

**MINUTES - BENSON CITY COUNCIL - REGULAR MEETING
JANUARY 22, 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, City Attorney Ben Wilcox, Public Works Director Dan Gens, RDA Director Jennifer Frost, Tim Berens and Larry Smith.

The Council recited the Pledge of Allegiance.

Mayor Collins added the following to the agenda: Vacancy on the City Council, Civic Center Board request for funds, and vacancies on boards and commissions. It was moved by Evenson, seconded by Schreck 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:

- January 2, 2018 City Council Minutes
- January 8, 2018 Library Board Minutes
- Police Report
- Public Works Report
- Benson Golf Club Annual Report
- Gambling Permit for Northern Lights Snowmobile Club April 6, 2018.

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

Jennifer Frost approached the Council and asked several questions on an economic development survey the County is conducting.

Next Berens approached the Council following up from the January 2, 2018 Council meeting on the nuisance structure on his property at 1950 McKinney Ave. Mayor Collins asked if he had met with the City Building Official. He said they met 4 times. They discussed a privacy fence, a covered corridor and plans for a new garage closer to his house. Berens went on to say he is unable to build a garage in the winter. He asked the Council if he could leave the structure up for the remainder of winter. Mayor Collins referred Berens to City staff on how to get on the Planning Commission with his plans for a garage and variance application. After discussion, it was moved by Evenson, seconded by Olson and carried unanimously to order Berens to remove the nuisance structure by the February 5, 2018 City Council Meeting.

Councilmember Evenson offered the following resolution:

**RESOLUTION DESIGNATING AUTHORIZED REREPRESENTATION
(RESOLUTION NO. 2018-03)**

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.

Councilmember Schreck seconded the foregoing resolution and the following vote was recorded: AYES: Collins, Evenson, Schreck, Olson. NAYES: None. Thereupon the Mayor declared Resolution 2018-03 duly passed and adopted.

Councilmember Olson offered the following resolution:

**RESOLUTION DESIGNATING AUTHORIZED REREPRESENTATION
(RESOLUTION NO. 2018-04)**

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.

Councilmember Evenson seconded the foregoing resolution and the following vote was recorded: AYES: Collins, Evenson, Schreck, Olson. NAYES: None. Thereupon the Mayor declared Resolution 2018-04 duly passed and adopted.

Wolfington said the City's Comprehensive Plan is updated every ten years. The last one was updated in 2010 with some amendments to the plan since. Now it is time to start work on the 2020 plan. He went on to say the Planning Commission recommended approval for the proposal by Stantec. After discussion, it was moved by Evenson, seconded by Schreck and carried unanimously to have Stantec update the City of Benson's Comprehensive Plant at a cost of \$37,000.

Next were several pay requests for work on the Police Department building. It was moved by Olson, seconded by Evenson to approve a change order by Marcus Construction in the amount of \$3,120.00.

It was moved by Olson, seconded by Evenson and carried unanimously to approve a change order by Marcus Construction in the amount of <\$6,965.20>.

It was moved by Olson, seconded by Evenson and carried unanimously to approve pay request No. 6 to Marcus Construction in the amount of \$11,630.79.

It was moved by Schreck, seconded by Evenson and carried unanimously to approve pay request No. 4 to Chappell Central for work at the Police Department building in the amount of \$24,431.62.

It was moved by Evenson, seconded by Schreck and carried unanimously to approve a pay request to Steve Ricard for painting at the Police Department building in the amount of \$11,850.00.

It was moved by Olson, seconded by Evenson and carried unanimously to approve a pay request to Doug & Renee Magnuson for cleaning at the Police Department building in the amount of \$2,000.

Pederson approached the Council and presented the pay equity report we are required to complete for the State every 3 years. It was moved by Olson, seconded by Schreck and carried unanimously to approve the 2018 Pay Equity Report.

Pederson reviewed the final budgets for 2018 with the Council. After discussion, it was moved by Evenson, seconded by Schreck and carried unanimously to approve the following budgets for 2018 as presented:

- General Capital Outlay
- Storm Water
- Liquor Fund
- Utility Fund
- Concrete Projects
- EDA
- Garbage Collection Fund
- Community Development Revolving Fund

It was moved by Evenson, seconded by Olson and carried unanimously to approve the December 2017 bills and warrants in the amount of \$816,212.43.

It was moved by Evenson, seconded by Schreck and carried unanimously to approve the January 2018 bills and warrants in the amount of \$45,678.65.

Wolfington brought a request for funds from the Civic Center Board to the Council. The \$35,000 rent from the north end of the Civic Center goes to the Civic Center Board for operations in the south end. Recently they have installed electric boilers to provide radiant heat in the bleacher area. They received a quote from E & M Electric to wire the boilers. Their quote is cheaper than our line department electrician can do it for. The Civic Center Board is asking the City to pay E & M for the cost to install the heaters. After discussion, it was moved by Schreck, seconded by Evenson and carried unanimously to approve the request in the amount of \$2,079 to E & M Electric.

Mayor Collins discussed vacancies on City boards and commissions and encouraged anyone interested in serving to apply.

Mayor Collins noted the vacancy created on the Council when she became Mayor. She asked the Council to discuss the two options of appointing someone to fill the vacancy or hold a special election. City Attorney Wilcox approached the Council and confirmed the Council could choose either option. Wolfington asked Pederson what dates we could hold an election on. Pederson stated April 10, May 8 or August 14. After discussion, Councilmember Evenson, offered the following resolution:

**CITY OF BENSON RESOLUTION CALLING
FOR SPECIAL ELECTION
(RESOLUTION NO. 2018-05)**

WHEREAS, a vacancy exists on the Benson City Council for Council Member with a term expiring the first Monday in January 2020.

WHEREAS, the vacancy occurred before the first day to file affidavits of candidacy for the next regular city election.

WHEREAS, the vacancy occurred when more than one year remain in the unexpired term.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BENSON, MINNESOTA, AS FOLLOWS:

1. A special election is ordered to fill the vacancy on the Benson City Council. The person elected shall fill the vacancy for the remainder of the term.
2. The special election will be held on Tuesday August 14, 2018.
3. The city clerk is hereby authorized and directed to cause written notice of said special election to be provided to the Swift County Auditor at least seventy-four (74) days before the

date of said special election. The notice shall include the date of said special election and the office to be voted on at said special election.

4. The city clerk shall cause all published and posted notices be provided and conduct the special election as required by State of Minnesota election laws.

Councilmember Olson seconded the foregoing resolution and the following vote was recorded: AYES: Collins, Evenson, Schreck, Olson. NAYES: None. Thereupon the Mayor declared Resolution 2018-05 duly passed and adopted.

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 6:08 p.m.

City Clerk

Mayor