

**MINUTES - BENSON CITY COUNCIL REGULAR MEETING
CITY HALL
JANUARY 25, 2022**

The meeting was called to order at 5:30 p.m. by Mayor Pro-Tem Evenson. Members present: Jack Evenson, Mark Schreck, Jon Buyck & Lucas Olson. Members Absent: Terri Collins. Also present: Director of Finance Glen Pederson, Police Chief Ian Hodge, Public Works Director Dan Gens, CEDA Representative Hillary Tweed, David Drown & Associates Representative Liza Donabauer and Reed Anfinson.

The Council recited the Pledge of Allegiance.

The Mayor Pro-Tem asked for any changes to the agenda, to which there were none. It was moved by Schreck, seconded by Olson and carried unanimously to approve the agenda.

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

- January 3, 2022 City Council Minutes
- CenterPoint Energy Temporary Rate Increase Memo
- 2022 Minnesota Municipal Utilities Assn. Membership Dues - \$6,948.00
- Xcel Grant Quarterly Report December 2021
- Pheasants Forever Gambling Permit for March 12, 2022
- Northern Lights Trails Gambling Permit for April 9, 2022
- Set Board of Review for April 18, 2022 5:30-6:00 p.m.
- Add Lisa Kent as Check Signer to All Accounts
- Approval of the following 2022 Budgets:

Library Endowment Fund	Perpetual Care Cemetery
Concrete Projects Fund	Storm Water Fund
Small Cities Grant Fund 2005	Small Cities Grant Fund 2009
Small Cities Grant Fund 2017	Tax Increment Financing District #8
EDA Budget	Xcel Grant Budget
Garbage Collection Fund	
- Electronic Transfers: Payroll: January 13, 2022 - \$149,509.07
Journal Entries: December 2021 - \$4,077,723.93

The Mayor Pro-Tem asked for anyone with unscheduled business to which there was none.

Next Liza Donabauer with David Drown and Associates approached the Council. She is conducting the search for the new City Manager. She reviewed the City profile and City Manager Job Description with the Council. She moved on to direction for the wage range to publish in the search advertising. Lastly, Donabauer reviewed the search timeline with the Council. Evenson asked about a two day tour/interview process. Donagan said she will double check her calendar and was open to that process. She went on to say the City Council will narrow its finalists for interview March 21, 2022, then the interview process will be April 11-12, 2022. She ended with saying she would send final changes to staff tomorrow morning for approval, and go live with the search tomorrow afternoon.

Gens approached the Council with a capital authorization request to purchase a mower. He presented quotes from two dealers as follows:

- Midwest Machinery - \$33,100
- Haug Implement Co. - \$34,350

After discussion it was moved by Schreck, seconded by Olson and carried unanimously to approve the JD Mower purchase from Midwest Machinery in the amount of \$33,100.

Tweed discussed the CDBG-CV Armory Retrofitting Project Proposal, and the 3 professional architectural design firms that submitted quotes for services. They came in as follows:

- Engan Associates \$97,730
- Widseth \$145,636
- BlueMentals Architecture \$161,285

After discussion it was moved by Olson, and seconded by Buyck to approve architectural services for the Armory Retrofitting project by Engan Associates in the amount of \$97,730.

It was moved by Schreck, seconded by Olson and carried unanimously to approve the bills and warrants dated December 31, 2021 in the amount of \$430,831.11.

It was moved by Schreck, seconded by Olson and carried unanimously to approve the bills and warrants dated January 10, 2022 in the amount of \$40,920.96.

There being no further business to come before the Council a motion was made by Schreck seconded by Buyck and carried unanimously to adjourn the Council meeting at 6:07 p.m.

Mayor

City Clerk