Electric Shop											\$0
Replace Power Plant Roof			\$60,000								\$60,000
Equipment											\$0
Bobcat skid steer						\$50,000					\$50,000
#2 2009 Chevrolet 3/4 T Pickup 1700 Mi.											\$0
Panel Van 1999 Chevy 57000 Mi							\$55,000				\$55,000
#8 Small bucket truck 2007 Ford Super duty 6300 Mi										\$100,000	\$0
#10 48ft Bucket truck- 1995 Ford F-800/Hi Ranger 12800Mi				\$250,000							\$250,000
# Digger/Derrick- 2002 Freightliner/Versalift 8100 Mi			\$150,000								\$150,000
Boring machine- 2007 Ditch Witch 2020 300 Hr				\$160,000							\$160,000
Vac Potholer 2006 Ring-O-Matic 200 Hr			\$30,000								\$30,000
Chipper- 1992 Vermeer 935 550 Hr					\$40,000						\$40,000
Mini Excavator	\$47,660										\$47,660
Trencher							\$100,000				\$100,000
Tensioner- 1989 Sauber											\$0
Trailer for boring mach.- 2008 Felling											\$0
Single Phase Trailer											\$0
Utility Box											\$0
AS400 Upgrade/Replacement			\$25,000								\$25,000
Man Lift							\$15,000				\$15,000

TEN YEAR CAPITAL IMPROVEMENT PLAN

DEPARTMENT: Electric Department
 REVISED: 8/2019

DESCRIPTION	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	TOTALS
Distribution											\$0
Street Lights	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$72,000
Groehler Court underground Switch	\$35,000										\$35,000
Residential Underground Conversion	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$270,000
Helipad OH to UG											\$0
Material Storage Area											\$0
3 Phase Meter Testing											\$0
Replace Pulse Initiators AMR's	\$10,000	\$10,000									\$20,000
Load Management for Businesses											\$0
Replace OH with UG/ system upgrades	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$1,350,000
											\$0
Other Schedule Maintenance											\$0
Christmas Lights											\$0
Meggar Testing--Generation	\$8,000										\$8,000
Relay & Load Tap Changers Maintenance	\$8,000										\$8,000
Column Total	\$296,660	\$198,000	\$453,000	\$598,000	\$228,000	\$238,000	\$358,000	\$188,000	\$238,000	\$100,000	\$2,795,660

E D A BUDGET

	Actual 2016	Actual 2017	Actual 2018	Project 2019	Budget 2020
Beginning Cash	\$324,463.37	\$290,743.40	\$191,707.31	\$142,907.87	\$79,913.48
RECEIPTS					
Interest	\$9,100.35	\$1,634.14	\$1,319.07	\$650.00	\$500.00
Intergovernmental Revenue	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00
Lease Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sale of Property	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfers in	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Loan Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CVAC Income	\$32,835.67	\$37,125.00	\$17,325.00	\$0.00	\$0.00
Xcel PILOT	\$0.00	\$0.00	\$0.00	\$0.00	\$815,736.00
TOTAL RECEIPTS	\$41,936.02	\$48,759.14	\$18,644.07	\$650.00	\$816,236.00
DISBURSEMENTS					
Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Advertising	\$2,000.93	\$3,905.60	\$35.00	\$24,426.16	\$5,000.00
Contracted Services	\$43,432.60	\$42,604.35	\$14,467.79	\$4,353.75	\$12,000.00
Travel Expense	\$4,365.03	\$8,704.11	\$14,307.19	\$1,765.48	\$5,000.00
Special Projects	\$0.00	\$67,636.47	\$12,380.00	\$6,339.00	\$15,000.00
Management Fees	\$4,275.00	\$6,112.00	\$8,111.00	\$7,475.00	\$6,900.00
Misc.	\$21,582.43	\$9,452.70	\$8,762.53	\$9,905.00	\$10,000.00
Transfer to General Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to Other Governments	\$0.00	\$0.00	\$0.00	\$0.00	\$350,461.00
Purchase of Property	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
CVAC Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Loan Reduction	\$0.00	\$9,380.00	\$9,380.00	\$9,380.00	\$9,380.00
TOTAL DISBURSEMENTS	\$75,655.99	\$147,795.23	\$67,443.51	\$63,644.39	\$413,741.00
Increase(Decrease) Cash	(\$33,719.97)	(\$99,036.09)	(\$48,799.44)	(\$62,994.39)	\$402,495.00
ENDING CASH	\$290,743.40	\$191,707.31	\$142,907.87	\$79,913.48	\$482,408.48

XCEL GRANT BUDGET

	Projected 2018	Budget 2019	Budget 2020
Beginning Cash	\$0.00	\$3,984,487.74	\$8,009,487.74
RECEIPTS			
Interest	\$17,535.99	\$210,000.00	\$240,000.00
Intergovernmental Revenue	\$4,000,000.00	\$6,000,000.00	\$0.00
Lease Income	\$0.00	\$0.00	\$0.00
Sale of Property	\$0.00	\$0.00	\$0.00
Transfers in	\$0.00	\$0.00	\$0.00
Loan Proceeds	\$0.00	\$0.00	\$0.00
TOTAL RECEIPTS	\$4,017,535.99	\$6,210,000.00	\$240,000.00
DISBURSEMENTS			
Econ. Dev. Contract	\$0.00	\$85,000.00	\$85,000.00
Advertising	\$0.00	\$0.00	\$50,000.00
Contracted Services	\$21,934.00	\$0.00	\$0.00
Travel Expense	\$11,114.25	\$0.00	\$10,000.00
Benson Power	\$0.00	\$1,800,000.00	\$840,000.00
Crisi Grant Match	\$0.00	\$200,000.00	\$0.00
Alumni Association Grant	\$0.00	\$100,000.00	\$0.00
Purchase of Property	\$0.00	\$0.00	\$0.00
Transfer to Other Funds	\$0.00	\$0.00	\$500,000.00
TOTAL DISBURSEMENTS	\$33,048.25	\$2,185,000.00	\$1,485,000.00
Increase(Decrease) Cash	\$3,984,487.74	\$4,025,000.00	(\$1,245,000.00)
ENDING CASH	\$3,984,487.74	\$8,009,487.74	\$6,764,487.74

STORM WATER FUND

	Actual 2017	Actual 2018	Projected 2019	Budget 2020
RECEIPTS				
Other Revenue	69	107	34	50
Storm Water Fees	55,083	53,842	55,389	55,000
Transfer From General Fund	0	0	0	0
TOTAL REVENUES	55,152	53,948	55,424	55,050
EXPENDITURES				
Operating Supplies	1,498	0	39	1,000
Maintain System	10,058	18,740	7,899	30,000
Contracted Services	20,646	54,227	0	0
Transfer to General Capital Outlay	0	0	0	0
TOTAL EXPENDITURES	32,202	72,967	7,939	31,000
OPERATING PROFIT/(LOSS)	22,949	(19,019)	47,485	24,050
Fund Balance	\$121,816	\$102,797	\$150,282	\$174,332

LIBRARY ENDOWMENT FUND

	Actual 2017	Actual 2018	Budget 2019	Budget 2020
Beginning Cash	\$ 19,533	\$ 19,534	\$ 19,535	\$ 19,535
RECEIPTS				
Interest Income	327	353	400	400
Grant Proceeds	0	0	0	0
Donations	0	0	0	0
TOTAL REVENUES	327	353	400	400
EXPENDITURES				
Capital Outlay	0	0	0	0
Transfer to Library Fund	326	353	400	400
TOTAL EXPENDITURES	326	353	400	400
OPERATING PROFIT/(LOSS)	1	0	0	0
Ending Cash	19,534	19,535	19,535	19,535

PERPETUAL CARE CEMETERY

	Actual 2016	Actual 2017	Actual 2018	Budget 2019	Budget 2020
Beginning Cash	\$ 86,210	\$ 90,140	\$ 91,231	\$ 91,031	\$ 92,531
RECEIPTS					
Sale of Lots (25%)	3,930	1,090	(200)	1,500	1,500
Interest Income	1,443	1,517	1,648	1,600	1,600
Memorials	0	0	0	0	0
TOTAL REVENUES	5,373	2,607	1,448	3,100	3,100
EXPENDITURES					
Capital Outlay	0	0	0	0	0
Transfer to General Fund	1,443	1,516	1,648	1,600	1,600
TOTAL EXPENDITURES	1,443	1,516	1,648	1,600	1,600
OPERATING PROFIT/(LOSS)	3,930	1,091	(200)	1,500	1,500
Ending Cash	90,140	91,231	91,031	92,531	94,031

SMALL CITIES GRANT FUND 2017

	Actual 2017	Actual 2018	Projected 2019	Budget 2020
REVENUES				
Refund of Loan	0	0	1,159	0
Grant Proceeds	4,050	107,349	378,327	152,574
Refunds & Reimbursements	0	0	4,414	0
Interest Income	0	0	89	0
TOTAL REVENUES	4,050	107,349	383,989	152,574
EXPENDITURES				
Operating Supplies	0	0	459	0
Contracted Services	0	0	0	0
Small Cities Grant	4,050	107,349	378,327	152,574
TOTAL EXPENDITURES	4,050	107,349	378,786	152,574
OPERATING PROFIT/(LOSS)	0	0	5,202	0
Fund Balance	\$0	\$0	\$5,202	\$5,202

SMALL CITIES GRANT FUND 2005

	Actual 2017	Actual 2018	Projected 2019	Budget 2020
REVENUES				
Refund of Loan	787	562	568	568
Interest Income	31	23	17	17
TOTAL REVENUES	818	584	584	584
EXPENDITURES				
Operating Supplies	0	0	676	5,000
Contracted Services		3,725	45,592	15,000
Small Cities Grant	0	0	0	0
TOTAL EXPENDITURES	0	3,725	46,268	20,000
OPERATING PROFIT/(LOSS)	818	(3,141)	(45,684)	(19,416)
Fund Balance	\$68,431	\$65,290	\$19,606	\$190

SMALL CITIES GRANT FUND 2009

	Actual 2016	Actual 2017	Actual 2018	Project 2019	Budget 2020
REVENUES					
Refund of Loan	4,216	3,978	3,370	0	0
Interest Income	95	55	14	0	0
TOTAL REVENUES	4,311	4,033	3,384	0	0
EXPENDITURES					
Operating Supplies	0	0	46	0	5,000
Contracted Services	0	0	0	0	0
Small Cities Grant	0	0	0	0	0
TOTAL EXPENDITURES	0	0	46	0	5,000
OPERATING PROFIT/(LOSS)	4,311	4,033	3,338	0	(5,000)
Fund Balance	\$44,412	\$48,445	\$51,783	\$51,783	\$46,783

CONCRETE PROJECTS FUND

	Actual 2017	Actual 2018	Projected 2019	Budget 2020
RECEIPTS				
Special Assessments	2,298	2,821	2,434	2,000
Transfer From Other Funds	0	0	0	30,000
Transfer From General Fund	15,000	0	0	0
TOTAL REVENUES	17,298	2,821	2,434	32,000
EXPENDITURES				
Operating Supplies	0	0	0	0
Contracted Services	17,564	36,053	54,286	30,000
TOTAL EXPENDITURES	17,564	36,053	54,286	30,000
OPERATING PROFIT/(LOSS)	(267)	(33,232)	(51,851)	2,000
Fund Balance	\$92,608	\$59,376	\$7,525	\$9,525

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
101.41110.350 2)MAYOR & COUNCIL	1)GENERAL FUND 3)PRINTING & PUBLISHING TREE TRIM, SNOW EMERGENC	1,497.14	MONITOR & NEWS		D-12312019-306	396
101.41300.201 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)OFFICE SUPPLIES SHREDDING DATA INCIDENTAL CHECKS SUPPLIES	128.06 60.85 96.36 285.27	SHRED-IT USA INCIDENTAL FUND BANKCARD CENTER * TOTAL		D-12312019-306 D-12312019-306 D-12312019-306	271 325 369
101.41300.201	1)GENERAL FUND 3)DUPLICATING & COPYING COPIER PAYMENT	139.00	TOSHIBA FINANCIAL SERVIC		D-12312019-306	195
101.41300.207 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)SAFETY & DRUG TESTING ROLLS HEALTH FAIR	19.80 30.00 49.80	BENSON BAKERY SWIFT COUNTY BENSON HEAL * TOTAL	051865	D-12312019-306 M-12312019-305	312 35
101.41300.209 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)GAS & OIL GAS	114.13	GLACIAL PLAINS COOPERATI		D-12312019-306	83
101.41300.221 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)EQUIPMENT REPAIR PARTS WIPER BLADES	21.98	AUTO VALU BENSON		D-12312019-306	314
101.41300.240 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)SMALL TOOLS AND EQUIPMENT DOCKING STATION	242.06	HP INC.		D-12312019-306	385
101.41300.309 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)CONTRACTED SERVICES COMP TIME	1,200.00	ELECTRIC FUND	051875	M-12312019-305	53
101.41300.310 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)CONTRACTED SERVICES TECH SUPPORT SVC	1,722.50	SWIFT COUNTY		D-12312019-306	109
101.41300.315 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)CONSULTING SERVICES COMP PLAN	9,358.75	STANTEC CONSULTING SERVI	051867	M-12312019-305	41
101.41300.321 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)TELEPHONE LONG DISTANCE CHARGES MONTHLY PRI CHARGE CELL PHONE	169.56 493.95 93.74 758.26	CENTURYLINK CENTURYLINK VERIZON * TOTAL	051876	D-12312019-306 D-12312019-306 M-12312019-305	80 188 30
101.41300.321	1)GENERAL FUND 3)DUES & SUBSCRIPTIONS WSJ	22.79	BANKCARD CENTER		D-12312019-306	370
101.41610.201 2)CITY ATTORNEY	1)GENERAL FUND 3)OFFICE SUPPLIES POSTAGE	2.50	WILCOX LAW OFFICE, P.A.	051868	M-12312019-305	43
101.41610.304 2)CITY ATTORNEY	1)GENERAL FUND 3)CITY ATTORNEY CONTRACT CITY ATTORNEY FEES CIVIL SERVICES	2,183.00 1,836.50 4,019.50	WILCOX LAW OFFICE, P.A. WILCOX LAW OFFICE, P.A. * TOTAL	051868	D-12312019-306 M-12312019-305	220 42
101.41610.304	1)GENERAL FUND 3)BUILDING MAINTENANCE & SUPPL MATS FORKS NAPKINS PLATES GARAGE SERVICE HUMIDIFIER MATS	23.46 10.77 19.89 104.98 23.46	BENSON LAUNDRY-MAT HOUSE DAROLD'S SUPPLY VALUE MATTHEISEN DISPOSAL, INC RUNNINGS SUPPLY INC BENSON LAUNDRY-MAT HOUSE		D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306	60 123 175 238 298

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FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
101.41940.235 2) CITY HALL	1) GENERAL FUND 3) BUILDING MAINTENANCE & SUPPL CO ALARM TOWELS, TISSUE ADD OUTLETS	54.97 109.38 647.66 994.57	ZOSEL'S TRUE VALUE WEST CENTRAL SALES LOEN ELECTRIC * TOTAL	D-12312019-306 D-12312019-306 D-12312019-306	335 336 383
101.41940.235 2) CITY HALL	1) GENERAL FUND 3) CONTRACTED SERV - CLEANING CLEAN CITY HALL	160.00	SWIFT COUNTY DAC	D-12312019-306	258
101.41940.381 2) CITY HALL	1) GENERAL FUND 3) UTILITIES UTILITIES	666.61	MUNICIPAL UTILITIES	D-12312019-306	93
101.41940.383 2) CITY HALL	1) GENERAL FUND 3) HEATING COST UTILITIES	360.80	MUNICIPAL UTILITIES	D-12312019-306	94
101.42100.201 2) POLICE DEPARTMENT	1) GENERAL FUND 3) OFFICE SUPPLIES COPIER PAYMENT SHREDDING DATA LABEL TAPE, SHARPIES	81.00 111.83 31.57 224.40	TOSHIBA FINANCIAL SERVIC SHRED-IT USA BACKSTREET PRINTING * TOTAL	D-12312019-306 D-12312019-306 D-12312019-306	229 303 307
101.42100.201 2) POLICE DEPARTMENT	1) GENERAL FUND 3) GAS & OIL GAS	1,390.94	GLACIAL PLAINS COOPERATI	D-12312019-306	84
101.42100.210 2) POLICE DEPARTMENT	1) GENERAL FUND 3) OPERATING SUPPLIES MONTHLY SCHEDULE SERVICE TV DISPOSAL TISSUE, TOWELS POSTAGE HEALTH FAIR CABLE	58.35 10.00 132.27 11.69 586.00 8.28 806.59	CREWSENSE, LLC SWIFT CO ENVIRONMENTAL S WEST CENTRAL SALES BANKCARD CENTER SWIFT COUNTY BENSON HEAL CHARTER COMMUNICATIONS * TOTAL	D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 051865 M-12312019-305 051873 M-12312019-305	218 327 329 330 335 336
101.42100.213 2) POLICE DEPARTMENT	1) GENERAL FUND 3) UNIFORM ALLOWANCE PISTOL POUCH POUCHES BOOTS, FLASHLIGHT BOOTS, TURTLENECK SHIRTS GLOVES SHOES & GUN & CAM CASES	94.00 80.00 289.96 311.97 125.96 69.99 449.70 1,421.58	STREICHER'S STREICHER'S STREICHER'S STREICHER'S STREICHER'S STREICHER'S BANKCARD CENTER * TOTAL	D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306	265 266 267 268 269 270 371
101.42100.219 2) POLICE DEPARTMENT	1) GENERAL FUND 3) INVESTIGATIONS PROSECUTION FEES AMBULANCE STAND BY TOW JEEP VEHICLE STORAGE PROSECUTION VEHICLE STORAGE	1,839.99 75.00 150.00 170.00 1,902.49 322.00 4,462.48	WILCOX LAW OFFICE, P.A. SWIFT COUNTY BENSON HOSP SOUTHSIDE BODY SHOP BENSON BODY SHOP WILCOX LAW OFFICE, P.A. BENSON BODY SHOP * TOTAL	D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 051868 M-12312019-305 051872 M-12312019-305	221 273 394 395 44 49
101.42100.223 2) POLICE DEPARTMENT	1) GENERAL FUND 3) EQUIPMENT REPAIRS CONTRACTED VEHICLE REPAIRS	698.17	TOM'S SERVICE, INC	D-12312019-306	230
101.42100.235 2) POLICE DEPARTMENT	1) GENERAL FUND 3) BUILDING MAINTENANCE & SUPPL MATS WATER COOLER GARBAGE SERVICE WATER COOLER RENT	60.20 43.20 37.44 34.70 175.54	BENSON LAUNDRY-MAT HOUSE DRIESSEN WATER INC MATTHEISEN DISPOSAL, INC DRIESSEN WATER INC * TOTAL	D-12312019-306 D-12312019-306 D-12312019-306 051874 M-12312019-305	301 306 405 51

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
101.42100.240	1) GENERAL FUND					
2) POLICE DEPARTMENT	3) SMALL TOOLS & EQUIPMENT					
	BATTERY SCREWDRIER SET	14.86	RUNNINGS SUPPLY INC		D-12312019-306	25
	WEAPON LIGHTS	334.93	STREICHER		D-12312019-306	25
	TOURNIQUETS	334.93	STREICHER		D-12312019-306	25
	SCREW SET	758.68	*NOSEL TRUE VALUE		D-12312019-306	333
101.42100.240			* TOTAL			
101.42100.321	1) GENERAL FUND					
2) POLICE DEPARTMENT	3) TELEPHONE					
	LOCAL SERVICE	167.97	CENTURYLINK		D-12312019-306	181
	LOCAL SERVICE	166.97	CENTURYLINK		D-12312019-306	181
	CELL PHONE	130.06	VERIZON		D-12312019-306	253
	CELL PHONE	572.80	VERIZON	051876	M-12312019-305	31
101.42100.321			* TOTAL			
101.42100.332	1) GENERAL FUND					
2) POLICE DEPARTMENT	3) TRAINING & INSTRUCTION					
	TRAINING-MCALPIN	289.00	BANKCARD CENTER		D-12312019-306	372
101.42100.381	1) GENERAL FUND					
2) POLICE DEPARTMENT	3) UTILITIES					
	UTILITIES	237.06	MUNICIPAL UTILITIES		D-12312019-306	330
101.42100.433	1) GENERAL FUND					
2) POLICE DEPARTMENT	3) DUES & SUBSCRIPTIONS					
	FOP MEMBERSHIP	210.00	BANKCARD CENTER		D-12312019-306	373
101.42200.209	1) GENERAL FUND					
2) FIRE DEPARTMENT	3) GAS & OIL					
	GAS	208.21	GLACIAL PLAINS COOPERATI		D-12312019-306	85
101.42200.210	1) GENERAL FUND					
2) FIRE DEPARTMENT	3) OPERATING SUPPLIES					
	FUEL SUPPLEMENT	31.87	RUNNINGS SUPPLY INC		D-12312019-306	232
	FIRE REHAB 11/15	130.00	SWIFT COUNTY BENSON HEAL	051865	M-12312019-305	32
	ANALYSIS	302.17	TRACE ANALYTICS INC	051877	M-12312019-305	106
101.42200.210			* TOTAL			
101.42200.221	1) GENERAL FUND					
2) FIRE DEPARTMENT	3) EQUIPMENT REPAIR PARTS					
	BATTERIES	399.67	TOM'S SERVICE INC		D-12312019-306	231
	LED, MOUNT, GROMMET	18.46	NORTHSIDE AUTO		D-12312019-306	390
101.42200.221			* TOTAL			
101.42200.235	1) GENERAL FUND					
2) FIRE DEPARTMENT	3) BUILDING MAINTENANCE & SUPPL					
	GARBAGE SERVICE	44.46	MATTHEISEN DISPOSAL, INC		D-12312019-306	166
	CABLE	23.75	CHARTER COMMUNICATIONS		D-12312019-306	293
101.42200.235			* TOTAL			
101.42200.310	1) GENERAL FUND					
2) FIRE DEPARTMENT	3) CONTRACTED SERVICES					
	CLEAN FIRE HALL	27.14	SWIFT COUNTY DAC		D-12312019-306	260
101.42200.331	1) GENERAL FUND					
2) FIRE DEPARTMENT	3) TRAVEL EXPENSE					
	MEALS	382.87	DOMAT'S FAMILY FOODS		D-12312019-306	290
101.42200.381	1) GENERAL FUND					
2) FIRE DEPARTMENT	3) UTILITIES					
	UTILITIES	308.25	MUNICIPAL UTILITIES		D-12312019-306	95
101.42200.418	1) GENERAL FUND					
2) FIRE DEPARTMENT	3) FIRE SERVICE FEE					
	FIRE SERVICE FEE	833.36	ELECTRIC FUND	051875	M-12312019-305	54
101.42600.209	1) GENERAL FUND					
2) ENGINEERING DEPARTMENT	3) GAS					
	GAS	47.98	GLACIAL PLAINS COOPERATI		D-12312019-306	86

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
101.42600.321 2)ENGINEERING DEPARTMENT	1)GENERAL FUND 3)TELEPHONE CELL PHONE	42.87	VERIZON	051876	M-12312019-305	34
101.42600.331 2)ENGINEERING DEPARTMENT	1)GENERAL FUND 3)TRAVEL EXPENSE MILEAGE TO MORRIS	367.72	JACOBSON/MIKE		D-12312019-306	346
101.43100.209 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)GAS & OIL GAS	2,465.96	GLACIAL PLAINS COOPERATI		D-12312019-306	87
101.43100.210 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)OPERATING SUPPLIES TRASH BAGS CABLE EAR PLUGS REPL ACID, BULB JACKET EMBROIDERY PULLER HEALTH FAIR	13.37 14.36 40.91 15.98 57.75 17.49 148.00 307.86	RUNNINGS SUPPLY INC CHARTER COMMUNICATIONS NORTHERN SAFETY CO. INC. ZOSEL'S TRUE VALUE LEGACY PRINTWEAR NORTHSIDE AUTO SWIFT COUNTY BENSON HEAL		D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 051865 M-12312019-305	237 238 239 240 241 242 243 244 245 246 247 248 249 250
101.43100.215 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)SHOP SUPPLIES HOSE CLAMP	32.63	NORTHSIDE AUTO		D-12312019-306	387
101.43100.221 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)EQUIPMENT REPAIR PARTS HYD OIL #16 REPAIRS BATTERY, OIL, LAMP FILTER, BULB, HOSE PARTS, RETURN	20.97 32.07 556.77 148.86 49.45 808.12	RUNNINGS SUPPLY INC HUSTON & SONS TRUCK REPA AUTO VALU BENSON NORTHSIDE AUTO JOHN DEERE FINANCIAL		D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 051870 M-12312019-305	236 237 238 239 240 241 242
101.43100.223 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)EQUIPMENT REPAIRS CONTRACTED WINDSHIELD REPLACE TIRE REPAIRS	374.20 735.45 1,109.65	BENSON BODY SHOP GLACIAL PLAINS COOPERATI		D-12312019-306 D-12312019-306	348 401
101.43100.231 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)SNOW REMOVAL FLOW GUARDS	2,151.13	WINTER EQUIPMENT COMPANY		D-12312019-306	249
101.43100.235 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)BUILDING MAINTENANCE & SUPPL GARBAGE SERVICE SERVICE CALL FLOOR CLEANER	123.66 95.00 34.60 253.26	MATTHEISEN DISPOSAL, INC HAWLEYS, INC. WEST CENTRAL SALES		D-12312019-306 D-12312019-306 D-12312019-306	167 349 362
101.43100.331 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)TRAVEL EXPENSE MILEAGE TO DOT TRAINING	56.84	ASCHEMAN/WADE		D-12312019-306	320
101.43100.381 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)UTILITIES UTILITIES	464.30	MUNICIPAL UTILITIES		D-12312019-306	96
101.43100.386 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)STREET LIGHTING UTILITIES UTILITIES	5,188.43	MUNICIPAL UTILITIES		D-12312019-306	97
101.43100.438 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)LAUNDRY MATS & TOWELS MATS	71.75 75.83 147.58	BENSON LAUNDRY-MAT HOUSE BENSON LAUNDRY-MAT HOUSE		D-12312019-306 D-12312019-306	62 299

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
101.45121.310	1) GENERAL FUND				
2) ORGANIZED RECREATION	3) SENIOR CITIZEN PROGRAM				
	MONTHLY CONTRIBUTION	200.00	SENIOR ADVOCACY CORPORAT	D-12312019-306	28
	MONTHLY CONTRIBUTION	500.00	SWIFT COUNTY HUMAN SERVI	D-12312019-306	227
101.45121.310		700.00	* TOTAL		
101.45124.321	1) GENERAL FUND				
2) SWIMMING POOL	3) TELEPHONE				
	LOCAL SERVICE	28.74	CENTURYLINK	051876 D-12312019-306	178
	CELL SERVICE	40.01	VERIZON	M-12312019-305	33
101.45124.321		68.75	* TOTAL		
101.45124.381	1) GENERAL FUND				
2) SWIMMING POOL	3) UTILITIES				
	UTILITIES	289.18	MUNICIPAL UTILITIES	D-12312019-306	98
101.45181.235	1) GENERAL FUND				
2) ARMORY	3) BUILDING MAINTENANCE & SUPPL				
	TISSUE	49.89	WEST CENTRAL SALES	D-12312019-306	361
101.45181.310	1) GENERAL FUND				
2) ARMORY	3) CONTRACTED SERVICES				
	CLEAN ARMORY	23.45	SWIFT COUNTY DAC	D-12312019-306	259
101.45181.321	1) GENERAL FUND				
2) ARMORY	3) TELEPHONE				
	LOCAL SERVICE	47.55	CENTURYLINK	D-12312019-306	179
101.45181.381	1) GENERAL FUND				
2) ARMORY	3) UTILITIES				
	UTILITIES	204.57	MUNICIPAL UTILITIES	D-12312019-306	99
101.45200.209	1) GENERAL FUND				
2) PARKS	3) GAS & OIL				
	GAS	270.91	GLACIAL PLAINS COOPERATI	D-12312019-306	88
101.45200.210	1) GENERAL FUND				
2) PARKS	3) OPERATING SUPPLIES				
	GARBAGE SERVICE	175.68	MATTHEISEN DISPOSAL, INC	D-12312019-306	168
	SQUEEGEES	10.00	RUNNINGS SUPPLY INC	D-12312019-306	344
	AIR FRESHENERS	53.00	AUTO VALU BENSON	D-12312019-306	313
	JACKET EMBROIDERY	30.00	LEGACY PRINTWEAR	D-12312019-306	340
	HEALTH FAIR	30.00	SWIFT COUNTY BENSON HEAL	D-12312019-306	39
101.45200.210		278.85	* TOTAL	051865 M-12312019-305	
101.45200.221	1) GENERAL FUND				
2) PARKS	3) EQUIPMENT REPAIR PARTS				
	CHAIN LINKS	91.46	RUNNINGS SUPPLY INC	D-12312019-306	233
	FILTERS, OIL	84.00	AUTO VALU BENSON	D-12312019-306	315
	PARTS	601.87	JOHN DEERE FINANCIAL	051870 M-12312019-305	46
101.45200.221		777.33	* TOTAL		
101.45200.223	1) GENERAL FUND				
2) PARKS	3) EQUIPMENT REPAIRS CONTRACTED				
	ALIGN DOOR	30.00	BENSON BODY SHOP	D-12312019-306	347
101.45200.235	1) GENERAL FUND				
2) PARKS	3) BUILDING MAINTENANCE & SUPPL				
	CLEAN CIVIC CENTER	75.08	SWIFT COUNTY DAC	D-12312019-306	262
101.45200.240	1) GENERAL FUND				
2) PARKS	3) SMALL TOOLS & EQUIPMENT				
	PRUNER, HELMET, GLOVES	273.01	ERIC'S MOTORSPORTS	D-12312019-306	287
101.45200.381	1) GENERAL FUND				
2) PARKS	3) UTILITIES				
	UTILITIES	690.95	MUNICIPAL UTILITIES	D-12312019-306	100
101.46500.343	1) GENERAL FUND				
2) TOURISM	3) LODGING TAX EXPENDITURES				
	WEB DOMAIN	55.00	BACKSTREET MEDIA	D-12312019-306	366

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FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
101.49010.210 2)CEMETERY	1)GENERAL FUND 3)OPERATING SUPPLIES MTG MEALS	34.68	INCIDENTAL FUND	D-12312019-306	324
101.49200.430 2)UNALLOCATED	1)GENERAL FUND 3)MISCELLANEOUS MEALS	94.26	BENSON BOWLER	051871 M-12312019-305	48
101.49800.310 2)PUBLIC TRANSIT	1)GENERAL FUND 3)CONTRACTED SERVICES 2019 OPERATING	10,388.73	PRAIRIE FIVE CAC,INC.	051869 M-12312019-305	45
101.49810.210 2)AIRPORT	1)GENERAL FUND 3)OPERATING SUPPLIES CLEAN AIRPORT	33.19	SWIFT COUNTY DAC	D-12312019-306	261
101.49810.235 2)AIRPORT	1)GENERAL FUND 3)BUILDING MAINTENANCE & SUPPL MATS	13.51	BENSON LAUNDRY-MAT HOUSE	D-12312019-306	61
	WATER	15.95	DRIESSEN WATER INC	D-12312019-306	71
	GARBAGE SERVICE	4.68	MATTHEISEN DISPOSAL, INC	D-12312019-306	169
	DEC RENT	19.50	WEST ACRES WATER SYSTEMS	D-12312019-306	351
	BOILER PUMP REPLACE	404.43	CRAIGS, INC	051866 M-12312019-306	40
	WATER COOLER RENT	45.70	DRIESSEN WATER INC	051874 M-12312019-305	40
		503.77	* TOTAL		52
101.49810.321 2)AIRPORT	1)GENERAL FUND 3)TELEPHONE LOCAL SERVICE	46.02	CENTURYLINK	D-12312019-306	183
211.45500.201 2)LIBRARY	1)LIBRARY FUND 3)OFFICE SUPPLIES COPIER MAINT	108.10	LOFFLER COMPANIES-131511	D-12312019-306	223
	CUSTOM STAMP	20.00	BACKSTREET PRINTING	D-12312019-306	308
	CLASSIFIED AD	36.23	MONITOR & NEWS	D-12312019-306	364
		164.33	* TOTAL		
211.45500.210 2)LIBRARY	1)LIBRARY FUND 3)OPERATING SUPPLIES SUPPLIES	58.81	BANKCARD CENTER	D-12312019-306	375
211.45500.235 2)LIBRARY	1)LIBRARY FUND 3)BUILDING MAINTENANCE & SUPPL MATS	40.47	BENSON LAUNDRY-MAT HOUSE	D-12312019-306	63
	GARBAGE SERVICE	37.44	MATTHEISEN DISPOSAL, INC	D-12312019-306	170
	MATS	40.47	BENSON LAUNDRY-MAT HOUSE	D-12312019-306	300
	CLEANERS	12.42	BANKCARD CENTER	D-12312019-306	376
		130.80	* TOTAL		
211.45500.321 2)LIBRARY	1)LIBRARY FUND 3)TELEPHONE LOCAL SERVICE	88.51	CENTURYLINK	D-12312019-306	184
211.45500.381 2)LIBRARY	1)LIBRARY FUND 3)UTILITIES UTILITIES	361.62	MUNICIPAL UTILITIES	D-12312019-306	101
211.45500.383 2)LIBRARY	1)LIBRARY FUND 3)HEATING COST UTILITIES	253.62	MUNICIPAL UTILITIES	D-12312019-306	102
228.12300 2)SPEC. ASSESS REC. DEFERRED	1)SMALL CITIES GRANT FUND 2005 703 15TH ST S DEMO	17,840.12	T & K KENNEDY EXCAVATING	D-12312019-306	382
228.16200 2)PROPERTY FOR RESALE	1)SMALL CITIES GRANT FUND 2005 211 18TH ST N DEMO	14,825.10	T & K KENNEDY EXCAVATING	D-12312019-306	381
401.49810.501 2)AIRPORT	1)GENERAL CAPITAL OUTLAY FUND 3)CAPITAL OUTLAY AD BLDG CONST	994.00	TKDA	D-12312019-306	368

Disb. Validation Listing

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
601.49400.221 2) WATER DEPARTMENT	1) WATER FUND 3) EQUIPMENT REPAIR PARTS FILTER	16.99 122.92	ZOSEL'S TRUE VALUE * TOTAL		D-12312019-306	336
601.49400.227 2) WATER DEPARTMENT	1) WATER FUND 3) MAINTAIN COLLECTION SYSTEM BOLTS 9TH ST N SEWER DIG	33.02 1,125.00 1,158.02	RUNNINGS SUPPLY INC GROSSMAN & TRUMP INC * TOTAL		D-12312019-306 D-12312019-306	240 286
601.49400.235 2) WATER DEPARTMENT	1) WATER FUND 3) BUILDING MAINTENANCE & SUPPL SOCKETS	25.17	RUNNINGS SUPPLY INC		D-12312019-306	242
601.49400.307 2) WATER DEPARTMENT	1) WATER FUND 3) MANAGEMENT FEES MANAGEMENT FEES	3,478.00	GENERAL FUND	039331	M-12312019-305	90
601.49400.313 2) WATER DEPARTMENT	1) WATER FUND 3) CONTRACTED SERVICES COLIFORM TESTING WATER ENGINEERING	60.00 2,635.75 2,695.75	UTILITY CONSULTANTS INC STANTEC CONSULTING SERVI * TOTAL	039320	D-12312019-306 M-12312019-305	255 276
601.49400.321 2) WATER DEPARTMENT	1) WATER FUND 3) TELEPHONE LOCAL SERVICE CELL PHONE CELL PHONE-WATER	98.08 38.01 54.05 190.14	CENTURYLINK VERIZON VERIZON * TOTAL	039332	D-12312019-306 D-12312019-306 M-12312019-305	208 402 17
601.49400.381 2) WATER DEPARTMENT	1) WATER FUND 3) UTILITIES UTILITIES	1,433.33	MUNICIPAL UTILITIES		D-12312019-306	141
601.49400.430 2) WATER DEPARTMENT	1) WATER FUND 3) MISCELLANEOUS COLLECTION FEE	7.88	UNITED ACCOUNTS		D-12312019-306	410
601.49400.620 2) WATER DEPARTMENT	1) WATER FUND 3) BOND AGENT SERVICE FEES AGENT FEES	97.70	US BANK CORPORATE TRUST		D-12312019-306	378
602.16590 2) CONSTRUCTION IN PROGRESS	1) SEWER COLLECTION & DISPOSAL WWTP FILTER REPLACE FILTER EST 1	48,992.01 10,291.35 59,283.36	STANTEC CONSULTING SERVI KHC CONSTRUCTION INC * TOTAL	039320 039326	M-12312019-305 M-12312019-305	78 85
602.43250.201 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) OFFICE SUPPLIES DISTILLED WATER	5.96	DOMAT'S FAMILY FOODS		D-12312019-306	289
602.43250.208 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) CHEMICALS & CHEM SUPPLIES FERRIC CHLORIDE	2,184.23	HAWKINS, INC.		D-12312019-306	282
602.43250.209 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) GAS & OIL GAS	185.00	GLACIAL PLAINS COOPERATI		D-12312019-306	132
602.43250.210 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) OPERATING SUPPLIES JACKET EMBROIDERY NON PROC	16.50 19.00 35.50	LEGACY PRINTWEAR SWIFT CO ENVIRONMENTAL S * TOTAL		D-12312019-306 D-12312019-306	342 407
602.43250.217 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) LAB EQUIPMENT & SUPPLIES AIR FILTER, TARP	36.97	RUNNINGS SUPPLY INC		D-12312019-306	241

Disb. Validation Listing

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
602.43250.226	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) MAINTAIN SYSTEM					
	PUMP	1,261.54	USA BLUE BOOK		D-12312019-306	252
	NEVADA/19TH ST N MANHOLE	3,329.41	T & K KENNEDY EXCAVATING		D-12312019-306	256
	ROCK	3,690.00	CROSBY ROAD CONSTRUCTION		D-12312019-306	296
	BELT	2,200.00	NORTHSIDE AUTO		D-12312019-306	393
	BRIGHT ON SIGNS	9,240.00	EMEDCO INC	039319	M-12312019-305	75
	WWTP FLOOD PROTECTION	6,036.58	STANTEC CONSULTING SERVI	039320	M-12312019-305	79
			* TOTAL			
602.43250.235	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) BUILDING MAINTENANCE & SUPPL					
	GARBAGE SERVICE	224.29	MATTHEISEN DISPOSAL, INC		D-12312019-306	171
	HOOCS, ANCHORS	43.00	RUNNINGS SUPPLY INC		D-12312019-306	239
	FUSE	243.00	BORDER STATES ELECTRIC S		D-12312019-306	303
	SERVICE HEATING EQUIP	1,196.00	CRAIGS INC.		D-12312019-306	408
		1,711.56	* TOTAL			
602.43250.307	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) MANAGEMENT FEES					
	MANAGEMENT FEES	4,514.50	GENERAL FUND	039331	M-12312019-305	91
602.43250.313	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) CONTRACTED SERVICES					
	SAMPLE TESTING	1,203.00	UTILITY CONSULTANTS INC		D-12312019-306	254
602.43250.321	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) TELEPHONE					
	CELL PHONE	38.01	VERIZON		D-12312019-306	403
	CELL PHONE-SEWER	34.05	VERIZON	039332	M-12312019-305	18
		92.06	* TOTAL			
602.43250.381	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) UTILITIES					
	UTILITIES	3,776.01	MUNICIPAL UTILITIES		D-12312019-306	142
602.43250.430	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) MISCELLANEOUS					
	COLLECTION FEE	64.87	UNITED ACCOUNTS		D-12312019-306	411
602.43250.620	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) BOND AGENT SERVICE FEES					
	AGENT FEES	119.30	US BANK CORPORATE TRUST		D-12312019-306	379
604.14300	1) ELECTRIC FUND					
2) INVENTORY CONTROL						
	LED STREET LIGHTS	3,761.95	JT SERVICES		D-12312019-306	279
	INVENTORY	4,937.37	BORDER STATES ELECTRIC S		D-12312019-306	306
		4,719.92	* TOTAL			
604.20210	1) ELECTRIC FUND					
2) SALES TAX PAYABLE						
	14 GARBAGE TAG REFUND	1.13	INCIDENTAL FUND		D-12312019-306	322
	COLLECTION FEE	0.82	UNITED ACCOUNTS		D-12312019-306	412
		1.95	* TOTAL			
604.49610.221	1) ELECTRIC FUND					
2) POWER PRODUCTION	3) MAINT OF GENRATN EQUIP PARTS					
	DISTILLED WATER	11.61	DAROLD'S SUPER VALUE		D-12312019-306	343
604.49610.223	1) ELECTRIC FUND					
2) POWER PRODUCTION	3) MAINT OF GENRATN EQUIP CONTR					
	COOLANT	145.08	ZIEGLER, INC		D-12312019-306	248
	AIR PERMIT RENEWAL	2,292.52	DGR ENGINEERING		D-12312019-306	291
		2,437.60	* TOTAL			
604.49610.235	1) ELECTRIC FUND					
2) POWER PRODUCTION	3) BUILDING MAINTENANCE					
	GARBAGE SERVICE	42.35	MATTHEISEN DISPOSAL, INC		D-12312019-306	406

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
604.49610.307 2) POWER PRODUCTION	1) ELECTRIC FUND 3) MANAGEMENT FEES-POWER PROD MANAGEMENT FEES	1,564.50	GENERAL FUND	039331 M-12312019-305	93
604.49610.381 2) POWER PRODUCTION	1) ELECTRIC FUND 3) UTILITIES UTILITIES	5,323.96	MUNICIPAL UTILITIES	D-12312019-306	143
604.49630.307 2) TRANSMISSION	1) ELECTRIC FUND 3) MANAGEMENT FEES MANAGEMENT FEES	1,564.50	GENERAL FUND	039331 M-12312019-305	94
604.49640.201 2) DISTRIBUTION	1) ELECTRIC FUND 3) OFFICE SUPPLIES JET PACK BATTERY	26.71	DESIGN ELECTRONICS LLC	D-12312019-306	345
604.49640.209 2) DISTRIBUTION	1) ELECTRIC FUND 3) FUEL EXPENSE-VEHICLES GAS	380.19	GLACIAL PLAINS COOPERATI	D-12312019-306	133
604.49640.210 2) DISTRIBUTION	1) ELECTRIC FUND 3) OPERATING SUPPLIES CABLE TIE, SOCKET RETURN FIRE EXT DECAL ELECTRODES 1ST AID KIT, REFILL GLOVE, BIT, MARKER SQUEEGEE 10 LUMINARY'S HEALTH FAIR	17.88 259.08 19.29 246.65 108.80 80.46 85.99 64.50 60.00 424.49	RUNNINGS SUPPLY INC BORDER STATES ELECTRIC S EMEDCO INC MN SAFETY COUNCIL NORTHERN SAFETY CO. INC. ZOSEL'S TRUE VALUE GLACIAL PLAINS COOPERATI FS3 INC SWIFT COUNTY BENSON HEAL	D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 039318 M-12312019-305	246 305 326 327 329 337 400 414 474
604.49640.210 2) DISTRIBUTION	1) ELECTRIC FUND 3) EQUIPMENT MAINTENANCE PARTS MUD FLAPS	16.50	NORTHSIDE AUTO	D-12312019-306	391
604.49640.221 2) DISTRIBUTION	1) ELECTRIC FUND 3) MAINTENANCE OF OVERHEAD LINE ADAPTOR	0.79	RUNNINGS SUPPLY INC	D-12312019-306	245
604.49640.226 2) DISTRIBUTION	1) ELECTRIC FUND 3) MAINT OF METERS/AMR METER	255.26	DAKOTA SUPPLY GROUP	D-12312019-306	292
604.49640.229 2) DISTRIBUTION	1) ELECTRIC FUND 3) MAINT OF STREET LIGHTING TRAFFIC LIGHTS	460.00	BORDER STATES ELECTRIC S	D-12312019-306	304
604.49640.230 2) DISTRIBUTION	1) ELECTRIC FUND 3) BUILDING MAINTENANCE MATS & TOWELS GARBAGE SERVICE	27.64 50.65 78.29	BENSON LAUNDRY-MAT HOUSE MATTHEISEN DISPOSAL, INC * TOTAL	D-12312019-306 D-12312019-306	115 172
604.49640.235 2) DISTRIBUTION	1) ELECTRIC FUND 3) MANAGEMENT FEES-DISTRIBUTION MANAGEMENT FEES	4,693.50	GENERAL FUND	039331 M-12312019-305	95
604.49640.307 2) DISTRIBUTION	1) ELECTRIC FUND 3) TELEPHONE INTERNET CELL PHONE CELL PHONE-SURVEY	144.98 35.01 172.28 352.27	CHARTER COMMUNICATIONS VERIZON VERIZON * TOTAL	D-12312019-306 D-12312019-306 039332 M-12312019-305	295 404 20
604.49640.321 2) DISTRIBUTION	1) ELECTRIC FUND 3) UTILITIES UTILITIES	360.28	MUNICIPAL UTILITIES	D-12312019-306	144

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
604.49640.383 2) DISTRIBUTION	1) ELECTRIC FUND 3) NATURAL GAS UTILITIES	460.84	MUNICIPAL UTILITIES		D-12312019-306	145
604.49650.307 2) DEMAND SIDE MANAGEMENT	1) ELECTRIC FUND 3) MANAGEMENT FEES-CIP SALARY MANAGEMENT FEES	782.25	GENERAL FUND	039331	M-12312019-305	100
604.49650.475 2) DEMAND SIDE MANAGEMENT	1) ELECTRIC FUND 3) CONSERVATION REBATES REFRIGERATOR REBATE HEATING/COOLING REBATE HEATING/COOLING REBATE HEATING/COOLING REBATE HEATING/COOLING REBATE HVAC REBATE QUALITY INSTALLS HEATING/COOLING REBATE	25.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00 5.00 0.00	MITTENESE/DANIEL NEW BEGINNINGS HAWLEYS, INC. ANDRUB/CLEO HARCZY/GARY JOHNSON/TIM TOWNER/GARY HAWLEYS, INC. CRATGS, INC. * TOTAL	039331 039331 039331 039331 039331 039331 039331 039331 039331 039331	D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306	278 145 145 145 145 145 145 145 145 145 145
604.49650.475		2,596.50				
604.49655.201 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) OFFICE SUPPLIES COPIER MAINT COPIER PAYMENT PAPER RUBBERBANDS BILLING CASHIER AD UTIL BILL CLERK HELP WAN	61.05 16.00 6.00 6.00 93.82	LOFFLER COMPANIES-131511 DEPT PAGE LANDEN BACKSTREET PRINTING JOBSHO MONITOR & NEWS * TOTAL		D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306 D-12312019-306	182 190 197
604.49655.201		993.82				
604.49655.307 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) MANAGEMENT FEES-CUST ACCTS MANAGEMENT FEES	1,564.50	GENERAL FUND	039331	M-12312019-305	96
604.49655.309 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) DATA PROCESSING SERVICES MONTHLY HOSTING	2,130.19	AVENU		D-12312019-306	224
604.49655.317 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) OTHER CONTRACTED SERVICES METER SERVICE	54.00	AUTOMATED ENERGY INC		D-12312019-306	207
604.49655.318 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) BILL PRINT SERVICES DEC BILL PRINT	1,115.10	INNOVATIVE SYSTEMS		D-12312019-306	365
604.49660.307 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) MANAGEMENT FEES-ADMINISTRATN MANAGEMENT FEES	2,346.75	GENERAL FUND	039331	M-12312019-305	97
604.49660.308 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) MANAGEMENT FEES-FINANCE MANAGEMENT FEES	1,564.50	GENERAL FUND	039331	M-12312019-305	98
604.49660.309 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) MANAGEMENT FEES-SALES MANAGEMENT FEES	1,564.50	GENERAL FUND	039331	M-12312019-305	99
604.49660.317 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) OTHER CONTRACTED SERVICES 14 GOPHER STATE CALLS COLLECTION FEE	18.90 188.37 207.27	GOPHER STATE ONE CALL UNITED ACCOUNTS * TOTAL		D-12312019-306 D-12312019-306	148 409
604.49660.317						
604.49660.321 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) TELEPHONE PHONE MAINT MONTHLY PRG CHARGE LOCAL SERVICE	147.84 400.00 197.90 745.74	CENTURYLINK CENTURYLINK CENTURYLINK * TOTAL		D-12312019-306 D-12312019-306 D-12312019-306	126 187 199
604.49660.321						

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
604.49660.343	1) ELECTRIC FUND					
2) ADMINISTRATION AND GENERAL	3) ADVERTISING					
	REG ADS	217.50	HEADWATERS MEDIA		D-12312019-306	136
604.49660.343	UTILITY ADS	451.46	MONITOR & NEWS		D-12312019-306	138
		668.96	* TOTAL			
609.14200	1) LIQUOR FUND					
2) OFF SALE LIQUOR INVENTORY	LIQUOR	2,741.00	PHILLIPS WINE & SPIRITS		D-123312019-306	276
	LIQUOR CREDIT	37.00	PHILLIPS WINE & SPIRITS		DU-123312019-306	277
	LIQUOR	3,078.00	JOHNSON BROTHERS LIQUOR		DU-123312019-306	278
	LIQUOR	2,300.00	BREAKTHRU BEVERAGE MINNE	0249	M-123312019-306	279
	LIQUOR	3,000.00	PHILLIPS WINE & SPIRITS	0249	M-123312019-306	280
	LIQUOR	1,698.24	JOHNSON BROTHERS LIQUOR	0249	M-123312019-306	281
609.14200	LIQUOR	7,740.89	JOHNSON BROTHERS LIQUOR	0249	M-123312019-306	282
			* TOTAL			
609.14205	1) LIQUOR FUND					
2) OFF SALE WINE INVENTORY	WINE	1,169.50	PHILLIPS WINE & SPIRITS		D-123312019-306	275
	WINE	1,460.12	JOHNSON BROTHERS LIQUOR		DU-123312019-306	276
	WINE	4,000.00	CARLOS CREEK WINERY		DU-123312019-306	277
	WINE	6,000.00	BREAKTHRU BEVERAGE MINNE	0249	M-123312019-306	278
	WINE	2,300.00	PHILLIPS WINE & SPIRITS	0249	M-123312019-306	279
	WINE	3,000.00	PHILLIPS WINE & SPIRITS	0249	M-123312019-306	280
	WINE	7,040.00	JOHNSON BROTHERS LIQUOR	0249	M-123312019-306	281
609.14205	WINE	7,500.00	JOHNSON BROTHERS LIQUOR	0249	M-123312019-306	282
		6,352.38	* TOTAL			
609.14210	1) LIQUOR FUND					
2) OFF SALE BEER INVENTORY	BEER CREDIT	169.40	BEVERAGE WHOLESALERS INC		D-123312019-306	116
	BEER CREDIT	77.05	H. BOYD NELSON		DU-123312019-306	117
	BEER CREDIT	15.20	BEVERAGE WHOLESALERS INC		DU-123312019-306	118
	BEER	1,367.35	BEVERAGE WHOLESALERS INC		DU-123312019-306	119
	BEER CREDIT	89.60	BEVERAGE WHOLESALERS INC		DU-123312019-306	120
	BEER	0.01	BEVERAGE WHOLESALERS INC		DU-123312019-306	121
	BEER	1,977.55	BEVERAGE WHOLESALERS INC		DU-123312019-306	122
	BEER	6,440.15	H. BOYD NELSON		DU-123312019-306	123
	BEER	3,844.15	H. BOYD NELSON		DU-123312019-306	124
	BEER	2,225.00	H. BOYD NELSON	0249	M-123312019-306	125
	BEER	2,225.00	H. BOYD NELSON	0249	M-123312019-306	126
	BEER	3,333.75	H. BOYD NELSON	0249	M-123312019-306	127
	BEER	8,548.72	H. BOYD NELSON	0249	M-123312019-306	128
	BEER	4,825.20	BEVERAGE WHOLESALERS INC	0249	M-123312019-306	129
	BEER	4,777.45	BEVERAGE WHOLESALERS INC	0249	M-123312019-306	130
609.14210	BEER	3,050.00	TALKING WATERS BREWING C	0249	M-123312019-306	131
		30,112.78	* TOTAL			
609.20700	1) LIQUOR FUND					
2) DUE TO OTHER FUNDS	GARBAGE TAGS	145.00	CITY OF BENSON	024990	M-12312019-305	72
609.49750.201	1) LIQUOR FUND					
2) LIQUOR	3) OFFICE SUPPLIES					
	10 DGT PRT/DISP	46.99	BACKSTREET PRINTING		D-12312019-306	310
609.49750.201	DESK CALENDAR	11.75	BACKSTREET PRINTING		D-12312019-306	311
		58.74	* TOTAL			
609.49750.210	1) LIQUOR FUND					
2) LIQUOR	3) OPERATING SUPPLIES					
	PACKING TAPE	14.98	ZOSEL'S TRUE VALUE		D-12312019-306	338
609.49750.210	BAGS, TISSUE, TOWELS	2,522.66	WEST CENTRAL SALES		D-12312019-306	363
		267.64	* TOTAL			
609.49750.235	1) LIQUOR FUND					
2) LIQUOR	3) BUILDING MAINTENANCE & SUPPL					
	SALT	29.37	DRIESSEN WATER INC		D-12312019-306	121
	GARBAGE SERVICE	213.51	MATTHEISEN DISPOSAL INC		D-12312019-306	173
	COOLER REPAIR	54.00	RANDY BENSON REFRIGERATI		D-12312019-306	247
	WREATH	45.00	INCIDENTAL FUND		D-12312019-306	223
	GASKET REPAIR KIT	15.93	HAWLEYS INC		D-12312019-306	570
	WATER FILTERS	24.37	DRIESSEN WATER INC	024988	M-12312019-305	70

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK DATA	JE-ID	LINE#
609.49750.235		382.18	* TOTAL			
609.49750.254	1) LIQUOR FUND					
2) LIQUOR	3) OFF SALE MIX PURCHASES					
	ICE	106.48	ARCTIC GLACIER USA INC	D-12312019-306		112
	OFF SALE MIX	226.70	PEPSI	D-12312019-306		149
	MIX	382.65	VIKING COCA COLA BOTTLIN	D-12312019-306		155
		715.83	* TOTAL			
609.49750.254	1) LIQUOR FUND					
2) LIQUOR	3) ON SALE MISC PURCHASES					
	JUICE & LIMES	10.07	DAROLD'S SUPER VALUE	D-12312019-306		124
	PIZZAS	561.50	HARRYS FROZEN FOOD	D-12312019-306		135
	SNACKS	54.70	MONTE CANDY COMPANY	D-12312019-306		140
	PREMIX	226.10	VIKING COCA COLA BOTTLIN	D-12312019-306		155
	SNACKS	512.82	HENRY'S FOODS, INC.	D-12312019-306		284
		1,364.96	* TOTAL			
609.49750.307	1) LIQUOR FUND					
2) LIQUOR	3) MANAGEMENT FEES	2,309.00	GENERAL FUND	024989 M-12312019-305		71
609.49750.321	1) LIQUOR FUND					
2) LIQUOR	3) TELEPHONE	46.03	CENTURYLINK	D-12312019-306		128
	LOCAL SERVICE					
609.49750.333	1) LIQUOR FUND					
2) LIQUOR	3) FREIGHT ON LIQUOR	385.80	COUNTRY PET FOODS	D-12312019-306		119
	FREIGHT					
609.49750.343	1) LIQUOR FUND					
2) LIQUOR	3) ADVERTISING	219.00	HEADWATERS MEDIA	D-12312019-306		137
	LIQUOR ADS	80.39	MONITOR & NEWS	D-12312019-306		139
	LIQUOR ADS	107.39	BENSON PUBLIC SCHOOL	024980 M-12312019-305		55
	RENAISSANCE	416.78	* TOTAL			
609.49750.360	1) LIQUOR FUND					
2) LIQUOR	3) INSURANCE	103.78	MN UI FUND	D-12312019-306		415
	UNEMPLOYMENT-UNKE					
609.49750.381	1) LIQUOR FUND					
2) LIQUOR	3) UTILITIES	877.22	MUNICIPAL UTILITIES	D-12312019-306		146
	UTILITIES					
609.49750.383	1) LIQUOR FUND					
2) LIQUOR	3) HEATING COST	229.60	MUNICIPAL UTILITIES	D-12312019-306		147
	UTILITIES					
609.49750.430	1) LIQUOR FUND					
2) LIQUOR	3) MISCELLANEOUS	211.66	CHARTER COMMUNICATIONS	D-12312019-306		118
	CABLE SERVICE					
609.49750.438	1) LIQUOR FUND					
2) LIQUOR	3) LAUNDRY	42.52	BENSON LAUNDRY-MAT HOUSE	D-12312019-306		114
	MATS, TOWELS, & MOPS	44.38	BENSON LAUNDRY-MAT HOUSE	D-12312019-306		302
	MATS	86.90	* TOTAL			
653.37310	1) GARBAGE COLLECTION FUND					
2) SALE OF GARBAGE TAGS	14 GARBAGE TAG REFUND	16.37	INCIDENTAL FUND	D-12312019-306		321
653.43240.210	1) GARBAGE COLLECTION FUND					
2) GARBAGE DISPOSAL	3) OPERATING SUPPLIES	98.44	MONITOR & NEWS	D-12312019-306		398
	TREE PICKUP GARBAGE	14.67	UNITED ACCOUNTS	D-12312019-306		413
	COLLECTION FEE	113.11	* TOTAL			
653.43240.210	1) GARBAGE COLLECTION FUND					
2) GARBAGE DISPOSAL	3) MANAGEMENT FEES	798.00	GENERAL FUND	039331 M-12312019-305		92
	MANAGEMENT FEES					

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FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
653.43240.310	1) GARBAGE COLLECTION FUND				
2) GARBAGE DISPOSAL	3) CONTRACTED SERVICES				
	GARBAGE CONTRACT	8,662.00	MATTHEISEN DISPOSAL, INC	D-12312019-306	7
653.43240.384	1) GARBAGE COLLECTION FUND				
2) GARBAGE DISPOSAL	3) REFUSE DISPOSAL				
	TIPPING FEES	4,042.40	SWIFT CO ENVIRONMENTAL S	D-12312019-306	154

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TOTAL NUMBER OF RECORDS PRINTED 353

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	63,790.74
	LIBRARY FUND	3
	SMALL CITIES GRANT FUND 2005	3
	GENERAL CAPITAL OUTLAY FUND	3
	STORM WATER FUND	
	G.O. BONDS SERIES 2014A	458
	ECONOMIC DEV. AUTHORITY FUND	148
	NSP (XCEL ENERGY) GRANT FUND	17
	WATER FUND	3
	SEWER COLLECTION & DISPOSAL	7
	ELECTRIC FUND	3
	LICUOR FUND	1
	GARBAGE COLLECTION FUND	1
	TOTAL ALL FUNDS	803,532.21

BANK RECAP:

BANK	NAME	DISBURSEMENTS
GREN	GENERAL BANK CHECKING ACCT	102,184.78
LICOR	LICUOR FUND	51,806.37
NAVY	ENTERPRISE FUNDS	146,610.92
RUST	ECONOMIC DEV. AUTHORITY CHKN	502,930.14
	TOTAL ALL BANKS	803,532.21

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101.41110.433	1) GENERAL FUND							
2) MAYOR & COUNCIL	3) DUES & SUBSCRIPTIONS							
	GENERAL ASSESSMENT	5,855.00	CGMC	51865	D-01022020-307	254		
	ENVIRONMENTAL ASSESSMENT	954.00	CGMC	51865	D-01022020-307	255		
101.41110.433		6,809.00	* TOTAL					
101.41300.433	1) GENERAL FUND							
2) ADMINISTRATION & FINANCE	3) DUES & SUBSCRIPTIONS							
	SUBSCRIPTION	227.24	WEST CENTRAL TRIBUNE		D-01022020-307	259		
101.41940.235	1) GENERAL FUND							
2) CITY HALL	3) BUILDING MAINTENANCE & SUPPL							
	2020 MONITORING	192.00	HEARTLAND SECURITY SERVI	51867	D-01022020-307	250		
101.42100.201	1) GENERAL FUND							
2) POLICE DEPARTMENT	3) OFFICE SUPPLIES							
	NOTARY RENEWAL -MOLDEN	120.00	SECRETARY OF STATE	51870	D-01022020-307	258		
101.42100.235	1) GENERAL FUND							
2) POLICE DEPARTMENT	3) BUILDING MAINTENANCE & SUPPL							
	DOOR REPAIR	84.00	EXCEL OVERHEAD DOOR	51866	D-01022020-307	257		
	FEB-JAN MONITORING	192.00	HEARTLAND SECURITY SERVI	51867	D-01022020-307	232		
		276.00	* TOTAL					
101.42100.310	1) GENERAL FUND							
2) POLICE DEPARTMENT	3) CONTRACTED SERVICES-CLEANING							
	POLICE DEPT 12/1-12/28	400.00	MCGEARY/THOMAS	51868	D-01022020-307	210		
101.42200.433	1) GENERAL FUND							
2) FIRE DEPARTMENT	3) DUES & SUBSCRIPTIONS							
	2020 MEMBER DUES	225.00	MSFDA	51869	D-01022020-307	231		
211.45500.235	1) LIBRARY FUND							
2) LIBRARY	3) BUILDING MAINTENANCE & SUPPL							
	2/20-1/21 MONITORING	192.00	HEARTLAND SECURITY SERVI	51867	D-01022020-307	249		
	FEB-APR MONITORING-FIRE	83.85	HEARTLAND SECURITY SERVI	51867	D-01022020-307	251		
		275.85	* TOTAL					
211.45500.310	1) LIBRARY FUND							
2) LIBRARY	3) CONTRACTED SERV - CLEANING							
	CLEAN LIBRARY	395.00	MCGEARY/THOMAS	51868	D-01022020-307	26		
509.47000.601	1) G.O. BONDS SERIES 2014A							
2) DEBT SERVICE	3) PRINCIPAL PAYMENTS							
	PRIN ON BONDS	60,000.00	US BANK TRUST NATIONAL A	51871	D-01022020-307	237		
	PRIN ON BONDS	45,000.00	US BANK TRUST NATIONAL A	51871	D-01022020-307	240		
	PRIN ON BONDS	105,000.00	* TOTAL					
509.47000.601	1) G.O. BONDS SERIES 2014A							
2) DEBT SERVICE	3) INTEREST ON BOND PAYMENTS							
	INT ON BONDS	4,497.50	US BANK TRUST NATIONAL A	51871	D-01022020-307	238		
	INT ON BONDS	4,337.50	US BANK TRUST NATIONAL A	51871	D-01022020-307	239		
	INT ON BONDS	4,835.00	* TOTAL					
520.47000.601	1) G.O. CAPITAL IMP BONDS '17B							
2) DEBT SERVICE	3) PRINCIPAL PAYMENTS							
	PRIN ON BONDS	60,000.00	US BANK TRUST NATIONAL A	51871	D-01022020-307	235		
520.47000.611	1) G.O. CAPITAL IMP BONDS '17B							
2) DEBT SERVICE	3) INTEREST ON BOND PAYMENTS							
	INT ON BONDS	12,537.50	US BANK TRUST NATIONAL A	51871	D-01022020-307	236		
521.47000.601	1) G.O. BONDS 2012A REFUNDING							
2) DEBT SERVICE	3) PRINCIPAL PAYMENTS							
	PRIN ON BONDS	65,000.00	US BANK TRUST NATIONAL A	51871	D-01022020-307	245		
521.47000.611	1) G.O. BONDS 2012A REFUNDING							
2) DEBT SERVICE	3) INTEREST ON BOND PAYMENTS							
	INT ON BONDS	1,921.25	US BANK TRUST NATIONAL A	51871	D-01022020-307	246		
601.22500	1) WATER FUND							
2) BONDS PAYABLE	PRIN ON BONDS	18,000.00	US BANK TRUST NATIONAL A	39319	D-01022020-307	241		

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FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
601.49400.611 2) WATER DEPARTMENT	1) WATER FUND 3) INTEREST ON BOND PAYMENTS INT ON BONDS	2,547.85	US BANK TRUST NATIONAL A	39319	D-01022020-307	242
602.22500 2) BONDS PAYABLE	1) SEWER COLLECTION & DISPOSAL PRIN ON BONDS	22,000.00	US BANK TRUST NATIONAL A	39319	D-01022020-307	243
602.43250.226 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) MAINTAIN SYSTEM ANNUAL SERVICE	1,584.00	OMNI SITE	39318	D-01022020-307	233
602.43250.611 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) INTEREST ON BOND PAYMENTS INT ON BONDS	3,114.03	US BANK TRUST NATIONAL A	39319	D-01022020-307	244
604.22501 2) GO BONDS PAYABLE	1) ELECTRIC FUND PRIN ON BONDS	55,000.00	US BANK TRUST NATIONAL A	39319	D-01022020-307	247
604.49660.331 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) TRAVEL AND MEALS MRES AIR FARE	570.69	BANKCARD CENTER	39317	D-01022020-307	253
604.49660.611 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) INTEREST EXPENSE INT ON BONDS	1,633.75	US BANK TRUST NATIONAL A	39319	D-01022020-307	248
609.49750.210 2) LIQUOR	1) LIQUOR FUND 3) OPERATING SUPPLIES MONITORING	205.20	HEARTLAND SECURITY SERVI	24982	D-01022020-307	230
609.49750.310 2) LIQUOR	1) LIQUOR FUND 3) CONTRACTED SERVICES-CLEANING LIQUOR STORE CLEANING	825.00	BENSON/KIMBERLY	24981	D-01022020-307	4
609.49750.430 2) LIQUOR	1) LIQUOR FUND 3) MISCELLANEOUS 2020 DUES	363.00	AMERICAN SOCIETY OF COMP	24980	D-01022020-307	252

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TOTAL NUMBER OF RECORDS PRINTED

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FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	8,249.24
211	LIBRARY FUND	670.86
509	G.O. BONDS SERIES 2014A	109,835.00
520	G.O. CAPITAL IMP BONDS '17B	72,537.00
521	G.O. BONDS 2012A REFUNDING	66,921.35
601	WATER FUND	20,547.85
602	SEWER COLLECTION & DISPOSAL	26,698.03
604	ELECTRIC FUND	57,204.44
609	LIQUOR FUND	1,393.20
TOTAL ALL FUNDS		364,057.36

BANK RECAP:

BANK	NAME	DISBURSEMENTS
GREN	GENERAL BANK CHECKING ACCT	258,213.84
LIOR	LIQUOR FUND	1,393.20
NAVY	ENTERPRISE FUNDS	104,450.32
TOTAL ALL BANKS		364,057.36