

**City Council Meeting Agenda**  
**City Council Chambers**  
**January 22, 2018**

**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.

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?**  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**
  - a. Minutes
    - 1.2.18 City Council Meeting
    - 1.8.18 Library Board Meeting
  - b. Correspondence:
    - Police Report
    - Public Works Report
    - Benson Golf Club Annual Meeting Report
  - c. Applications:
    - Northern Lights Snowmobile Club Gambling Permit April 6, 2018
5. Persons With Unscheduled Business to Come Before the City Council
6. Economic Development Survey **Information Only**
7. Nuisance Structure at 1950 McKinney Ave. **Action Requested**
8. Consider Resolutions Designating Authorized Representation: **Action Requested**
  - MRES
  - WMMPA
9. Consider 2020 Comprehensive Plan Proposal – Stantec **Action Requested**
10. Consider Pay Request for Police Dept. Bldg. – Marcus Construction **Action Requested**
  - Change Order - \$3,120.00
  - Change Order - <\$6,965.20>
  - Pay Request No. 6 - \$11,630.79
11. Consider Pay Request No 4 - Police Dept Bldg. – Chappell Central-\$24,431.62 **Action Requested**
12. Consider Pay Request for Police Dept. Bldg. - Steve Ricard- \$11,850.00 **Action Requested**
13. Consider Pay Request for Police Dept. Bldg.- Doug & Renee Magnuson-\$2,000 **Action Requested**
14. Pay Equity Report **Action Requested**

15. Budgets: **Action Requested**
- General Capital Outlay
  - Concrete Projects
  - Storm Water
  - EDA
  - Community Development Revolving Fund
  - Liquor Fund
  - Garbage Collection Fund
  - Utility Fund
16. Bills & Warrants: **Action Requested**
- December 2017
  - January 2018
17. Adjourn: Mayor

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 - REGULAR MEETING  
JANUARY 2, 2018**

The meeting was called to order at 5:30 p.m. by Mayor Collins. Members present: Terri Collins, Jack Evenson, Mark Schreck & Lucas Olson. Members Absent: None. Also present: City Manager Rob Wolfington, Director of Finance Glen Pederson, Assistant City Attorney Ben Wilcox, Police Chief Ian Hodge, Public Works Director Dan Gens, Tim & Olive Berens, Patty Schreck, Larry Smith and Scott Collins.

The Council recited the Pledge of Allegiance.

Pederson approached the Council to perform the Oath of Office with new Mayor Terri Collins and Councilmembers Mark Schreck and Jack Evenson.

Mayor Collins asked if there were any changes to the agenda. Wolfington asked to add correspondence from MPCA on the City lead & copper testing. It was moved by Evenson, seconded by Olson and carried unanimously to approve the amended agenda.

It was moved by Evenson seconded by Olson and carried unanimously to approve the following items on the Consent Agenda:

- December 18, 2017 City Council Minutes
- Charter Communications Channel Changes
- Larry Smith to the Park Board
- Larry Smith to the Airport Board
- Pastor Zane Anderson to the Cemetery Board
- Jan Baukol to the Park Board

The Mayor asked for people with unscheduled business to which there were none.

Mayor Collins opened the Public Hearing at 5:34 p.m. on a nuisance structure. The structure runs from the house to the garage at 1950 McKinney Ave. covered in plastic. Wilcox and Wolfington approached the Council. Wilcox explained ordinance Chapter 97 addressing temporary and dangerous structures. Wolfington explained after the structure went up, staff determined the structure to be a nuisance and likely won't hold up in the weather. Tim Berens approached the Council. He explained he should be able to keep the structure as he has had a fractured hip, and it wouldn't be good if he fell on the ice, so he put up the temporary structure. He said he would take it down in the spring and is open to working with the building official to making a permanent structure in the summer. Evenson asked if the structure would be up every year to which Berens replied no. Wolfington had Building Official Mike Jacobson on speaker phone. Jacobson stated he has had several conversations with Berens on the structure. Berens asked what he could construct. Jacobson said he needs plans, schematics of how it will look and that it needs to look like it is part of the house. Once plans are approved and a building permit obtained, he can move forward. After further discussion, it was moved by Evenson, seconded by Olson and carried unanimously to declare the structure a nuisance. Wilcox stated once the structure is declared a nuisance, the homeowner will have a time frame to remove it. If not removed by the homeowner the City will remove it at the homeowner's expense. It was moved by Olson to bring plans for an approved structure to the January 22, 2018 City Council Meeting and discuss the removal of the current structure at the time. The motion was seconded by Schreck and carried unanimously. Mayor Collins closed the public hearing at 6:06 p.m.

It was moved by Evenson, seconded by Schreck and carried unanimously to accept Collins resignation as Councilmember. There was discussion on filling the vacant position on the Council. It was moved by Evenson, seconded by Schreck and carried unanimously to table this discussion to the Strategic Planning Meeting January 19 & 20, 2018.

Councilmember Evenson offered the following resolution:

**A RESOLUTION GRANTING CHARTER COMMUNICATIONS  
A FRANCHISE EXTENSION TO JUNE 30, 2018  
(RESOLUTION NO. 2018-01)**

**WHEREAS**, on or about July 14, 2003, the City of Benson, Minnesota (“City”) granted a Cable Television Franchise Ordinance (“Franchise”) to CC VIII Operating, LLC d/b/a Charter Communications (“Charter”); and

**WHEREAS**, the initial term of the Franchise expired on or about September 18, 2013; and

**WHEREAS**, the City adopted Resolution No. 2013-14 on August 19, 2013 extending the term of the Franchise through and including September 19, 2014; and

**WHEREAS**, Charter executed said Resolution No. 2013-14 and agreed to continue complying with the Franchise, as amended by the Resolution; and

**WHEREAS**, the City adopted Resolution No. 2014-13 on September 8, 2014 extending the term of the Franchise through and including March 31, 2015; and

**WHEREAS**, Charter executed said Resolution No. 2014-13 and agreed to continue complying with the Franchise, as amended by the Resolution; and

**WHEREAS**, the City adopted Resolution No. 2015-04 on March 2, 2015 extending the term of the Franchise through and including August 31, 2015; and

**WHEREAS**, Charter executed said Resolution No. 2015-04 and agreed to continue complying with the Franchise, as amended by the Resolution; and

**WHEREAS**, the City adopted Resolution No. 2016-06 on February 22, 2016 extending the term of the Franchise through and including July 18, 2016; and

**WHEREAS**, Charter executed said Resolution No. 2016-06 and agreed to continue complying with the Franchise, as amended by the Resolution; and

**WHEREAS**, the City adopted Resolution No. 2016-18 on July 18, 2016 extending the term of the Franchise through and including December 31, 2016; and

**WHEREAS**, Charter executed said Resolution No. 2016-18 and agreed to continue complying with the Franchise, as amended by the Resolution; and

**WHEREAS**, the City adopted Resolution No. 2016-41 on December 19, 2016 extending the term of the Franchise through and including June 30, 2017; and

**WHEREAS**, Charter executed said Resolution No. 2016-41 and agreed to continue complying with the Franchise, as amended by the Resolution; and

**WHEREAS**, the City adopted Resolution No. 2017-12 on July 10, 2017 extending the term of the Franchise through and including December 31, 2017; and

**WHEREAS**, Charter executed said Resolution No. 2017-12 and agreed to continue complying with the Franchise, as amended by the Resolution; and

**WHEREAS**, both the City and Charter desire to extend the term of the Franchise to facilitate renewal negotiations under state and federal law.

**NOW, THEREFORE**, the City Council of the City of Benson, Minnesota hereby resolves as follows:

1. The Franchise is hereby amended by extending the term of the Franchise from January 2, 2018 through the date on which Charter's Franchise is either renewed or until and including June 30, 2018.
2. Except as specifically modified hereby, the Franchise shall remain in full force and effect.
3. The City and Charter hereby agree that neither waives any rights either may have under the Franchise or applicable law.
4. This Resolution shall become effective upon the occurrence of both of the following conditions: (1) The Resolution being passed and adopted by the Benson City Council; and (2) Charter's acceptance of this Resolution.

Councilmember Olson seconded the foregoing resolution and the following vote was recorded: AYES: Collins, Evenson, Schreck, Olson. NAYES: None. Thereupon the Mayor declared Resolution 2018-01 duly passed and adopted.

The Council discussed the Chamber of Commerce 2018 membership. After discussion it was moved by Evenson, seconded by Olson and carried unanimously to approve a \$50 Government and Retail membership and \$160 membership for the Liquor Store.

Wolfington discussed the MMUA Safety Training contract previously approved, presenting the syllabus and stated the first class will start tomorrow.

Wolfington said the Small Cities Grant funds just came in from the State. He presented a contract for professional services between the City of Benson and the Upper Minnesota Valley Regional Development Commission. After discussion it was moved by Olson, seconded by Schreck and carried unanimously to approve the contract as presented.

It was moved by Evenson, seconded by Olson and carried unanimously to approve a pay request from Heartland Security for installation of the access system at the police department in the amount of \$14,738.00.

It was moved by Evenson, seconded by Olson and carried unanimously to approve a pay request from Heartland Security for installation of the camera security system in the amount of \$10,450.00.

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

Emergency Chain of Command

Terri Collins

Jack Evenson  
Lucas Olson  
Mark Schreck

Economic Development Authority	Schreck and Evenson
Fire Board	Schreck and Evenson
HRA	Olson
Library Board	Collins
Liquor Committee	Collins and Olson
Park Board	Evenson
Personnel Committee	Schreck and Collins
Planning Commission	Evenson
President Pro-Tem	Evenson
Utility Committee	Olson and Evenson
Facilities Committee	Schreck and Evenson
Kid Day Committee	Olson and Evenson
Hospital Board	Collins
Blight Committee	Collins and Olson
Civil Cases: City Attorney	Ben Wilcox
Civil Cases: Assistant City Attorney	Don Wilcox
Attorney Handling Criminal Cases	Wilcox Law Office

It was moved by Evenson, seconded by Schreck and carried unanimously to designate the Monitor News as the official newspaper in 2018.

It was moved by Evenson, seconded by Olson 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.

Meeting times and dates were reviewed for 2018. It was moved by Evenson, seconded by Olson and carried unanimously to approve the City Council meeting time and dates as presented.

It was moved by Evenson, seconded by Schreck and carried unanimously to authorize the following as check signers on all accounts: Mayor Terri Collins, City Manager Rob Wolfington 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: Lisa Kent and Valerie Alsaker.

It was moved by Evenson, seconded by Schreck and carried unanimously to authorize Lisa Kent as a check signer on the Hospital Fund.

It was moved by Collins, seconded by Heinzig and carried unanimously to schedule the Board of Review on April 16, 2018 from 5:30 pm to 6:00 pm.

Next Gens discussed water copper and lead testing. The City has failed the copper test with the State of Minnesota. We have passed lead testing. He went on to say the City has been following direction from the State on remedying the copper issue and not getting results. He stated he and staff are digging into the issue further.

There being no further business to come before the Council upon motion by Evenson, seconded by Olson and carried unanimously to adjourn the Council meeting at 6:33 p.m.

---

Mayor

**Benson Public Library  
Board Meeting  
Monday Jan 8, 2018**

**1. Call meeting to order**

By Terri Collins at 5:08

In attendance: Terri Collins, Dixie Golden, Susan Snow, Archie Lee, Linda Carstens, Dawn Dailey, Lisa Peterson. Absent: Barb Nelson, Jill Hedman.

**2. Changes / Approval of Agenda**

Lisa made a motion to accept the agenda, seconded by Susan Motion pass

**3. Changes / Approval of last Meeting Minutes (included with packet)**

Archie made a motion to accept minutes, Dixie 2<sup>nd</sup>. Motion Pass

**4. Head Librarians Report Jan. 8, 2017**

**Library Events and Happenings:**

October

- Oct 12 Mandatory staff ELM training
- Oct 20/21 Directors Retreat at Lake Shetek
- Oct 24<sup>th</sup> Teen Night: Games and Pizza – Great turnout. @ 10 kids participated

November

- Nov. 3<sup>rd</sup>. TEEN Co-op meeting. Coming up with new ideas for Teen grants.
- Nov. 15<sup>th</sup> Allen Eskens 6:00 pm @26 pp attended
- Nov. 30 Bus trip to Willmar ~ Barn Theatre ~ A Christmas Story

December

- Dec 5<sup>th</sup> James Mohs Author.
- Dec. 18<sup>th</sup> Mr. & Mrs. Claus (They provided treat bags for everyone ~ FOL paid their fee)

January

- Winter Reading Program Jan 3- March 31,2018
- Story hour at the daycares has begun.
- Upcoming events include a card class and Chalk Couture  
Jan. 16 Chalk Couture ~ newest art crave  
Jan. 25 Card making class (Valentines)
- All staff training on Sierra Feb 1<sup>st</sup> & 8<sup>th</sup>. Library will be closed 10:00 until 1:30ish/2:00
- Started working on numbers for state report that I send into PLS.

Meeting room numbers:

308 total meetings in meeting room = 960 pp for public meetings & 1143 pp for library meetings  
159 kids programs, 1846 kids attended and 512 adults attended

❖ I will send report to Terri, when I finished, she will include it in City council packet

**Friends of the Library (FOL)**

- Silent Auction Nov. 9-18 brought in @ \$1900.00
- FOL decorated for Christmas
- Working on getting a 501C3 status to help with funds and grants for the library.

**Benson Public Library  
Board Meeting  
Monday Jan 8, 2018**

**1. Call meeting to order**

By Terri Collins at 5:08

In attendance: Terri Collins, Dixie Golden, Susan Snow, Archie Lee, Linda Carstens, Dawn Dailey, Lisa Peterson. Absent: Barb Nelson, Jill Hedman.

**2. Changes / Approval of Agenda**

Lisa made a motion to accept the agenda, seconded by Susan Motion pass

**3. Changes / Approval of last Meeting Minutes (included with packet)**

Archie made a motion to accept minutes, Dixie 2<sup>nd</sup>. Motion Pass

**4. Head Librarians Report Jan. 8, 2017**

**Library Events and Happenings:**

October

- Oct 12 Mandatory staff ELM training
- Oct 20/21 Directors Retreat at Lake Shetek
- Oct 24<sup>th</sup> Teen Night: Games and Pizza – Great turnout. @ 10 kids participated

November

- Nov. 3<sup>rd</sup>. TEEN Co-op meeting. Coming up with new ideas for Teen grants.
- Nov. 15<sup>th</sup> Allen Eskens 6:00 pm @26 pp attended
- Nov. 30 Bus trip to Willmar ~ Barn Theatre ~ A Christmas Story

December

- Dec 5<sup>th</sup> James Mohs Author.
- Dec. 18<sup>th</sup> Mr. & Mrs. Claus (They provided treat bags for everyone ~ FOL paid their fee)

January

- Winter Reading Program Jan 3- March 31,2018
- Story hour at the daycares has begun.
- Upcoming events include a card class and Chalk Couture
- Jan. 16 Chalk Couture ~ newest art crave
- Jan. 25 Card making class (Valentines)
- All staff training on Sierra Feb 1<sup>st</sup> & 8<sup>th</sup>. Library will be closed 10:00 until 1:30ish/2:00
- Started working on numbers for state report that I send into PLS.

Meeting room numbers:

308 total meetings in meeting room = 960 pp for public meetings & 1143 pp for library meetings

159 kids programs, 1846 kids attended and 512 adults attended

❖ I will send report to Terri, when I finished, she will include it in City council packet

**Friends of the Library (FOL)**

- Silent Auction Nov. 9-18 brought in @ \$1900.00
- FOL decorated for Christmas
- Working on getting a 501C3 status to help with funds and grants for the library.

## 5. Old Business

Terri is still looking into the bench for outside this summer. Glen stated that there is money to purchase this item. Dawn also mentioned that we need to replace the book drop out back. It is rusting from sitting on the cement and the handle needs some work done to it for it does not always close properly.

We also talked about the wild flowers on the south side of the building. Terri will talk to the city about taking them out and maybe transplanting some of them out at Ambush Park. We would like to replace it with grass. Master Gardner's planted the flowers but do not and will not do the upkeep of the wild flowers. More discussion to come.....

## 6. New Business

Jill is allowed to stay on for an additional 3 years according to the city provisions:

Election of officers: Jill Hedman—President, Dawn Dailey—Secretary

Terri made a motion to elect Jill as President, Lisa 2<sup>nd</sup>, motion passed.

Susan made motion for Dawn to be secretary, Dixie 2<sup>nd</sup>, motion passed.

### § 32.02 TERM LIMITS.

All members of any board or commission who are appointed to serve thereon by the City Council shall be hereafter prohibited from serving on any one of said boards or commissions for more than two consecutive terms of office. Provided, however, that any person who has previously served on such boards or commissions upon the expiration of one year or more after his or her two consecutive terms of office has terminated, a person shall become eligible for reappointment to a board or commission on which they have previously served two terms, one year after the term has expired. The limitation to term of membership as hereinabove set forth shall not apply to ex officio or non-voting members of said boards or commissions. This provision shall take effect on and after July 1, 1976.  
( '75 Code, § 2.302) (Ord. 1061.88 passed 1-7-88)

## 7. Open to Public

## 8. Adjournment

Motion made by Dawn to adjourn the meeting, Lisa 2<sup>nd</sup>. Motion passed. Adjourned 6:16 pm

Next meeting: APRIL 9th at 5:00pm in the Benson Library meeting room

## Council Report 01/02/2018

The following is a summary of Police Dept activities for the month of December 2017.

BPD Officers conducted 122 Traffic Stops in December 2016, in December of 2017, BPD conducted 100 Traffic stops.

BPD Officers arrested 4 people for DUI in December 2016. BPD had 1 person arrested for DUI in December 2017.

BPD Officers issued 32 traffic and non-traffic citations in December 2016, 43 Citations were issued in December 2017.

BPD Officers were involved in 6 Domestic incidents in December 2016, 8 Domestic incidents in December 2017.

BPD Officers arrested 11 people in December 2016, 6 in December 2017.

BPD Officers were overall involved in 406 incidents in December 2016, and 403 in December 2017.

# Public Works Report January 22, 2018

## **Electric:**

- Trucks are being brought in for yearly inspection.
- Tree trimming will begin soon as weather permits.
- Getting projects lined up for summer, residential underground, south end of town.
- Had transformer get hit on Atlantic by a vehicle in the same place as last year. Will be placing bollards up for next year so stave off a repeat.

## **Parks:**

- Brooms are the activity lately. We do so much work on the sidewalk brooms because they are used year round that we are going to start rotating in new ones more often because repairs are more expensive and time consuming. Lost time during snow events is rough.
- Same as every year we are rehabbing picnic tables and benches. Many of the benches have been thrown away. They were not very durable and didn't last long. We are slowly replacing them with more hardy all weather benches.

## **Water:**

- Working very hard on a solution to our elusive copper problem. We are running a lot of in-house testing and doing some in-house research. I believe we are closing in on a solution that will not only be simple but free.
- In researching water troubles I believe we may have discovered the problem that has been destroying the boilers at the pool. If so it could mean significant savings.
- Water licenses: Jerry Stranlund (PeopleService) Class B, Dan Gens (City of Benson) Class B, Gary Searcy (City of Benson) Class C, Preston Flolo (City of Benson) Class D.

## **Wastewater:**

- New Jet/Vac truck recommendation coming soon. Very needed, very important.
- Wastewater licenses: Jerry Stranlund (PeopleService) Class A, Shawn Wilson (PeopleService) Class D, Dan Gens (City of Benson) Class A, Gary Searcy (City of Benson) Class D, Preston Flolo (City of Benson) Class D.

## **Streets:**

- Equipment maintenance is always part of the winter program.
- The guys have been removing a lot of hazardous trees lately in different parts of town.
- Planning for all the summer projects. We have a lot on the list for roads and sidewalks. We also have helping on the 14<sup>th</sup> street project and a lot of painting to do on crosswalks and parking etc. because some of it was held off last year due to the DOT project. Will be a busy summer.

BENSON GOLF CLUB MEMBERS  
ANNUAL MEETING  
JANUARY 15, 2018 6:00 PM

A big Thank You to all of our loyal members who helped us have a successful 2017. Memberships were up from 174 to 185 and green fees were also up in 2017.

We received many compliments on the condition of our golf course this year due to the great job Sally and her crew did in giving us first class playing conditions throughout the year. Also thanks to Pro Shop manager Adam Foslien and his crew for helping run and promote our club.

We are also fortunate to have a good partner in the Benson City council and administration. They have been very supportive and good to work with.

As you may have noticed, we are working on updating our clubhouse. This past year we spent \$3000.00 fixing the floor behind the bar, and \$7000.00 refurbishing the men's bathroom. The board also took care of the sagging floor in the fireplace room and the moisture problem under the floor (approximately \$14,000.00).

This winter the board has taken bids to reside the clubhouse plus replace and reconfigure the windows to upgrade the general appearance of the clubhouse. Estimated cost approximately \$150,000.00, including furniture and carpeting plus \$10,000.00 for additional tree trimming.

We have around \$100,000.00 in our building fund and would like to start a drive to raise approximately \$50,000.00 more. We are hoping members will be willing to donate funds to help us complete this project.

Donations can be made out to the Benson Golf Club Foundation which we set up this year. The Foundation is a 501C3 so donations to the Foundation are tax deductible. Co-chairmen of the Foundation are Tom Traen and Jeff Guest.

We are hoping you will support this project and give consideration to donating to the Foundation.

Again, thanks for your support. It is very much appreciated.

Board members:

Jerry Peterson, President, Craig Jenner, Vice-president  
Ron Vadnais, Treasurer, Brady Olson, Secretary  
Tom Traen, Mike Tolifson, Eileen Suter, Jeff Guest, Luke Foslien

**LG220 Application for Exempt Permit**

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

**Application Fee (non-refundable)**

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.  
 Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

**ORGANIZATION INFORMATION**

Organization Name: Northern Lights Trails Previous Gambling Permit Number: X-04998

Minnesota Tax ID Number, if any: \_\_\_\_\_ Federal Employer ID Number (FEIN), if any: 41-1872708

Mailing Address: PO Box 153

City: Benson State: MN Zip: 56215 County: Swift

Name of Chief Executive Officer (CEO): Michael Goff

CEO Daytime Phone: 320-808-7496 CEO Email: msgoff65@gmail.com  
 (permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): \_\_\_\_\_

**NONPROFIT STATUS**

Type of Nonprofit Organization (check one):

Fraternal  Religious  Veterans  Other Nonprofit Organization

**Attach a copy of one of the following showing proof of nonprofit status:**

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

**A current calendar year Certificate of Good Standing**  
 Don't have a copy? Obtain this certificate from:  
 MN Secretary of State, Business Services Division  
 60 Empire Drive, Suite 100  
 St. Paul, MN 55103  
 Secretary of State website, phone numbers:  
[www.sos.state.mn.us](http://www.sos.state.mn.us)  
 651-296-2803, or toll free 1-877-551-6767

**IRS income tax exemption (501(c)) letter in your organization's name**  
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

**IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**  
 If your organization falls under a parent organization, attach copies of both of the following:  
 1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and  
 2. the charter or letter from your parent organization recognizing your organization as a subordinate.

**GAMBLING PREMISES INFORMATION**

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): McKinney's on Southside

Physical Address (do not use P.O. box): 300 14th St S

Check one:  
 City: Benson Zip: 56215 County: Swift  
 Township: \_\_\_\_\_ Zip: \_\_\_\_\_ County: \_\_\_\_\_

Date(s) of activity (for raffles, indicate the date of the drawing): April 6, 2018

Check each type of gambling activity that your organization will conduct:  
 Bingo  Paddlewheels  Pull-Tabs  Tipboards  
 Raffle (total value of raffle prizes awarded for the calendar year, including this raffle: \$ \_\_\_\_\_)

**Gambling equipment** for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to [www.mn.gov/gcb](http://www.mn.gov/gcb) and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

**LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)**

**CITY APPROVAL for a gambling premises located within city limits**

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

The application is denied.

Print City Name: \_\_\_\_\_

Signature of City Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**The city or county must sign before submitting application to the Gambling Control Board.**

**COUNTY APPROVAL for a gambling premises located in a township**

The application is acknowledged with no waiting period.

The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

The application is denied.

Print County Name: \_\_\_\_\_

Signature of County Personnel: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**TOWNSHIP (if required by the county)**  
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: \_\_\_\_\_

Signature of Township Officer: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)**

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Michael Goff Date: 1-17-18  
(Signature must be CEO's signature; designee may not sign)

Print Name: Michael Goff

**REQUIREMENTS**

**Complete a separate application for:**

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

**Financial report to be completed within 30 days after the gambling activity is done:**  
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

**MAIL APPLICATION AND ATTACHMENTS**

**Mail application with:**

- a copy of your proof of nonprofit status; and
- application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

**To:** Minnesota Gambling Control Board  
1711 West County Road B, Suite 300 South  
Roseville, MN 55113

**Questions?**  
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

**RESOLUTION DESIGNATING AUTHORIZED REREPRESENTATION  
(RESOLUTION NO. 2018- )**

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 River 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 Rob Wolfington be and he 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. 2018- )**

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.



## PROPOSAL

---

**Date:** December 1, 2017  
**To:** Rob Wolfington, City of Benson  
**From:** Phil Carlson, AICP, Planner  
**Re:** Proposal to Update Benson Comprehensive Plan

---

### INTRODUCTION & PROJECT UNDERSTANDING

Stantec is pleased to present this proposal outline to update the City of Benson Comprehensive Plan. We propose to assist the City in an update to its 2000 Comprehensive Plan, which amended in 2010. The City also relies on the 2006 Central Business District Master Plan in its planning efforts, although an updated CBD Plan is not part of the scope for this process. The update is needed to provide the foundation for actions and decisions of the City, including its zoning and other regulations, and to support efforts to secure grants and funding for City projects.

Stantec's approach is to rely on the knowledge and effort of City staff in updating much of the information in the current Plan and to utilize phone or Skype meetings at several points in the process vs. traveling to Benson, to reduce time and cost. This proposal is an outline of scope, cost and schedule, and we will work with the City to refine necessary details in a contract, should this proposal be accepted.

### SCOPE OF SERVICES

The process of updating the Plan is divided into four phases as outlined in the attached table and chart. The tasks are further detailed as follows:

#### Phase 1 Project Initiation

- 1.1 Review previous studies, plans. Stantec staff will review the previous Comp Plan and Addendum, the CBD Master Plan, and other relevant plans or studies.
- 1.2 Call 1 - Planning Commission kickoff. Stantec will facilitate a phone conference with the Planning Commission at their regular meeting to initiate the process with the Planning Commission, reviewing schedule, scope, roles and overall goals of the process.
- 1.3 Call 2 - City staff/update document. Stantec will have a phone conference with the City Administrator and other City staff if needed to go through the current Comp Plan document and assess where information needs to be updated or changes made. We assume these initial changes will be made by the City and the City will provide Stantec with a Word document of the Plan as revised to use in subsequent edits. We also assume the City will provide Stantec with GIS parcel map files of the City for use in creating updated maps for the Plan.



**Re: Benson Comprehensive Plan Update Proposal**

### **Phase 2 Community Background and Visioning**

- 2.1 Outreach & online engagement. Stantec will work with the City to develop appropriate outreach materials and online engagement tools, which may include mailings, website ads, postings for social media, online surveys, or other means of informing the community of the Comp Plan process and of getting their input. This may also include phone or in-person interviews with key individuals or groups that the City specifically wants to target for inclusion. The extent of this engagement will depend on the time and resources the City wishes to put toward this effort, and Stantec will provide the City with estimates for the cost of various options.
- 2.2 Call 3 - Planning Commission/background. Stantec will facilitate a phone conference with the Planning Commission at their regular meeting to discuss the background information in the updated Plan document and invite their discussion of overall vision and goals for the City.
- 2.3 Prepare draft goals & policies. Based on the Planning Commission discussion and the previous Goals in the Plan, City staff will prepare a set of draft Goals and Policies, to be reviewed and discussed with Stantec, for discussion at the next Planning Commission meeting.
- 2.4 Meeting 1 - PC/vision & goals. Stantec will facilitate a meeting of the Planning Commission to discuss Vision and Goals, including high-level issues and vision, plus the draft Goals.
- 2.5 Summarize issues, vision, goals, engagement. Stantec will assist City staff in summarizing the discussion of issues, vision, and goals, including input from the online engagement efforts.
- 2.6 City Council - review background, goals. City staff will update the City Council on the background information, vision, goals and other input on the Plan process to this point. Stantec will not attend this meeting unless requested, as an additional cost.

### **Phase 3 Plan Element Updates**

The following tasks correspond to the various elements, or chapters, in the current 2000 Comprehensive Plan. Stantec will work with City staff to update the information and goals, as well as develop alternatives for changes to various plans, maps and programs that have come out of the discussion to this point. A new citywide survey is *not* included in the scope of this proposal, but can be provided as an additional cost, to be discussed with City staff.

- 3.1 Overview. Stantec will work with City staff to update the purpose, use and process sections as appropriate.
- 3.2 Community Background. Stantec will rely on City staff to have updated the information and statistics in the Background section and will provide additional research and analysis as budget allows.
- 3.3 Land Use. We assume the current land use classifications will be used in the Plan Update, unless the City has reason to modify that system, which may involve more time and could involve additional cost beyond the identified budget. We assume the City will provide



**Re: Benson Comprehensive Plan Update Proposal**

Stantec with an updated Existing Land Use Map, current to 2017 including surrounding Growth Areas, in digital form, to use for the Plan Update. If this is not available, Stantec will assist in preparing it as an additional cost. If sufficient information is available digitally, Stantec will prepare updated land use tables.

- 3.4 Housing. Stantec will update the Housing element, relying on City staff to provide updated information for the element from the 2010 Census or later estimates. We will work with City staff to update the other sections of this section as budget allows.
- 3.5 Transportation. Stantec will work with City staff to update the Transportation element, including maps, goals, and analysis of the current and future transportation system as information is known and available.
- 3.6 Community Facilities & Services. Stantec will work with City staff to update the Community Facilities element, including maps, goals, and analysis of the current and future facilities and services as information is known and available.
- 3.7 Park System Plan. Stantec will work with City staff to update the Park System element, including maps, goals, and analysis of the current and future facilities and programs as information is known and available.
- 3.8 Utilities. Stantec will work with City staff to update the Utilities element, including maps, goals, and analysis of the current and future needs as information is known and available.
- 3.9 Implementation. Stantec will work with City staff to draft a set of implementation goals, tools, programs, and procedures, based on the draft recommendations in the Plan Update.
- 3.10 Call 4 - Planning Commission update. Stantec will facilitate a phone conference with the Planning Commission at their regular meeting to discuss the draft elements described above, in preparation for the community open house meeting.
- 3.11 Prepare for Open House. Stantec will prepare maps, electronic presentations, handouts, and other pertinent information for a community Open House meeting, in discussion with City staff.
- 3.12 Meeting 2 - public Open House/background, goals. Stantec will facilitate a community Open House meeting to review the background information and Plan goals as they have been developed to this point. The intent is to share information and gather input from the community.



**Re: Benson Comprehensive Plan Update Proposal**

**Phase 4 Prepare Plan Document**

- 4.1 Prepare draft document. Stantec will compile the Plan Update document and maps based on the discussion to this point, for review by the City.
- 4.2 Call 5 - Planning Commission/Draft Plan. Stantec will facilitate a phone conference with the Planning Commission at their regular meeting to discuss the draft Plan.
- 4.3 City Council - review Draft Plan. City staff will update the City Council on the draft Plan. Stantec will not attend this meeting unless requested, as an additional cost.
- 4.4 Call 6 - discuss revisions. Stantec will have a phone conference with the City Administrator and other City staff if needed to go through revisions to the Plan that may have been discussed by the Planning Commission and City Council.
- 4.5 Revise Plan. Stantec will make revisions to the Plan as agreed to, and provide a document and maps to the City.
- 4.6 Meeting 3 - public Open House/PC hearing. Stantec will facilitate a community Open House meeting to review the Draft Plan, before a Planning Commission public hearing on the Plan. The Open House will be similar to other community meetings, to share the Draft Plan and gather input.
- 4.7 City Council adopt Plan. City staff will take the Final Plan to the City Council for their review and adoption.
- 4.8 Final plan revisions. Stantec will make final revisions to the Plan as needed, based on the above review and approval and provide the City with a Word document and map files.

**Task 5 Project Management**

- 5.1 On-going communication/management. This task involves ongoing emails, phone calls and other communication regarding the project schedule and budget.



December 1, 2017  
Rob Wolfington, City of Benson  
Page 5 of 7

**Re: Benson Comprehensive Plan Update Proposal**

## **COST OF SERVICES**

Stantec estimates the cost of our services to update the Comprehensive Plan as outlined in this proposal to be \$37,000, as detailed in the table attached. Our services would be charged on a time-plus-materials basis in accordance with our approved Rate Schedule for the City of Benson, and charged monthly to the City. We are open to discussing how to adjust the scope, schedule and cost can be modified to fit the City's needs and expectations for the Comp Plan Update.

## **SCHEDULE**

We estimate the scope of work outline here for the Comprehensive Plan Update will take approximately a year, as illustrated on the attached graph. This is an estimate only and will depend on a number of factors. We can discuss specific scheduling and timing details if this proposal is accepted.

## **STANTEC STAFF**

Phil Carlson, Senior Planner, will be the Project Manager for Stantec, assisted by:

- Katrina Nygaard, Planner
- Hongyi Duan, GIS Coordinator
- Eric Lembke, PE
- Todd Wichman, Landscape Architect
- Mark Powers, EIT, Transportation
- Other Stantec staff as needed throughout the process

Phil Carlson, AICP, Senior Planner  
[Phil.carlson@stantec.com](mailto:Phil.carlson@stantec.com)  
651-967-4555

**CITY OF BENSON  
COMPREHENSIVE PLAN UPDATE  
BUDGET**

		Proj Mgr Carlson \$160	Planner Nygaard \$110	GIS Duan \$125	Engr Lembke \$160	LA Wichman \$160	Transp Powers \$115	Expenses	Total
<b>Phase 1 Project Initiation</b>									
May-18	1.1 Review previous studies, plans	2	4	2	1				
Jun-18	1.2 Call 1 - Planning Commission kickoff	2	2						
Jun-18	1.3 Call 2 - City staff/update document	2	2						
	Phase Hours	6	8	2	1	0	0		17
	Phase Budget	\$960	\$880	\$250	\$160	\$0	\$0	\$0	\$2,300
<b>Phase 2 Community Background and Visioning</b>									
Jun-18	2.1 Outreach & online engagement	8	8						
Aug-18	2.2 Call 3 - Planning Commission/background	2	4						
Sep-18	2.3 Prepare draft goals & policies	1	3						
Sep-18	2.4 Meeting 1 - PC/vision & goals		10						550
Oct-18	2.5 Summarize issues, vision, goals, engagement	4	8						
Oct-18	2.6 City Council - review background, goals	1							
	Phase Hours	26	23	0	0	0	0		49
	Phase Budget	\$4,160	\$2,530	\$0	\$0	\$0	\$0	\$550	\$7,240
<b>Phase 3 Plan Element Updates</b>									
Nov-18	3.1 Overview		1						
Nov-18	3.2 Community Background	1	4	2					
Nov-18	3.3 Land Use	1	4	8					
Nov-18	3.4 Housing		4						
Nov-18	3.5 Transportation		2	4	2			8	
Nov-18	3.6 Community Facilities & Services		4	2	4				
Nov-18	3.7 Park System Plan		4	2		8			
Nov-18	3.8 Utilities		4		8				
Dec-18	3.9 Implementation	6	4		2				
Jan-19	3.10 Call 4 - Planning Commission update	2	2						
Feb-19	3.11 Prepare for Open House	4	6						
Feb-19	3.12 Meeting 2 - public Open House/background, goals		10						550
	Phase Hours	24	39	18	16	8	8		113
	Phase Budget	\$3,840	\$4,290	\$2,250	\$2,560	\$1,280	\$920	\$550	\$15,690
<b>Phase 4 Prepare Plan Document</b>									
Mar-19	4.1 Prepare draft document	4	20	4					
Apr-19	4.2 Call 5 - Planning Commission/Draft Plan	2	2						
Apr-19	4.3 City Council - review Draft Plan	1							
Apr-19	4.4 Call 6 - discuss revisions	1	1						
Apr-19	4.5 Revise Plan	2	2						
May-19	4.6 Meeting 3 - public Open House/PC hearing		12	8					550
May-19	4.7 City Council adopt Plan	1							
Jun-19	4.8 Final plan revisions	4	8						
	Phase Hours	27	41	4	0	0	0		72
	Phase Budget	\$4,320	\$4,510	\$500	\$0	\$0	\$0	\$550	\$9,880
<b>Task 5 Project Management</b>									
	5.1 On-going communication/management	12							
	Phase Hours	12	0	0	0	0	0	0	12
	Phase Budget	\$1,920	\$0	\$0	\$0	\$0	\$0	\$0	\$1,920
	<b>TOTAL HOURS</b>	<b>83</b>	<b>111</b>	<b>24</b>	<b>17</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>251</b>
	<b>TOTAL BUDGET</b>	<b>\$ 15,200</b>	<b>\$ 12,210</b>	<b>\$ 3,000</b>	<b>\$ 2,720</b>	<b>\$ 1,280</b>	<b>\$ 920</b>	<b>\$ 1,650</b>	<b>\$ 36,980</b>



**CITY OF BENSON  
COMPREHENSIVE PLAN UPDATE  
PROCESS & SCHEDULE**

	2018						2019							
	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
<b>Phase 1 Project Initiation</b>														
1.1 Review previous studies, plans	■	■												
1.2 Call 1 - Planning Commission kickoff		■												
1.3 Call 2 - City staff/update document			■											
<b>Phase 2 Community Background and Visioning</b>														
2.1 Outreach & online engagement			■	■	■	■	■							
2.2 Call 3 - Planning Commission/background					■	■	■	■						
2.3 Prepare draft goals & policies					■	■	■	■						
2.4 Meeting 1 - PC/vision & goals						■	■	■	■					
2.5 Summarize issues, vision, goals, engagement							■	■	■					
2.6 City Council - review background, goals									■					
<b>Phase 3 Plan Element Updates</b>														
3.1 Overview														
3.2 Community Background														
3.3 Land Use														
3.4 Housing														
3.5 Transportation														
3.6 Community Facilities & Services														
3.7 Park System Plan														
3.8 Utilities														
3.9 Implementation														
3.10 Call 4 - Planning Commission update														
3.11 Prepare for Open House														
3.12 Meeting 2 - public Open House/background, goals														
<b>Phase 4 Prepare Plan Document</b>														
4.1 Prepare draft document														
4.2 Call 5 - Planning Commission/Draft Plan														
4.3 City Council - review Draft Plan														
4.4 Call 6 - discuss revisions														
4.5 Revise Plan														
4.6 Meeting 3 - public Open House/PC hearing														
4.7 City Council adopt Plan														
4.8 Final plan revisions														
<b>Task 5 Project Management</b>														
5.1 On-going communication/management	■	■	■	■	■	■	■	■	■	■	■	■	■	■



**APPLICATION AND CERTIFICATION FOR PAYMENT**

AIA DOCUMENT G702

PAGE ONE OF TWO

PAGES

TO OWNER: City of Benson  
1410 Kansas Ave  
Benson, MN 56215

PROJECT: Benson Police Dept  
Benson, MN

APPLICATION NO: 6

Distribution to:

<input checked="" type="checkbox"/>	OWNER
<input checked="" type="checkbox"/>	ARCHITECT
<input checked="" type="checkbox"/>	CONTRACTOR
<input type="checkbox"/>	
<input type="checkbox"/>	

PERIOD TO: 12/31/17

FROM CONTRACTOR:  
Marcus Construction Co. Inc.  
P.O. Box 510  
Willmar, MN 56201

ARCHITECT:

PROJECT NOS: 201719

CONTRACT FOR:

CONTRACT DATE: 4/4/2017

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract.  
Continuation Sheet, AIA Document G703, is attached.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

1. ORIGINAL CONTRACT BUDGET	\$	69,783.00
2. Net change by Change Orders	\$	(8,030.20)
3. CONTRACT BUDGET TO DATE (Line 1 ± 2)	\$	61,752.80
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	49,427.23
5. RETAINAGE:		
a. 0 % of Completed Work (Column D + E on G703)	\$	0.00
b. 0 % of Stored Material (Column F on G703)	\$	0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)		0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	49,427.23
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	37,796.44
8. CURRENT PAYMENT DUE	\$	11,630.79
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	12,325.57
		11,630.79

CONTRACTOR: Marcus Construction Co. Inc.

By: Andrew Lindquist Date: 12/31/17

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		\$4,185.00
Total approved this Period	\$3,120.00	\$6,965.20
<b>TOTALS</b>	<b>\$3,120.00</b>	<b>\$11,150.20</b>
NET CHANGES by Change Order	(\$8,030.20)	

# SCHEDULE OF VALUES

Project Name: Benson Police Department  
 Project Type: Construction Management  
 Project Location: Benson MN

Application Number: 6  
 Application Date: 12/31/17  
 Project Number: 201719  
 Period From: 12/1/17  
 Period To: 12/31/17

A	B	C	D	E	F	G	H	I	J	K
Task Code	DESCRIPTION OF WORK	Original Budget	Change Order Adjustments	Contingency Adjustment	Current Budget	Over(Under) Original Budget	TOTAL COST FROM PREVIOUS APPLICATIONS	COST THIS PERIOD	TOTAL COST TO DATE (C+D)	Percent Complete
	<b>Hourly Charges</b>									
1.00	General Estimating Hours	\$1,950.00		(\$1,950.00)		(\$1,950.00)				
2.00	Project Manager Hours (69 @ \$82.00)	\$28,700.00		\$3,120.00	\$31,820.00	\$3,120.00	\$21,771.00	\$5,858.00	\$27,429.00	86.2%
3.00	Safety Management Hours (0 @ \$65.00)	\$1,300.00		(\$1,170.00)	\$130.00	(\$1,170.00)	\$130.00		\$130.00	100.0%
	<b>Reimbursables</b>									
4.00	Testing Services - (soil/concrete testing)	\$3,000.00		(\$1,645.20)	\$1,354.80	(\$1,645.20)	\$1,354.80		\$1,354.80	100.0%
5.00	Temp Fencing (allowance)	\$4,185.00		(\$4,185.00)		(\$4,185.00)				
6.00	Misc Purchases	\$3,000.00			\$3,000.00		\$581.64		\$581.64	19.4%
7.00	Temp Toilets	\$2,000.00			\$2,000.00					
8.00	Dumpster Fees	\$6,000.00			\$6,000.00			\$3,355.79	\$3,355.79	55.9%
9.00	Jobsite Clean Up Hours	\$2,200.00		(\$2,200.00)		(\$2,200.00)				
10.00	Equipment									
	Construction Administration Fee - 3%	\$17,448.00			\$17,448.00		\$13,959.00	\$2,617.00	\$16,576.00	95.0%
	<b>Total Construction Management Phase - Marcus</b>	<b>\$69,783.00</b>		<b>(\$8,030.20)</b>	<b>\$61,752.80</b>	<b>(\$8,030.20)</b>	<b>\$37,796.44</b>	<b>\$11,630.79</b>	<b>\$49,427.23</b>	<b>80.0%</b>

# MARCUS CONST. CO., INC.

P.O. BOX 510  
WILLMAR, MN 56201

# INVOICE

SOLD TO:  
**CITY OF BENSON**  
1410 KANSAS AVE.  
BENSON, MN 56215

SHIPPED TO:  
SAME

INVOICE NUMBER	11916
INVOICE DATE	12/31/17
OUR JOB NUMBER	201719
YOUR PO NO.	
TERMS	NET 10 DAYS
SALES REP	JB
SHIPPED VIA	JOB
F.O.B.	JOB

QUANTITY	DESCRIPTION	PRICE	AMOUNT
1	BENSON POLICE DEPARTMENT - PER CONTRACT DATED 4/4/17 BENSON, MN APPLICATION FOR PAYMENT #6 - PER ATTACHED AIA DOCUMENT AND SCHEDULE OF VALUES	11,630.79	11,630.79
	ORIGINAL CONSTRUCTION MGMT	\$69,783.00	
	CURRENT CONSTRUCTION MGMT	\$61,752.80	
	THANK YOU FOR YOUR BUSINESS		

PHONE: 320-222-6616  
FAX: 320-222-6626

SUBTOTAL	11,630.79
TAX	
TOTAL	11,630.79

**THANK YOU!**

**APPLICATION AND CERTIFICATE FOR PAYMENT**

AIA DOCUMENT G702/CMa

**CONSTRUCTION MANAGER-ADVISER EDITION**

PAGE ONE OF PAGES

**TO OWNER:**  
CITY OF BENSON POLICE STATION  
2110 HALL AVE  
BENSON, MN 56215

**PROJECT:** REMODEL/ADDITION

**APPLICATION NO:**

Distribution to:

App Date: 11-Dec-17

OWNER

PERIOD TO: 01-Dec-17 11-Dec-17

CONSTRUCTION MANAGER

PROJECT NO:

ARCHITECT

CCI JOB NO: 15349PKC

CONTRACTOR

CONTRACT DATE:

**FROM CONTRACTOR:**  
CHAPPELL CENTRAL, INC.  
1950 TROTT AVE SW  
P.O. BOX 916  
WILLMAR, MN 56201

**VIA CONSTRUCTION MGR:**

MARCUS CONSTRUCTION  
2580 HWY 12 E  
WILLMAR, MN 56201 PHONE: FAX

**CONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

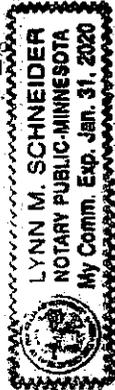
1. ORIGINAL CONTRACT SUM	\$	\$100,016.00
2. Net Change by Change Orders	\$	\$1,269.00
3. CONTRACT SUM TO DATE (line 1 +(-)2)	\$	\$101,285.00
4. TOTAL COMPLETE & STORED TO DATE	\$	\$101,285.00
(Column G on G703)		
5. RETAINAGE:		
a. 5% of Completed Work	\$	\$5,064.25
(Column D + E on G703)		
b. 5% of Stored Material	\$	\$0.00
(Column F on G703)		
Total Retainage (Line 5a + 5b or Total In Column I of G703)	\$	\$5,064.25
6. TOTAL EARNED LESS RETAINAGE	\$	\$96,220.75
(Line 4 less Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	\$71,789.13
8. CURRENT PAYMENT DUE	\$	\$24,431.62
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$	\$5,064.25
(Line 3 less Line 6)		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Chappell Central, Inc.

By: Rita M. Schneider Date: 12-12-17

State of: MINNESOTA County of: KANDIYOHKI  
Subscribed and sworn to before me this 12<sup>TH</sup> day of DECEMBER 2017  
Notary Public: Lynn M. Schneider  
My Commission Expires: 1-31-2020



**CERTIFICATE FOR PAYMENT**

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ \_\_\_\_\_

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that changed to conform to the amount certified.)

CONSTRUCTION MANAGER:  
By: \_\_\_\_\_ Date: \_\_\_\_\_

ARCHITECT:  
By: \_\_\_\_\_ Date: \_\_\_\_\_

This certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of Owner or Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total Changes approved in previous months by Owner	\$1,269.00	
Total approved this Month		
<b>TOTALS</b>	<b>\$1,269.00</b>	<b>\$0.00</b>
<b>NET CHANGES by Change Order</b>	<b>\$1,269.00</b>	

**CONTINUATION SHEET**

APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached. In tabulations below, amounts are stated to the nearest dollar. Use Column I on Contracts where variable retainage for line items may apply.

PROJECT: REMODEL/ADDITION

APPLICATION NUMBER:

APPLICATION DATE: 11-Dec-17

CONTRACTOR: CHAPPELL CENTRAL, INC.

PERIOD FROM/TO: 01-Dec-17 11-Dec-17

ARCHITECT'S PROJECT NUMBER:

CCI PROJECT NO.: 15349PKC

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)		H BALANCE TO FINISH (C - G)	
			FROM PREVIOUS APPLICATION	THIS PERIOD		% (G / C)			
10	PERMIT, BONDS, INS	\$1,625.00	\$1,625.00	\$0.00	\$0.00	\$1,625.00	100%	\$0.00	\$81.25
20	EQUIPMENT & MATERIAL	\$26,912.00	\$20,184.00	\$6,728.00		\$26,912.00	100%	\$0.00	\$1,345.60
30	SUBCONTRACT	\$56,132.00	\$43,782.96	\$12,349.04		\$56,132.00	100%	\$0.00	\$2,806.60
40	LABOR	\$15,347.00	\$9,975.55	\$5,371.45		\$15,347.00	100%	\$0.00	\$767.35
	HYDRANT	\$706.00	\$0.00	\$706.00		\$706.00	100%	\$0.00	\$35.30
	IT ROOM EXHAUST	\$563.00	\$0.00	\$563.00		\$563.00	100%	\$0.00	\$28.15
<b>TOTALS</b>		<b>\$101,285.00</b>	<b>\$75,567.51</b>	<b>\$25,717.49</b>	<b>\$0.00</b>	<b>\$101,285.00</b>	<b>100%</b>	<b>\$0.00</b>	<b>\$5,064.25</b>

**Steve Ricard Painting**  
**320-444-0569**

Client: City of Benson  
Job Site: Police Station  
Contact: Marcus Construction (Andrew Lindquist)

Total Cost of project: (original bid)	\$10,450
Additional Costs: fix walls that needed to be remudded, reprimed, and Repainted :	\$ 800.00
2 extra doors and frames (\$200)	\$400.00
1 extra door to be done in spring	\$200.00

**Total Amount Due: \$11,850.00**

**Please make check payable to Steve Ricard Painting for \$11,850.00**

**Steve Ricard**  
**405 15<sup>th</sup> St. North**  
**Benson, MN 56215**

**Thank you.**

---

**DOUG & RENEE MAGNUSON**

**INVOICE**

320-212-3011  
drmagnuson@charter.net

805 Richland Ave SW  
Willmar, MN  
56201

Marcus Construction  
% Andrew Lindquist  
2850 Highway 12 East  
Willmar, MN 56201

Billing Title: City of Benson  
Project name: Clean new construction @ Benson Police Department

General cleaning of the new Benson Police Department,  
Amount: \$2,000.00

Thank you for allowing us to be a part of this project

Sincerely yours,

Doug Magnuson



November 8, 2017

Local Government Official  
City Clerk, Administrator or Manager  
Superintendent of School District  
County Human Resource Director or Auditor

Re: **Pay Equity Report due January 31, 2018**

The Local Government Pay Equity Act, M.S. 471.991-471.999 and Minnesota Rules, Chapter 3920 require local government jurisdictions to submit a pay equity report to the State of Minnesota every three years. Your next report is due January 31, 2018. This report must show data in place as of December 31, 2017. Jurisdictions who do not submit a report on or before January 31, 2018, will be out of compliance. There are no provisions in the law for any up-front exceptions to the deadline. Approval from the governing body is required to submit a report; please plan accordingly.

**Please note the URL to access the Minnesota Pay Equity Management System has changed since your jurisdiction last reported. The new URL is: <https://mn.gov/PayEquity/LogIn.aspx>.** This change was made with 2017 reports.

For step-by-step instructions and additional information, please refer to the Local Government Pay Equity webpage at: <https://mn.gov/mmb/employee-relations/compensation/laws/local-gov/local-gov-pay-equity/>. After reviewing the materials, if you have questions, please send an email to [pay.equity@state.mn.us](mailto:pay.equity@state.mn.us).

As a reminder, do not report elected officials or employees working less than 67 days in a calendar year (100 days for a full-time student) or employees working an average of 14 hours per week or less, during the weeks they are scheduled to work. New this year, if your jurisdiction has no employees to report, please access the system, create a new case and select "No Jobs Meet Requirement to Report". You will be taken to the implementation form to complete the process.

Once Minnesota Management and Budget reviews your report, you will receive a notice informing you whether your jurisdiction is "in compliance" or "out of compliance." No penalties or other negative consequences will occur before you receive a formal notice of non-compliance.

Jurisdictions receiving a notice of non-compliance will have an opportunity to make adjustments to achieve compliance. A jurisdiction which remains out of compliance, past the grace period specified in the notice, will receive a second notice of non-compliance and will be subject to a penalty. The penalty is a five percent reduction in state aid payments or \$100 per day, whichever is greater, from January 1, 2018.

A copy of the notice to post once a report is submitted is attached for your convenience.

Thank you for complying with the 1984 Local Government Pay Equity Act.

Sincerely,  
Cyndee Gmach  
Pay Equity Coordinator  
[pay.equity@state.mn.us](mailto:pay.equity@state.mn.us)

**Compliance Report**

Jurisdiction: Benson  
1410 Kansas Avenue

Report Year: 2018  
Case: 3 - 2017 DATA (Private (Jur Only))

Benson MN 56215

Contact: Glen Pederson

Phone: (320) 843-5445

E-Mail: glen.pederson@co.swift.mn.us

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

**I. GENERAL JOB CLASS INFORMATION**

	<b>Male Classes</b>	<b>Female Classes</b>	<b>Balanced Classes</b>	<b>All Job Classes</b>
# Job Classes	14	5	0	19
# Employees	25	5	0	30
Avg. Max Monthly Pay per employee	4,473.71	3,571.37		4,323.32

**II. STATISTICAL ANALYSIS TEST**

**A. Underpayment Ratio = 250.00 \***

	<b>Male Classes</b>	<b>Female Classes</b>
a. # At or above Predicted Pay	7	4
b. # Below Predicted Pay	7	1
c. TOTAL	14	5
d. % Below Predicted Pay (b divided by c = d)	50.00	20.00

\*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

**B. T-test Results**

Degrees of Freedom (DF) = 28	Value of T = 0.697
------------------------------	--------------------

a. Avg. diff. in pay from predicted pay for male jobs = (\$7)

b. Avg. diff. in pay from predicted pay for female jobs = (\$85)

**III. SALARY RANGE TEST = 103.57 (Result is A divided by B)**

A. Avg. # of years to max salary for male jobs = 4.14

B. Avg. # of years to max salary for female jobs = 4.00

**IV. EXCEPTIONAL SERVICE PAY TEST = 160.00 (Result is B divided by A)**

A. % of male classes receiving ESP 50.00 \*

B. % of female classes receiving ESP 80.00

\*(If 20% or less, test result will be 0.00)

**Job Class Data Entry Verification List**

Benson  
LGID 445

Case: 2017 DATA

Job Nbr	Class Title	Nbr Males	Nbr Females	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
4	Liquor Clerk II	0	1	F	146	\$2,661.89	\$2,951.30	4.00	0.00	Longevity
5	Truck Driver	5	0	M	150	\$2,722.54	\$3,020.62	4.00	0.00	Longevity
8	Liquor Clerk I	1	0	M	162	\$2,831.72	\$3,129.80	4.00	0.00	Longevity
9	Park Maintenance Worker	1	0	M	194	\$3,218.18	\$3,613.31	4.00	0.00	Longevity
28	Water/Wastewater Worker I	1	0	M	196	\$3,630.64	\$3,958.17	4.00		Longevity
10	Police Secretary	0	1	F	198	\$3,315.23	\$3,712.09	4.00	0.00	Longevity
11	Billing Cashier	0	1	F	198	\$3,315.23	\$3,712.09	4.00	0.00	Longevity
27	Payroll/Accounting Clerk	0	1	F	198	\$3,315.23	\$3,712.09	4.00	0.00	Longevity
12	Heavy Equipment Operato	2	0	M	206	\$3,630.64	\$3,958.17	4.00	0.00	Longevity
13	Executive Assistant	0	1	F	216	\$3,769.28	\$3,769.28	0.00	6.00	
15	Water/Wastewater Worker II	2	0	M	219	\$3,958.17	\$4,277.04	4.00	0.00	Longevity
14	Public Works Assistant	1	0	M	225	\$3,729.42	\$4,115.88	4.00	0.00	Longevity
16	Police Officer	5	1	M	227	\$3,823.00	\$4,684.30	5.00	0.00	Longevity
19	Building Inspector	1	0	M	275	\$5,320.31	\$5,320.31	0.00	11.00	
20	Liquor Store Manager	1	0	M	282	\$3,998.03	\$3,998.03	0.00	2.00	
22	Police Sargeant	1	0	M	303	\$5,138.35	\$5,138.35	0.00	6.00	
23	Chief of Police	1	0	M	342	\$6,299.46	\$6,299.46	0.00	4.00	
25	Director of Public Works	1	0	M	346	\$6,185.08	\$6,185.08	0.00	3.00	
24	Director of Finance	1	0	M	372	\$6,715.38	\$6,715.38	0.00	33.00	
26	City Manager	1	0	M	466	\$7,647.73	\$7,647.73	0.00	21.00	

Job Number Count: 20

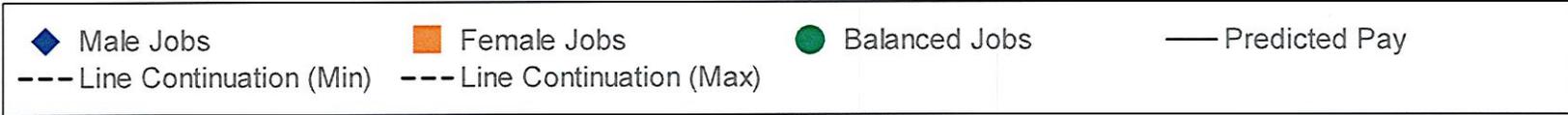
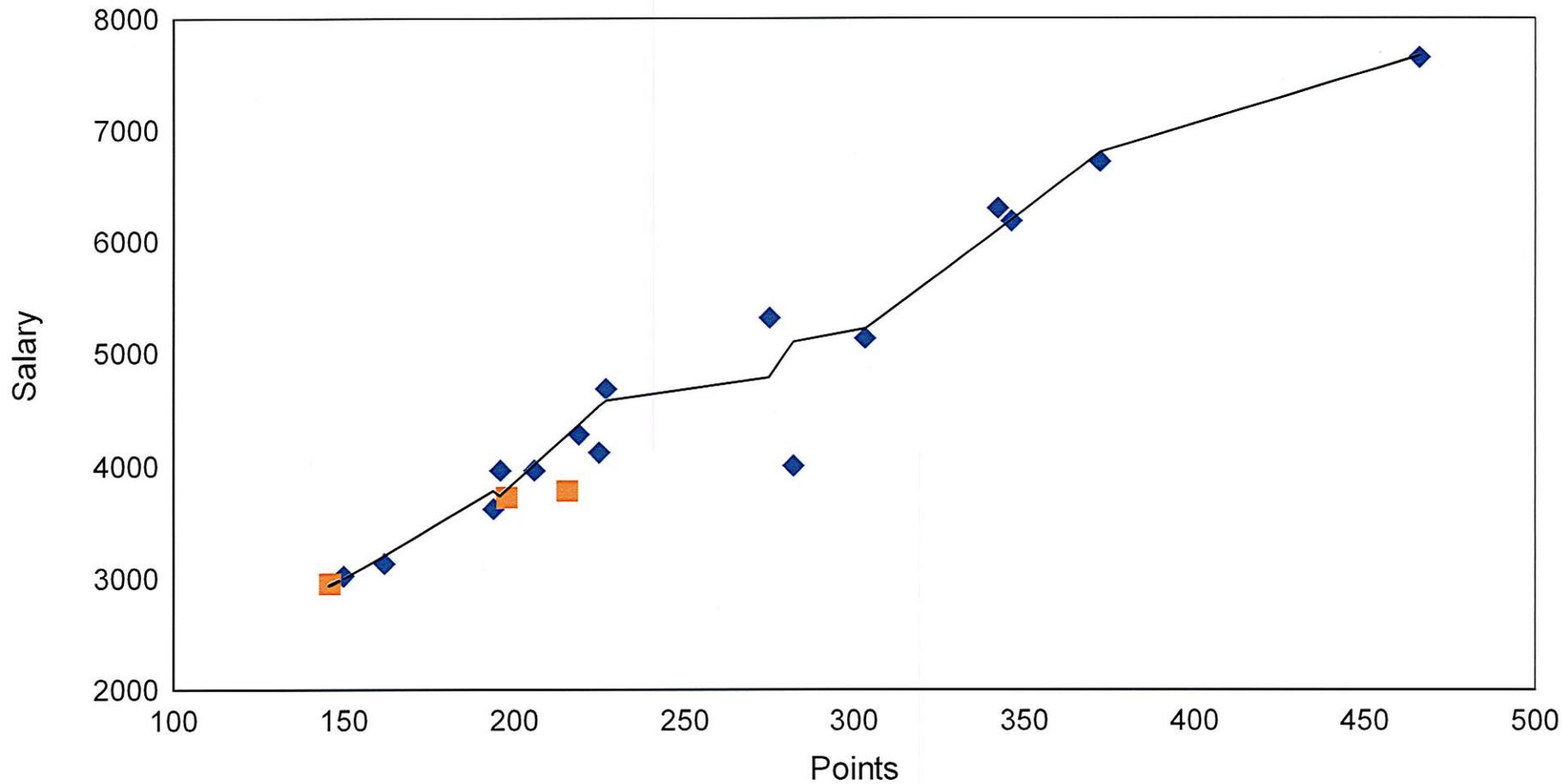
Predicted Pay Report for Benson  
Case : 2017 DATA

1/19/2018

Job Nbr	Job Title	Nbr Males	Nbr Females	Total Nbr	Job Type	Job Points	Max Mo Salary	Predicted Pay	Pay Difference
4	Liquor Clerk II	0	1	1	Female	146	\$2,951.30	\$2,939.38	\$11.92
5	Truck Driver	5	0	5	Male	150	\$3,020.62	\$3,007.52	\$13.10
8	Liquor Clerk I	1	0	1	Male	162	\$3,129.80	\$3,211.94	(\$82.14)
9	Park Maintenance Worker	1	0	1	Male	194	\$3,613.31	\$3,776.79	(\$163.48)
28	Water/Wastewater Worker I	1	0	1	Male	196	\$3,958.17	\$3,736.79	\$221.38
10	Police Secretary	0	1	1	Female	198	\$3,712.09	\$3,791.90	(\$79.81)
11	Billing Cashier	0	1	1	Female	198	\$3,712.09	\$3,791.90	(\$79.81)
27	Payroll/Accounting Clerk	0	1	1	Female	198	\$3,712.09	\$3,791.90	(\$79.81)
12	Heavy Equipment Operator	2	0	2	Male	206	\$3,958.17	\$4,012.32	(\$54.15)
13	Executive Assistant	0	1	1	Female	216	\$3,769.28	\$4,287.85	(\$518.57)
15	Water/Wastewater Worker II	2	0	2	Male	219	\$4,277.04	\$4,370.29	(\$93.25)
14	Public Works Assistant	1	0	1	Male	225	\$4,115.88	\$4,535.61	(\$419.73)
16	Police Officer	5	1	6	Male	227	\$4,684.30	\$4,586.15	\$98.15
19	Building Inspector	1	0	1	Male	275	\$5,320.31	\$4,785.86	\$534.45
20	Liquor Store Manager	1	0	1	Male	282	\$3,998.03	\$5,109.38	(\$1,111.35)
22	Police Sargeant	1	0	1	Male	303	\$5,138.35	\$5,236.02	(\$97.67)
23	Chief of Police	1	0	1	Male	342	\$6,299.46	\$6,113.53	\$185.93
25	Director of Public Works	1	0	1	Male	346	\$6,185.08	\$6,206.04	(\$20.96)
24	Director of Finance	1	0	1	Male	372	\$6,715.38	\$6,807.42	(\$92.04)
26	City Manager	1	0	1	Male	466	\$7,647.73	\$7,670.64	(\$22.91)

Job Number Count: 20

Case : 2017 DATA



Part A: Jurisdiction Identification

Jurisdiction: City of Benson  
1410 Kansas Avenue  
Benson MN 56215

Jurisdiction Type: City

Contact: Glen Pederson Phone: 320-843-5445 E-Mail: glen.pederson@city.co.swift.mn.us

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system used was: State Job Match

Description:

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and:

There is no difference and female classes are not at a disadvantage.

3. An official notice has been posted at:

City Hall 1410 Kansas Ave  
(prominent location)

informing employees that the Pay Equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

Benson City Council  
(governing body)

Terri Collins  
(chief elected official)

Mayor  
(title)

Part C: Total Payroll

\$1,719,403

is the annual payroll for the calendar year just ended December 31.

Checking this box indicates the following:

- signature of chief elected official
- approval by governing body
- all information is complete and accurate, and
- all employees over which the jurisdiction has final budgetary authority are included

Date Submitted: 1/23/2018

## 2018 General Capital Outlay Fund Budget

	<b>Beginning Balances</b>	<b>Funding Sources</b>	<b>2018 Uses</b>	<b>Ending Balances</b>
<b>Administration</b>	\$70,305	\$0	\$30,000	\$40,305
<b>City Hall</b>	\$103,694	\$40,000	\$0	\$143,694
<b>Police Department</b>	\$66,959	\$57,000	\$50,700	\$73,259
<b>Fire Department</b>	\$165,776	\$0	\$0	\$165,776
<b>Street Department</b>	\$71,864	\$276,000	\$272,400	\$75,464
<b>Park Department</b>	\$21,507	\$157,000	\$68,000	\$110,507
<b>Armory</b>	\$57,185	\$0	\$41,250	\$15,935
<b>Public Transit</b>	\$24,318	\$0	\$24,318	\$0
<b>Airport</b>	<u>\$88,950</u>	<u>\$20,000</u>	<u>-\$24,318</u>	<u>\$133,268</u>
<b>Total</b>	\$670,558	\$550,000	\$462,350	\$758,208

**Administration- Capital Outlay Worksheet**

**Beginning Balance** \$70,305

**Funding Sources**

**General Fund Transfer**

**Sale of Property**

**Grants**

**Total Funding Sources** \$0

**Capital Outlay Purchases**

**1 Administrative Vehicle** \$30,000

**2**

**3**

**4**

**5**

**6**

**Total Purchases** \$30,000

**Ending Balance** \$40,305

**City Hall - Capital Outlay Worksheet**

**Beginning Balance** \$103,694

**Funding Sources**

**General Fund Transfer** \$40,000

**Sale of Property**

**Grants**

**Total Funding Sources** \$40,000

**Capital Outlay Purchases**

**1 Planning Phase** \$0

**2**

**3**

**4**

**5**

**6**

**Total Purchases** \$0

**Ending Balance** \$143,694

**Police Department - Capital Outlay Worksheet**

**Beginning Balance** \$66,959

**Funding Sources**

**General Fund Transfer** \$57,000  
**Sale of Property**  
**Grants**

**Total Funding Sources** \$57,000

**Capital Outlay Purchases**

**1 Squad Car** \$38,700  
**2 Computers** \$12,000  
**3**  
**4**  
**5**  
**6**

**Total Purchases** \$50,700

**Ending Balance** \$73,259

**Fire Department - Capital Outlay Worksheet**

**Beginning Balance** \$165,776

**Funding Sources**

**General Fund Transfer** \$0

**Sale of Property**

**Bond Proceeds**

**Total Funding Sources** \$0

**Capital Outlay Purchases**

**1**

**2**

**3**

**4**

**5**

**6**

**Total Purchases** \$0

**Ending Balance** \$165,776

**Street Department - Capital Outlay Worksheet**

**Beginning Balance** **\$71,864**

**Funding Sources**

**General Fund Transfer** **\$276,000**  
**Bond Proceeds**  
**Grants**

**Total Funding Sources** **\$276,000**

**Capital Outlay Purchases**

**1 Replace 1989 Dozer 550G** **\$100,000**  
**2 In House street reconstruction** **\$122,900**  
**3 McKinney Ave Engineering** **\$8,500**  
**4 Wisconsin Ave Engineering** **\$41,000**  
**5**  
**6**

**Total Purchases** **\$272,400**

**Ending Balance** **\$75,464**

**Park Department - Capital Outlay Worksheet**

**Beginning Balance** \$21,507

**Funding Sources**

**General Fund Transfer Parks** \$157,000

**General Fund Transfer Sr Center**

**General Fund Transfer Cemetery**

**Total Funding Sources** \$157,000

**Capital Outlay Purchases**

**1 3X Decorative lights TH-12** \$12,000

**2 Mower Deck** \$6,000

**3 Northside Rec Trail lights** \$10,000

**4 Community Sign** \$40,000

**5**

**6**

**7**

**8**

**Total Purchases** \$68,000

**Ending Balance** \$110,507

**Armory - Capital Outlay Worksheet**

**Beginning Balance** \$57,185

**Funding Sources**

**General Fund Transfer**

**Utility Fund Transfer**

**Grants**

**Total Funding Sources** \$0

**Capital Outlay Purchases**

**1 Main Roof** \$41,250

**2**

**3**

**4**

**5**

**6**

**Total Purchases** \$41,250

**Reclass from other departments** \$0

**Ending Balance** \$15,935

**Public Transit - Capital Outlay Worksheet**

**Beginning Balance** \$24,318

**Funding Sources**

**General Fund Transfer** \$0

**Sale of Property**

**Grants**

**Total Funding Sources** \$0

**Capital Outlay Purchases**

**1**

**2**

**3**

**4**

**5**

**6**

**Total Purchases** \$0

**Reclass to Airport** \$24,318

**Ending Balance** \$0

**Airport - Capital Outlay Worksheet**

**Beginning Balance** \$52,862

**Funding Sources**

General Fund Transfer	\$20,000	
Sale of Property		
Grants		
Other Governmental		
<b>Total Funding Sources</b>	<b>\$20,000</b>	

**Capital Outlay Purchases**

- 1
- 2
- 3
- 4
- 5
- 6

<b>Total Purchases</b>	<b>\$0</b>
------------------------	------------

**Reclass from Transit** \$24,318

**Ending Balance** \$97,180

Date: 1/18/2018

## CONCRETE PROJECTS FUND

	Actual 2015	Actual 2016	Projected 2017	Budget 2018
<b>RECEIPTS</b>				
Special Assessments	9,008	1,913	1,839	2,000
Transfer From General Fund	15,000	15,000	15,000	0
<b>TOTAL REVENUES</b>	<b>24,008</b>	<b>16,913</b>	<b>16,839</b>	<b>2,000</b>
<b>EXPENDITURES</b>				
Operating Supplies	0	0	0	0
Contracted Services	12,508	0	17,564	20,000
<b>TOTAL EXPENDITURES</b>	<b>12,508</b>	<b>0</b>	<b>17,564</b>	<b>20,000</b>
<b>OPERATING PROFIT/(LOSS)</b>	<b>11,500</b>	<b>16,913</b>	<b>(726)</b>	<b>(18,000)</b>
<b>Fund Balance</b>	<b>\$75,962</b>	<b>\$92,875</b>	<b>\$92,149</b>	<b>\$74,149</b>

Date: 1/18/2018

## STORM WATER FUND

	Actual 2015	Actual 2016	Projected 2017	Budget 2018
<b>RECEIPTS</b>				
Other Revenue	16	25	69	50
Storm Water Fees	54,302	54,801	55,887	55,000
Transfer From General Fund	0	0	0	0
<b>TOTAL REVENUES</b>	<b>54,318</b>	<b>54,826</b>	<b>55,956</b>	<b>55,050</b>
<b>EXPENDITURES</b>				
Operating Supplies	13	1,188	1,498	1,000
Maintain System	15,343	2,801	4,648	10,000
Contracted Services	5,029	0	20,646	0
Transfer to General Capital Outlay	82,504	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>102,889</b>	<b>3,989</b>	<b>26,792</b>	<b>11,000</b>
<b>OPERATING PROFIT/(LOSS)</b>	<b>(48,571)</b>	<b>50,836</b>	<b>29,164</b>	<b>44,050</b>
<b>Fund Balance</b>	<b>\$48,030</b>	<b>\$98,866</b>	<b>\$128,030</b>	<b>\$172,080</b>

**E D A BUDGET**

	<b>Actual 2014</b>	<b>Actual 2015</b>	<b>Actual 2016</b>	<b>Projected 2017</b>	<b>Budget 2018</b>
<b>Beginning Cash</b>	<b>\$266,464.42</b>	<b>\$363,292.37</b>	<b>\$324,463.37</b>	<b>\$290,743.40</b>	<b>\$178,117.31</b>
<b>RECEIPTS</b>					
Interest	\$8,649.78	\$5,757.54	\$9,100.35	\$1,634.14	\$3,000.00
Intergovernmental Revenue	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00
Lease Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sale of Property	\$92,500.00	\$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	\$123,750.00	\$51,975.00	\$32,835.67	\$37,125.00	\$40,000.00
<b>TOTAL RECEIPTS</b>	<b>\$224,899.78</b>	<b>\$57,732.54</b>	<b>\$41,936.02</b>	<b>\$48,759.14</b>	<b>\$43,000.00</b>
<b>DISBURSEMENTS</b>					
Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Advertising	\$6,788.77	\$3,183.90	\$2,000.93	\$3,905.60	\$5,000.00
Contracted Services	\$12,928.55	\$25,581.82	\$43,432.60	\$55,809.35	\$30,000.00
Special Projects	\$0.00	\$0.00	\$0.00	\$67,636.47	\$0.00
Management Fees	\$3,392.00	\$4,248.00	\$4,275.00	\$6,112.00	\$4,000.00
Misc.	\$3,966.51	\$10,816.64	\$25,947.46	\$18,541.81	\$3,000.00
Transfer to General Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Transfer to Small Cities Program	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Purchase of Property	\$100,996.00	\$52,731.18	\$0.00	\$0.00	\$0.00
CVAC Investment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Loan Reduction	\$0.00	\$0.00	\$0.00	\$9,380.00	\$9,380.00
<b>TOTAL DISBURSEMENTS</b>	<b>\$128,071.83</b>	<b>\$96,561.54</b>	<b>\$75,655.99</b>	<b>\$161,385.23</b>	<b>\$51,380.00</b>
Increase(Decrease) Cash	\$96,827.95	(\$38,829.00)	(\$33,719.97)	(\$112,626.09)	(\$8,380.00)
<b>ENDING CASH</b>	<b>\$363,292.37</b>	<b>\$324,463.37</b>	<b>\$290,743.40</b>	<b>\$178,117.31</b>	<b>\$169,737.31</b>

## Community Development Revolving Fund

	Actual 2015	Actual 2016	Projected 2017	Budget 2018
<b>RECEIPTS</b>				
Refund of Loan	0	0	0	2,000
Grant Proceeds	0	0	5,000	0
Sale of Property	0	5,000	1,500	5,000
Transfer from General Fund	0	0	0	0
<b>TOTAL REVENUES</b>	<b>0</b>	<b>5,000</b>	<b>6,500</b>	<b>7,000</b>
<b>EXPENDITURES</b>				
Operating Supplies	128	3,459	2,567	1,000
Contracted Services	21,578	33,634	10,566	0
Purchase of Property	0	40,830	25,419	0
Small Cities Grant	25,000	3,737	0	0
<b>TOTAL EXPENDITURES</b>	<b>46,706</b>	<b>81,660</b>	<b>38,551</b>	<b>1,000</b>
<b>OPERATING PROFIT/(LOSS)</b>	<b>(46,706)</b>	<b>(76,660)</b>	<b>(32,051)</b>	<b>6,000</b>
<b>Fund Balance</b>	<b>110,525</b>	<b>33,864</b>	<b>1,813</b>	<b>7,813</b>

# Liquor Fund Budget

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
<b>REVENUE</b>					
SALES	1,109,387	1,105,460	1,106,681	1,095,000	1,085,000
COST OF SALES	<u>718,889</u>	<u>712,994</u>	<u>720,475</u>	<u>707,700</u>	<u>712,100</u>
GROSS PROFIT	390,498	392,466	386,205	387,300	372,900
<b>OTHER REVENUE</b>					
RENTAL INCOME	17,984	26,821	32,703	32,000	30,000
MACHINE COMMISSIONS	1,736	1,709	1,879	2,000	1,800
MISCELLANEOUS INCOME	<u>429</u>	<u>123</u>	<u>0</u>	<u>500</u>	<u>500</u>
TOTAL REVENUE	410,647	421,119	420,788	421,800	405,200
<b>EXPENDITURES</b>					
SALARIES	140,412	149,965	136,464	145,000	147,000
FRINGE BENEFITS	43,228	48,274	52,190	51,450	52,340
OFFICE SUPPLIES	353	447	882	500	500
OPERATING SUPPLIES	4,975	5,128	5,091	5,000	5,000
BUILDING MAINTENANCE & SUPPLIES	11,421	17,520	9,021	10,000	10,000
MANAGEMENT FEES	25,104	25,606	26,118	26,640	27,168
CONTRACTED SERVICES-CLEANING	9,307	9,792	11,406	11,000	12,000
TELEPHONE	1,283	1,331	1,462	1,500	1,500
TRAVEL EXPENSE	0	0	54	400	100
TRAINING & INSTRUCTION	399	30	74	500	500
FREIGHT ON LIQUOR	4,553	4,483	3,575	4,500	4,000
ADVERTISING	11,353	10,020	8,420	10,000	7,000
INSURANCE	15,143	18,341	21,696	22,000	22,000
UTILITIES	12,748	13,278	12,555	13,000	13,000
HEATING	1,274	1,043	1,197	1,200	1,400
DEPRECIATION	5,244	5,507	4,876	6,000	6,000
MISCELLANEOUS	5,671	13,526	4,937	5,600	5,700
CREDIT CARD DISCOUNT	12,265	13,476	12,800	14,000	14,000
BAD DEBTS	807	858	1,635	800	800
LAUNDRY	<u>1,331</u>	<u>1,313</u>	<u>1,180</u>	<u>1,400</u>	<u>1,200</u>
TOTAL EXPENDITURES	306,871	339,939	315,632	330,490	331,208
<b>OPERATING PROFIT/(LOSS)</b>	<b>103,775</b>	<b>81,180</b>	<b>105,156</b>	<b>91,310</b>	<b>73,992</b>
<b>OTHER INCOME &amp; EXPENSE</b>					
INTEREST INCOME	100.66	108.48	227.66	100	800
GAIN/LOSS ON DISPOSAL OF ASSETS	0	0	0	0	0
<b>NET INCOME/ (LOSS)</b>	<b>103,876</b>	<b>81,289</b>	<b>105,384</b>	<b>91,410</b>	<b>74,792</b>

	<b>2014 Actual</b>		<b>2015 Actual</b>		<b>2016 Actual</b>		<b>2017 Actual</b>		<b>2018 Budget</b>	
<b>SALES ANALYSIS</b>										
Off Sale Liquor & Wine Sales	361,092		358,755		366,207		360,134		360,000	
Cost of Sales	<u>(249,451)</u>		<u>(246,510)</u>		<u>(255,653)</u>		<u>(251,642)</u>		<u>(249,400)</u>	
<b>Gross Profit</b>	111,640	30.9%	112,245	31.3%	110,554	30.2%	108,492	30.1%	110,600	30.7%
Off Sale Beer Sales	548,913		533,809		532,127		543,232		520,000	
Cost of Sales	<u>(394,934)</u>		<u>(392,160)</u>		<u>(392,555)</u>		<u>(399,072)</u>		<u>(382,200)</u>	
<b>Gross Profit</b>	153,979	28.1%	141,649	26.5%	139,572	26.2%	144,160	26.5%	137,800	26.5%
On Sale Liquor & Wine Sales	71,323		74,320		68,332		58,296		70,000	
Cost of Sales	<u>(13,077)</u>		<u>(13,484)</u>		<u>(11,677)</u>		<u>(9,603)</u>		<u>(12,600)</u>	
<b>Gross Profit</b>	58,246	81.7%	60,837	81.9%	56,655	82.9%	48,693	83.5%	57,400	82.0%
On Sale Beer Sales	80,111		91,183		95,532		81,183		100,000	
Cost of Sales	<u>(23,066)</u>		<u>(25,535)</u>		<u>(28,086)</u>		<u>(24,831)</u>		<u>(28,000)</u>	
<b>Gross Profit</b>	57,045	71.2%	65,648	72.0%	67,447	70.6%	56,352	69.4%	72,000	72.0%
Miscellaneous Sales	47,948		47,391		44,482		43,477		45,000	
Cost of Sales	<u>(38,362)</u>		<u>(35,305)</u>		<u>(32,504)</u>		<u>(30,571)</u>		<u>(35,500)</u>	
<b>Gross Profit</b>	9,587	20.0%	12,086	25.5%	11,978	26.9%	12,906	29.7%	9,500	21.1%
<b>Total Sales</b>	<b>1,109,387</b>		<b>1,105,460</b>		<b>1,106,681</b>		<b>1,086,322</b>		<b>1,095,000</b>	
<b>Total Cost of Sales</b>	<b><u>(718,889)</u></b>		<b><u>(712,994)</u></b>		<b><u>(720,475)</u></b>		<b><u>(715,719)</u></b>		<b><u>(707,700)</u></b>	
<b>Total Gross Profit</b>	<b>390,498</b>	<b>35.2%</b>	<b>392,466</b>	<b>35.5%</b>	<b>386,205</b>	<b>34.9%</b>	<b>370,603</b>	<b>34.1%</b>	<b>387,300</b>	<b>35.4%</b>

## Garbage Collection Fund

	Actual 2015	Actual 2016	Projected 2017	Budget 2018
<b>Revenues</b>				
Sale of Garbage Tags	4,214	2,725	3,919	3,500
Garbage Billings	162,184	164,070	163,242	163,000
Other Revenue	188	96	361	200
<b>TOTAL REVENUES</b>	<b>166,586</b>	<b>166,892</b>	<b>167,522</b>	<b>166,700</b>
<b>EXPENDITURES</b>				
Operating Supplies	1,632	1,576	1,621	1,500
Management Fees	8,838	9,014	9,194	9,194
Contracted Garbage Pickup	103,944	103,944	103,944	104,000
Refuse Disposal	43,899	46,493	43,382	60,000
City Wide Cleanup	0	13,326	0	0
Uncollectable Accounts	1,274	1,287	773	1,000
<b>TOTAL EXPENDITURES</b>	<b>159,588</b>	<b>175,640</b>	<b>158,914</b>	<b>175,694</b>
<b>OPERATING PROFIT/(LOSS)</b>	<b>6,999</b>	<b>(8,749)</b>	<b>8,608</b>	<b>(8,994)</b>
<b>Interest Income</b>	<b>2,193</b>	<b>2,321</b>	<b>2,385</b>	<b>2,200</b>
<b>Transfer to Other Funds</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Fund Balance</b>	<b>\$155,594</b>	<b>\$149,166</b>	<b>\$160,160</b>	<b>\$153,366</b>

CITY OF BENSON  
BUDGET PROPOSAL  
2018 BUDGET PROPOSAL

DESCRIPTION	2015 ACTUAL	2016 ACTUAL	2017 YTD	2017 BUDGET	PCT. BUDGET	PROPOSED 2018 BUDGET
*** SEWER FUND ***						
SALE OF SERVICE	799,168	833,847	855,832	933,000	92	968,000
CONNECTION FEES	6,000	6,072		2,000		2,000
REFUNDS & REIMBURSEMENTS	3,601	1,823	1,045	2,000	52	2,000
	-----	-----	-----	-----		-----
TOTAL REVENUES	808,769	841,743	856,877	937,000	91	972,000
EXPENDITURES						
SALARIES	7,904	5,845	6,525	19,000	34	9,500
EARNED BENEFITS	2,137	2,818		2,000		2,000
FRINGE BENEFITS	2,782	3,265	2,416	9,525	25	4,100
OFFICE SUPPLIES		14	20	100	20	100
CHEMICALS & CHEMICAL SUPPLIES	39,489	26,453	21,344	30,000	71	28,000
GAS & OIL	1,502	2,201	2,253	2,000	113	2,200
OPERATING SUPPLIES	730	1,359	795	2,000	40	1,800
LABORATORY AND TESTING	1,183	1,724	2,720	2,000	136	3,000
CONTRACTED SERVICES-TESTING						
EQUIPMENT REPAIR & MAINTENANCE	16,332	9,898	9,376	15,000	63	13,000
MAINTAIN SYSTEM	28,710	44,784	40,729	30,000	136	33,000
BUILDING REPAIR & MAINTENANCE	5,076	2,089	5,259	5,000	105	5,000
CONTRACTED OPERATIONS	241,332	241,332	224,543	246,158	91	250,000
MANAGEMENT FEES	50,052	51,053	47,735	52,074	92	53,112
TELEPHONE	219	361	478	200	239	600
TRAVEL	434	379	90	500	18	300
TRAINING	333	823		1,000		700
INSURANCE	10,711	17,924	15,398	19,000	81	19,000
WORK COMP INSURANCE		151	160			
ELECTRIC UTILITIES	50,641	50,574	46,663	50,000	93	52,500
HEAT	4,179	3,482	4,519	4,000	113	5,000
DEPRECIATION	335,302	333,371	304,595	330,000	92	335,000
MISCELLANEOUS	5,511	7,122	1,917	8,000	24	6,000
INTERDEPARTMENTAL CHARGES	21,360	21,360	19,580	21,360	92	21,360
	-----	-----	-----	-----		-----
TOTAL EXPENDITURES	825,919	828,381	757,115	848,917	89	845,272
OPERATING PROFIT/(LOSS)	(17,149)	13,362	99,762	88,083	113	126,728

01/18/18  
15:40:46

CITY OF BENSON  
BUDGET PROPOSAL  
2018 BUDGET PROPOSAL

DESCRIPTION	2015 ACTUAL	2016 ACTUAL	2017 YTD	2017 BUDGET	PCT. BUDGET	PROPOSED 2018 BUDGET
OTHER INCOME & EXPENSE						
SPECIAL ASSESSMENTS						
INTEREST INCOME	1,354	409	410	500	82	600
CONTRIBUTED CAPITAL DEPRECIAT'N						
INTEREST EXPENSE	(62,478)	(56,690)	(31,915)	(52,495)	61	(42,500)
GAIN/LOSS ON DISPOSAL OF ASSET						
GRANTS & CONTRIBUTED CAPITAL						
NET INCOME/(LOSS)	----- (78,273) =====	----- (42,920) =====	----- 68,256 =====	----- 36,088 =====	189	----- 84,828 =====

## TEN YEAR CAPITAL IMPROVEMENT PLAN

DEPARTMENT: Wastewater  
 REVISED: 11/2017

DESCRIPTION	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	TOTALS
<b>Equipment</b>											
Jet-Vac N/U 1997 Ford Louisville	\$350,000										\$350,000
											\$0
<b>Plant Improvement</b>											\$0
Digester Cover		\$125,000									\$125,000
Trickling Filter				\$15,000							\$15,000
WWTP Generator			\$30,000								\$30,000
PeopleService											\$0
											\$0
<b>Collection System</b>											\$0
<b>Annual Available for Collection System Projects</b>											\$0
15th St S Service Replacements											\$0
Hall Avenue Sewer											\$0
McKinney from 19th to 21st street (2018 Engineering)	\$8,300	\$106,700									\$115,000
Wisconsin from 15th to 18th (2018 Engineering)	\$600	\$7,600									\$8,200
11th St. Thorton to Kansas								\$150,000			\$150,000
Denfeld								\$175,000			\$175,000
Sewer Main Lining											\$0
Lift Station SCADA											\$0
Sewer Camera											\$0
											\$0
<b>Other Scheduled Maintenance</b>											\$0
											\$0
											\$0
<b>Column Total</b>	<b>\$358,900</b>	<b>\$239,300</b>	<b>\$30,000</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$325,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$968,200</b>

CITY OF BENSON  
BUDGET PROPOSAL  
2018 BUDGET PROPOSAL

DESCRIPTION	2015 ACTUAL	2016 ACTUAL	2017 YTD	2017 BUDGET	PCT. BUDGET	PROPOSED 2018 BUDGET
*** WATER FUND ***						
SALE OF SERVICE	572,678	613,786	582,406	617,000	94	635,000
CONNECTION FEES	750	600		250		250
FIRE SERVICE FEE	10,000	10,000	9,167	10,000	92	10,000
REFUNDS & REIMBURSEMENTS	2,622	12,915	5,987	3,500	171	3,500
TOTAL REVENUES	586,051	637,301	597,560	630,750	95	648,750
EXPENDITURES						
SALARIES	103,335	107,341	113,862	123,500	92	113,700
EARNED BENEFITS	2,184	2,795		2,000		2,000
FRINGE BENEFITS	42,053	72,011	48,430	53,075	91	57,150
OFFICE SUPPLIES	144	305	46	400	12	300
CHEMICALS & CHEMICAL SUPPLIES	24,503	18,236	14,767	26,000	57	24,000
GAS & OIL	2,617	2,600	2,814	3,000	94	3,000
OPERATING SUPPLIES	2,895	3,501	3,474	5,000	69	4,500
LABORATORY AND TESTING	377	2,300	1,492	2,000	75	1,400
EQUIPMENT REPAIR & MAINTENANCE	329	2,241	9,696	3,500	277	3,000
MAINTAIN SYSTEM	28,835	31,033	25,292	29,000	87	27,000
BUILDING REPAIR & MAINTENANCE	1,007	2,405	867	2,000	43	1,500
MANAGEMENT FEES	38,556	39,327	36,768	40,110	92	40,920
TELEPHONE	1,962	2,119	2,213	2,000	111	2,000
TRAVEL	411	603	213	1,000	21	800
TRAINING	600	536	703	1,000	70	800
MARKETING	609	532	611	600	102	700
INSURANCE	8,751	4,211	5,382	2,000	269	6,000
WORK COMP INSURANCE	767	3,168	2,644	3,000	88	4,500
ELECTRIC UTILITIES	25,192	23,444	24,634	25,000	99	26,000
DEPRECIATION	195,483	195,111	178,884	195,000	92	195,000
MISCELLANEOUS	13,759	5,551	2,077	6,000	35	6,000
INTERDEPARTMENTAL CHARGES	12,375	12,375	11,344	12,375	92	12,375
TOTAL EXPENDITURES	506,744	531,746	486,213	537,560	90	532,645
OPERATING PROFIT/(LOSS)	79,307	105,556	111,347	93,190	119	116,105

01/18/18  
15:40:46

CITY OF BENSON  
BUDGET PROPOSAL  
2018 BUDGET PROPOSAL

DESCRIPTION	2015 ACTUAL	2016 ACTUAL	2017 YTD	2017 BUDGET	PCT. BUDGET	PROPOSED 2018 BUDGET
OTHER INCOME & EXPENSE						
INTEREST INCOME	9,213	10,797	10,386	10,000	104	11,500
CONTRIBUTED CAPITAL DEPRECIAT'N						
GAIN/LOSS ON FIXED ASSET SALE	21,500					
INTEREST EXPENSE	(61,016)	(57,237)	(35,154)	(56,350)	62	(50,850)
GRANTS & CONTRIBUTED CAPITAL						
NET INCOME/(LOSS)	49,005	59,116	86,578	46,840	185	76,755

## TEN YEAR CAPITAL IMPROVEMENT PLAN

DEPARTMENT: Water  
 REVISED: 11/2017

DESCRIPTION	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	Totals
<b>Equipment</b>											
#20 - 1994 Backhoe > N/U Backhoe								\$100,000			\$100,000
Pickup		\$35,000									\$35,000
2005 Chevy pickup				\$40,000							\$40,000
<b>Water Supply</b>											\$0
Water Main Breaks											\$0
Water Treatment Plant #2 - Update											\$0
Well #32 Benson Middle Aquifer Golf Course Field											\$0
Well # 33 Benson Lower Aquifer Golf Course Field											\$0
Seal Well #11 and #12 Demolish Treatment Plant #1											\$0
Filter Plant Rehabilitation Plant I											\$0
Filter Plant Rehabilitation Plant II [Engineering]											\$0
Production Wells DVD											\$0
											\$0
<b>Distribution</b>											\$0
Repaint Water Tower			\$600,000								\$600,000
Bulk Water Station											\$0
Annual Available for Distribution Projects	\$25,000	\$25,000	\$30,000	\$30,000	\$30,000	\$30,000					\$170,000
<b>Project List</b>											\$0
McKinney from 19th to 21st street	\$8,500	\$109,500									\$118,000
Wisconsin from 15th to 18th	\$4,800	\$61,200									\$66,000
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
<b>Other Scheduled Maintenance</b>											\$0
Wash Water Tower Exterior	\$6,500		\$6,500		\$6,500						\$19,500
Inspect and Clean Water Tower Interior	\$6,000			\$6,000			\$6,500			\$6,500	\$25,000
Update Wellhead Protection Plan											\$0
<b>Column Total</b>	\$50,800	\$230,700	\$636,500	\$76,000	\$36,500	\$30,000	\$6,500	\$510,000	\$0	\$6,500	\$1,583,500

CITY OF BENSON  
BUDGET PROPOSAL  
2018 BUDGET PROPOSAL

DESCRIPTION	2015 ACTUAL	2016 ACTUAL	2017 YTD	2017 BUDGET	PCT. BUDGET	PROPOSED 2018 BUDGET
*** ELECTRIC FUND ***						
REVENUES						
SALE OF SERVICE	3,084,916	3,022,839	2,660,498	3,035,000	88	3,059,770
MISCELLANEOUS	36,286	29,642	24,620	32,000	77	30,000
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	21,069	22,789	18,088	20,000	90	20,000
CONSERVATION REBATES	9,048	31,484	19,207	15,000	128	15,000
TRANSMISSION REVENUE	4,331	84,298	60,346	71,000	85	81,600
GENERATION CAPACITY REVENUE						
DEDICATED CAPACITY REVENUE	324,400	328,500	305,000	330,000	92	332,000
GENERATION SALES	8,408	5,685	4,680	9,000	52	6,000
BACKUP POWER AGREEMENT	529,888	608,462	382,900	550,000	70	550,000
	-----	-----	-----	-----		-----
TOTAL REVENUES	4,066,481	4,181,833	3,519,462	4,110,135	86	4,142,505
EXPENDITURES						
POWER PRODUCTION						
GAS & OIL	13,650	8,310				10,000
OPERATING SUPPLIES						
EQUIPMENT REPAIR & MAINTENANCE	47,697	49,350	40,562	105,000	39	55,000
BUILDING REPAIR & MAINT	1,451	809	4,752	4,000	119	4,000
MANAGEMENT FEES-POWER PRODUCT	17,344	17,690	16,541	18,040	92	18,406
MRES-OPERATION & MAINT	23,580	25,632	15,523	26,000	60	28,000
CONTRACTED SERVICES						
UTILITIES	39,563	34,629	32,164	35,000	92	35,000
MISCELLANEOUS						
	-----	-----	-----	-----		-----
TOTAL POWER PRODUCTION	143,286	136,420	109,543	188,040	58	150,406
PURCHASED POWER						
PURCHASED POWER	1,451,753	1,395,013	1,120,130	1,410,000	79	1,211,000
WHEELING	280,504	354,183	334,637	355,000	94	342,000
BACKUP POWER AGREEMENT COSTS	271,373	273,242	205,276	280,000	73	280,000
	-----	-----	-----	-----		-----
TOTAL PURCHASED POWER	2,003,630	2,022,439	1,660,044	2,045,000	81	1,833,000

CITY OF BENSON  
BUDGET PROPOSAL  
2018 BUDGET PROPOSAL

DESCRIPTION	2015 ACTUAL	2016 ACTUAL	2017 YTD	2017 BUDGET	PCT. BUDGET	PROPOSED 2018 BUDGET
TRANSMISSION						
MAINTENANCE OF TRANS LINE				1,000		1,000
MANAGMENT FEES-TRANSMISSION	17,344	17,690	16,541	18,040	92	18,406
MRES-STATION & MAINT	1,437	594	1,441	1,500	96	2,500
OTHER CONTRACTED SERVICES						
TOTAL TRANSMISSION	18,781	18,284	17,982	20,540	88	21,906
DISTRIBUTION						
MRES - OFFICE ADDER	32,165	33,267	26,620	33,000	81	33,000
GAS & OIL	6,169	5,367	5,371	5,000	107	5,000
OPERATING SUPPLIES	15,198	15,710	19,072	15,000	127	15,000
EQUIPMENT REPAIRS & MAINT	19,523	17,329	24,097	21,000	115	19,000
MAINTAIN SYSTEM	42,260	26,001	15,685	43,000	36	38,000
MAINTAIN STREET LIGHTS	7,525	9,833	31,580	8,000	395	8,000
BUILDING REPAIR & MAINTENANCE	5,250	4,793	4,120	5,000	82	15,000
MANAGEMENT FEES-DIST	52,033	53,072	49,625	54,130	92	55,217
MISSOURI RIVER CLEARING			91,392			
MRES DISTRIBUTION	414,563	406,234	330,419	418,000	79	453,000
OTHER CONTRACTED SERVICES	18,803	1,368	6,342	10,000	63	10,000
TELEPHONE	4,291	4,588	4,433	4,500	99	4,500
TRAVEL EXPENSE	7,675	9,266	7,480	8,000	93	8,000
TRAINING	8,010	10,220	6,005	8,500	71	8,500
ELECTRIC UTILITIES	13,955	4,737	2,766	5,000	55	4,000
HEAT	2,924	1,987	1,963	3,000	65	3,000
MISCELLANEOUS	52			1,000		1,000
TOTAL DISTRIBUTION	650,396	603,773	626,970	642,130	98	680,217
ADMINISTRATION						
SALARIES	89,100	91,844	84,352	96,400	88	98,000
EARNED BENEFITS	1,885	2,688		1,800		1,800
FRINGE BENEFITS	41,891	49,635	40,084	44,835	89	45,815
OFFICE SUPPLIES	17,327	16,290	17,600	16,000	110	15,000
POSTAGE	962	1,764	198	1,500	13	1,500
GAS	63	41		200		200
MANAGEMENT FEES	78,049	79,607	74,432	81,180	92	82,825
MRES-NON UTILITY CHARGES	68,908	91,484	63,294	75,000	84	90,000
CONTRACTED SERVICES	6,162	4,380	13,128	8,000	164	7,000
DATA PROCESSING SERVICES	18,341	22,288	24,016	24,000	100	24,000
BILL PRINT SERVICES	13,833	13,623	12,371	14,000	88	14,000
TELEPHONE	7,424	7,332	6,767	7,500	90	7,500
TRAVEL EXPENSE	1,422	1,521	521	2,000	26	2,000

01/18/18  
15:40:46

CITY OF BENSON  
BUDGET PROPOSAL  
2018 BUDGET PROPOSAL

DESCRIPTION	2015 ACTUAL	2016 ACTUAL	2017 YTD	2017 BUDGET	PCT. BUDGET	PROPOSED 2018 BUDGET
TRAINING & INSTRUCTION	1,257	1,470	989	1,600	62	1,600
MARKETING	9,224	7,047	7,139	8,000	89	8,000
INSURANCE	28,845	39,646	35,554	40,000	89	40,000
DEPRECIATION	524,463	528,766	463,099	521,000	89	535,000
MISCELLANEOUS						
BAD DEBTS	11,468	15,486		12,000		12,000
DUES & SUBSCRIPTIONS	5,963	5,936	5,773	6,000	96	6,000
MRES-LOAD MANAGEMENT	11,929	7,126	5,735	12,240	47	10,000
LOAD MANAGEMENT/CONSERVATION	29,746	48,904	37,587	41,260	91	37,203
TOTAL ADMINISTRATION	968,263	1,036,877	892,637	1,014,515	88	1,039,443
GRAND TOTAL EXPENSES	3,784,355	3,817,793	3,307,175	3,910,225	85	3,724,971
OPERATING PROFIT/(LOSS)	282,126	364,040	212,287	199,910	106	417,534
OTHER INCOME & EXPENSE						
INTEREST INCOME	57,602	61,156	56,186	60,000	94	60,000
UNREALIZED GAIN (LOSS) ON INVS	(1,292)	(8,120)	4,059			
INTEREST EXPENSE	(239,804)	(225,894)	(191,728)	(223,000)	86	(105,000)
GAIN/LOSS ON DISPOSAL/ASSET	3,300	(2,397)				
SALE OF PROPERTY		6,550	35,200			
NET INCOME/(LOSS)	101,932	195,335	116,004	36,910	314	372,534
*** SALE OF SERVICE BREAKDOWN ***						
RESIDENTIAL LIGHTING	1,311,556	1,292,690	1,136,434	1,290,000	88	1,335,150
INTERRUPTIBLE SERVICE	82,255	73,785	61,764	80,000	77	71,400
MUNICIPAL SERVICE	214,858	196,829	186,152	200,000	93	204,000
COMMERCIAL LIGHTING	364,311	349,463	308,044	350,000	88	357,000
INDUSTRIAL SERVICE	1,026,691	1,026,341	895,111	1,030,000	87	1,004,500
STREET LIGHTING & SECURITY LIGHTS	85,246	83,731	72,993	85,000	86	87,720
TOTAL SALES OF SERVICE	3,084,916	3,022,839	2,660,498	3,035,000	88	3,059,770



## TEN YEAR CAPITAL IMPROVEMENT PLAN

DEPARTMENT: Electric Department  
 REVISED: 11/2017

DESCRIPTION	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	TOTALS
<b>Distribution</b>											\$0
Replace 50 Pulse Initiators with meter modules											\$0
Street Lights				\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000		\$48,000
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
Material Storage Area											\$0
3 Phase Meter Testing	\$8,000	\$8,000									\$16,000
Replace Pulse Initiators AMR's	\$10,000	\$10,000	\$10,000	\$10,000							\$40,000
Load Management for Businesses											\$0
<b>Replace OH with UG/ system upgrades</b>	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$1,350,000
NW Corner 3Φ											\$0
NW Corner 1Φ											\$0
NE Corner 3Φ											\$0
NE Corner 1Φ											\$0
US TH-12											\$0
											\$0
<b>Other Schedule Maintenance</b>											\$0
Christmas Lights											\$0
Meggar Testing--Generation	\$7,500		\$8,000								\$15,500
Relay & Load Tap Changers Maintenance	\$7,500		\$8,000								\$15,500
<b>Column Total</b>	\$268,000	\$390,000	\$301,000	\$358,000	\$188,000	\$438,000	\$228,000	\$238,000	\$243,000	\$0	\$2,652,000

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
101.15500 2) PREPAID EXPENSES - INSURANCE	1) GENERAL FUND 2018 AIRPORT LIABILITY	2,152.00	LANGE ASSOCIATES	049450	M-12312017-778	75
101.20700 2) DUE TO OTHER FUNDS	1) GENERAL FUND DUE TO UTILITY FUND	560.12	ENTERPRISE FUNDS	049452	M-12312017-778	77
101.41110.210 2) MAYOR & COUNCIL	1) GENERAL FUND 3) MAYOR & COUNCIL CONTINGENCY STAMP	42.00	BACKSTREET PRINTING		D-12312017-777	440
101.41110.350 2) MAYOR & COUNCIL	1) GENERAL FUND 3) PRINTING & PUBLISHING HAPPY HOLIDAYS, PUB HEAR	275.50	MONITOR & NEWS		D-12312017-777	289
101.41300.201 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) OFFICE SUPPLIES SHREDDING DATA MITTENS, HAMMER SUPPLIES LEGAL FILE ANDERSON FUNERAL FLOWERS FLAG DISPLAY CASES	113.10 58.98 73.97 18.99 49.16 149.58 463.78	SHRED-IT USA ZOSEL'S TRUE VALUE BANKCARD CENTER BACKSTREET PRINTING UPTOWN FLORIST HOBBY LOBBY * TOTAL	049439 049445	M-12312017-778 M-12312017-778	345 377 399 441 53 64
101.41300.202 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) DUPLICATING & COPYING COPIER MAINT COPIER PAYMENT	91.81 139.00 230.81	LOFFLER COMPANIES-131511 TOSHIBA FINANCIAL SERVIC * TOTAL		D-12312017-777 D-12312017-777	69 195
101.41300.203 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) POSTAGE POSTAGE HALF COST STAMPED ENV	64.40 1,613.75 1,678.15	INCIDENTAL FUND BANKCARD CENTER * TOTAL		D-12312017-777 D-12312017-777	280 401
101.41300.209 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) GAS & OIL GAS	50.52	GLACIAL PLAINS COOPERATI		D-12312017-777	83
101.41300.221 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) EQUIPMENT REPAIR PARTS ALTERNATOR	125.99	AUTO VALU BENSON		D-12312017-777	265
101.41300.309 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) CONTRACTED SERVICES COMP TIME/DATA ENTRY	1,200.00	ELECTRIC FUND	049437	M-12312017-778	50
101.41300.310 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) CONTRACTED SERVICES TECH SUPPORT SVC FOLIO SUPPLEMENT ORDINANCE PAGES	1,512.50 1,203.00 1,552.00 3,267.50	SWIFT COUNTY AMERICAN LEGAL PUBLISHIN AMERICAN LEGAL PUBLISHIN * TOTAL		D-12312017-777 D-12312017-777 D-12312017-777	109 286 287
101.41300.321 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) TELEPHONE LONG DISTANCE CHARGES MONTHLY PRI CHARGE CELL PHONE	148.72 427.60 111.68 688.00	CENTURYLINK CENTURYLINK VERIZON * TOTAL	049453	D-12312017-777 D-12312017-777 M-12312017-778	80 198 30
101.41300.331 2) ADMINISTRATION & FINANCE	1) GENERAL FUND 3) TRAVEL EXPENSE PLANNING COMM MEALS	100.04 163.93 263.97	INCIDENTAL FUND BANKCARD CENTER * TOTAL		D-12312017-777 D-12312017-777	278 398

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
101.41300.433 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)DUES & SUBSCRIPTIONS WSJ 17-18 DUES-WOLFINGTON	36.99 111.00 147.99	BANKCARD CENTER MN CITY/COUNTY MGMT ASSN * TOTAL	049451 D-12312017-777 M-12312017-778	400 76
101.41300.433					
101.41610.201 2)CITY ATTORNEY	1)GENERAL FUND 3)OFFICE SUPPLIES POSTAGE/COPIES	7.13	WILCOX LAW OFFICE, P.A.	049435 M-12312017-778	48
101.41610.304 2)CITY ATTORNEY	1)GENERAL FUND 3)CITY ATTORNEY CONTRACT CITY ATTORNEY FEES	1,176.50	WILCOX LAW OFFICE, P.A.	049435 M-12312017-778	47
101.41940.235 2)CITY HALL	1)GENERAL FUND 3)BUILDING MAINTENANCE & SUPPL MATS CUPS, FORKS, PLATES CUPS MATS GARBAGE SERVICE	23.46 16.05 63.58 23.46 35.10 161.65	BENSON LAUNDRY-MAT HOUSE DAROLD'S SUPER VALUE WEST CENTRAL SALES BENSON LAUNDRY-MAT HOUSE MATTHEISEN DISPOSAL, INC * TOTAL	D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777 M-12312017-778	60 123 293 367 65
101.41940.235					
101.41940.310 2)CITY HALL	1)GENERAL FUND 3)CONTRACTED SERV - CLEANING CLEAN CITY HALL	160.00	SWIFT COUNTY DAC	D-12312017-777	308
101.41940.381 2)CITY HALL	1)GENERAL FUND 3)UTILITIES UTILITIES	623.56	MUNICIPAL UTILITIES	D-12312017-777	93
101.41940.383 2)CITY HALL	1)GENERAL FUND 3)HEATING COST UTILITIES NATURAL GAS	39.36 313.20 352.56	MUNICIPAL UTILITIES CENTER POINT ENERGY * TOTAL	D-12312017-777 D-12312017-777	94 159
101.41940.383					
101.42100.201 2)POLICE DEPARTMENT	1)GENERAL FUND 3)OFFICE SUPPLIES COPIER PAYMENT USB SWITCH, BRACKET CABLE EXTERNAL STORAGE TAPE, TRAYS	81.00 105.87 50.56 27.01 40.81 305.25	TOSHIBA FINANCIAL SERVIC CDW GOVERNMENT CDW GOVERNMENT CDW GOVERNMENT BACKSTREET PRINTING * TOTAL	D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777	186 347 356 357 443
101.42100.201					
101.42100.209 2)POLICE DEPARTMENT	1)GENERAL FUND 3)GAS & OIL GAS	1,450.46	GLACIAL PLAINS COOPERATI	D-12312017-777	84
101.42100.210 2)POLICE DEPARTMENT	1)GENERAL FUND 3)OPERATING SUPPLIES POSTAGE SOFA/NON PROC DISPOSAL SCREENS TAPE WATER, COOLER RENT CABLE SERVICES	9.26 35.00 26.50 4.99 14.95 7.74 98.44	INCIDENTAL FUND SWIFT CO ENVIRONMENTAL S MIDWEST MONITORING & SUR ZOSEL'S TRUE VALUE CULLIGAN SOFT WATER CHARTER COMMUNICATIONS * TOTAL	D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777 M-12312017-778 M-12312017-778 049432 049447	279 327 365 378 43 72
101.42100.210					
101.42100.211 2)POLICE DEPARTMENT	1)GENERAL FUND 3)FORFEITURE EXPENDITURES SUPPLIES	140.32	BANKCARD CENTER	D-12312017-777	406
101.42100.213 2)POLICE DEPARTMENT	1)GENERAL FUND 3)UNIFORM ALLOWANCE GLOVES	34.98	STREICHER'S	D-12312017-777	354
101.42100.219 2)POLICE DEPARTMENT	1)GENERAL FUND 3)INVESTIGATIONS VEHICLE STORAGE TOWING PROSECUTION SERVICES	920.00 285.00 4,824.61	BENSON BODY SHOP SOUTHSIDE BODY SHOP WILCOX LAW OFFICE, P.A.	D-12312017-777 D-12312017-777 M-12312017-778 049435	360 417 46

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
101.42100.219	1) GENERAL FUND 2) POLICE DEPARTMENT	6,029.61	* TOTAL			
101.42100.223	1) GENERAL FUND 2) POLICE DEPARTMENT	102.92	TOM'S SERVICE INC		D-12312017-777	359
101.42100.223	3) EQUIPMENT REPAIRS CONTRACTED REPAIRS DEBR COLLISION REPAIR	4,411.00 4,513.92	BENSON BODY SHOP * TOTAL		D-12312017-777	361
101.42100.235	1) GENERAL FUND 2) POLICE DEPARTMENT	80.00	E & C GRAPHICS INC		D-12312017-777	355
101.42100.240	1) GENERAL FUND 2) POLICE DEPARTMENT	14.95	CULLIGAN SOFT WATER		D-12312017-777	349
101.42100.240	3) SMALL TOOLS & EQUIPMENT WATER, COOLER RENT BROOM, MOP BATTERY, MAT POWER BACKUP	533.85 540.44 1,089.24	RUNNINGS SUPPLY INC CDW GOVERNMENT * TOTAL	049433	D-12312017-777 M-12312017-778	423 44
101.42100.321	1) GENERAL FUND 2) POLICE DEPARTMENT	100.00	CENTURYLINK		D-12312017-777	189
101.42100.321	3) TELEPHONE MONTHLY PRI CHARGE LOCAL SERVICE PHONE CELL PHONE CELL PHONE	64.81 304.89 203.36 336.08 909.14	CENTURYLINK CENTURYLINK CENTURYLINK VERIZON VERIZON * TOTAL		D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777	197 358 363 364
101.42100.331	1) GENERAL FUND 2) POLICE DEPARTMENT	43.24	BANKCARD CENTER		D-12312017-777	404
101.42100.332	1) GENERAL FUND 2) POLICE DEPARTMENT	399.98	ALPHA TRAINING & TACTICS		D-12312017-777	362
101.42100.381	1) GENERAL FUND 2) POLICE DEPARTMENT	450.11	MUNICIPAL UTILITIES		D-12312017-777	288
101.42100.383	1) GENERAL FUND 2) POLICE DEPARTMENT	196.61	CENTER POINT ENERGY		D-12312017-777	162
101.42100.411	1) GENERAL FUND 2) POLICE DEPARTMENT	100.00	ELECTRIC FUND	049437	M-12312017-778	51
101.42100.433	1) GENERAL FUND 2) POLICE DEPARTMENT	35.00	BANKCARD CENTER		D-12312017-777	405
101.42100.433	3) DUES & SUBSCRIPTIONS POP DUES-HODGE POP DUES-LARSON POP-LDP HODGE POP-LDP LARSON	35.00 150.00 150.00 370.00	BANKCARD CENTER BANKCARD CENTER BANKCARD CENTER * TOTAL		D-12312017-777 D-12312017-777 D-12312017-777	414 415 416
101.42100.439	1) GENERAL FUND 2) POLICE DEPARTMENT	20.00	H & H VETERINARY SERVICE		D-12312017-777	353
101.42200.209	1) GENERAL FUND 2) FIRE DEPARTMENT	52.96	GLACIAL PLAINS COOPERATI		D-12312017-777	85
101.42200.210	1) GENERAL FUND 2) FIRE DEPARTMENT	7.74	CHARTER COMMUNICATIONS		D-12312017-777	344
101.42200.221	1) GENERAL FUND 2) FIRE DEPARTMENT	77.00	ERIC'S MOTORSPORTS		D-12312017-777	387
101.42200.221	3) EQUIPMENT REPAIR PARTS HONDA REPAIR HOSE FUSES	129.00 8.46 214.46	HELMAN FIRE EQUIPMENT, I RUNNINGS SUPPLY INC * TOTAL		D-12312017-777 D-12312017-777	409 426

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
101.42200.235	1) GENERAL FUND				
2) FIRE DEPARTMENT	3) BUILDING MAINTENANCE & SUPPL				
	CEILING TILE	52.32	A. F. BUILDING MATERIALS	049446 D-12312017-777	271
	GARBAGE SERVICE	44.46	MATTHEISEN DISPOSAL, INC	M-12312017-778	66
101.42200.235		96.78	* TOTAL		
101.42200.240	1) GENERAL FUND				
2) FIRE DEPARTMENT	3) SMALL TOOLS & EQUIPMENT				
	NOZZLES	1,710.55	HEIMAN FIRE EQUIPMENT, I	D-12312017-777	388
	BATTERY	44.76	RUNNINGS SUPPLY INC	D-12312017-777	425
101.42200.240		1,755.31	* TOTAL		
101.42200.310	1) GENERAL FUND				
2) FIRE DEPARTMENT	3) CONTRACTED SERVICES				
	CLEAN FIRE HALL	49.27	SWIFT COUNTY DAC	D-12312017-777	310
101.42200.381	1) GENERAL FUND				
2) FIRE DEPARTMENT	3) UTILITIES				
	UTILITIES	471.63	MUNICIPAL UTILITIES	D-12312017-777	95
101.42200.383	1) GENERAL FUND				
2) FIRE DEPARTMENT	3) HEATING COST				
	NATURAL GAS	456.35	CENTER POINT ENERGY	D-12312017-777	160
101.42200.418	1) GENERAL FUND				
2) FIRE DEPARTMENT	3) FIRE SERVICE FEE				
	FIRE SERVICE FEE	833.37	WATER FUND	049436 M-12312017-778	49
101.42600.209	1) GENERAL FUND				
2) ENGINEERING DEPARTMENT	3) GAS				
	GAS	45.36	GLACIAL PLAINS COOPERATI	D-12312017-777	86
101.42600.321	1) GENERAL FUND				
2) ENGINEERING DEPARTMENT	3) TELEPHONE				
	CELL PHONE	50.84	VERIZON	049453 M-12312017-778	34
101.42600.331	1) GENERAL FUND				
2) ENGINEERING DEPARTMENT	3) TRAVEL EXPENSE				
	MILEAGE TO MORRIS	228.98	JACOBSON/MIKE	D-12312017-777	235
101.42600.332	1) GENERAL FUND				
2) ENGINEERING DEPARTMENT	3) TRAINING & INSTRUCTION				
	LICENSE	65.00	BANKCARD CENTER	D-12312017-777	408
101.43100.201	1) GENERAL FUND				
2) HIGHWAY STREETS & ROADS	3) OFFICE SUPPLIES				
	DRUG TESTS	54.00	SWIFT COUNTY BENSON HEAL	049426 M-12312017-778	36
101.43100.209	1) GENERAL FUND				
2) HIGHWAY STREETS & ROADS	3) GAS & OIL				
	GAS	1,185.54	GLACIAL PLAINS COOPERATI	D-12312017-777	87
	OIL	47.88	AUTO VALU BENSON	D-12312017-777	263
	DIESEL	43.14	ASCHEMAN OIL	D-12312017-777	274
	10W30 DRUM	613.75	ASCHEMAN OIL	D-12312017-777	275
	GEAR LUBE	169.63	GLACIAL PLAINS COOPERATI	D-12312017-777	341
101.43100.209		2,059.94	* TOTAL		
101.43100.210	1) GENERAL FUND				
2) HIGHWAY STREETS & ROADS	3) OPERATING SUPPLIES				
	WELDING GAS	149.83	AMERICAN WELDING & GAS I	D-12312017-777	196
	COUPLER, HEATSHRINK	41.44	AUTO VALU BENSON	D-12312017-777	264
	SAFETY JACKET	232.29	A W DIRECT INC	D-12312017-777	277
	BOOT ALLOWANCE	100.00	THOMPSON/KEVIN	D-12312017-777	291
	TOWELS	34.35	WEST CENTRAL SALES	D-12312017-777	294
	OIL DRY, CABLE TIES	132.26	NORTHSIDE AUTO	D-12312017-777	331
	GAS CAN	13.99	GLACIAL PLAINS COOPERATI	D-12312017-777	343
	DA TEST	27.00	SWIFT COUNTY BENSON HOSP	D-12312017-777	351
	LP FILL	20.63	TOM'S SERVICE INC	D-12312017-777	376
	JACKETS	172.46	BANKCARD CENTER	D-12312017-777	402
	BOLTS, SCREWS	14.50	RUNNINGS SUPPLY INC	D-12312017-777	421
	EYE GLASSES	142.50	NORTHERN SAFETY CO. INC.	049429 M-12312017-778	39
	CABLE SERVICES	14.36	CHARTER COMMUNICATIONS	049447 M-12312017-778	71
101.43100.210		1,095.61	* TOTAL		

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
101.43100.212	1) GENERAL FUND					
2) HIGHWAY STREETS & ROADS	3) STREET MARKINGS & SIGNS					
	BARRICADE MTL	62.37	A.F. BUILDING MATERIALS		D-12312017-777	273
	FENCE POST	64.50	RUNNINGS SUPPLY INC		D-12312017-777	420
101.43100.212		126.87	* TOTAL			
101.43100.215	1) GENERAL FUND					
2) HIGHWAY STREETS & ROADS	3) SHOP SUPPLIES					
	BRAKE/CARB CLEANER	85.14	NORTHSIDE AUTO		D-12312017-777	330
	SCREWS, ADAPTER	64.71	RUNNINGS SUPPLY INC		D-12312017-777	422
101.43100.215		149.85	* TOTAL			
101.43100.221	1) GENERAL FUND					
2) HIGHWAY STREETS & ROADS	3) EQUIPMENT REPAIR PARTS					
	STROBES	223.00	CRYSTEEL TRUCK EQUIPMENT		D-12312017-777	249
	OIL, FILTERS	386.15	AUTO VALU BENSON		D-12312017-777	266
	AIR VALVE	41.05	CRYSTEEL MANUFACTURING I		D-12312017-777	303
	BATTERY, HOSE	174.70	NORTHSIDE AUTO		D-12312017-777	332
	FILTERS, ELEMENT	768.78	POWER PLAN		D-12312017-777	339
	HITCHPIN, COUPLER	71.51	RUNNINGS SUPPLY INC		D-12312017-777	419
	GREASE	414.55	MARC		D-12312017-777	432
	SNOW PUSHER REPAIR	53.00	REID'S WELDING & CUSTOM		D-12312017-777	437
	BULB	9.79	JOHN DEERE FINANCIAL	049448	M-12312017-778	73
101.43100.221		2,142.53	* TOTAL			
101.43100.223	1) GENERAL FUND					
2) HIGHWAY STREETS & ROADS	3) EQUIPMENT REPAIRS CONTRACTED					
	GRADER RADIO INSTALL	294.49	WEST CENTRAL COMMUNICATI		D-12312017-777	297
	UNIT 28- MOVE AUX HYD	3,597.08	POWER PLAN		D-12312017-777	338
	REPAIRS	4,232.35	GLACIAL PLAINS COOPERATI		D-12312017-777	342
101.43100.223		4,123.92	* TOTAL			
101.43100.235	1) GENERAL FUND					
2) HIGHWAY STREETS & ROADS	3) BUILDING MAINTENANCE & SUPPL					
	GARBAGE SERVICE	159.25	MATTHEISEN DISPOSAL, INC	049446	M-12312017-778	67
101.43100.240	1) GENERAL FUND					
2) HIGHWAY STREETS & ROADS	3) SMALL TOOLS & EQUIPMENT					
	JACK	29.99	RUNNINGS SUPPLY INC		D-12312017-777	418
101.43100.331	1) GENERAL FUND					
2) HIGHWAY STREETS & ROADS	3) TRAVEL EXPENSE					
	MEAL REIMB	13.35	ASCHEMAN/WADE		D-12312017-777	282
	MILEAGE TO TRAINING	51.36	ASCHEMAN/WADE		D-12312017-777	283
101.43100.331		64.71	* TOTAL			
101.43100.381	1) GENERAL FUND					
2) HIGHWAY STREETS & ROADS	3) UTILITIES					
	UTILITIES	433.87	MUNICIPAL UTILITIES		D-12312017-777	96
	ELECT-GRAVEL PIT & DUMP	104.15	AGRALITE ELECTRIC COOPER	049430	M-12312017-778	14
101.43100.381		538.02	* TOTAL			
101.43100.383	1) GENERAL FUND					
2) HIGHWAY STREETS & ROADS	3) HEATING COST					
	NATURAL GAS	756.03	CENTER POINT ENERGY		D-12312017-777	161
101.43100.386	1) GENERAL FUND					
2) HIGHWAY STREETS & ROADS	3) STREET LIGHTING UTILITIES					
	UTILITIES	7,684.12	MUNICIPAL UTILITIES		D-12312017-777	97
101.43100.438	1) GENERAL FUND					
2) HIGHWAY STREETS & ROADS	3) LAUNDRY					
	MATS & TOWELS	77.93	BENSON LAUNDRY-MAT HOUSE		D-12312017-777	62
	MATS	73.93	BENSON LAUNDRY-MAT HOUSE		D-12312017-777	368
101.43100.438		151.86	* TOTAL			
101.45121.310	1) GENERAL FUND					
2) ORGANIZED RECREATION	3) SENIOR CITIZEN PROGRAM					
	MONTHLY CONTRIBUTION	700.00	SENIOR ADVOCACY CORPORAT		D-12312017-777	28

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
101.45124.235 2) SWIMMING POOL	1) GENERAL FUND 3) BUILDING MAINTENANCE & SUPPL BOILER INPSECT, BURNER	1,407.70	HAWLEYS, INC.	D-12312017-777	325
101.45124.321 2) SWIMMING POOL	1) GENERAL FUND 3) TELEPHONE LOCAL SERVICE	25.73	CENTURYLINK	D-12312017-777	178
101.45124.381 2) SWIMMING POOL	1) GENERAL FUND 3) UTILITIES UTILITIES	232.20	MUNICIPAL UTILITIES	D-12312017-777	98
101.45181.310 2) ARMORY	1) GENERAL FUND 3) CONTRACTED SERVICES CLEAN ARMORY	51.63	SWIFT COUNTY DAC	D-12312017-777	306
101.45181.321 2) ARMORY	1) GENERAL FUND 3) TELEPHONE LOCAL SERVICE	42.32	CENTURYLINK	D-12312017-777	179
101.45181.381 2) ARMORY	1) GENERAL FUND 3) UTILITIES UTILITIES	219.23	MUNICIPAL UTILITIES	D-12312017-777	99
101.45181.383 2) ARMORY	1) GENERAL FUND 3) HEATING COST NATURAL GAS	289.11	CENTER POINT ENERGY	D-12312017-777	163
101.45200.209 2) PARKS	1) GENERAL FUND 3) GAS & OIL GAS	409.41	GLACIAL PLAINS COOPERATI	D-12312017-777	88
101.45200.210 2) PARKS	1) GENERAL FUND 3) OPERATING SUPPLIES HEARING PROTECTOR OIL FILTER POLY PARKS RESTROOM SUPPLIES SAND DISC JACKET DECK WASH, PAINT BRUSH DEODORIZER GARBAGE SERVICE	16.95 76.52 34.50 277.29 11.37 57.49 205.69 69.04 276.54 1,025.39	ERIC'S MOTORSPORTS AUTO VALU BENSON A. F. BUILDING MATERIALS MARC ZOSEL'S TRUE VALUE BANKCARD CENTER RUNNINGS SUPPLY INC MARC MATTHEISEN DISPOSAL, INC * TOTAL	D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777 M-12312017-778	245 262 272 315 379 403 424 433 68
101.45200.210 2) PARKS	1) GENERAL FUND 3) EQUIPMENT REPAIR PARTS BEARING, GEAR	265.25	JOHN DEERE FINANCIAL	049448 M-12312017-778	74
101.45200.223 2) PARKS	1) GENERAL FUND 3) EQUIPMENT REPAIRS CONTRACTED PICKUP REPAIR MOWER WELDING REPAIR	701.10 200.00 901.10	GLACIAL PLAINS COOPERATI REID'S WELDING & CUSTOM * TOTAL	D-12312017-777 D-12312017-777	340 386
101.45200.235 2) PARKS	1) GENERAL FUND 3) BUILDING MAINTENANCE & SUPPL CLEAN CIVIC CENTER	28.32	SWIFT COUNTY DAC	D-12312017-777	309
101.45200.321 2) PARKS	1) GENERAL FUND 3) TELEPHONE SPRINKLER CELL SERVICE	40.01	VERIZON	049453 M-12312017-778	33
101.45200.381 2) PARKS	1) GENERAL FUND 3) UTILITIES UTILITIES	479.71	MUNICIPAL UTILITIES	D-12312017-777	100
101.46500.343 2) TOURISM	1) GENERAL FUND 3) LODGING TAX EXPENDITURES WEB DOMAIN WEBSITE HOST	55.00 227.40 282.40	BACKSTREET MEDIA WEBTOMIX LLC * TOTAL	D-12312017-777 M-12312017-778	320 52
101.46500.343					

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 2017 DUES	111.00	MN ASSOCIATION OF CEMETE		D-12312017-777	385
101.49200.430 2)UNALLOCATED	1)GENERAL FUND 3)MISCELLANEOUS COFFEE	5.00	INCIDENTAL FUND		D-12312017-777	281
101.49200.430	HAM	140.00	BERENS/ROGER		D-12312017-777	390
101.49300.723 2)TRANSFERS	1)GENERAL FUND 3)TRANSFER TO GOLF CLUB TRANSFER	35,000.00	BENSON GOLF CLUB	049425	M-12312017-778	35
101.49300.731 2)TRANSFERS	1)GENERAL FUND 3)TRANSFER TO OTHER GOVERNMENTS RENT	35,000.00	BENSON CIVIC CENTER BOAR	049434	M-12312017-778	45
101.49810.210 2)AIRPORT	1)GENERAL FUND 3)OPERATING SUPPLIES CLEAN AIRPORT	56.49	SWIFT COUNTY DAC		D-12312017-777	307
101.49810.210	WATER, COOLER RENT	12.95	CULLIGAN SOFT WATER	049432	M-12312017-778	42
101.49810.235 2)AIRPORT	1)GENERAL FUND 3)BUILDING MAINTENANCE & SUPPL MATS	13.51	BENSON LAUNDRY-MAT HOUSE		D-12312017-777	61
	WATER	34.70	CULLIGAN SOFT WATER		D-12312017-777	71
	DEC RENT	19.50	WEST ACRES WATER SYSTEMS		D-12312017-777	348
	GARBAGE SERVICE	28.31	MATTHEISEN DISPOSAL, INC	049446	M-12312017-778	69
101.49810.235		96.02	* TOTAL			
101.49810.321 2)AIRPORT	1)GENERAL FUND 3)TELEPHONE LOCAL SERVICE	78.28	CENTURYLINK		D-12312017-777	183
101.49810.381 2)AIRPORT	1)GENERAL FUND 3)UTILITIES ELECT-AIRPORT	838.88	AGRALITE ELECTRIC COOPER	049430	M-12312017-778	15
101.49810.383 2)AIRPORT	1)GENERAL FUND 3)HEATING COST NATURAL GAS	127.29	CENTER POINT ENERGY		D-12312017-777	164
211.45500.201 2)LIBRARY	1)LIBRARY FUND 3)OFFICE SUPPLIES COPIER MAINT	54.57	LOFFLER COMPANIES-131511		D-12312017-777	223
	WHITE OUT, LABELS-LIBRAR	34.57	BACKSTREET PRINTING		D-12312017-777	254
	NAILS	3.58	ZOSL'S TRUE VALUE		D-12312017-777	380
	PAPER SHREDDER	159.99	BACKSTREET PRINTING		D-12312017-777	442
211.45500.201		252.71	* TOTAL			
211.45500.210 2)LIBRARY	1)LIBRARY FUND 3)OPERATING SUPPLIES SUPPLIES	5.26	BANKCARD CENTER		D-12312017-777	409
211.45500.235 2)LIBRARY	1)LIBRARY FUND 3)BUILDING MAINTENANCE & SUPPL MATS	40.47	BENSON LAUNDRY-MAT HOUSE		D-12312017-777	63
	COPY PAPER, TOWELS	65.20	WEST CENTRAL SALES		D-12312017-777	292
	THERMOSTAT REPLACE	262.72	HAWLEYS, INC		D-12312017-777	326
	MATS	40.47	BENSON LAUNDRY-MAT HOUSE		D-12312017-777	368
	GARBAGE SERVICE	37.44	MATTHEISEN DISPOSAL, INC	049446	M-12312017-778	70
211.45500.235		446.30	* TOTAL			
211.45500.321 2)LIBRARY	1)LIBRARY FUND 3)TELEPHONE LOCAL SERVICE	80.57	CENTURYLINK		D-12312017-777	184
211.45500.381 2)LIBRARY	1)LIBRARY FUND 3)UTILITIES UTILITIES	398.48	MUNICIPAL UTILITIES		D-12312017-777	101

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
211.45500.383	1) LIBRARY FUND					
2) LIBRARY	3) HEATING COST UTILITIES	315.02	MUNICIPAL UTILITIES		D-12312017-777	102
401.45200.501	1) GENERAL CAPITAL OUTLAY FUND					
2) PARKS	3) CAPITAL OUTLAY					
	CEMETERY FENCE INSTALL	2,150.00	RESZEL/RANDALL	049427	M-12312017-778	37
	CEMETERY FENCE INSTALL	2,189.90	RESZEL/RON	049428	M-12312017-778	38
401.45200.501		4,339.90	* TOTAL			
411.42100.501	1) G.O. CAPITAL CONSTRUCTION					
2) POLICE DEPARTMENT	3) CAPITAL OUTLAY					
	ACCESS SYSTEM	14,738.00	HEARTLAND SECURITY SERVI		D-12312017-777	230
	CAMERA SYSTEM	10,450.00	HEARTLAND SECURITY SERVI		D-12312017-777	231
	SHELVING MTL	741.27	A.F. BUILDING MATERIALS		D-12312017-777	270
	RANGE, MICROHOOD, REFRIG	2,001.00	HAWLEYS, INC		D-12312017-777	366
	9 SUPERMAT CHAIRS	953.91	VIKING OFFICE SUPPLY		D-12312017-777	397
	KEY HOLDER, MAILBOX, TVS	1,272.23	BANKCARD CENTER		D-12312017-777	407
	OPEN PLAN WS	3,600.00	VIKING OFFICE SUPPLY	049431	M-12312017-778	40
	CHAIRS, TABLES	2,585.00	VIKING OFFICE SUPPLY	049431	M-12312017-778	41
	PAY APP 1	80,442.20	COMMUNITY ELECTRIC INC	049440	M-12312017-778	54
	POLICE ADDITION #5	7,098.00	MARCUS CONSTRUCTION CO I	049441	M-12312017-778	55
	POLICE ADDITION #5	146,450.10	CHESTER CONTRACTING INC	049442	M-12312017-778	56
	POLICE ADDITION #4	17,129.19	MID-CENTRAL CONCRETE, INC	049443	M-12312017-778	57
	POLICE ADDITION #2	25,152.46	CHAPPELL CENTRAL INC	049444	M-12312017-778	58
	POLICE ADDITION #3	18,317.15	CHAPPELL CENTRAL INC	049444	M-12312017-778	59
411.42100.501		330,930.51	* TOTAL			
509.47000.620	1) G.O. BONDS SERIES 2014A					
2) DEBT SERVICE	3) BOND AGENT SERVICE FEES	254.70	US BANK CORPORATE TRUST		D-12312017-777	226
515.46500.307	1) ECONOMIC DEV. AUTHORITY FUND					
2) GENERAL	3) MANAGEMENT FEES					
	MANAGEMENT TRANSFER	6,112.00	GENERAL FUND	003713	M-12312017-778	123
515.46500.315	1) ECONOMIC DEV. AUTHORITY FUND					
2) GENERAL	3) CONSULTING SERVICES					
	TIF DISTRICT LEGAL FEES	3,000.00	BRIGGS AND MORGAN		D-12312017-777	251
	LEG & PUC SERVICES	607.50	FLAHERTY & HOOD, P.A.		D-12312017-777	391
515.46500.315		3,607.50	* TOTAL			
515.46500.331	1) ECONOMIC DEV. AUTHORITY FUND					
2) GENERAL	3) TRAVEL EXPENSE					
	MILEAGE TO WILLMAR	33.17	WOLFINGTON/ROB		D-12312017-777	298
	MEALS & LODGING	264.54	BANKCARD CENTER		D-12312017-777	413
515.46500.331		297.71	* TOTAL			
515.46500.343	1) ECONOMIC DEV. AUTHORITY FUND					
2) GENERAL	3) ADVERTISING					
	WEBSITE HOSTING	650.00	AVENET, LLC		D-12312017-777	229
	CHRISTMAS LIGHT VIEWING	50.00	PRAIRIE FIVE RIDES		D-12312017-777	313
515.46500.343		700.00	* TOTAL			
515.46500.344	1) ECONOMIC DEV. AUTHORITY FUND					
2) GENERAL	3) SPECIAL PROJECTS					
	VOID	0.00	CITY OF BENSON	003714	M-12312017-778	124
	REIMB CDR-SCOTT COLLINS	2,950.00	CITY OF BENSON	003715	M-12312017-778	125
	LINDAHL LOAN FROM RLF	64,686.47	CITY OF BENSON	003716	M-12312017-778	126
515.46500.344		67,636.47	* TOTAL			
515.46500.430	1) ECONOMIC DEV. AUTHORITY FUND					
2) GENERAL	3) MISCELLANEOUS					
	BOILER INSPECTION	55.00	MN DEPT OF LABR & INDSTR		D-12312017-777	321
601.49400.208	1) WATER FUND					
2) WATER DEPARTMENT	3) CHEMICALS & CHEM SUPPLIES					
	SODIUM PERMANGANATE	3,217.61	HAWKINS, INC.	037775	M-12312017-778	83
601.49400.209	1) WATER FUND					
2) WATER DEPARTMENT	3) GAS & OIL					
	GAS	247.16	GLACIAL PLAINS COOPERATI		D-12312017-777	131

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
601.49400.210	1) WATER FUND				
2) WATER DEPARTMENT	3) OPERATING SUPPLIES				
	STEEL WHEEL	26.25	ERIC'S MOTORSPORTS	D-12312017-777	244
	TEST SENSOR	785.30	USA BLUE BOOK	D-12312017-777	337
	CYLINDER RENTAL	28.31	AMERICAN WELDING & GAS I	D-12312017-777	346
	JACKET	57.48	BANKCARD CENTER	D-12312017-777	410
	IMPACT CUT OFF WHEEL	40.63	RUNNINGS SUPPLY INC	D-12312017-777	427
	EAR PLUGS	66.69	NORTHERN SAFETY CO.INC.	037777 M-12312017-778	85
601.49400.210		1,004.66	* TOTAL		
601.49400.217	1) WATER FUND				
2) WATER DEPARTMENT	3) LAB EQUIPMENT & SUPPLIES				
	TESTING SUPPLIES	206.07	USA BLUE BOOK	D-12312017-777	336
	SOAP TOWELS	29.96	ZOSEL'S TRUE VALUE	D-12312017-777	374
	TESTING SOLUTION	50.37	USA BLUE BOOK	D-12312017-777	438
		286.40	* TOTAL		
601.49400.221	1) WATER FUND				
2) WATER DEPARTMENT	3) EQUIPMENT REPAIR PARTS				
	SEAL	11.99	AUTO VALU BENSON	D-12312017-777	268
	TAIL LIGHT	11.97	NORTHSIDE AUTO	D-12312017-777	334
	ORING REPAIR KIT	88.91	USA BLUE BOOK	D-12312017-777	335
	COUPLING	8.49	ZOSEL'S TRUE VALUE	D-12312017-777	373
		121.36	* TOTAL		
601.49400.223	1) WATER FUND				
2) WATER DEPARTMENT	3) EQUIPMENT REPAIRS CONTRACTED				
	2005 CHEV PICKUP REPAIR	2,479.43	BENSON BODY SHOP	D-12312017-777	253
601.49400.227	1) WATER FUND				
2) WATER DEPARTMENT	3) MAINTAIN COLLECTION SYSTEM				
	COMPRESSION UNIONS	76.00	HAWLEYS, INC.	D-12312017-777	324
	CRUSHED CONCRETE	1,159.35	GENERAL FUND	037789 M-12312017-778	108
		1,235.35	* TOTAL		
601.49400.235	1) WATER FUND				
2) WATER DEPARTMENT	3) BUILDING MAINTENANCE & SUPPL				
	MURIATIC ACID	29.96	ZOSEL'S TRUE VALUE	D-12312017-777	371
601.49400.307	1) WATER FUND				
2) WATER DEPARTMENT	3) MANAGEMENT FEES				
	MANAGEMENT FEES	3,342.50	GENERAL FUND	037780 M-12312017-778	88
601.49400.313	1) WATER FUND				
2) WATER DEPARTMENT	3) CONTRACTED SERVICES				
	COLIFORM TESTING	225.00	STEVEN M TRAUT WELLS INC	D-12312017-777	396
601.49400.321	1) WATER FUND				
2) WATER DEPARTMENT	3) TELEPHONE				
	LOCAL SERVICE	96.63	CENTURYLINK	D-12312017-777	208
	CELL PHONE-WATER	46.21	VERIZON	037791 M-12312017-778	17
		142.84	* TOTAL		
601.49400.381	1) WATER FUND				
2) WATER DEPARTMENT	3) UTILITIES				
	UTILITIES	2,050.14	MUNICIPAL UTILITIES	D-12312017-777	141
601.49400.430	1) WATER FUND				
2) WATER DEPARTMENT	3) MISCELLANEOUS				
	COLLECTION FEE	15.78	UNITED ACCOUNTS	D-12312017-777	392
601.49400.620	1) WATER FUND				
2) WATER DEPARTMENT	3) BOND AGENT SERVICE FEES				
	AGENT FEES	87.90	US BANK CORPORATE TRUST	D-12312017-777	227
601.49400.721	1) WATER FUND				
2) WATER DEPARTMENT	3) TRANSFER TO GENERAL FUND				
	2017 UTILITY TRANSFER	29,088.00	GENERAL FUND	037774 M-12312017-778	79
602.14300	1) SEWER COLLECTION & DISPOSAL				
2) INVENTORY	MILBANK INVENTORY	608.58	GENERAL FUND	037790 M-12312017-778	109

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
602.16424	1) SEWER COLLECTION & DISPOSAL					
2) GENERAL-OFFICE FURN & EQUIP	SCADA COMPUTER/SOFTWARE	15,224.72	TOTAL CONTROL SYSTEMS, I		D-12312017-777	305
602.43250.208	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) CHEMICALS & CHEM SUPPLIES					
	FERRIC CHLORIDE	924.95	HAWKINS, INC.		D-12312017-777	236
	FERRIC CHLORIDE	2,738.85	HAWKINS, INC.		D-12312017-777	237
	CHLORIDE	1,831.90	HAWKINS, INC.	037775	M-12312017-778	82
	CHLORIDE	924.95	HAWKINS, INC.	037775	M-12312017-778	84
		6,420.65	* TOTAL			
602.43250.210	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) OPERATING SUPPLIES					
	PLATE	142.00	REID'S WELDING & CUSTOM		D-12312017-777	436
602.43250.217	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) LAB EQUIPMENT & SUPPLIES					
	DISTILLED WATER	3.87	DOMAT'S FAMILY FOODS		D-12312017-777	246
	WWTP LAB SUPPLIES	379.39	USA BLUE BOOK		D-12312017-777	300
	LAB SUPPLIES	288.00	USA BLUE BOOK		D-12312017-777	301
	CORRECTION PENS	13.99	BACKSTREET PRINTING		D-12312017-777	444
		685.25	* TOTAL			
602.43250.221	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) EQUIPMENT REPAIR PARTS					
	UNIT 27 REPAIRS	248.77	HUSTON & SONS TRUCK REPA		D-12312017-777	239
	WIPES, OIL FILTERS	165.07	AUTO VALU BENSON		D-12312017-777	267
	AIR FILTER, MARKER	46.03	NORTHSIDE AUTO		D-12312017-777	333
	HINGE PIN	6.49	RUNNINGS SUPPLY INC		D-12312017-777	428
		466.36	* TOTAL			
602.43250.226	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) MAINTAIN SYSTEM					
	CRUSHED CONCRETE	2,705.13	GENERAL FUND	037789	M-12312017-778	107
602.43250.235	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) BUILDING MAINTENANCE & SUPPL					
	ROPE, BUOY	392.80	USA BLUE BOOK		D-12312017-777	302
	ICE MELT	23.98	ZOSEL'S TRUE VALUE		D-12312017-777	375
		416.78	* TOTAL			
602.43250.307	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) MANAGEMENT FEES					
	MANAGEMENT FEES	4,339.50	GENERAL FUND	037780	M-12312017-778	89
602.43250.311	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) PEOPLE SERVICE CONTRACT					
	MONTHLY CONTRACT	20,413.00	PEOPLE SERVICE INC.	037772	M-12312017-778	29
602.43250.313	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) CONTRACTED SERVICES					
	PARTS/LABOR	525.00	GENERATOR SYSTEM SERVICE		D-12312017-777	243
602.43250.321	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) TELEPHONE					
	CELL PHONE-SEWER	46.21	VERIZON	037791	M-12312017-778	18
602.43250.381	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) UTILITIES					
	UTILITIES	3,772.06	MUNICIPAL UTILITIES		D-12312017-777	142
	ELECT-SEWER LIFT	47.80	AGRALITE ELECTRIC COOPER	037776	M-12312017-778	16
		3,819.86	* TOTAL			
602.43250.383	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) HEATING COST					
	NATURAL GAS	579.51	CENTER POINT ENERGY		D-12312017-777	191
602.43250.620	1) SEWER COLLECTION & DISPOSAL					
2) SEWAGE COLLECTION & DISPOSAL	3) BOND AGENT SERVICE FEES					
	AGENT FEES	107.40	US BANK CORPORATE TRUST		D-12312017-777	228

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
602.43250.721 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) TRANSFER TO GENERAL FUND 2017 UTILITY TRANSFER	35,583.00	GENERAL FUND	037774 M-12312017-778	80
604.16480 2) ELECTRICAL DISTRIBUTION SYST	1) ELECTRIC FUND ANALYSIS	15.00	T & R SERVICE	D-12312017-777	304
604.16590 2) CONSTRUCTION IN PROGRESS	1) ELECTRIC FUND OH-UG CONVERSION OH-UG RETURN	1,365.00 337.84	DGR ENGINEERING BORDER STATES ELECTRIC S	D-12312017-777 D-12312017-777	247 383
604.16590		1,027.16	* TOTAL		
604.20210 2) SALES TAX PAYABLE	1) ELECTRIC FUND COLLECTION FEE COLLECTION FEE	7.22 1.35	UNITED ACCOUNTS UNITED ACCOUNTS	D-12312017-777 D-12312017-777	393 395
604.20210		8.57	* TOTAL		
604.49610.235 2) POWER PRODUCTION	1) ELECTRIC FUND 3) BUILDING MAINTENANCE PRESS VESSEL INSPECTION GREAT STUFF GARBAGE SERVICE	175.00 23.94 11.70 210.64	MN DEPT OF LABR & INDSTR RUNNINGS SUPPLY INC MATTHEISEN DISPOSAL, INC	D-12312017-777 D-12312017-777 037783 M-12312017-778	322 430 102
604.49610.235			* TOTAL		
604.49610.307 2) POWER PRODUCTION	1) ELECTRIC FUND 3) MANAGEMENT FEES-POWER PROD MANAGEMENT FEES	1,503.70	GENERAL FUND	037780 M-12312017-778	91
604.49610.381 2) POWER PRODUCTION	1) ELECTRIC FUND 3) UTILITIES UTILITIES	4,370.51	MUNICIPAL UTILITIES	D-12312017-777	143
604.49630.307 2) TRANSMISSION	1) ELECTRIC FUND 3) MANAGEMENT FEES MANAGEMENT FEES	1,503.70	GENERAL FUND	037780 M-12312017-778	92
604.49640.209 2) DISTRIBUTION	1) ELECTRIC FUND 3) FUEL EXPENSE-VEHICLES GAS	338.46	GLACIAL PLAINS COOPERATI	D-12312017-777	133
604.49640.210 2) DISTRIBUTION	1) ELECTRIC FUND 3) OPERATING SUPPLIES JACKET JACKET DRILL BITS NON PROC DISPOSAL FUNNEL, CYLINDER CIVIC CENTER PARTS TOWELS, BULB, STRAP EMBROIDERY	160.12 161.03 247.59 13.00 6.98 86.55 23.14 73.00 773.41	AMARIL UNIFORM COMPANY AMARIL UNIFORM COMPANY LAWSON PRODUCTS, INC SWIFT CO ENVIRONMENTAL S ZOSL'S TRUE VALUE BORDER STATES ELECTRIC S RUNNINGS SUPPLY INC BACKSTREET PRINTING	D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777	284 285 286 287 288 289 290 291 292
604.49640.210			* TOTAL		
604.49640.221 2) DISTRIBUTION	1) ELECTRIC FUND 3) EQUIPMENT MAINTENANCE PARTS HVAC CONTROL CABLE OIL FILTERS HARNESS KIT	35.47 76.34 280.64 392.45	HUSTON & SONS TRUCK REPA AUTO VALU BENSON LUND IMPLEMENT CO.	D-12312017-777 D-12312017-777 D-12312017-777	238 239 316
604.49640.221			* TOTAL		
604.49640.223 2) DISTRIBUTION	1) ELECTRIC FUND 3) EQUIPMENT MAINTENANCE CONTR. WELDING, STAINLESS	118.00	REID'S WELDING & CUSTOM	D-12312017-777	434
604.49640.229 2) DISTRIBUTION	1) ELECTRIC FUND 3) MAINT OF METERS/AMR DIGIPEATER	4,375.00	OMNI-PRO SOFTWARE	D-12312017-777	314

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
604.49640.230	1) ELECTRIC FUND					
2) DISTRIBUTION	3) MAINT OF STREET LIGHTING					
	LIGHTS	1,063.98	BORDER STATES ELECTRIC S		D-12312017-777	384
	BREAKER	8.99	RUNNINGS SUPPLY INC		D-12312017-777	429
	LIGHTPOLE EXTENSIONS	318.00	REID'S WELDING & CUSTOM		D-12312017-777	435
604.49640.230		1,390.97	* TOTAL			
604.49640.235	1) ELECTRIC FUND					
2) DISTRIBUTION	3) BUILDING MAINTENANCE					
	MATS & TOWELS	28.65	BENSON LAUNDRY-MAT HOUSE		D-12312017-777	115
	PRESS VESSEL INSPECTION	35.00	MN DEPT OF LABR & INDSTR		D-12312017-777	323
	GARBAGE SERVICE	59.54	MATTHEISEN DISPOSAL, INC	037783	M-12312017-778	101
604.49640.235		123.19	* TOTAL			
604.49640.307	1) ELECTRIC FUND					
2) DISTRIBUTION	3) MANAGEMENT FEES-DISTRIBUTION					
	MANAGEMENT FEES	4,511.10	GENERAL FUND	037780	M-12312017-778	93
604.49640.321	1) ELECTRIC FUND					
2) DISTRIBUTION	3) TELEPHONE					
	CABLE	129.98	CHARTER COMMUNICATIONS		D-12312017-777	248
	CELL PHONE-SURVEY	238.37	VERIZON	037791	M-12312017-778	20
604.49640.321		368.35	* TOTAL			
604.49640.381	1) ELECTRIC FUND					
2) DISTRIBUTION	3) UTILITIES					
	UTILITIES	298.02	MUNICIPAL UTILITIES		D-12312017-777	144
604.49640.383	1) ELECTRIC FUND					
2) DISTRIBUTION	3) NATURAL GAS					
	UTILITIES	413.28	MUNICIPAL UTILITIES		D-12312017-777	145
604.49650.307	1) ELECTRIC FUND					
2) DEMAND SIDE MANAGEMENT	3) MANAGEMENT FEES-CIP SALARY					
	MANAGEMENT FEES	751.85	GENERAL FUND	037780	M-12312017-778	98
604.49650.317	1) ELECTRIC FUND					
2) DEMAND SIDE MANAGEMENT	3) OTHER CONTRACTED SERVICES					
	3RD QTR ASSESSMENT	692.02	MN DEPT OF COMMERCE	037779	M-12312017-778	87
604.49650.475	1) ELECTRIC FUND					
2) DEMAND SIDE MANAGEMENT	3) CONSERVATION REBATES					
	LED LIGHT REBATE	8.00	LARSON/SCOTT		D-12312017-777	317
	HEATING/COOLING REBATE	425.00	HOFFMAN/MARLYS	037773	M-12312017-778	78
	HVAC REBATE	525.00	BERREAU/MIKE	037781	M-12312017-778	99
	HVAC REBATE	175.00	WERSINGER/GERALD	037782	M-12312017-778	100
	LIGHTING REBATE	699.00	CRAIGS, INC.	037785	M-12312017-778	103
	FURNACE REBATE	150.00	LAYCOCK/RON	037786	M-12312017-778	104
	AC REBATE 911 10TH ST S	250.00	HAWLEY/PAT	037787	M-12312017-778	105
	DOMATS LIGHTING REBATE	70.00	J & P LIGHTING	037788	M-12312017-778	106
604.49650.475		2,302.00	* TOTAL			
604.49650.480	1) ELECTRIC FUND					
2) DEMAND SIDE MANAGEMENT	3) LOAD MANAGEMENT					
	CHECK WATER HEATER	68.00	LOEN ELECTRIC	037778	M-12312017-778	86
604.49655.201	1) ELECTRIC FUND					
2) CUSTOMER ACCOUNTS	3) OFFICE SUPPLIES					
	COPIER MAINT	47.56	LOFFLER COMPANIES-131511		D-12312017-777	192
	COPIER PAYMENT	148.56	DE LAGE LANDEN		D-12312017-777	193
	COPY PAPER	71.10	WEST CENTRAL SALES		D-12312017-777	295
604.49655.201		267.22	* TOTAL			
604.49655.203	1) ELECTRIC FUND					
2) CUSTOMER ACCOUNTS	3) POSTAGE					
	HALF COST OF ENV	1,613.75	BANKCARD CENTER		D-12312017-777	412
604.49655.307	1) ELECTRIC FUND					
2) CUSTOMER ACCOUNTS	3) MANAGEMENT FEES-CUST ACCTS					
	MANAGEMENT FEES	1,503.70	GENERAL FUND	037780	M-12312017-778	94

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
604.49655.309 2)CUSTOMER ACCOUNTS	1)ELECTRIC FUND 3)DATA PROCESSING SERVICES MONTHLY HOSTING	2,051.64	CONDUENT BUSINESS SERVIC	D-12312017-777	224
604.49655.317 2)CUSTOMER ACCOUNTS	1)ELECTRIC FUND 3)OTHER CONTRACTED SERVICES METER SERVICE	54.00	AUTOMATED ENERGY INC	D-12312017-777	207
604.49655.318 2)CUSTOMER ACCOUNTS	1)ELECTRIC FUND 3)BILL PRINT SERVICES DEC BILL PRINT	1,122.15	INNOVATIVE SYSTEMS	D-12312017-777	350
604.49660.307 2)ADMINISTRATION AND GENERAL	1)ELECTRIC FUND 3)MANAGEMENT FEES-ADMINISTRATN MANAGEMENT FEES	2,255.55	GENERAL FUND	037780 M-12312017-778	95
604.49660.308 2)ADMINISTRATION AND GENERAL	1)ELECTRIC FUND 3)MANAGEMENT FEES-FINANCE MANAGEMENT FEES	1,503.70	GENERAL FUND	037780 M-12312017-778	96
604.49660.309 2)ADMINISTRATION AND GENERAL	1)ELECTRIC FUND 3)MANAGEMENT FEES-SALES MANAGEMENT FEES	1,503.70	GENERAL FUND	037780 M-12312017-778	97
604.49660.317 2)ADMINISTRATION AND GENERAL	1)ELECTRIC FUND 3)OTHER CONTRACTED SERVICES GOPHER STATE CALLS ELECTRIC RATE STUDY COLLECTION FEE	17.55 8,500.00 5.09 8,522.64	GOPHER STATE ONE CALL MISSOURI RIVER ENERGY SE UNITED ACCOUNTS * TOTAL	D-12312017-777 D-12312017-777 D-12312017-777	148 319 394
604.49660.321 2)ADMINISTRATION AND GENERAL	1)ELECTRIC FUND 3)TELEPHONE PHONE MAINT MONTHLY PRI CHARGE LOCAL SERVICE	147.84 300.00 165.45 613.29	CENTURYLINK CENTURYLINK CENTURYLINK * TOTAL	D-12312017-777 D-12312017-777 D-12312017-777	126 187 199
604.49660.321 2)ADMINISTRATION AND GENERAL	1)ELECTRIC FUND 3)TRAVEL AND MEALS MEAL & MRES AIRLINE	366.28	BANKCARD CENTER	D-12312017-777	411
604.49660.343 2)ADMINISTRATION AND GENERAL	1)ELECTRIC FUND 3)ADVERTISING REG ADS UTILITY ADS	149.00 276.30 425.30	K S C R - FM MONITOR & NEWS * TOTAL	D-12312017-777 D-12312017-777	136 138
604.49660.620 2)ADMINISTRATION AND GENERAL	1)ELECTRIC FUND 3)AMORT OF DEBT DISCOUNT ELEC REV BONDS LEGAL FEE	5,000.00	BRIGGS AND MORGAN	D-12312017-777	252
604.49660.721 2)ADMINISTRATION AND GENERAL	1)ELECTRIC FUND 3)TRANSFER TO GENERAL FUND 2017 UTILITY TRANSFER	6,236.00	GENERAL FUND	037774 M-12312017-778	81
609.14200 2)OFF SALE LIQUOR INVENTORY	1)LIQUOR FUND LIQUOR LIQUOR LIQUOR LIQUOR LIQUOR LIQUOR LIQUOR LIQUOR LIQUOR	2,129.48 1,303.30 1,700.70 600.78 79.50 79.61 4.10 4.80 260.07	JOHNSON BROTHERS LIQUOR BREAKTHRU BEVERAGE MINNE BELLBOY CORPORATION BELLBOY CORPORATION HILLIPS WINE & SPIRITS SOUTHERN GLAZERS OF MN JOHNSON BROTHERS LIQUOR HILLIPS WINE & SPIRITS * TOTAL	D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777 D-12312017-777 023931 M-12312017-778 023932 M-12312017-778 023932 M-12312017-778	233 234 235 236 237 238 239 240 241
609.14200 2)OFF SALE WINE INVENTORY	1)LIQUOR FUND WINE WINE WINE	2,015.20 238.00 236.00	JOHNSON BROTHERS LIQUOR BREAKTHRU BEVERAGE MINNE HILLIPS WINE & SPIRITS	D-12312017-777 D-12312017-777 D-12312017-777	234 235 236

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
609.14205	1) LIQUOR FUND					
2) OFF SALE WINE INVENTORY	WINE	482.12	SOUTHERN GLAZERS OF MN	023931	M-12312017-778	113
	WINE	198.00	SOUTHERN GLAZERS OF MN	023931	M-12312017-778	115
	WINE	1,031.00	JOHNSON BROTHERS LIQUOR	023932	M-12312017-778	116
	WINE CREDIT	75.32	PHILLIPS WINE & SPIRITS	023935	M-12312017-778	120
609.14205		4,223.00	* TOTAL			
609.14210	1) LIQUOR FUND					
2) OFF SALE BEER INVENTORY	BEER	3,371.80	BEVERAGE WHOLESALERS INC		D-12312017-777	116
	BEER	150.70	H. BOYD NELSON		D-12312017-777	134
	BEER	3,552.20	H. BOYD NELSON		D-12312017-777	241
	BEER	9,283.70	H. BOYD NELSON		D-12312017-777	242
	BEER CREDIT	54.50	BEVERAGE WHOLESALERS INC		D-12312017-777	255
	BEER	4,505.55	BEVERAGE WHOLESALERS INC		D-12312017-777	256
	BEER	1,183.65	BEVERAGE WHOLESALERS INC		D-12312017-777	257
	BEER	2,182.45	BEVERAGE WHOLESALERS INC	023933	M-12312017-778	22
	BEER	885.60	BEVERAGE WHOLESALERS INC	023933	M-12312017-778	118
	BEER	3,830.35	H. BOYD NELSON	023934	M-12312017-778	21
	BEER	1,535.75	H. BOYD NELSON	023934	M-12312017-778	119
609.14210		30,427.25	* TOTAL			
609.49750.131	1) LIQUOR FUND					
2) LIQUOR	3) HEALTH INSURANCE					
	SELECTACCOUNT FEES	4.22	MEDICAL REIMBURSEMENT AC	023936	M-12312017-778	122
609.49750.210	1) LIQUOR FUND					
2) LIQUOR	3) OPERATING SUPPLIES					
	BAGS, TOWELS, POPCORN	477.91	WEST CENTRAL SALES		D-12312017-777	296
	CANS	35.98	ZOSEL'S TRUE VALUE		D-12312017-777	381
609.49750.210		513.89	* TOTAL			
609.49750.235	1) LIQUOR FUND					
2) LIQUOR	3) BUILDING MAINTENANCE & SUPPL					
	SALT, FILTER, SEAL KIT	278.64	CULLIGAN SOFT WATER		D-12312017-777	121
	SEMI ANNUAL FRYER INSPEC	100.00	KORSMO FIRE PROTECTION		D-12312017-777	232
	COOLER REPAIRS	295.87	CRAIGS, INC		D-12312017-777	250
	SALT RENT	42.70	CULLIGAN SOFT WATER	023928	M-12312017-778	110
	GARBAGE SERVICE	213.51	MATTHEISEN DISPOSAL, INC	023930	M-12312017-778	112
609.49750.235		930.72	* TOTAL			
609.49750.254	1) LIQUOR FUND					
2) LIQUOR	3) OFF SALE MIX PURCHASES					
	ICE	82.10	ARCTIC GLACIER USA INC		D-12312017-777	112
	OFF SALE MIX	178.87	PEPST		D-12312017-777	149
	MIX	367.60	VIKING COCA COLA BOTTLIN		D-12312017-777	155
609.49750.254		628.57	* TOTAL			
609.49750.292	1) LIQUOR FUND					
2) LIQUOR	3) ON SALE MISC PURCHASES					
	PRODUCE	60.22	DAROLD'S SUPER VALUE		D-12312017-777	124
	PIZZAS	606.00	HARRYS FROZEN FOOD		D-12312017-777	135
	SNACKS	108.30	MONTE CANDY COMPANY		D-12312017-777	140
	PREMIX	294.00	VIKING COCA COLA BOTTLIN		D-12312017-777	156
	SNACKS	871.31	HENRY'S FOODS, INC.		D-12312017-777	240
609.49750.292		1,939.83	* TOTAL			
609.49750.307	1) LIQUOR FUND					
2) LIQUOR	3) MANAGEMENT FEES					
	MANAGEMENT FEES	2,220.00	GENERAL FUND	023929	M-12312017-778	111
609.49750.310	1) LIQUOR FUND					
2) LIQUOR	3) CONTRACTED SERVICES-CLEANING					
	BEER LINES CLEANED	34.00	W.C.D. BEER LINE CLEANNI		D-12312017-777	299
609.49750.321	1) LIQUOR FUND					
2) LIQUOR	3) TELEPHONE					
	LOCAL SERVICE	81.43	CENTURYLINK		D-12312017-777	128

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
609.49750.333	1) LIQUOR FUND				
2) LIQUOR	3) FREIGHT ON LIQUOR				
	FREIGHT	112.05	COUNTRY PET FOODS	D-12312017-777	119
609.49750.343	1) LIQUOR FUND				
2) LIQUOR	3) ADVERTISING				
	LIQUOR ADS	20.00	K B M O	D-12312017-777	137
	LIQUOR ADS	246.13	MONITOR & NEWS	D-12312017-777	139
	LIQUOR ADS	219.00	K S C R - FM	D-12312017-777	352
		485.13	* TOTAL		
609.49750.343	1) LIQUOR FUND				
2) LIQUOR	3) UTILITIES				
	UTILITIES	1,471.60	MUNICIPAL UTILITIES	D-12312017-777	146
609.49750.383	1) LIQUOR FUND				
2) LIQUOR	3) HEATING COST				
	UTILITIES	165.70	MUNICIPAL UTILITIES	D-12312017-777	147
609.49750.430	1) LIQUOR FUND				
2) LIQUOR	3) MISCELLANEOUS				
	CABLE SERVICE	168.59	CHARTER COMMUNICATIONS	D-12312017-777	118
609.49750.438	1) LIQUOR FUND				
2) LIQUOR	3) LAUNDRY				
	MATS, TOWELS, & MOPS	39.22	BENSON LAUNDRY-MAT HOUSE	D-12312017-777	114
	MATS	41.97	BENSON LAUNDRY-MAT HOUSE	D-12312017-777	370
		81.19	* TOTAL		
653.43240.210	1) GARBAGE COLLECTION FUND				
2) GARBAGE DISPOSAL	3) OPERATING SUPPLIES				
	CHRISTMAS TREE PICKUP	27.32	MONITOR & NEWS	D-12312017-777	290
653.43240.307	1) GARBAGE COLLECTION FUND				
2) GARBAGE DISPOSAL	3) MANAGEMENT FEES				
	MANAGEMENT FEES	766.00	GENERAL FUND	037780 M-12312017-778	90
653.43240.310	1) GARBAGE COLLECTION FUND				
2) GARBAGE DISPOSAL	3) CONTRACTED SERVICES				
	GARBAGE CONTRACT	8,662.00	MATTHEISEN DISPOSAL, INC	D-12312017-777	7
653.43240.384	1) GARBAGE COLLECTION FUND				
2) GARBAGE DISPOSAL	3) REFUSE DISPOSAL				
	TIPPING FEES	3,127.20	SWIFT CO ENVIRONMENTAL S	D-12312017-777	154
	MICROWAVE DIPOSAL	10.00	SWIFT CO ENVIRONMENTAL S	D-12312017-777	329
		3,137.20	* TOTAL		

TOTAL NUMBER OF RECORDS PRINTED 401

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	131,189.20
211	LIBRARY FUND	1,498.34
401	GENERAL CAPITAL OUTLAY FUND	4,339.90
411	G.O. CAPITAL IMP CONSTRCTION	330,930.51
509	G.O. BONDS SERIES 2014A	78,254.70
515	ECONOMIC DEV. AUTHORITY FUND	78,408.68
601	WATER FUND	43,574.09
602	SEWER COLLECTION & DISPOSAL	92,082.95
604	ELECTRIC FUND	58,594.30
609	LIQUOR FUND	62,747.24
653	GARBAGE COLLECTION FUND	12,592.52
TOTAL ALL FUNDS		816,212.43

BANK RECAP:

BANK	NAME	DISBURSEMENTS
GREN	GENERAL BANK CHECKING ACCT	468,212.65
LJOR	LIQUOR FUND	62,747.24
NAVY	ENTERPRISE FUNDS	206,843.86
RUST	ECONOMIC DEV. AUTHORITY CHKN	78,408.68
TOTAL ALL BANKS		816,212.43

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
101.41110.332 2)MAYOR & COUNCIL	1)GENERAL FUND 3)TRAINING & INSTRUCTION REGISTRATION-SCHRECK	325.00	LEAGUE OF MINN CITIES	D-01102018-789	8
101.41110.433 2)MAYOR & COUNCIL	1)GENERAL FUND 3)DUES & SUBSCRIPTIONS GENERAL ASSESSMENT ENVIRONMENTAL	5,788.00 1,109.00 6,897.00	CGMC CGMC * TOTAL	D-01102018-789 D-01102018-789	6 7
101.41300.332 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)TRAINING & INSTRUCTION REGISTRATION-WOLFINGTON	325.00	LEAGUE OF MINN CITIES	D-01102018-789	9
101.41300.433 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)DUES & SUBSCRIPTIONS 2018 SUBSCRIPTION	178.98	WEST CENTRAL TRIBUNE	D-01102018-789	4
101.41940.235 2)CITY HALL	1)GENERAL FUND 3)BUILDING MAINTENANCE & SUPPL MONITORING	192.00	HEARTLAND SECURITY SERVI	D-01102018-789	10
101.41940.310 2)CITY HALL	1)GENERAL FUND 3)CONTRACTED SERV - CLEANING 12/3-12/30	160.00	MCGEARY/THOMAS	D-01102018-789	2
101.42100.210 2)POLICE DEPARTMENT	1)GENERAL FUND 3)OPERATING SUPPLIES MONTHLY SCHDULE SERVICE	58.35	CALLBACK STAFFING SOLUTI	D-01102018-789	18
101.42100.213 2)POLICE DEPARTMENT	1)GENERAL FUND 3)UNIFORM ALLOWANCE FLASHLIGHT WEAPON LIGHT WAPON LIGHT	129.99 125.50 125.50 380.99	STREICHER'S ALPHA TRAINING & TACTICS ALPHA TRAINING & TACTICS * TOTAL	D-01102018-789 D-01102018-789 D-01102018-789	17 19 20
101.42100.213 2)POLICE DEPARTMENT	1)GENERAL FUND 3)BUILDING MAINTENANCE & SUPPL MONITORING	238.13	HEARTLAND SECURITY SERVI	D-01102018-789	12
101.42100.240 2)POLICE DEPARTMENT	1)GENERAL FUND 3)SMALL TOOLS & EQUIPMENT GLOCK	425.00	MIKE'S GUNS & SPORTING G	D-01102018-789	16
101.42100.433 2)POLICE DEPARTMENT	1)GENERAL FUND 3)DUES & SUBSCRIPTIONS 2018 DUES 2018 MEMBERSHIPS	253.00 300.00 553.00	MN CHIEFS OF POLICE ASSN APPLETON SPORTSMAN CLUB * TOTAL	D-01102018-789 D-01102018-789	5 31
101.42200.332 2)FIRE DEPARTMENT	1)GENERAL FUND 3)TRAINING & INSTRUCTION TRAINING	1,175.00	MN STATE FIRE CHIEFS ASS	D-01102018-789	21
101.42200.433 2)FIRE DEPARTMENT	1)GENERAL FUND 3)DUES & SUBSCRIPTIONS 2018 MEMBERSHIP 2018 DUES	40.00 383.00 423.00	LAKE REGION FIRE FIGHTER MSFDA * TOTAL	D-01102018-789 D-01102018-789	22 23
101.43100.210 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)OPERATING SUPPLIES GRAVEL PIT PERMIT	175.00	SWIFT CO ENVIRONMENTAL S	D-01102018-789	24
101.46500.343 2)TOURISM	1)GENERAL FUND 3)LODGING TAX EXPENDITURES PRAIRIE WATERS TOURISM	3,600.00	UPPER MN VALLEY REGIONAL	D-01102018-789	14
101.49810.210 2)AIRPORT	1)GENERAL FUND 3)OPERATING SUPPLIES 2018 DUES	150.00	MCOA	D-01102018-789	13

Disb. Validation Listing

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
211.45500.235 2) LIBRARY	1) LIBRARY FUND 3) BUILDING MAINTENANCE & SUPPL 2018 BURG MONITORING	192.00	HEARTLAND SECURITY SERVI	D-01102018-789	27
211.45500.310 2) LIBRARY	1) LIBRARY FUND 3) CONTRACTED SERV - CLEANING CLEAN LIBRARY	395.00	MCGEARY/THOMAS	D-01102018-789	1
411.42100.501 2) POLICE DEPARTMENT	1) G.O. CAPITAL CONSTRCTION 3) CAPITAL OUTLAY INSTALLATION	860.00	HEARTLAND SECURITY SERVI	D-01102018-789	11
602.43250.311 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) PEOPLESERVICE CONTRACT JAN SERVICE CONTRACT	20,862.00	PEOPLE SERVICE INC.	D-01102018-789	25
602.43250.313 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) CONTRACTED SERVICES 3 LIFT STATION SERVICES	432.00	OMNI SITE	D-01102018-789	30
604.49640.332 2) DISTRIBUTION	1) ELECTRIC FUND 3) EDUCATION/TRAINING STEINMETZ TRAINING	200.00	JOINT UTILITY TRAINING S	D-01102018-789	32
604.49660.433 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) DUES, FEES, MEMBERSHIPS 2018 MEMBER DUES	5,943.00	MN MUNICIPAL UTILITIES A	D-01102018-789	15
609.49750.235 2) LIQUOR	1) LIQUOR FUND 3) BUILDING MAINTENANCE & SUPPL 2018 MONITORING	205.20	HEARTLAND SECURITY SERVI	D-01102018-789	26
609.49750.310 2) LIQUOR	1) LIQUOR FUND 3) CONTRACTED SERVICES-CLEANING LIQUOR STORE CLEANING	825.00	BENSON/KIMBERLY	D-01102018-789	3
609.49750.430 2) LIQUOR	1) LIQUOR FUND 3) MISCELLANEOUS LICENSE FEE	348.00	AMERICAN SOCIETY OF COMP	D-01102018-789	29
609.49750.433 2) LIQUOR	1) LIQUOR FUND 3) LICENSES 2018 MEMBER	160.00	CHAMBER OF COMMERCE	D-01102018-789	28

GOVERNMENT FINANCIAL SYSTEM  
1/10/2018 11:18:06

Disb. Validation Listing

CITY OF BENSON  
GL304L-V08.08 PAGE 3

TOTAL NUMBER OF RECORDS PRINTED

32

GOVERNMENT FINANCIAL SYSTEM  
01/10/2018 11:18:06

Disb. Validation Listing

CITY OF BENSON  
GL060S-V08.08 RECAPPAGE  
GL304LD

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	15,256.45
211	LIBRARY FUND	587.00
411	G.O. CAPITAL IMP CONSTRUCTION	860.00
602	SEWER COLLECTION & DISPOSAL	21,294.00
604	ELECTRIC FUND	6,143.00
609	LIQUOR FUND	1,538.20
TOTAL ALL FUNDS		45,678.65

BANK RECAP:

BANK	NAME	DISBURSEMENTS
GRN	GENERAL BANK CHECKING ACCT	16,703.45
LQR	LIQUOR FUND	1,538.20
NAVY	ENTERPRISE FUNDS	27,437.00
TOTAL ALL BANKS		45,678.65