

**City Council Meeting Agenda
City Council Chambers
January 3, 2016**

Page		
	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? <input type="checkbox"/> 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
2-5	a. Applications: • Michelle Lee – Cemetery Board ▪ Lisa Peterson – Library Board	
	5. Persons with unscheduled Business to Come Before the City Council	
6-17	6. Cemetery Management Software Purchase - \$8,900	Action Requested
18-23	7. Red Rock Hydroelectric Project – MRES	Information Only
24-25	8. Consider Resolution Supporting Appleton Prison	Action Requested
	9. Designate the City of Benson’s Official Newspaper	Action Requested
	10. Designate Bank Depositories (Suggested Motion Should Include) ▪ State Banks, National Banks and thrift institutions located either within or outside the State of MN qualifying as depositories under MN law	Action Requested
26	11. Review City Council 2017 Meeting Time & Dates	Action Requested
	12. Authorization of Check Signers (Suggested Motion should Include) All Accounts: Mayor, City Manager Finance Director Incidental Fund: Lisa Kent, Valerie Alsaker Meter Rent Account: Lisa Kent Hospital Fund: Lisa Kent, Justin Kroeger-Flexible Benefits Admin.	Action Requested
	13. Schedule Board of Review from 5:30-6:30 p.m. on April 17, 2017	Action Requested
27-28	14. Pay Request #2 – O’Day Equipment – \$102,695.58	Action Requested
	15. Appoint Mayor Pro Tem	Action Requested
	16. Adjourn: Mayor	

CITY OF BENSON
APPLICATION FOR APPOINTMENT TO CITY BOARDS OR COMMISSIONS

Dear Applicant:

We welcome you as an applicant for one of the City's boards or commissions. These groups play a very important role in Benson City Government. These boards and commissions serve as advisory bodies to the Benson City Council. They provide information and recommendations to the City Council so the Council can make sound decisions regarding issues and policy matters.

Please fill out the information requested below. You are encouraged to attach any additional information which you believe qualifies you for appointment to the board or commission you have selected.

.....
BOARD OR COMMISSION PREFERENCE:

- | | |
|---|--|
| <input type="checkbox"/> Airport Advisory Commission | <input type="checkbox"/> Housing & Redevelopment Authority |
| <input type="checkbox"/> Benson Area Tourism Board | <input type="checkbox"/> Library Board |
| <input checked="" type="checkbox"/> Cemetery Board | <input type="checkbox"/> Park Board |
| <input type="checkbox"/> Economic Development Authority | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Hospital Board | <input type="checkbox"/> Utilities Board |

RETURN APPLICATION TO:

Office of the City Manager
City of Benson
1410 Kansas Avenue
Benson, MN 56215
Telephone: 320-843-4775
Date Received: / /

PERSONAL INFORMATION:

Name Michelle Lee Address 615 10th ST N

Telephone: Home 320 843 4832 Business _____ Zip 56215

How long have you been a resident of Benson? 41 years

Have you served previously on any of Benson's boards or commission? YES NO

Have you served previously on any city board/commission in any other community? YES NO

Are any members of your immediate family in the same household presently employed by the City of Benson or serving on any of the City's boards or commissions? YES NO

Occupation: Sales/Accty Name of Employer: Amundson Peterson

I am a member of the following civic organizations: _____

Please list your special interests, education, past experiences, etc., which you feel would benefit the City of Benson by your appointment to the board/commission you have indicated a preference to above:

Do you have any additional comments?

DESCRIPTION OF BENSON'S BOARDS AND COMMISSIONS

Airport Commission - Makes recommendations to the City Council for the use, management, and operation of the airport and shall advise the Council in all matters concerning the Airport.

Cemetery Committee - Advises and assists the City Council and City staff in the administration, maintenance and improvement of the Benson City Cemetery.

Housing and Redevelopment Authority - This Authority is a public corporation empowered to undertake certain types of redevelopment projects and low rent housing assistance programs pursuant to the provisions of the M.S.A. 462.411 thru 462.711. These projects may include such activities as planning, acquisition, demolition, clearance, rehabilitation and construction for the purpose of providing decent, safe and sanitary housing for persons of low and moderate income and the improvement and restoration of stagnant, undeveloped land.

Library Board - Acts as an advisory body to the City Council by providing information and make recommendations to the City Council on library matters.

Park Board - Acts as an advisory body to the City Council by making recommendations to the Council on issues associated with City parks, playgrounds, the swimming pool, skating rinks, and other related functions.

Planning Commission - Acts as an advisory body to the City Council by reviewing variance requests, subdivisions, plats, zoning regulations, etc. In addition, they work on developing long-range planning goals and objectives.

Utilities Board - Advises and assists the City Council and Director of Public Works in the administration and improvement of public utilities.

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| <input type="checkbox"/> Hospital Board | <input type="checkbox"/> Utilities Board |

RETURN APPLICATION TO:

Office of the City Manager
City of Benson
1410 Kansas Avenue
Benson, MN 56215
Telephone: 320-843-4775
Date Received: / /

PERSONAL INFORMATION:

Name Lisa Peterson Address 703-12th St. So.
Telephone: ~~Home~~ ^{cell} 320-760-2639 ~~Business~~ ^{Home} 320-843-3934 Zip 56215

How long have you been a resident of Benson? 42 yrs. total

Have you served previously on any of Benson's boards or commission? YES NO

Have you served previously on any city board/commission in any other community? YES NO

Are any members of your immediate family in the same household presently employed by the City of Benson or serving on any of the City's boards or commissions? YES NO

Occupation: Business Owner Name of Employer: Nostalgia Gal

I am a member of the following civic organizations: None

Please list your special interests, education, past experiences, etc., which you feel would benefit the City of Benson by your appointment to the board/commission you have indicated a preference to above:

B.S. Business Education, St. Moorhead State, MN
M.S. Special Education, St. Cloud State, MN
1987 BHS graduate
Currently attend 2 book clubs

Do you have any additional comments?

Jill Hedman recommended me

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CemSites Proposal

CemSites proposes to furnish and install the software as described in this document.

Name of Company: CemSites

Mike McFann - Director of Sales and Marketing
(724) 906-4443
michael@cemsites.com

4256 State Route N 51, Suite 102
Belle Vernon, PA 15012

Contact Information: www.cemsites.com

Name of Software Package: CemSites

ITEM	COST
Basic software	
Secure CRM	\$1,500.00
Secure CRM - Completely customizable web-based cemetery records management software that is built on our FlexCore Framework. It is user-friendly and intuitive while maintaining robust computing and advanced searching options to effectively automate your workflow process	
Developed on a relational database using SQL - Secure CRM	
Cloud based database with access from multiple city workstations - Secure CRM	
Secure operator sign-in and record of changes made - Secure CRM	
Database to include all existing spreadsheet data as well as contact information of lot owners, grave spaces purchased and reserved for persons not buried, scanned image of burial permit or cremation permit - Secure CRM	
Database to include record of columbarium niche ownership and inurnments - Secure CRM	
Scanned document and image storage. (burial permits, cremation permits & existing cemetery deeds) - Secure CRM	
Reports activity in a designated timeframe - Secure CRM	
Reports space available by section or columbarium - Secure CRM	
Reports retrieval of ownership/grave space information - Secure CRM	
Reports certificate of ownership document - Secure CRM	
Reports other standard reports - Secure CRM	
Sales of cemetery lots and columbarium niches - Secure CRM	
Recording internments and inurnments - Secure CRM	

CemSites Proposal

Database searches - Secure CRM
Editing existing entries - Secure CRM
Database maintenance tasks - Secure CRM

Additional modules included in the requested feature list

Document Automation \$750.00

Document Automation - Print auto-populated templates for deed transfers, internments and work orders (Including up to 3 documents)

Website Integration \$750.00

Website Integration - One page integration is made to emulate your existing website and work seamlessly from the public perspective. It allows you to post upcoming burials, recent interments, walk to site and search for grave locations.

Auto-populated data from Secure CRM

Online search capability for designated database fields

Map software

Mapping Module - Grave Level \$1,500.00

Mapping Module - Grave Level - Mapping allows cemeteries to plot and display the location of graves. 7280 Points to Map

Visual Lot Viewer Module - Included with mapping implementation \$0.00 (Included)

Visual Lot Viewer Module - Visually connect burial, grave, owner and marker information with its physical location and find available graves right from the lot

Marker Manager Module - Included with mapping implementation \$0.00 (Included)

Marker Manager Module - View the markers that exist in a lot in a simple, organized view

Map linked to the database to show burials of vaults or urns or both on the same grave space - Mapping Module

Map linked to the database to show Lot/grave ownership - Mapping Module

Map linked to the database to show open lots/grave spaces - Mapping Module

Map linked to the database to show columbarium niches - Mapping Module

Capability to link with GIS Mapping - Mapping Module

Import existing data (approx. 6000 spaces)

Data Migration \$1,000.00

Data Migration - Import and cleanse records from existing digital database. NOTE:

Able to import the existing Excel file to minimize conversion costs - Data Migration

Data to remain the property of the city. The city may end any long term

Ability to backup and restore data from off-site storage - Secure CRM

CemSites Proposal

Staff training

Gold Tech Support \$1,500.00
Gold Tech Support - Email support via support@cemsites.com & phone access
through the CemSites Help Desk @ 1-877-783-9626 ten hrs. a day, 7 days a week
Software support including help desk, online training, software upgrades & annual
service plan

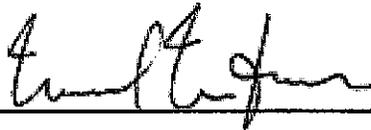
Annual maintenance (including software updates and help desk)

Secure CRM License - Including up to 5 user profiles \$1,000.00
Mapping License \$500.00
Website Hosting \$480.00

TOTAL

\$ 8,980.00

Authorized signature: _____



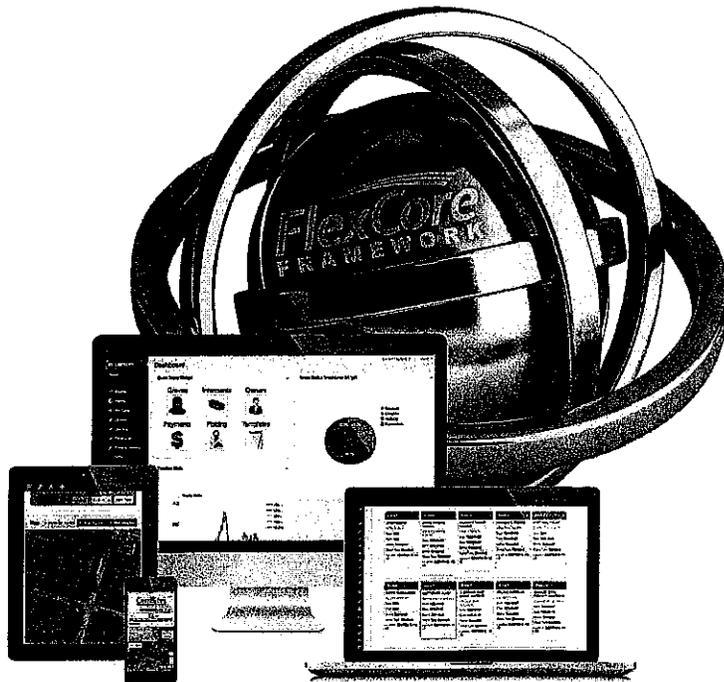
Date: _____

8/17/2016

CemSites

Affordable Technology for Cemeteries

Proposal



Why choose us?

We are a fresh, forward-thinking company established in 2012 near Pittsburgh, Pennsylvania. We invested years perfecting our cemetery-focused customer relationship management software and its framework. Our team initially released trial versions to numerous cemeteries and analyzed their needs so that our software has all of the core functionality and adaptability needed for cemeteries of various sizes.

Our mission is to bring the time and money-saving benefits of modern technology to every cemetery organization within a reasonable budget. Our philosophy embraces the values of heritage and perpetual care – the same values that every community should expect from their local cemetery.

Our company structure allows us to be flexible enough to quickly implement new technology without being hindered by red tape. With our innovative Secure CRM and software add-ons, cemetery staff can visualize and organize records like never before.



CUSTOMIZABLE PRODUCTS

FlexCore Framework, the platform that we use to build CemSites products, allows us to rapidly deploy custom database applications. Our team invested years in perfecting this tool to provide you with a completely customizable system which uses your cemetery hierarchy and processes to do business without including unwanted features. Even though our products are tailored to fit your needs, FlexCore Framework keeps them up-to-date with the latest discoveries and implements advances globally.



SECURITY

All data in Secure CRM on FlexCore Framework is stored on servers that are protected by armed guards 24/7/365. CemSites software is both PCI and HIPAA compliant and is protected by the same security standards used by world governments and financial institutions. Data is stored in multiple locations, backed up daily and retrievable for up to 30 days; it is even downloadable if you would like to retain it yourself.



WEB-BASED TECHNOLOGY

A web-based system from CemSites offers many advantages over box software. CemSites software is not device-dependent; it can be accessed from any device at any location. There is no need to worry about changes in computer operating systems making our software incompatible or about computer failures ruining your data.



TRAINING AND SUPPORT

We personally train your team to use our software and assign an account manager that you may call for technical assistance. We promise to get back to your questions within 24 hours.



SECURE CRM

Cemetery Record Management Software

Secure CRM is all you need to start managing your cemetery with CemSites, but be sure to check out our add-ons for even more features.

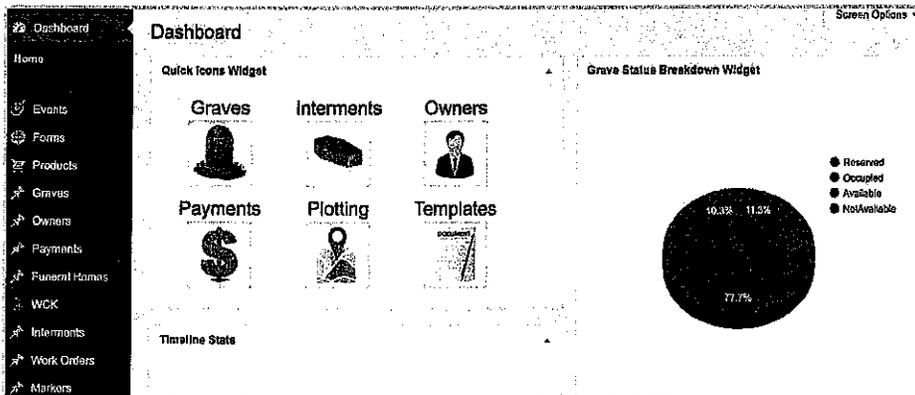
Secure CRM is our powerful, completely customizable web-based cemetery record management software that is built on FlexCore Framework. It is user-friendly and intuitive while maintaining robust computing, searching and plotting options to most effectively manage data.

HOW IT PAYS OFF

Secure CRM was given its name for a reason: All data stored in Secure CRM on FlexCore Framework is protected by the same security standards used by world governments and financial institutions. Because Secure CRM is web-based and always up-to-date, having outdated software will no longer be a concern. As opposed to the months or years of setup for most software on the market today, CemSites software can be up and running within weeks with the promise and commitment of our staff.

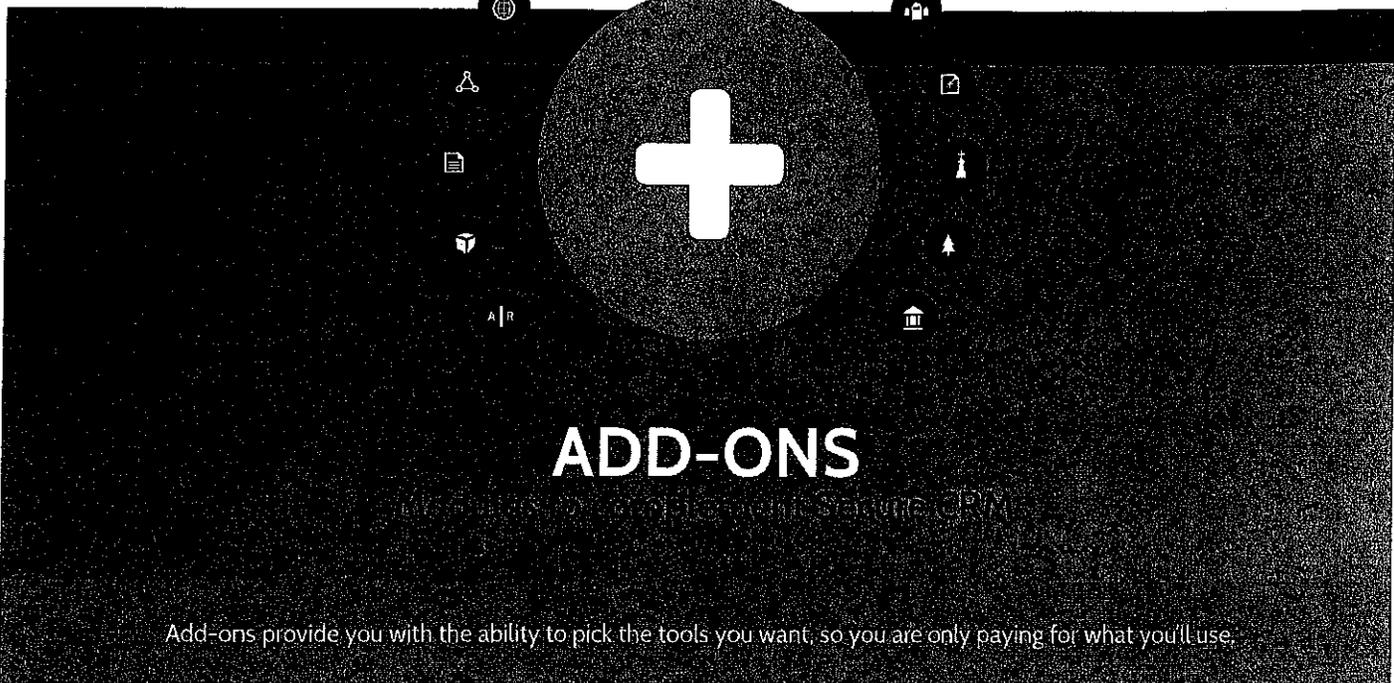
FEATURES

- User-based dashboard with critical support metric oversight
- Grave and owner management
- Work order management
- Funeral home management
- Document management
- Field highlighting
- Data migration
- Disaster prevention
- Permission-based roles
- Offline and private network installs
- Quick implementation



"I would highly recommend CemSites; they've been able to increase our revenues and have made my job much easier."

- CINDY FISHER
Office Manager,
Round Hill Cemetery



Stay organized and informed



AR FINANCE MODULE

The AR Finance Module provides an efficient and reliable way to streamline your cemetery's entire receivables process and export data to other software. With extensive financial information at your fingertips, your cemetery can make more accurate business decisions.



INVENTORY MANAGER

Keep track of monuments, benches, and other sellable items right in Secure CRM — no double data entry necessary! This add-on works seamlessly with our other add-ons to provide an integrated and automated sales system built to fit cemeteries' operations.



DOC PRINTING MODULE

The Doc Printing Module saves time by automating the document workflow. Eliminate the need for handwriting and never deal with double entry by printing autopopulated templates for deed transfers, interments and obituaries.



MULTI-LOCATION MODULE

This tool provides an oversight view of all cemeteries at once for administrators that handle multiple locations. With the data gleaned from the Multi-Location Module, decision makers can make well-informed choices, and cemetery staff can be coached appropriately so that all cemetery locations can work together in the most efficient way possible.



CUSTOM SOLUTIONS

Don't see the module you need? Ask and we will build it for you. Thanks to our advanced FlexCore Framework, we can create custom management software solutions to fit all cemetery-related organizations, such as combination cemeteries with funeral homes or pet cemeteries.

Reach out and build profit



WEBSITE INTEGRATION

Showcase your cemetery online with autopopulated data from Secure CRM. Sell products and services, publish records, announce arrangements and more. Our team can create a website from scratch or integrate with an existing site.



KEEPSAFE FAMILY LEGACIES

The KeepSafe Family Legacies add-on provides online pages that clients can purchase to add and display biographical information about both living and deceased loved ones. The legacy pages act like an online safety deposit box for future generations, full of information from clients who create their own autobiography or add to their loved ones' legacies.



REVENUE PLUS

Drive new revenue streams by selling any product or service directly from your website, even if sales are sub-contracted through local or national vendors. The module also includes a drip marketing tool, allowing you to engage the community and expand opportunities.



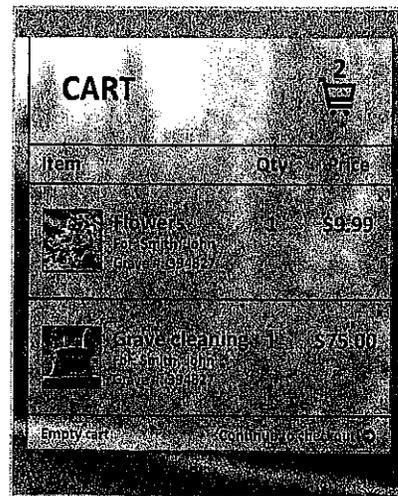
SALES MODULE

The Sales Module is a tool that keeps track of customers and aids in the development and organization of prospects, leads and sales and gives you the power to grow your pipeline. Spend more time selling instead of fretting over sales processes.

KeepSafe Family Legacies



Revenue Plus



Visualize your cemetery



GRAVE MAPPING

The Grave Mapping add-on allows cemeteries to plot and display the location of graves within an intuitive interface. With Walk-to-Site mobile navigation, visitors and staff members can quickly find graves without assistance.



CEMVISION360

Interactive, 360-degree mapping of cemeteries allows grounds to be explored without the long walk or having to brave inclement weather. Staff can use CemVision360 to give tours to customers without leaving the office, and the public can use this tool to virtually visit graves from the comfort of their homes.



VISUAL LOT VIEWER

The Visual Lot Viewer digitally represents entire cemeteries' layouts, providing a way to visually connect burial, grave, owner and marker information with physical location. Find available graves right from the lot and edit record information on the fly.



MAP PRINTING MODULE

Search and print cemetery maps by section or lot to use as a reference tool for both visitors and grounds crew. Never deal with highlighting outdated maps again!



MARKER MANAGER

Save time by viewing the markers that exist in a lot in a simple, organized view. Marker Manager's ability to keep track of marker information makes it a great auditing tool. Plus, create great upselling opportunities by running reports on graves without markers.



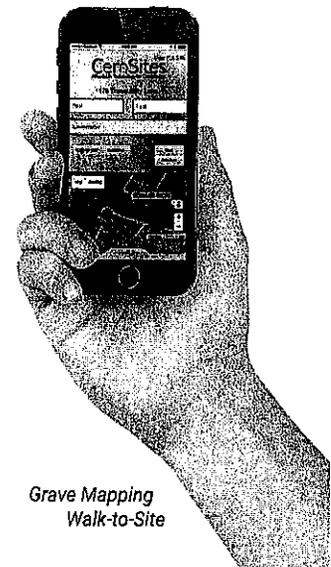
OBSTRUCTION MANAGER

Create layered maps to mark the locations of trees, benches, buildings and other obstructions in relation to graves. This add-on can assist in making better groundskeeping decisions and aid staff by helping them pinpoint areas in need of maintenance.



MAUSOLEUM MAPPING

The Mausoleum Mapping add-on visually connects niches and owner record information within Secure CRM to its physical location. Use the face view and section photograph features to "walk through" niche location options with potential customers without leaving the office.



Grave Mapping
Walk-to-Site

"I've been coming to the cemetery since the passing of my father in 1976. The Walk-to-Site technology allows me to use my smartphone to track my steps right to the gravesite."

— RICK MAZE
Cemetery customer



Quote
August 16, 2016

CEMSITES
4256 State Route 51 North
Suite 102
Belle Vernon, Pennsylvania 15012
United States
(724) 906-4441

QUOTE #
000512
BILLED TO City of Benson, MN
United States

PRODUCT	QUANTITY	TOTAL
Secure CRM Completely customizable web-based cemetery records management software that is built on FlexCore Framework. It is user-friendly and intuitive while maintaining robust computing and advanced searching options effectively automate your workflow process	1	\$1,500.00
Secure CRM License Annual License. Including up to 5 user profiles. Email support via support@cemsites.com & phone access through the CemSites Help Desk @ 1-877-783-9626 8 hrs. a day, 5 days a week. Custom technical development billed at \$150.00 per hour	1	\$1,000.00
Data Migration Import and cleanse records from existing digital database. NOTE: Comprehensive data review will commence after scheduled discovery meeting. Any unforeseen issues in the actual data will be discussed in depth resulting in a line item price adjustment.	1	\$1,000.00
Mapping Grave Level Mapping allows cemeteries to plot and display the location of graves. 7280 Points to Map.	1	\$1,500.00
Mapping License Annual License.	1	\$500.00
Visual Lot Viewer Visually connect burial, grave, owner and marker information with its physical location and find	1	\$0.00

available graves right from the lot. Note: Included with mapping.

Marker Manager	1	\$0.00
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Save time by viewing the markers that exist in a lot in a simple, organized view. Plus, create great up-selling opportunities by running reports on graves without markers. Note: Included with mapping.

Document Automation	1	\$750.00
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Print auto-populated templates for deed transfers, interments and work-orders. Save time and money by reducing double-entry. (includes up to 3 documents)

Website Integration	1	\$750.00
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This one page integration is made to emulate your existing website and work seamlessly from the public perspective. It allows you to post upcoming burials, recent interments and search for grave locations. Auto-populated data from Secure CRM.

Website Hosting	1	\$480.00
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Annual License.

Gold Tech Support	1	\$1,500.00
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Email support via support@cemsites.com & Phone Access through the CemSites Help Desk @ 1-877-783-9626 ten hrs a day, 7 days a week. Including 1 hour of custom technical development per month. Annual License.

TOTAL		\$8,980.00
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Our commitment

We believe in providing easy-to-use solutions that are built to fit your operations. Our customer support strives to be top-notch, and our philosophy is that we earn your business every day. In fact, you can cancel at any time if you are not 100% satisfied.

If you're not satisfied, all we ask is to let us know and give us 30 days to fix it. If you're still not satisfied after a month, we will cancel your agreement. We do not hold your data hostage; we will allow you to use your data in any way you wish.

Our company bi-laws ensure protection of your rights to your data and software beyond the life of our leadership. You can sleep peacefully knowing you will always have what you need to carry on with or without CemSites.

Sign below to indicate your acceptance, and we'll do the same. Thank you for choosing us, and thank you for trusting us. We'll work hard to exceed your expectations.

Next steps



8/17/16 Proposal
8/18/16 Review proposal
8/19/16 Approval

8/26/16 Deposit
9/5/16 Kickoff meeting
9/26/16 Discovery meeting

11/7/16 Beta release
11/21/16 Two weeks direct access to trainer
11/22/16 Live software

Agreed: _____
Your company name

By: _____
Your signature

Your name

Your title

Agreed: CemSites
Our company name

By: 
Our representative's signature

Michael McFann
Our representative's name

Director of Sales and Marketing
Our representative's title

Date: _____

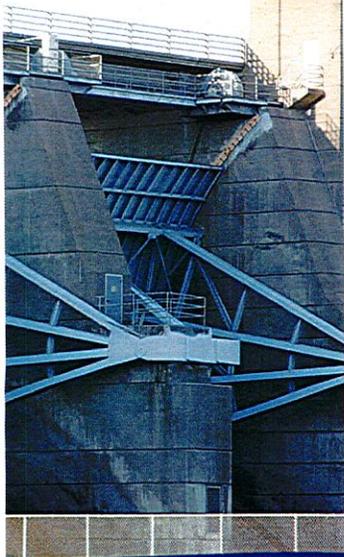
Date: 8/17/16

Energy for Today and in the Future

Our commitment to clean, renewable resources reaches back more than 45 years, when our member utilities began to purchase energy from the federal hydroelectric facilities on the Missouri River. Today, 59 of our 61 members hold hydropower allocations for the energy produced at these hydroelectric plants.

"The Red Rock Hydroelectric Project gives MRES another reliable generating resource in our ongoing efforts to diversify our resource portfolio."

Tom Heller, Chief Executive Officer, MRES



Why Hydropower

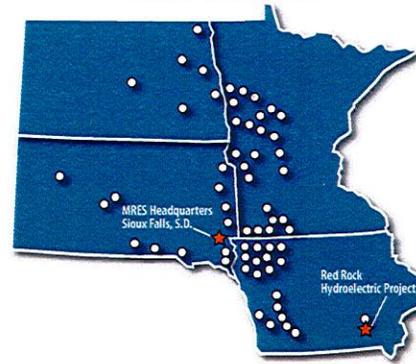
Hydropower – a clean, renewable resource that uses the power of running water to perform work – has been around for more than 2,000 years. Hydroelectric facilities use the power of flowing water as it moves downstream. Turbines and generators convert the energy into electricity, which is then delivered to homes and businesses.

Hydropower continues to be a popular renewable resource, and it accounts for 8 percent of total U.S. electricity generation, according to the U.S. Energy Information Administration.

MRES continues to develop a diverse power supply portfolio that will have a lasting effect on our member communities for generations to come.

RRHP is the latest example of how our commitment to the environment extends to our generation facilities as well as our energy efficiency programs.

MRES MEMBERS



About Missouri River Energy Services

MRES provides wholesale electric service and other energy services to 61 communities in Iowa, Minnesota, North Dakota, and South Dakota. Each of these members owns and operates its own municipal electric distribution system. MRES, headquartered in Sioux Falls, S.D., is a not-for-profit joint-action agency, and is governed by a 13-member Board of Directors elected by and from the ranks of our member representatives.

About Western Minnesota Municipal Power Agency

WMMPA obtains the financing for and is the owner of the power supply and transmission facilities used to serve MRES members under the terms of a power supply contract between WMMPA and MRES.



P.O. Box 88920
Sioux Falls, SD 57109-8920
www.redrockhydroproject.com
www.mrenergy.com

April 2015



Red Rock
Hydroelectric
Project



www.redrockhydroproject.com

Red Rock Hydroelectric Project Update

December 22, 2016

First piece of equipment goes in at the Red Rock Hydroelectric Project

For almost a year and a half, construction work at the Red Rock Hydroelectric Project (RRHP) consisted of “deconstruction” or site preparation work. Temporary coffer dams and a dike were installed to allow work on dry ground, concrete retaining walls were poured, and more than 200,000 cubic yards of dirt and bedrock were excavated; all to prepare for the construction of a power house and water intake structure.

In early 2016, the foundations of the power house on the downstream side of the dam finally began to take shape. Throughout the year, construction crews have been installing rebar, which is assembled on the site, for strength and reinforcement of the power house structure. Then concrete is poured in “lifts” or sections, some of which contain more than 1,000 cubic yards, or 100 truckloads of concrete. As of November 30, more than 1,360 tons of rebar and 22,880 cubic yards of concrete had been installed for the power house.

These concrete pours are complicated and intricate. Each lift is precisely engineered to incorporate the elements of the power house that will be contained in that section of concrete. Wooden forms or “block-outs” are set in place to create voids in the concrete where equipment, passageways, piping, valves, and electrical components will reside when the power house is completed. As an example of the precision needed in these concrete pours, the circular steel frame around the turbine blades must be only 1/16 of an inch from the blades.

On December 1, a milestone was achieved as the first piece of turbine equipment, the steel draft tube liner for Unit 1, was set inside the power house at the RRHP. The steel liner for Unit 1 was prefabricated in York, Penn., and shipped to the site in two halves, which were welded together at the site. The steel draft tube liner will direct water from the turbine to the concrete draft tube and back to the Des Moines River. RRHP will include two units, and the draft tube liner for Unit 2 was set on December 16.

Preparation for equipment placement will start from the bottom. That means equipment that will be near the end of the process of producing hydroelectricity will be installed first. Once the power plant is operating, the flow of water from the Des Moines River will enter the intake structure on the upstream side of the dam, flow through penstocks (large steel tubes) through perforations in the dam, into a spiral case, through the turbine, out through draft tubes, into the tailrace, and finally back into the river.

The next element in the construction process is building the concrete portion of the draft tubes. Following placement of structural concrete for the power house foundation, custom made wooden forms, which resemble large wooden shoes, were shipped to the site in sections and assembled in place. Once the wooden forms were fully assembled and embedments such as rebar and electrical conduits were installed, concrete was placed around the forms in lifts. Once the concrete has been poured and reached its engineered strength, wooden forms are removed and the steel draft tube liner is set in place. When completed, the draft tube liner must be perfectly round and it must be set within 4/1000ths of an inch of being level -- that is approximately the thickness of two sheets of paper. Next, the draft tube liner is secured with turn-buckles to lock it in place and then buried in concrete to further solidify the installation.

Once the draft tube liners are concreted into place, workers will continue to make their way up toward the turbine and generator installation, spiral case and penstock completion, and the intake structure on the upstream side of the dam. Completion of work on the entire project is anticipated in late 2018.

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For more information about the Red Rock Hydroelectric Project, visit the project website at www.redrockhydroproject.com or contact Joni Livingston at Missouri River Energy Services, phone 605-338-4042 or email: joni.livingston@mrenergy.com.



The Red Rock Hydroelectric Project: INVESTING IN THE FUTURE

Missouri River Energy Services (MRES) is developing a new hydroelectric facility that will add to our members' renewable resource portfolio, and will help meet the growing energy needs of our members and their customers.

The Red Rock Hydroelectric Project (RRHP) is licensed at 36.4 megawatts (MW) of electricity, or enough energy to meet the needs of about 18,000 homes. It will be capable of generating up to 55 MW at certain times of the year when the water level is elevated.

In addition, the peak flow of water at Lake Red Rock typically occurs between March and August, which coincides with the highest demand for electricity for MRES and its members.

RRHP is being constructed at the existing Red Rock Dam on the Des Moines River near Pella, Iowa. The Red Rock Dam was finished in 1969. The federal government owns the Red Rock Dam, reservoir, and surrounding lands. The U.S. Army Corps of Engineers will continue to operate and manage the dam and river at Lake Red Rock.

MRES began construction of RRHP in 2014. The project is expected to become operational in 2018. When operational, RRHP will be the second largest hydropower generating facility in the State of Iowa.

The Red Rock Hydroelectric Project will be constructed and operated by MRES. Western Minnesota Municipal Power Agency (WMMPPA) will finance and own the project.

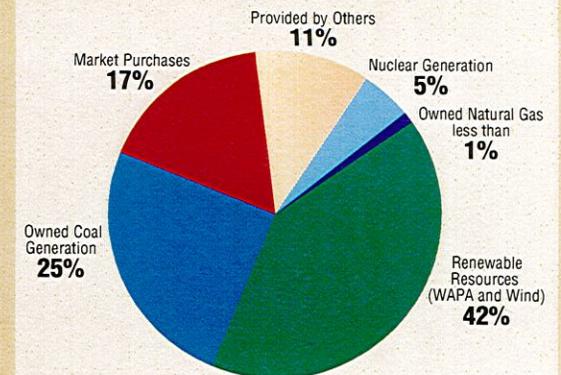
Red Rock Hydroelectric Project BY THE NUMBERS

Operator	Missouri River Energy Services
Owner	Western Minnesota Municipal Power Agency
Plant Capability	36.4 MW (55 MW peak output at times of high water)
Location	Des Moines River, about 2.5 miles southwest of Pella, Iowa
Energy Production	178,000 megawatt-hours estimated annual average
Capacity Factor	50 percent estimated annual average
Type of Project	Run-of-release with storage of water for flood control as directed by the U.S. Army Corps of Engineers
Operator of Dam	U.S. Army Corps of Engineers
Owner of Dam	U.S. Government
Size of Dam	Length is 6,260 feet; height is 110 feet

Benefits of Red Rock Hydroelectric Project

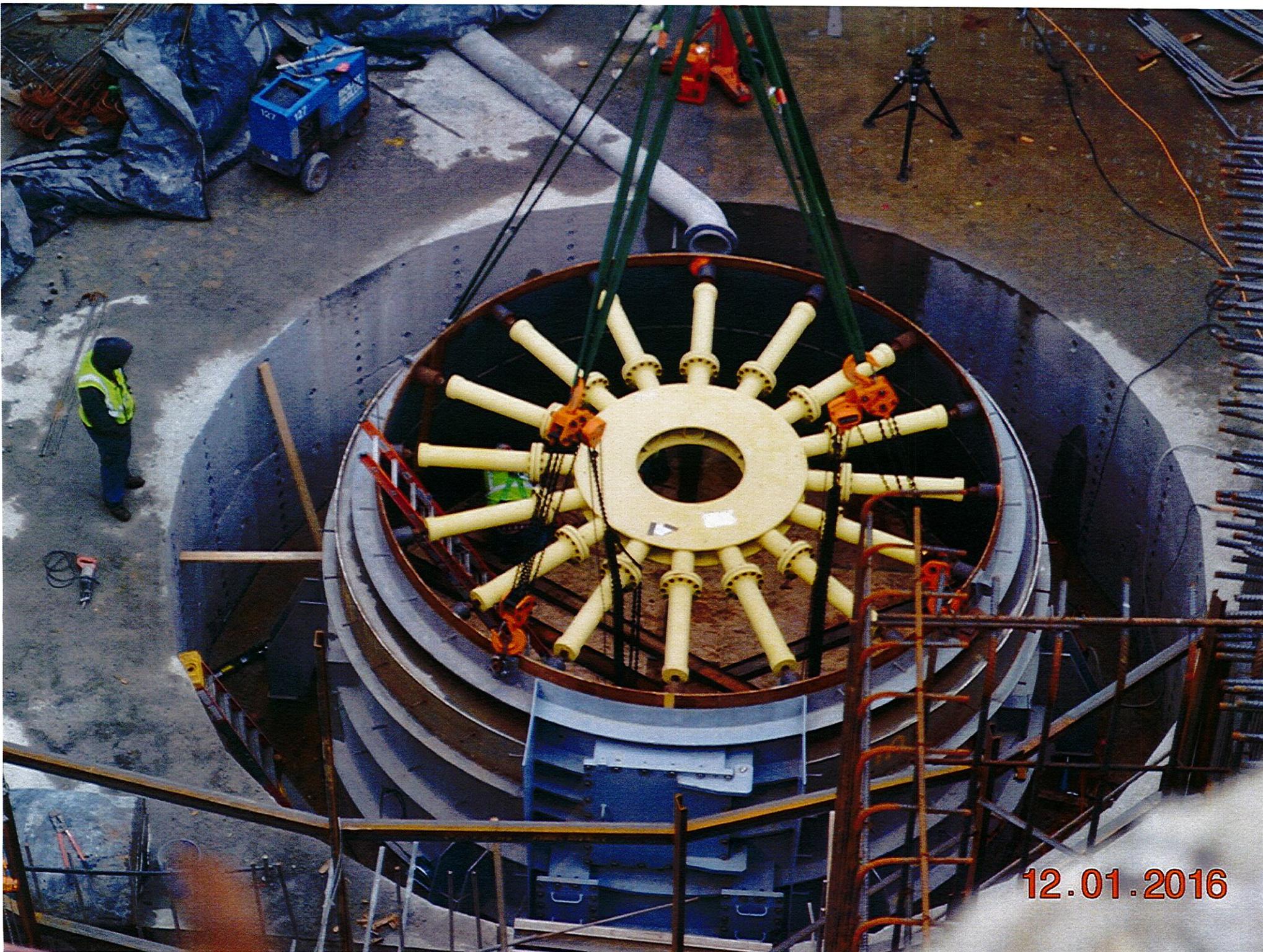
- Clean, renewable resource with no emissions
- Provides minimal impact on the environment, including fisheries
- Serves as an additional clean, baseload resource to serve MRES member municipal utilities
- Provides a domestic source of energy
- Known capital costs and minimal operational costs such as on-going fuel costs, or potential emission taxes and staffing
- Long-term operational investment

2014 Sources of Energy









12.01.2016

Rob Wolfington

From: Jan Fransen <jan.fransen@co.swift.mn.us>
Sent: Wednesday, December 28, 2016 9:51 AM
To: Rob Wolfington
Subject: Appleton Prison
Attachments: Revised sample resolution of support.docx; City of Benson.pdf

During the 2016 Legislature, Swift County, in partnership with the City of Appleton, promoted legislation to reopen the Prairie Correctional Facility, a vacant 1,600-bed prison in Appleton, MN, as a solution to the State of Minnesota's lack of facilities to house the growing inmate population – the "Appleton Option." It's estimated that 350 people from 24 surrounding counties worked at the Appleton prison when it was in use, generating more than \$15 million for the regional economy. We want to thank you for supporting this proposal. Your support was critical in demonstrating the importance of this project in our region.

A year or so ago, your governing board passed a resolution in support of the Appleton Option. As we prepare for the 2017 Legislative session, we are asking that your governing board reaffirm your support by passing a new resolution. I have attached the prior resolution for your reference, as well as a new template.

Please refer to www.appletonoption.org for additional information and updates regarding this project.

Thank you for your consideration.

Janice Fransen

Interim Swift County Administrator

301 14th Street N

PO Box 207

Benson, MN 56215

Office: 320-314-8399

Fax: 320-843-2275

jan.fransen@co.swift.mn.us

<http://www.swiftcounty.com>

Facebook: www.facebook.com/SwiftCountyMN

Val, Jan 3, 16
Please add this to the
January 3rd City Council
Meeting -
Rob

**CITY OF BENSON RESOLUTION OF SUPPORT
(RESOLUTION 2017-)**

WHEREAS, according to the Minnesota Department of Corrections, the State of Minnesota's prison population exceeds capacity; and

WHEREAS, the Minnesota Department of Corrections is housing over 500 inmates in county jails where they cannot receive critical rehabilitation services available in State correctional facilities; and

WHEREAS, the Minnesota Department of Corrections projects the State of Minnesota's prison population will grow by at least an additional 500 inmates by the year 2020; and

WHEREAS, the State of Minnesota will continue to face financial challenges such as interest, debt service, maintenance, and annual operating costs associated with any new facility construction and/or maintenance of existing, aging facilities; and

WHEREAS, the City of Appleton is home to a vacant and well-maintained prison facility with adequate space to meet the Department of corrections' current and future needs; and

WHEREAS, up to 350 people from 24 surrounding counties worked at the Appleton prison when it was in use, generating an estimated \$15.2 million for the regional economy; and

WHEREAS, many ancillary businesses in the region and their workers benefitted when the Appleton prison was in use; and

WHEREAS, the region offers robust infrastructure to provide rehabilitation services for State of Minnesota inmates and a great quality of life for working families; and

WHEREAS, the cost to the State of Minnesota to lease the Appleton prison is estimated to be \$6-8 million per year, plus annual operating costs – substantially lower than constructing and maintaining new, permanent correctional facilities; and

WHEREAS, it is practical that the State of Minnesota do its due diligence to fairly consider the costs associated with leasing and operating the Appleton prison before constructing new, permanent correctional facilities;

NOW THEREFORE BE IT RESOLVED, that on the 3rd day of January 2017 the City of Benson City Council declared its support for a proposal for the State of Minnesota to lease and operate the Appleton prison with State of Minnesota public employees to provide much-needed jobs and economic development for the people of West Central Minnesota and to provide effective rehabilitation services for inmates needed to reduce recidivism.

Signatures:

2017 Proposed Council Meeting Dates

January 3	July 3
January 17	July 17
January 20-21 - Strategic Planning	
February 6	August 7
February 21	August 21
March 6	September 5
March 20	September 18
April 3	October 2
April 17	October 16
May 1	November 6
May 15	November 20
June 5	December 4
June 19	December 18

PAY ESTIMATE No. 2
 FUEL TANK REPLACEMENT PROJECT
 CITY OF BENSON
 DGR Project Number 419013

For Period From: 10/28/16 To: 11/21/16
 Contractor: O'Day Equipment, LLC
 Bid Date: 7/14/16



SUMMARY

VALUE OF WORK COMPLETED TO DATE	\$145,171.29	ORIGINAL CONTRACT PRICE.....	\$144,649.60
LESS RETAINAGE...(5%).....	\$7,258.56	EXPECTED FINAL CONTRACT COST (w/C.O.s, Additions & Deletions).....	\$145,171.29
TOTAL AMOUNT DUE INCLUDING THIS PAYMENT.....	\$137,912.73	LESS TOTAL PAYMENTS, INCLUDING THIS PAYMENT.....	\$137,912.73
LESS ESTIMATES PREVIOUSLY APPROVED.....	\$35,217.15	EXPECTED CONTRACT BALANCE AFTER THIS PAYMENT.....	\$7,258.56
Pay Estimate No. 1.....		% OF EXPECTED FINAL CONTRACT PRICE PAID, INCL. THIS PAYMENT.....	95%
Pay Estimate No. 2.....			
Pay Estimate No. 3.....			
Pay Estimate No. 4.....			
Pay Estimate No. 5.....			
Pay Estimate No. 6.....			
Pay Estimate No. 7.....			
Pay Estimate No. 8.....			
Pay Estimate No. 9.....			
Pay Estimate No. 10.....			
Pay Estimate No. 11.....			
Pay Estimate No. 12.....			
Pay Estimate No. 13.....			
Pay Estimate No. 14.....			
Pay Estimate No. 15.....			
TOTAL AMOUNT DUE THIS ESTIMATE.....	<u>\$102,695.58</u>		

The undersigned Contractor hereby certifies that payment has been made in full for all labor and materials incorporated in the project to date, in accordance with the terms of the Construction Contract.

By O'Day Equipment, LLC, Contractor

By [Signature], sec/treas Date 12/28/16

CERTIFICATE

THE AMOUNT OF \$102,695.58 IS APPROVED FOR PAYMENT ACCORDING TO THE TERMS OF THE CONTRACT.

 CITY OF BENSON, Owner
 By _____
 Title _____
 Date _____

 DGR ENGINEERING, Engineer
 By [Signature]
 Date 12-29-16

PAY ESTIMATE No. 2
FUEL TANK REPLACEMENT PROJECT
CITY OF BENSON
DGR Project Number 419013

For Period From: 10/28/16 To: 11/21/16
 Contractor: O'Day Equipment, LLC
 Bid Date: 7/14/16



Unit No.	Name and Description of Construction Unit	No. of Units	UNIT PRICE				WORK COMPLETED TO DATE (Including this Pay Period)			WORK COMPLETED THIS PERIOD		
			Labor	Material	L & M	Ext. Price L & M	Units Comp.	% Comp.	Value of Comp. Work	Units Comp.	% Comp.	Value of Comp. Work
E1	Electrical, Demolition (as req'd.)	1	\$ 2,182.90	\$ -	\$ 2,182.90	\$ 2,182.90	1	100%	\$ 2,182.90	1	100%	\$ 2,182.90
E2	Electrical, Installation (as req'd.)	1	19,445.18	19,445.19	38,890.37	38,890.37	1	100%	38,890.37	1	100%	38,890.37
M1	Mechanical, Demolition (as req'd.)	1	1,874.88	188.56	2,063.44	2,063.44	1	100%	2,063.44	1	100%	2,063.44
M2	Mechanical, Installation (as req'd.)	1	13,869.24	39,183.07	53,052.31	53,052.31	1	100%	53,052.31	1	100%	53,052.31
S1	Structural, Foundation - Fuel Tank Support Per Footing (ea.)	2	15,280.32	3,255.02	18,535.34	37,070.68	2	100%	37,070.68			-
S2	Structural, Bollards (ea.)	13	280.13	269.87	550.00	7,150.00	13	100%	7,150.00	13	100%	7,150.00
U1	Mobilization (as req'd.)	1	3,348.00	891.90	4,239.90	4,239.90	1	100%	4,239.90	1	100%	4,239.90
CO1	Change Order #1 (as req'd.)	1	-	-	521.69	521.69	1	100%	521.69	1	100%	521.69

		CONTRACT TOTAL	
TOTAL CONTRACT PRICE:	<u>\$145,171.29</u>	TOTAL TO DATE:	<u>\$145,171.29</u> THIS PERIOD: <u>\$108,100.61</u>