

**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 ~~\$35~~50 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 optr]
• 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]
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• 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]
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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