

**MINUTES - BENSON CITY COUNCIL - REGULAR MEETING
JANUARY 2, 2014**

The meeting was called to order at 5:30 p.m. by the Mayor. Members present: Mike Fugleberg, Paul Kittelson & Sue Fitz. Members Absent: Ben Hess, Gary Landmark. Also present: City Manager Rob Wolfington, Director of Finance Glen Pederson, Public Works Director Elliot Nelson, Police Chief Ian Hodge, Benson Baseball Association Representative Barb Schwartz, Stephanie Heinzig and Jack Evenson.

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

- December 16, 2013 City Council Meeting
- November 21, 2013 EDA Meeting
- December 13, 2013 Safety Committee Meeting

It was moved by Fugleberg, seconded by Fitz and carried unanimously to appoint Jon Buyck to the EDA with his term ending December 31, 2017.

It was moved by Fugleberg, seconded by Fitz and carried unanimously to appoint Wendy Munsterman to the Park board with her term ending December 31, 2016.

Wolfington reviewed a memo from Missouri River Energy Services (MRES) discussing the MRES Board Policy on retail distributed generation and its relationship to the net metering law in Minnesota and MRES and the utility's obligation to buy and sell power from Qualifying Facilities as well as customers that want to interconnect wind or solar powered generation.

It was moved by Fitz, Seconded by Fugleberg and carried unanimously to approve Chamber of Commerce annual memberships for the Liquor Store and Electric Utility.

Wolfington presented a settlement summary from Travelers Insurance for damages to city property from the June 2013 storms. We have received the payment from Travelers and \$59,810 reimbursement from FEMA so far.

Next was a memo from PeopleService, Inc. notifying us per our operations and maintenance agreement with them. There will be a 1.2% increase as of January 1, 2014. The expenditure amount will increase from \$28,125 to \$28,463 and the monthly compensation increase will be from \$36,604 per month to \$37,043 per month in 2014. There was discussion on the City making chemical purchases this year as the City is now tax exempt on chemical purchases as of January 1, 2014. The City Manager indicated that he will negotiate that with them.

Barb Schwartz with the Benson Baseball Association approached the Council. The electronic scoreboard on Chief's Field was damaged in the June 2013 storm. Cost for a new scoreboard will run around \$13,000 depending on options. She stated there are other organizations intending to help with the cost of replacing the scoreboard. It was moved by Fitz, seconded by Fugleberg and carried unanimously to apply \$3,314.99 from Travelers Insurance proceeds for the old sign and batting cage then divide the balance of the cost of the sign between the school and the City. The City Manager also noted that the scoreboard on the softball field will probably need replacing in the near future.

The Mayor acknowledged overnight travel to the MRES Board meeting January 8-9, 2014 in Sioux Falls, SD by the City Manager, MN State Hospital Association Trustee Conference January 10-11, 2014 by the City Manager. Also new Council Members Heinzig and Evenson will attend the League of MN Cities Newly Elected Official Orientation January 31-February 1, 2014 along with the City Manager.

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

Emergency Chain of Command	Paul Kittelson Sue Fitz Mike Fugleberg Jack Evenson Stephanie Heinzig
Economic Development Authority	Fugleberg and Kittelson
Fire Board	Fitz and Evenson
HRA	Heinzig and Fitz
Library Board	Fitz
Liquor Committee	Evenson and Heinzig
Park Board	Evenson and Kittelson
Personnel Committee	Heinzig and Fugleberg
Planning Commission	Fitz
President Pro-Tem	Fitz
Civil Cases: City Attorney	Don Wilcox
Civil Cases: Assistant City Attorney	Ben Wilcox
Attorney Handling Criminal Cases	Wilcox Law Office

It was moved by Fugleberg, seconded by Fitz and carried unanimously to designate the Monitor News as the official newspaper in 2014.

It was moved by Fitz, seconded by Fugleberg 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 Fitz, seconded by Fugleberg and carried unanimously to designate 2014 City Council meeting dates on the first and third Mondays of each month at 5:30 p.m. When a meeting date falls on a holiday the proceeding Monday will be the designated meeting date. The next City Council Meeting date was moved to January 13, 2014.

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

All Accounts:	Mayor Paul Kittelson, City Manager Robert Wolfington, and Director of Finance Glen Pederson
Incidental Fund:	Lisa Kent and Valerie Alsaker
Hospital & Meter Rent Account:	Lisa Kent
Cafeteria Plan Trust:	Lisa Kent and Justin Kroeger-Flexible Benefit Administrators

It was moved by Fitz, seconded by Fugleberg and carried unanimously to schedule the Board of Review on April 21, 2014 from 5:30 pm to 6:30 pm.

It was moved by Fugleberg, seconded by Fitz and carried unanimously to approve a project in the Benson Small Cities grant program in the amount of \$6,940.00.

It was moved by Fugleberg, seconded by Fitz and carried unanimously to approve a project in the Benson Small Cities grant program in the amount of \$6,702.00.

It was moved by Fugleberg, seconded by Fitz and carried unanimously to approve a project in the Benson Small Cities grant program in the amount of \$5,365.00.

Nelson came forward to request that the Council solicit quotes for the 15th St. S./Hall Ave. sewer reconstruction, 15th St. S. water reconstruction and Church Street water reconstruction. There was discussion on the 15th St. S. sewer reconstruction of four homes with a failing sewer line which goes through their back yards. It is estimated to be 50 years old and constructed of orangeberg pipe. Engineers have determined the services cannot be connected to the 15th St. S. sanitary sewer as the storm sewer is in the way. There was discussion about the project and possible assessments. Consensus was to take quotes for the 15th St. S. water project, 15th St. S./Hall Ave. sewer repair project, Church Street water reconstruction project, and Kansas Ave. point repair. The opening will be on January 9, 2014, and brought to Council at the meeting on January 13, 2014. Nelson said the repairs on the trickling filter are going well.

Wolfington said the air emission permit for the power plant is in the 45 day review period. MRES has reviewed the draft permit with the MPCA and feels we should still be able to meet our obligations with the new permit.

The Wastewater plant discharge elimination system permit is also in draft form and due on January 13, 2014. Nelson stated the City's Wellhead Protection plan will be due in the next 30 days. Wolfington has been working with engineers on the plan.

Councilman Fitz offered the following resolution:

**RESOLUTION DESIGNATING AUTHORIZED REREPRESENTATION
(RESOLUTION NO. 2014-01)**

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, Paul Kittelson, is hereby authorized and appointed with equal powers.

Council Member Fugleberg seconded the foregoing Resolution and the following vote was recorded: AYES: Fugleberg, Fitz, Kittelson. NAYS: None. Thereupon the Mayor declared Resolution 2014-01 duly passed and adopted.

Nelson presented two bids for aviation fuel at the airport. They are as follows:

Arrow Energy	4,000 gallons	\$4.0989
	1,000 gallons	\$4.6099
Dooley's Petroleum	4,000 gallons	\$4.177
	1,000 gallons	\$4.477

After discussion, it was moved by Fugleberg, seconded by Fitz and carried unanimously to approve a 4,000 gallon fuel purchase from Arrow Energy in the amount of \$4.0989 per gallon.

Wolfington presented a quote from Mlazgar Associates for lighting in the creamery parking lot. Wolfington stated the quote is for decorative lights which would match the ones in the railroad parks. The other option is to use the standard light poles. It was moved by Fitz, seconded by Fugleberg and carried unanimously to approve the quote for decorative lights in the amount of \$18,240.00

It was moved by Fugleberg, seconded by Fitz and carried unanimously to temporarily appoint Chuck Koenigs to the Swift County-Benson Hospital Board for a term of six months while Board Member Mark Frank recovers from illness.

Mayor Kittelson acknowledged the 2014 Safety Training schedule.

Mayor Kittelson stated there were three items he wished to address for the elected officials. First each Council Member will have their own separate City e-mail address separate from their personal e-mail address to conduct City business with. The second item is for the Personnel Committee to conduct an exit interview with department head employees who leave the City. And the third item is to have more of a financial oversight with credit card purchases. The Mayor appointed Fitz and Heinzig to meet with Director of Finance Pederson before or after Council meetings to review credit card charges.

Wolfington presented an article from the Wall Street Journal which addresses the rising cost of flood insurance required by the National Flood Insurance Program.

Wolfington called for a personnel meeting after the City Council meeting tonight.

There being no other business, a motion was made by Fitz, seconded by Fugleberg and carried unanimously to adjourn the meeting at 6:26 p.m.

Mayor

City Clerk