

**City Council Meeting Agenda
City Council Chambers
January 4, 2016**

Page		
	1.	5:30 p.m. Call the Meeting to Order at City Hall (Mayor)
	2.	Pledge of Allegiance
	3.	Oath of Office
	4.	Approval of Agenda Action Requested
	5.	Persons with Unscheduled Business to Come Before the City Council (Mayor)
	6.	Review the Consent Agenda: (Mayor) Action Requested
3-7		<ul style="list-style-type: none"> a. Minutes: <ul style="list-style-type: none"> ▪ 12.21.2015 City Council Minutes b. Correspondence: c. Applications: Action Requested <ul style="list-style-type: none"> ▪ Tara Ulmaniec – Park Board ▪ Ron Laycock – Planning Commission ▪ Ron Laycock – Economic Development Authority ▪ Ron Laycock – Swift County-Benson Hospital Board d. Reports:
8-9 10-11	7.	Swift County-Benson Hospital Review of Powers (City Attorney) Information Only
12-14	8.	Purchase Agreement – 1228 Atlantic Ave. (Chamber of Commerce Bldg.) Action Requested
15	9.	Update City Council Appointments (Mayor & Council) Action Requested <ul style="list-style-type: none"> ▪ Emergency Chain of Command ▪ Economic Development Authority (2 voting members) ▪ Fire Board (2 members) ▪ HRA (2 voting members) ▪ Library Board (1 liaison) ▪ Liquor Committee (2 members) ▪ Park Board (1 voting member) ▪ Personnel Committee (2 members) ▪ Planning Commission (1 voting member) ▪ President Pro-Tem (1 member) ▪ Utility Committee (2 members) ▪ Facilities Committee (2 members) ▪ City Attorney, Assistant City Attorney (Civil) ▪ Prosecuting Attorney (Criminal)
	10.	Designate the City of Benson’s Official Newspaper (Mayor & Council) Action Requested
	11.	Designate Bank Depositories (Mayor & Council): (Suggested Motion Should Include) <ul style="list-style-type: none"> ▪ State Banks, National Banks and thrift institutions located either within or outside the State of MN qualifying as depositories under MN law Action Requested

- 16 12. Review the City of Benson's 2016 Annual Calendar and Approve City Council Meeting Time & Dates **Action Requested**
13. Authorization of Check Signers (Mayor & Council: Suggested Motion Should Include): **Action Requested**
- | | |
|---------------------|---|
| 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 Benefit Administrators |
14. Schedule Board of Review from 5:30-6:30 p.m. on April 18, 2016 **Action Requested**
15. Adjourn: Mayor **Action Requested**

DRAFT

**MINUTES - BENSON CITY COUNCIL - REGULAR MEETING
DECEMBER 21, 2015**

The meeting was called to order at 5:30 p.m. by Mayor Kittelson. Members present: Paul Kittelson, Jack Evenson, Sue Fitz, Mike Fugleberg & Stephanie Heinzig. Members Absent: None. Also present: City Manager Rob Wolfington, Director of Finance Glen Pederson, Director of Public Works Dan Gens, City Attorney Don Wilcox, Police Chief Ian Hodge, Gary Landmark, Terri Collins, Jonathon Pogge-Weaver, Dave Tolifson and Martha Goff.

The Council recited the Pledge of Allegiance.

Mayor Kittelson asked for any additions or changes to the agenda. Martha Goff addressed the Council on behalf of the Hockey Association and asked that the cement expense for the outdoor hockey rink be added to the agenda. The Mayor recognized the request.

It was moved by Fitz, seconded by Evenson and carried unanimously to approve the agenda.

Mayor Kittelson asked for anyone with unscheduled business, to which there was none.

It was moved by Fugleberg, seconded by Evenson and carried unanimously to approve the following minutes:

- December 1, 2015 Special City Council Minutes
- December 7, 2015 City Council Minutes
- November 19, 2015 EDA Minutes
- December 3, 2015 Safety Committee Minutes

It was moved by Fitz, seconded by Heinzig and carried unanimously to approve renewal of the following 2016 Cigarette Licenses: Benson Food Shop, Holiday Station, Darold's SuperValu, Do-Mats Family Foods, Glacial Plains and Dollar Store, Inc.

It was moved by Heinzig, seconded by Fugleberg and carried unanimously to approve a Special Use Permit to allow disposing of septic tank sludge and holding tank sewage into the Benson Wastewater Facility for 2016 to Slaughter's Plumbing and Septic Service LLC., Affordable Pumping Service Inc. and Tostenson Septic, LLC.

Council Members Evenson and Heinzig and the City Manager thanked and recognized the years of service of outgoing Council Members Kittelson, Fitz and Fugleberg and presented each of them with a United States Flag in honor of their service.

The Council reviewed the Police report for November.

The City Attorney gave a legal opinion on the Missouri River Energy Services (MRES) S-1 Agreement Amendment. After discussion, it was moved by Fitz, seconded by Heinzig and carried unanimously to approve the City Attorney's legal opinion on Amendment 5 of the MRES S-1 Agreement.

City Attorney Wilcox stated the Benson EDA met today, and approved a loan to Jim Lindahl to help purchase the building at 110 – 14th St. S. from current owner Michael Cowart. The loan is for \$50,000 to make structural roof repairs. Lindahl will have to make \$75,000 in other building repairs. If he is in compliance with necessary repairs, 20% of the loan will be forgiven each year which will be reimbursed to the Revolving Loan Fund by the EDA. Wolfington has ordered temporary structural repairs

to keep the SNAP Fitness business open in the building, which will be done next week. The \$5,000 for these repairs will be rolled into the loan. After discussion, it was moved by Evenson, seconded by Fugleberg and carried unanimously to approve the 20% annual transfer from the EDA for a total amount of \$50,000, as long as the aforementioned stipulations are met.

Wolflington asked the Council if they would like to pursue purchasing the building at 1226 Atlantic Avenue owned by Kirby Hettver that was damaged last year from a frozen water pipe. He stated he has drawn up a purchase agreement. After discussion, it was moved by Fugleberg, seconded by Evenson and carried unanimously to approve moving forward with purchasing the building at 1226 Atlantic Ave. for \$1.00.

Next the Mayor discussed the request from the Hockey Association for funds to pour cement for a new outdoor rink. After discussion it moved by Evenson, seconded by Fugleberg and carried unanimously to include a budget line item of \$45,650 for cement at the new outdoor rink, in the Parks Capital Outlay Fund 2016 budget.

Police Chief Hodge approached the Council with a capital request to replace the existing data storage for the Police Department. The current system is not far from failure. After discussion it was moved by Fitz, seconded by Heinzig and carried unanimously to approve the purchase of a data storage system from Morris Electronics in the amount of \$6,787.36.

Gens brought two quotes for the demolition of the Parks building. One bid was from T & K Kennedy Excavating in the amount of \$62,587.00, and the other was from M.A.A.C., Inc. in the amount of \$64,900.00. It was moved by Fugleberg, seconded by Evenson and carried unanimously to approve the low quote from T & K Kennedy in the amount of \$62,587.00.

Gens presented a capital Authorization Request to the Council for a new vehicle lift for the Street Garage. This lift will be more versatile and can be used with most all of our vehicles including mowers. They plan to sell the old lift at auction. It was moved by Evenson, seconded by Heinzig and carried unanimously to approve the purchase of a Rotary SPO12 Symmetric lift from Northside Auto in the amount of \$5,850.00.

Next was discussion on the Golf Club operating loan that is guaranteed by the City. It was moved by Fugleberg, seconded by Fitz and carried unanimously to approve paying off the Golf Club operating loan in the amount of \$140,469.31 and removing the City guarantee.

It was moved by Fitz, seconded by Heinzig and carried unanimously to approve the following Public Utilities Bad Debts List as of December 31, 2015:

ACCT. NO.	NAME	ELEC	WATER	SEWER	TAX	GARB	PEN	ST SWR	TOTAL
101-0020-01-04	Gary Larson	192.98	0.00	0.00	19.99	69.00	5.03	6.00	293.00
101-0050-00-14	Anna Sime	57.06	28.24	58.13	5.28	15.48	0.00	2.81	167.00
102-0140-00-06	David Ussdry	208.23	56.57	45.16	20.13	19.87	0.00	9.03	358.99
104-0062-00-02	Louis A. Burns	20.49	6.13	8.06	2.18	3.55	0.00	1.62	42.03
104-0062-00-04	Louis A. Burns	16.63	21.02	25.62	3.70	11.27	0.00	5.13	83.37
104-0068-00-01	Anne Johnson	635.03	25.13	33.06	20.89	14.55	5.28	6.62	740.56
104-0155-00-08	B Woodin/A Warren	340.83	0.00	0.00	9.59	0.00	7.82	4.03	362.27
104-0159-00-09	Joshua Kruckman	433.76	0.00	0.00	16.77	0.00	4.55	6.70	461.78
201-0053-00-05	Courtnee Ascheman	348.11	164.65	177.19	11.74	31.58	0.00	1.74	735.01
202-0035-00-06	Timothy Pillatzki	40.68	39.01	41.13	7.25	18.10	0.00	8.23	154.40
202-0051-00-13	Equity Gateway	8.27	0.00	59.86	31.23	305.07	543.77	55.47	1003.67
202-0080-00-09	Bridie/Jer Christopher	562.52	85.48	153.81	12.04	14.79	9.00	2.69	840.33
202-0097-00-10	Peggy Wold	87.11	46.70	56.93	10.49	14.67	0.00	6.67	222.57
203-0034-00-23	Arnold Maus	27.74	13.80	25.97	3.28	4.26	0.00	1.93	76.98
205-0405-00-11	Anthony Vance	41.38	0.00	0.00	2.85	0.00	0.00	0.00	44.23

205-0413-00-29	Muria Karaschin	145.90	0.00	0.00	10.02	0.00	1.78	10.26	167.96
205-0510-00-11	Elizabeth Naig	157.54	0.00	0.00	10.83	0.00	2.38	3.90	174.65
205-0529-00-30	Kimberly Carte	117.61	0.00	0.00	8.08	0.00	2.14	10.16	137.99
205-0533-00-17	Korrin Snook	101.33	0.00	0.00	6.96	0.00	.59	2.65	111.53
205-0609-00-22	Kayla Williams	81.74	0.00	0.00	5.61	0.00	1.86	3.90	93.11
205-0623-00-07	Ronald Franklin	183.19	0.00	0.00	5.83	0.00	1.48	4.16	194.66
205-0664-00-11	Andreja Bruce	34.89	0.00	0.00	2.40	0.00	0.00	5.81	43.10
301-0004-00-06	Shannon Hall	370.26	46.10	71.52	14.71	25.79	17.46	11.72	557.56
301-0010-00-05	Shari Christenson	91.43	28.84	33.87	7.85	22.90	75.58	6.77	267.24
301-0023-00-05	Triple Strike LLC	104.19	29.31	34.49	10.35	15.17	2.31	6.90	202.72
301-0024-00-01	Richard Cookman	72.91	24.20	25.41	6.12	11.41	0.00	2.07	142.12
301-0134-00-08	Richard Trinkle	41.12	33.47	33.48	6.60	15.03	0.00	2.73	132.43
302-0114-00-15	Denise Pettis	987.26	52.71	116.83	38.76	19.07	14.54	8.67	1237.84
302-0114-00-16	Jerry Saenz	71.44	31.75	33.62	8.55	14.79	1.86	6.72	168.73
303-0021-00-08	J. Matthies/J. Moore	52.38	36.55	37.95	7.56	14.79	0.00	2.69	151.92
303-0021-00-10	Ashley Tate/Orestes Re	510.03	69.23	107.49	26.69	31.69	20.76	12.58	778.47
303-0148-00-16	Victoria Cepeda	590.43	110.31	68.93	51.19	30.95	5.16	5.62	862.59
303-0148-00-17	Maria Lozano	268.94	64.96	47.02	24.98	20.82	0.00	7.69	434.41
303-0148-00-18	Jose Trevino	34.89	23.13	30.43	5.29	13.39	0.00	6.08	113.21
303-0148-00-19	William Newman	198.98	62.80	65.32	20.80	28.74	0.00	13.07	389.71
303-0148-00-20	Jose Trevino	31.40	38.23	41.94	6.16	18.45	0.00	8.38	144.56
304-0002-00-14	Jen Casado/M. Goulet	382.10	38.20	98.39	8.76	14.29	5.83	4.68	552.25
304-0047-00-02	Andy Jaeger	151.97	0.00	0.00	0.00	0.00	0.00	0.00	151.97
304-0132-00-10	Tyrel Kaiser	478.02	121.89	65.52	46.72	28.83	0.00	13.10	754.08
304-0172-00-02	Mike Fennell	341.03	37.94	8.87	4.34	3.90	0.00	1.77	397.85
304-0216-00-03	Lucinda Sanchez	83.76	0.00	0.00	3.34	0.00	1.48	0.00	88.58
305-0009-00-08	Melinda Henderson	90.80	0.00	0.00	3.56	0.00	1.87	4.20	100.43
305-0051-00-06	Dylan Hansen	25.64	0.00	0.00	1.77	0.00	0.00	4.00	31.41
305-0052-00-08	A. Ardoff/B. Higley	85.40	0.00	0.00	3.81	0.00	1.07	7.03	97.31
305-0132-00-07	Heidi Lockhart	196.39	0.00	0.00	13.50	0.00	2.37	10.84	223.10
305-0205-00-05	Shantaeya Christianson	87.13	0.00	0.00	4.02	0.00	1.35	7.35	99.85
305-0217-00-07	Casie Landmark	31.97	0.00	0.00	0.00	0.00	0.00	0.00	31.97
305-0220-00-05	Susan Buschel	268.82	0.00	0.00	13.23	0.00	6.19	0.00	288.24
306-0106-00-03	Sharhonda Mingo	91.20	0.00	0.00	6.27	0.00	5.04	17.59	120.10
401-0016-00-05	Paula Melville	225.20	33.48	59.02	8.67	15.85	2.67	2.88	347.77
402-0033-00-05	Randy Frederiks	189.32	105.68	113.71	25.12	54.03	12.44	22.75	523.05
402-0088-00-01	Robert Kjeseth	72.22	38.59	36.29	6.51	15.97	0.00	7.25	176.83
402-0159-00-08	Mike Bartz	87.57	77.22	54.44	14.49	32.44	1.74	4.44	272.34
402-0189-00-07	Megan Akenson	63.45	30.86	34.49	7.96	15.17	1.81	6.90	160.64
403-0054-00-28	Bernard Drivdahl	0.00	6.36	322.44	31.11	319.78	229.70	32.81	942.20
403-0054-02-05	Bernard Drivdahl	0.00	0.00	0.00	0.00	0.00	24.79	156.27	181.06
403-0092-00-08	Daniel Hermes	684.11	69.28	128.68	25.98	25.78	30.70	11.72	976.25
501-0055-00-03	Tech Box	458.96	773.41	1715.50	107.31	0.00	115.06	28.80	3199.04
TOTALS		11363.74	2471.23	4070.57	799.22	1331.22	1167.4	605.58	21809.02

Council Member Fitz presented the following resolution:

**RESOLUTION ADOPTING FINAL 2015 PROPERTY
TAX LEVY, COLLECTIBLE IN 2016
(RESOLUTION NO. 2015-33)**

BE IT RESOLVED by the City Council of the City of Benson, County of Swift, Minnesota that the following sums of money be levied for the current year, collectible in 2016, upon the taxable property in the City of Benson, for the following purposes:

General Fund Levy	\$567,531
Wages and Benefits of Police Personnel	631,000

Library Fund Levy	112,142
G.O. Equipment Bonds 2014 (Golf)	44,706
G.O. CIP Bonds 2014 (Street)	<u>69,014</u>
TOTAL	1,424,393

BE IT FURTHER RESOLVED that the following sum of money be levied for the current year, collectible in 2016, based upon the market value of the taxable property in the City of Benson, for the following purpose:

G.O. Swimming Pool	<u>\$69,807</u>
Total	\$69,807

BE IT FURTHER RESOLVED that \$64,126.13 is irrevocably appropriated from the Utility Fund to the equipment portion of the \$1,130,000 G. O. Bond, Series 2012A Fund to cover that portion of the 2015 tax levy.

The City Clerk is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Swift County, Minnesota.

Council Member Evenson seconded the foregoing resolution and the following vote was recorded: AYES: Kittelson, Heinzig, Fugleberg, Evenson, Fitz. NAYS: None. Thereupon the Mayor declared Resolution 2015-33 duly passed and adopted.

Council Member Fitz presented the following resolution:

**RESOLUTION CERTIFYING THE FINAL OPERATING BUDGET
FOR THE CALENDAR YEAR 2016 FOR THE CITY OF BENSON, MINNESOTA
(RESOLUTION NO. 2015-34)**

BE IT RESOLVED, that the Final Operating Budget for the City of Benson, Minnesota, for the fiscal year beginning January 1, 2016 and ending December 31, 2016 is hereby approved.

BE IT FURTHER RESOLVED, that the General Fund Budget is summarized as follows:

Revenues	
Taxes - General Fund	1,198,531
Taxes – Library	112,142
State Grants and Aids	1,256,864
Other Revenues	<u>1,233,930</u>
Total Revenues	3,801,467
Expenditures	
General Government	633,000
Public Safety	1,051,940
Highways, Streets and Roads	605,280
Parks and Recreation	439,760
Public Transit	181,625
Library	114,542
Capital Outlay	500,000
Other Expenditures	<u>254,750</u>
Total Expenditures	3,780,897
Excess (Deficiency) of Revenues over Expenditures	\$20,570

BE IT FURTHER RESOLVED, that the City Manager shall cause the entire final Operating Budget to be printed and filed in the City Office for inspection and reference by the public.

Council Member Fugleberg seconded the foregoing resolution and the following vote was recorded: AYES: Kittelson, Heinzig, Fugleberg, Evenson, Fitz. NAYS: None. Thereupon the Mayor declared Resolution 2015-34 duly passed and adopted.

It was moved by Evenson, seconded by Fitz and carried unanimously to approve bills and warrants in the amount of \$621,452.79.

It was moved by Evenson, seconded by Heinzig and carried unanimously to approve the 2016 Exempt wages as follows:

Name	Title	Current 2015	Proposed 2016	Percent Increase	Dollar Increase
Glen Pederson	Director of Finance	76,000.00	78,250.00	3.0%	2,250.00
Dan Gens	Public Works Director	70,012.00	72,100.00	3.0%	2,088.00
Ian Hodge	Police Chief	71,280.00	73,400.00	3.0%	2,120.00
Tom Lee	Liquor Store Mgr.	43,000.00	44,000.00	2.3%	1,000.00
Valerie Alsaker	Administrative Assist.	\$20.50	21.10	3.0%	0 .60
Paul Larson	Sergeant	27.96	28.80	3.0%	0.84
Michael Jacobson	Building Official	28.73	29.80	3.7%	1 .07

The mayor closed the Council meeting at 6:07 p.m. in order to conduct the City Manager's review.

The Mayor reconvened the Council meeting at 6:23 p.m. It was noted the City Manager's review was satisfactory. His raise will be as follows:

		Current 2015	Proposed 2016	Percent Increase	Dollar Increase
Robert Wolfington	City Manager	86,582.00	89,140.00	3.0%	2,558.00

There being no other business, a motion was made by Fitz, seconded by Evenson and carried unanimously to adjourn the meeting at 6:24 p.m.

Mayor

City Manager

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 type="checkbox"/> Cemetery Board	<input checked="" 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 Tara J. Ulmaniec Address 402 13th Street North, Benson

Telephone: Home 320-368-0238 Business 320-843-9119 Zip 56215

How long have you been a resident of Benson? Since April of 2003

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: Attorney at Law Name of Employer: Ulmaniec Law Office, P.L.L.C.

I am a member of the following civic organizations: 12th District Bar Association, Minnesota State Bar Assn,
Benson-Area Chamber of Commerce, Swift County Historical Society

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:

My husband and I truly enjoy residing in Benson, Minnesota, and I would like to continue to serve our community by acting on another board. I am currently a member of the Benson Planning Commission.

Do you have any additional comments? I think the city parks are a true asset to the community, and I would like to serve on the park board to assist in maintaining and improving the recreational facilities of Benson.

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.

CITY OF BENSON
APPLICATION FOR APPOINTMENT TO CITY BOARDS OR COMMISSIONS

Dear Applicant:

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.....
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 type="checkbox"/> Cemetery Board | <input type="checkbox"/> Park Board |
| <input checked="" type="checkbox"/> Economic Development Authority | <input checked="" type="checkbox"/> Planning Commission |
| <input checked="" 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 Ron Laycock Address 1000 Oakwood Ave

Telephone: Home 843-3264 Business Zip 56215

How long have you been a resident of Benson? 48 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: _____ Name of Employer: _____

I am a member of the following civic organizations: Kwanin

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:

Have worked for boards, and on boards for most of my career, including local, state and national boards. I have held many office on boards, including president of a national board

Do you have any additional comments? *I have experience in budgeting, management and administration*

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

PURCHASE AGREEMENT

Benson, Minnesota
_____, 2015

The City of Benson, Minnesota, a municipal corporation, herein referred to as "Buyer", hereby agrees to purchase from the Benson Area Chamber of Commerce, a Minnesota non-profit corporation, herein referred to as "Seller", that real property located in the Swift County, Minnesota described as follows:

Part of Lots Ten (10) and Eleven (11), Block Twenty-one (21), Original Townsite of the City of Benson. A complete legal description will be provided prior to closing.

located at 1228 Atlantic Avenue, County of Swift, State of Minnesota, all of which property Seller has this day sold to Buyer for the sum of One and no/100 dollars (\$1.00) which Buyer agrees to pay in full on or before _____, the date of closing.

SUBJECT TO performance by Buyer, Seller agrees to execute and deliver to Buyer on the date of closing a General Warranty Deed, conveying marketable title to the premises subject to building and zoning laws, ordinances, State and Federal regulations, restrictions relating to use or improvement of the premises without effective forfeiture provision, reservation of any minerals or mineral rights to the State of Minnesota and utility and drainage easements.

REAL ESTATE TAXES - Seller shall pay all real estate taxes and annual installments of special assessments, if any, due and payable in the year 2015 and all prior years. Real Estate Taxes and annual installments of special assessments, if any, due and payable in the year 2016 and thereafter shall be paid by Buyer. Seller warrants that taxes due and payable in the year 2015 are non-homestead classification. Seller makes no representation concerning the amount of future real estate taxes.

DATE OF CLOSING – The date of closing shall be _____.

TITLE & EXAMINATION – Buyer may, at Buyer's own expense, within a reasonable time after acceptance of this agreement, obtain an Abstract of Title, certified to date to include proper searches covering bankruptcies, State and Federal judgments and liens. Buyer shall be allowed 10 business days after receipt of the abstract or thirty (30) days from the date of this agreement, whichever is earliest, for examination of title and making any objections, which shall be made in writing or deemed waived. If any objection is so made, Seller shall be allowed 120 days to make title marketable. Upon correction of title and within 10 days after written notice to Buyer, the parties shall perform this agreement according to its terms. If title is not corrected within 120 days from the date of written objection, this agreement shall be null and void, at option of Buyer, neither party shall be liable for damages hereunder to the other, and earnest money shall be refunded to Buyer.

DEFAULT – If title is marketable or is corrected within said time, and Buyer defaults in any of the agreements herein, Seller may terminate this agreement, and on such termination all payments made hereunder shall be retained by Seller as liquidated damages, time being of the essence hereof. This provision shall not deprive either party of the right of enforcing the specific performance of this agreement, provided this agreement is not terminated and action to enforce specific performance is commenced within six (6) months after such right of action arises. In the event Buyer defaults in his performance of the terms of the Agreement, and Notice of Cancellation is served upon the Buyer pursuant to MSA 559.21, the termination period shall be thirty (30) days as permitted by Subdivision 4 of MSA 559.21. If Buyer defaults in any of the agreements herein after closing, Seller may terminate this agreement and on such termination may retain all payments made by Seller and recover title to said property from Buyer. However, upon completion of the construction of the dwelling and receipt of the certificate of occupancy, the City of Benson shall execute and deliver to Buyer or his heirs, successors, or assigns, a release of the City's right to recover title to the premises from buyer for default. Said release shall be in a form suitable for filing in the office of the Swift County Recorder. Any costs incurred by Seller in enforcing the terms of this paragraph, including attorney fees, shall be paid by Buyer.

METHAMPHETAMINE DISCLOSURE STATEMENT – To the best of Seller's knowledge, methamphetamine production has not occurred on the property.

NOTICE REGARDING PREDATORY OFFENDER INFORMATION – Information regarding the predatory offender registry and persons registered with the predatory offender registry under NM Statute 243.166 may be obtained by contacting the local law enforcement offices in the community where the property is located or the Minnesota Department of Corrections at (651) 361-7200, or from the Department of Corrections web site at www.corr.state.mn.us.

TIME OF ESSENCE – Time is of the essence for all provisions of this Purchase Agreement.

MINNESOTA LAW – This agreement shall be governed by the Laws of the State of Minnesota.

ACCEPTANCE – Buyer understands and agree that this sale is subject to acceptance by Seller in writing.

ADDITIONAL TERMS:

1. Except for the requirements contained in paragraphs 2 and 3 below, Buyer agrees to accept the property "as is" and Seller shall have no obligation whatsoever to make any alterations or improvements to the property, provided however, that nothing contained in this Agreement shall limit or waive the Buyer's rights under any specific covenants, warranties or representations made by Seller under this Agreement.

2. Seller shall, at Seller's expense, remove any and all personal property not considered a fixture from the premises, including Seller's personal property and the personal property of any previous tenant, prior to the date of closing.

3. Seller shall, at Seller's expense, remove any and all rubbish, refuse, debris and/or junk from the premises prior to the date of closing.

4. Buyer agrees to forgive the costs incurred in the amount of \$1,932.97 related to cleaning the premises.

IN WITNESS WHEREOF, the parties hereto have executed this Purchase Agreement as of the date set forth above.

SELLER: BENSON AREA CHAMBER
OF COMMERCE

BUYER: CITY OF BENSON

By: Travis Szczesniak, PRES.
Its: [Signature]

By: _____
Its: _____

By: Deane P. Trew, TREAS.
Its: Deane P. Trew

By: _____
Its: _____

Address: _____
Benson, MN 56215
Telephone No. () _____

Address: 1410 Kansas Avenue
Benson, MN 56215
Telephone No. (320) 843-4775

City Council Appointments

Chain of Command:	Paul Kittelson [Mayor] Sue Fitz [President Pro-Tem] Mike Fugleberg Jack Evenson Stephanie Heinzig
EDA: [Voting Members]	Paul Kittelson and Mike Fugleberg
Fire Board:	Sue Fitz [8.23.99] and Jack Evenson [1.2.2015]
HRA: [Voting Members]	Stephanie Heinzig and Sue Fitz
Library Board: [Council Liaison]	Sue Fitz
Liquor Store Committee:	Sue Fitz and Stephanie Heinzig
Park Board: Voting Member Council Liaison	Jack Evenson Paul Kittelson
Personnel Committee:	Stephanie Heinzig and Mike Fugleberg
Planning Commission: [Voting Member]	Sue Fitz
President Pro-Tem	Sue Fitz
Utility Committee:	Stephanie Heinzig and Jack Evenson
Facilities Committee:	Stephanie Heinzig and Jack Evenson
Kid Day Committee:	Stephanie Heinzig and Jack Evenson
Civil Cases: City Attorney: Assistant City Attorney:	Don Wilcox Ben Wilcox
Attorney Handling Criminal Cases:	Wilcox Law Office
MRES: Representative: Alternate:	Paul Kittelson [2014-15] Rob Wolfington [2014-15]
Western MN Municipal Power Representative: Alternate:	Paul Kittelson [2014-15] Rob Wolfington [2014-15]

2016 Proposed Council Meeting Dates

January 4	July 5
January 15-16 – Strategic Planning	
January 19	July 18
February 1	August 1
February 22	August 15
March 7	September 6
March 21	September 19
April 4	October 3
April 18	October 17
May 2	November 7
May 16	November 21
June 6	December 5
June 20	December 19
