

**City Council Meeting  
Benson City Hall  
October 5, 2020**

**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.

The Council Meeting is at City Hall. Limited seating available. Masks required.

**Please use the FCC App on your device. (Activate video)**

**Call-in Information**

Dial In: 1-425-436-6384

Access Code: 457987#

Page

4:30-5:15 p.m. Liquor Committee Meeting

5:15-5:30 p.m. Utility Committee Meeting

1. 5:30 p.m. Call the Meeting to Order (Mayor)

2. Pledge of Allegiance

3. Approval of Agenda

**Additions?**  **None** 1. \_\_\_\_\_ 2. \_\_\_\_\_

Any Consent Agenda items to be moved to regular agenda item?

Approval of Agenda \_\_\_\_\_ as Presented or \_\_\_\_\_ Revised

Action Requested

4. Consent Agenda:

a. Minutes:

- 3-6      ▪ 9.14.2020      City Council Meeting
- 7-8      ▪ 8.17.2020      EDA Meeting

b. Electronic Transfers:

Payroll: September 24, 2020 - \$90,626.73

Journal Entry: August 2020 - \$1,976,661.19

5. Persons With Unscheduled Business to Come Before the Council:

6. Friends of the Library Award – Hege Herfindahl

Information Only

9-12 7. Benson Police Department Grant

13-16 8. Stantec Pay Request – WWTF Flood Control - \$7,730.25

**Action Requested**

17-20 9. Pay Requests – Airport AD Building:

▪ TKDA - \$8,946.00.00

▪ Kalcon LLC - \$90,250.00

**Action Requested**

**Action Requested**

21-24 10. Consider Quotes for the Power Plant Roof

**Action Requested**

25-32 11. Consider Application for Swift Demolition Program

**Action Requested**

33-34 12. Consider Purchase of Street Barricades

**Action Requested**

35-54 13. Consider Armory Bidding Documents

**Action Requested**

55	14.	Consider Appointing Election Judges for 2020 General Election	<b>Action Requested</b>
55-57	15.	Benson Public Schools Renaissance Program Support Request	<b>Action Requested</b>
58-58	16.	Consider Resolution Accepting Donations	<b>Action Requested</b>
	17.	Adjourn: Mayor	<b>Action Requested</b>

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 MEETING  
CITY HALL  
SEPTEMBER 14, 2020**

The meeting was called to order at 5:30 p.m. by Mayor Collins. Members present: Jack Evenson, Terri Collins, Mark Schreck, Jon Buyck & Lucas Olson. Members Absent: None. Also present: City Manager Rob Wolfington, Director of Finance Glen Pederson, Police Chief Ian Hodge, Public Works Director Dan Gens, Melissa Thompson & Dan Enderson from Swift County-Benson Health Services, Angi Rodi and Val VanderWeyst. Joya Stetson and Cris Gastner from CEDA and Laura Ostlie telephonically.

The Council recited the Pledge of Allegiance.

The Mayor asked for any changes to the agenda. Airport contract and insurance claim was added. It was moved by Evenson, seconded by Schreck and carried unanimously to approve the amended agenda.

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

- August 17, 2020 City Council Minutes
- September 3, 2020 Special City Council Minutes
- July 20, 2020 EDA Minutes
- Electronic Transfers:  
Payroll: \$102,448.12 – August 27, 2020  
\$102,240.93 – September 10, 2020

The Mayor called for anyone with unscheduled business to which there was none.

Rodi and VanderWeyst approached the Council. They set up a large Halloween display each year and have between 400-500 visitors every year. VanderWeyst said they are promoting cancelling Halloween this year because of COVID19 concerns. Wolfington said he has looked for guidance from the MN Department of Health, as well as the local health agency for direction, which there really is nothing definitive. He said he did find recommendations to not host a large gathering for Halloween or Trick-or-Trunk venues as it promotes large groups in a concentrated area. He then said he recommends people do what is comfortable to them. He said follow best practices such as masks and washing hands if you decide to pass out candy. Mayor Collins suggested Rodi and VanderWeyst don't set up this year if you don't want, and maybe next year will be better.

Next Enderson and Thompson approached with a resolution of thanks to the City for all the support given which will allow several much needed projects to happen at the hospital. They said the refinancing is done and in place, the new fire alarm system is currently being installed, the new boilers and HVAC are coming soon and they recapped other changes happening as well, also revenues are rebounding from the losses with COVID19.

Wolfington shared at the EDA meeting today time was spent with CEDA representatives via teleconference as well as debating the issue of hiring and Economic Development person. They will meet again on Thursday to make a final recommendation to they Council. Stetson and Gastner with CEDA gave a presentation to the Council. They said they have been around for 30 years and are helping 50 different Cities and Counties. They strictly work with small rural

communities in economic development. They are a 501C3 organization, and have 100 years of collective experience. Stetson said their organization is different in they contract on a scale that suits the City and they offer a “30 Day Out” clause in all contracts and their team members physically work in the contract City they work for. There were questions from the Council. Wolfington asked Stetson to cover the 2021 full-time price point. She said that would cost \$87,500 and would cover most all of the employee’s expenses. After more discussion, the Mayor thanked CEDA for their presentation. No action was taken.

Gens came forward to discuss a proposal for services he obtained from Stantec for upgrades at the wastewater facility. The project includes new boiler and heat exchanger, a new mixing system for the primary digester, new gas detection sensors and new biogas flares and safety equipment. The project estimate is \$787,710 for which Xcel dollars will be used. After discussion it was moved by Evenson, seconded by Olson and carried unanimously to approve engineering services from Stantec in the amount of \$197,500.

Next Gens discussed the need for a 300,000-gallon clear well water storage tank. Wolfington discussed the design and construction which will take place early spring of 2021 and should be complete in the early winter 2021. When complete, the tank will store treated water at the Benson filter plant, and the project cost is estimated at \$934,000 for which Xcel dollars will be used. After discussion it was moved by Olson, seconded by Evenson and carried unanimously to approve engineering costs with Stantec at a cost of \$185,500.

Gens said the Water plant did not pass lead and copper testing. After all the construction in the water plant this last summer, the biological activity was disrupted, so the water tests did not pass. He is hopeful that by the next test period it should be back on track.

Next Wolfington said the Fire Department applied for a grant with CenterPoint Energy and received a \$2,500 grant. This money will be used toward pagers, gas meter, bump test station and calibration equipment. It was moved by Evenson, seconded by Olson and carried unanimously to approve accepting the grant monies.

Wolfington presented the 2021 draft levy and general fund budget. He said the 2021 levy is being presented at a -24.8% which represents the loss of tax base from the Xcel power plant demolition. The levy reduction will be made up by using a portion of the 2 annual payments from Xcel as negotiated by the City in the purchase of the property. He said the levy & budget must be set by the next Council meeting on September 28, 2020. He reminded the Council that once it is approved, they cannot raise it but they can reduce the levy at the last meeting in December. The levy amount adopted will be used on the proposed property tax statements for 2021. Councilmember Evenson offered the following resolution:

**RESOLUTION ADOPTING PROPOSED 2020 PROPERTY  
TAX LEVY, COLLECTIBLE IN 2021  
(RESOLUTION NO. 2020-26)**

BE IT RESOLVED by the City Council of the City of Benson, County of Swift, Minnesota that the following proposed sums of money be levied for the current year, collectible in 2021, upon the taxable property in the City of Benson, for the following purposes:

General Fund Levy	\$316,708
Police Personnel	754,834
Library Fund Levy	120,119
G.O. CIP Bonds 2014 - Street Garage	70,397
G. O. CIP Bonds 2017 - Police Department	<u>86,809</u>
<b>Total</b>	<b>\$1,348,867</b>

BE IT FURTHER RESOLVED that the following sum of money be levied for the current year, collectible in 2021, based upon the market value of the taxable property in the City of Benson, for the following purpose:

G.O. Swimming Pool	\$ 75,044
<b>Total</b>	<b>\$75,044</b>

BE IT FURTHER RESOLVED that the City Council will hold its Truth in Taxation Hearing on Monday, December 7, 2020 at 6:00 p.m. in the Benson City Council Chambers. Comments may be made by calling 320-843-4775, email to [staff@bensonmn.org](mailto:staff@bensonmn.org) or by postal mail to 1410 Kansas Avenue, Benson, MN 56215.

Councilmember Olson seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Collins, Olson, Schreck, Buyck. NAYES: None. Thereupon the Mayor declared Resolution 2020-26 duly passed and adopted.

Councilmember Evenson offered the following resolution:

**RESOLUTION CERTIFYING THE PROPOSED GENERAL FUND OPERATING BUDGET  
FOR THE CALENDAR YEAR 2021 FOR THE CITY OF BENSON, MINNESOTA  
(RESOLUTION NO. 2020-27)**

BE IT RESOLVED, that the proposed Operating Budget for the General Fund of the City of Benson, Minnesota, for the fiscal year beginning January 1, 2021 and ending December 31, 2021 is hereby approved.

BE IT FURTHER RESOLVED, that the budget is summarized as follows:

<u>Revenues</u>	
Taxes - General	\$1,071,542
Taxes - Library	120,119
State Grants and Aids	1,313,564
Other Revenues	<u>1,268,278</u>
<b>Total Revenues</b>	<b>\$3,773,503</b>
 <u>Expenditures</u>	
General Government	\$399,531
Public Safety	1,371,433
Highways, Streets and Roads	618,410
Parks and Recreation	532,710
Public Transit	10,700
Public Library	121,364
Capital Outlay	500,000
Other Expenditures	<u>170,750</u>
<b>Total Expenditures</b>	<b>\$3,724,898</b>
 <b>Excess (Deficiency) of Revenues over Expenditures</b>	 <b>\$48,605</b>

Councilmember Schreck seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Collins, Olson, Schreck, Buyck. NAYES: None. Thereupon the Mayor declared Resolution 2020-27 duly passed and adopted.

Next was the League of Minnesota Cities membership dues for the fiscal year beginning September 1, 2020 as well as the Mayor's annual membership dues. It was moved by Olson, seconded by Schreck and approved unanimously to approve paying the Annual League of Minnesota Cities dues in the amount of \$3,543.00 and the Mayor annual dues membership in the amount of \$30.00.

Next was a pay request from TKDA for engineering services for the airport arrival departure building. It was moved by Evenson, seconded by Olson and carried unanimously to approve the pay request in the amount of \$9,940.00. Wolfington stated he and the building official are meeting with TKDA and the contractor on September 29, 2020 at 10 a.m. to discuss the project. Olson said he will join the meeting.

The Council then reviewed the July 2020 budget report.

It was moved by Evenson, seconded by Schreck and carried unanimously to approve the bills and warrants in the amount of \$386,559.05.

Wolfington discussed the damage to the roof at the main hangar at the airport during the high winds last month. He said the insurance approved our claim for \$12,330 on the roof. It was moved by Evenson, seconded by Schreck and carried unanimously to approve the contract to repair the roof at the airport.

There being no further business to come before the Council a motion was made by Evenson, seconded by Schreck and carried unanimously to adjourn the Council meeting at 6:10 p.m.

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Mayor

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City Clerk

**EDA MEETING  
AUGUST 17, 2020  
12:00 P.M.**

**Members Present:** Laura Ostlie, Rob Wolfington, Jack Evenson, Mark Schreck, Dan Enderson and Dave Martin.

**Members Absent:** Sheryl Madden, Pat Hawley & Stephanie Heinzig.

**Also Present:** Brian Samuelson.

Chairman Evenson called the meeting to order at 12:01 p.m.

It was moved by Schreck, seconded by Martin and carried unanimously to approve the July 20, 2020 EDA Meeting Minutes.

**Economic Development Position**

Wolfington said he talked to the Councilmembers on this and he sees two ways to bring an economic developer to the City; bring someone on as a traditional employee or go the non-traditional route. He said he and Laura had a conversation with Federal EDA people and they work on a grant system. We could apply for a COVID19 recovery position. This grant would be hard to monitor or change as we cannot tailor this position to meet our needs as the guidelines are very specific in order to qualify for the loan. The gentlemen we talked to today said we have a low chance at qualifying for funds for this position. He said if we had a development agreement on the Fibrominn site, our application would look more appealing. He restated our grant would be good for only what we outlined in the application.

He went on to say there is a for profit organization called CEDA. This organization has been around since the late 1980's. They specialize in fulfilling contracts with local governments. They have evolved over time and now have a large client base. They can contract with us and are not considered a City employee. Wolfington said it is hard to get an experienced economic developer. Further options are collaborations with the county and Upper Minnesota Valley Rural Development Commission. The City Council will discuss this at their meeting tonight further.

Schreck asked if the BIDD is going to be involved with an entertainment/economic development coordinator and will they manage the non-profit organization? Wolfington said BIDD does not have an interest in that and they are a for profit organization. To manage the entertainment part and the goal was to have the new organization be non-profit. Samuelson, who is also on the BIDD said the BIDD has not officially discussed this. Anfinson said the BIDD recognizes the complications in managing this organization would be difficult. Enderson added they support it but they do not want to manage it. Schreck asked if the EDA could manage it. Wolfington said the EDA is a government entity. If someone is hired, they will take direction from the City Manager. Enderson asked who would take the lead on this. Wolfington said the EDA asked the City Council to explore options for an economic development position. We are talking about it today for continued discussion. Wolfington discussed GROW (Greater Rural Opportunities Working) that came about in the late 1980's, how it developed and how local businesses paid a membership to help fund their work to promote economic development in the county. It was a non-profit that lasted over 10 years, then it was no longer viable. At the time the City of Benson was paying 40% of their budget. GROW was transferred into the Rural Development Authority at the County which taxes are levied for the position, and is no longer a private/non-profit organization. Enderson asked about CEDA's partners, and Wolfington gave the history.

Schreck then said he is in favor of sharing services with the county, and also likes the idea of CEDA. Wolfington said Jen Frost with the RDA does mostly grants and not economic development.

Enderson asked how this fits in with the theater and bowler. Samuelson spoke up and said the economic development position has nothing to do with the non-profit they were discussing before. Evenson said he favors partnering with CEEDA, as he has seen the good work they have done for other communities. He said he has no interest in partnering with the county. Martin said he preferred to see the person work for and target Benson.

The meeting was adjourned at 12:32 p.m.

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Chairman

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Secretary

Agenda Item  
City Council Meeting  
October 5, 2020

October 2, 2020

To: City Council  
From City Manager

Subject: Resolution Authorizing the Benson Police Department to apply for a \$16,835.00 grant

Discussion: Please find attached a grant application and resolution authorizing the Benson Police Department to apply for State and Federal funds to conduct additional patrolling focused on: distracted driving, seatbelt enforcement, DWI enforcement and speeding. The grant also includes administrative, training and operating expenses. The grant is for \$16,835.00

Recommendation: Recommend approval

Enclosure:

Bids:

Proposed Resolution

Grant Application



**RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT**

Be it resolved that the Benson Police Department enter into a grant agreement with the Minnesota Department of Public Safety, for traffic safety enforcement projects during the period from October 1, 2020 through September 30, 2021.

The Benson Police Chief is hereby authorized to execute such agreements and amendments as are necessary to implement the project on behalf of the Benson Police Department and to be the fiscal agent and administer the grant.

I certify that the above resolution was adopted by the Benson City Council of Benson on September 14<sup>th</sup>, 2020.

SIGNED:

\_\_\_\_\_  
(Signature)

City Mayor  
\_\_\_\_\_

\_\_\_\_\_  
(Date)

WITNESSETH:

\_\_\_\_\_  
(Signature)

City Clerk  
\_\_\_\_\_

\_\_\_\_\_  
(Date)



<b>Minnesota Department of Public Safety (“State”)</b> Office of Traffic Safety 445 Minnesota St. Suite 1620 St. Paul, MN 55101-2190	<b>Grant Program:</b> 2021 Enforcement <b>Project No:</b> 21-04-01 <b>Grant Contract Agreement No.:</b> A-ENFRC21-2021-BENSONPD-042
<b>Grantee:</b> Benson Police Department 2110 Hall Avenue Benson, MN 56215	<b>Grant Contract Agreement Term:</b> <b>Effective Date:</b> October 1, 2020 <b>Expiration Date:</b> September 30, 2021
<b>Grantee’s Authorized Representative:</b> Sergeant Paul Larson Benson Police Department 2110 Hall Avenue Benson, MN 56215 Phone: (320) 843-4790 Email: paul.larson@co.swift.mn.us	<b>Grant Contract Agreement Amount:</b> Original Agreement \$ 16,825.00 Matching Requirement \$ 0.00
<b>State’s Authorized Representative:</b> Shannon Grabow Office of Traffic Safety 445 Minnesota Street, Suite 1620 St. Paul, MN 55101-2190 Phone: (651) 201-7063 Email: shannon.grabow@state.mn.us	Federal Funding: CFDA #20.600, 20.608, 20.616 FAIN: 69A37519300001640MNA, 69A3751830000405DMNL, 69A3751830000405BMNH, 69A37518300004020MN0 State Funding: None Special Conditions: None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant contract agreement.

**Term:** Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. § 16B.98, subd. 7, whichever is later. Once this grant contract agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant contract agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant contract agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee’s approved 2021 Enforcement Application (“Application”) which is incorporated by reference into this grant contract agreement and on file with the State at 445 Minnesota Street, Suite 1620, St. Paul, MN 55101-2190 The Grantee shall also comply with all requirements referenced in the 2021 Enforcement Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/EGrants>), which are incorporated by reference into this grant contract agreement.

**Budget Revisions:** The breakdown of costs of the Grantee’s Budget is contained in Exhibit A, which is attached and incorporated into this grant contract agreement. As stated in the Grantee’s Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

**Matching Requirements:** (If applicable.) As stated in the Grantee’s Application, the Grantee certifies that the matching requirement will be met by the Grantee.

Organization: Benson Police Department

Budget Summary

Budget		
Budget Category	State Reimbursement	Local Match
Administration - DWI		
Administration - DWI	\$0.00	\$0.00
<b>Total</b>	\$0.00	\$0.00
Administration - Other		
Administration - Other	\$0.00	\$0.00
<b>Total</b>	\$0.00	\$0.00
Enforcement - Distracted		
Enforcement - Distracted	\$3,700.00	\$0.00
<b>Total</b>	\$3,700.00	\$0.00
Enforcement - DWI		
Enforcement - DWI	\$7,500.00	\$0.00
<b>Total</b>	\$7,500.00	\$0.00
Enforcement - Seat Belt		
Enforcement - Seat Belt	\$5,625.00	\$0.00
<b>Total</b>	\$5,625.00	\$0.00
Enforcement - Speed		
Enforcement - Speed	\$0.00	\$0.00
<b>Total</b>	\$0.00	\$0.00
Mileage Expenses		
Mileage Expenses	\$0.00	\$0.00
<b>Total</b>	\$0.00	\$0.00
Training/Meeting Match		
Training/Meeting Match	\$0.00	\$0.00
<b>Total</b>	\$0.00	\$0.00
<b>Total</b>	\$16,825.00	\$0.00

Agenda Item  
City Council Meeting  
October 5, 2020

October 2, 2020

To: City Council  
From City Manager

Subject: Benson WWTF Flood Protection Project

Discussion: Please find attached an invoice from Stantec Engineering for \$7,730.<sup>3</sup>~~85~~ to cover engineering and administrative services associated with submission of our Federal EDA grant application to construct a flood protection structure at the WWTF. The Federal EDA staff required additional information from various state agencies to complete the grant application. Stantec was engaged to collect and deliver the information. This invoice covers cost associated with preparation of the EDA application.

Recommendation: Recommend approval

Enclosure:

Bids:

Stantec Invoice, September 14 2020



INVOICE

**Invoice Number** 1702023  
**Invoice Date** September 14, 2020  
**Customer Number** 92404  
**Project Number** 193804917

**Bill To**

City of Benson  
Bill To: Accounts Payable  
1410 Kansas Avenue  
Benson MN 56215  
United States

**Please Remit To**

Stantec Consulting Services Inc. (SCSI)  
13980 Collections Center Drive  
Chicago IL 60693  
United States  
Federal Tax ID  
11-2167170

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**Project Description:** Benson WWTP Flood Protection ✓

**Stantec Project Manager:** Lembke, Eric S  
**Current Invoice Due:** \$7,730.25  
**For Period Ending:** August 21, 2020

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**INVOICE**

**Invoice Number**  
**Project Number**

1702023  
193804917

**Top Task 340**

**Additional Services**

Prepare Environmental Narrative/ EDA Application; prepare preliminary draft of document; coordination regarding cultural resources; preliminary questions to grant writing team. Prepare cultural resource narrative and documentation necessary for grant submittal, contact SHPO, prepare and organize site documentation. Submit both documents for inclusion with grant application.

**Professional Services**

**Billing Level**

	<b>Hours</b>	<b>Rate</b>	<b>Current Amount</b>
GIS Analyst	4.00	111.00	444.00
	<b>4.00</b>		<b>444.00</b>
GIS Specialist	0.50	154.00	77.00
	<b>0.50</b>		<b>77.00</b>
Planner	6.25	154.00	962.50
	<b>6.25</b>		<b>962.50</b>
Archaeologist	7.25	173.00	1,254.25
	<b>7.25</b>		<b>1,254.25</b>
Senior Ecologist	4.00	191.00	764.00
	<b>4.00</b>		<b>764.00</b>
Project Manager	0.50	167.00	83.50
	6.00	191.00	1,146.00
	<b>6.50</b>		<b>1,229.50</b>
Scientist	17.00	143.00	2,431.00
	<b>17.00</b>		<b>2,431.00</b>
Senior Technician	2.50	158.00	395.00
	<b>2.50</b>		<b>395.00</b>
Specialist	1.00	173.00	173.00
	<b>1.00</b>		<b>173.00</b>
<b>Professional Services Subtotal</b>	<b>49.00</b>		<b>7,730.25</b>

**Top Task 340 Total**

**7,730.25**

**INVOICE**

Page 3 of 3

**Invoice Number** 1702023  
**Project Number** 193804917

Total Fees & Disbursements \$7,730.25

**INVOICE TOTAL (USD)** \$7,730.25

Agenda Item  
City Council Meeting  
October 5, 2020

October 2, 2020

To: City Council  
From City Manager

Subject: Benson Airport Arrival and Departure Building Progress Payment: Construction Administration and Contractor Progress Payment

Discussion: Please find attached an invoice from TKDA for construction administration for \$8,946/ Also an Application and Certificate for Payment to KALCON for \$90,250. The progress payment is financed with 88.65% federal, 6.05% state and 5.3% local matching share.

Recommendation: Approve the invoice and application

Enclosure:

Bids:

TKDA Invoice, September 11, 2020

Application and Certificate for Payment



444 Cedar Street, Suite 1500  
 Saint Paul, Minnesota 55101  
 www.tkda.com

September 11, 2020  
 Project No: 0016604.001  
 Invoice No: 002020003670

ATTN MR ROBERT WOLFINGTON  
 CITY MANAGER  
 CITY OF BENSON  
 1410 KANSAS AVE  
 BENSON, MN 56215

Project 0016604.001 Benson Arrival/Departure Building Construction  
 For Professional Services in connection with Arrival/Departure Building - Construction Services project. Pursuant to your Professional Services Agreement dated May 1, 2018, and in accordance with your Authorization signed on August 6, 2019. Project associated with FAA Project No. 3-27-0011-11-19 and State Project No. A7601-36.

**Professional Services from July 26, 2020 to August 29, 2020**

Phase	00006	Construction Administration		
<b>Fee</b>				
Total Fee		49,700.00		
Percent Complete	83.00	Total Earned	41,251.00	
		Previous Fee Billing	32,305.00	
		Current Fee Billing	8,946.00	
		<b>Total Fee</b>		<b>8,946.00</b>
		<b>Total this Phase</b>		<b>\$8,946.00</b>
		<b>Total this Invoice</b>		<b>\$8,946.00</b>

**APPLICATION AND CERTIFICATE FOR PAYMENT**

TO OWNER:  
City of Benson

PROJECT:  
Arrival/Departure Building (Rebid)  
Benson Municipal Airport

APPLICATION #: 3  
PERIOD TO: 08/24/20  
PROJECT NOS: 3-27-0011-11-

Distribution to:

<input type="checkbox"/>	Owner
<input type="checkbox"/>	Const. Mgr
<input checked="" type="checkbox"/>	Architect
<input type="checkbox"/>	Contractor

FROM CONTRACTOR:  
KALCON LLC  
2859 Gale Road  
Minnetonka, MN 55391

ARCHITECT:  
TKDA

CONTRACT DATE: 09/17/19

CONTRACT FOR: General Construction

**CONTRACTOR'S APPLICATION FOR PAYMENT**

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

1. ORIGINAL CONTRACT SUM-----	\$	<input type="text" value="654,345.00"/>
2. Net change by Change Orders-----	\$	<input type="text"/>
3. CONTRACT SUM TO DATE (Line 1 +/- 2)	\$	<input type="text" value="654,345.00"/>
4. TOTAL COMPLETED & STORED TO DATE-\$ (Column G on Continuation Sheet)		<input type="text" value="400,692.75"/>
<b>5. RETAINAGE:</b>		
a. 5.0% of Completed Work (Columns E+F on Continuation Sheet)	\$	<input type="text" value="20,034.64"/>
b. 5.0% of Stored Material (Column G on Continuation Sheet)	\$	<input type="text"/>
Total Retainage (Line 5a + 5b) or Total Retainage Held ----- (Column K on Continuation Sheet)	\$	<input type="text" value="20,034.64"/>
6. TOTAL EARNED LESS RETAINAGE----- (Line 4 less Line 5 Total)	\$	<input type="text" value="380,658.11"/>
<b>7. LESS PREVIOUS CERTIFICATES FOR PAYMENT</b> (Line 6 from prior Certificate)-----		
	\$	<input type="text" value="290,408.11"/>
8. CURRENT PAYMENT DUE-----	\$	<input type="text" value="90,250.00"/>
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	<input type="text" value="273,686.89"/>

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 therein is now due.

CONTRACTOR:

By:  Date: 9/14/2020

State of: \_\_\_\_\_  
County of: \_\_\_\_\_

Subscribed and sworn to before  
me this \_\_\_\_\_ day of \_\_\_\_\_

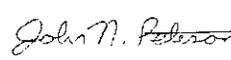
Notary Public: \_\_\_\_\_  
My Commission expires: \_\_\_\_\_

**CERTIFICATE FOR PAYMENT**

In accordance with Contract Documents, based on on-site observations and the data comprising application, the Architect certifies to the Owner that to the best of the Architect's 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 ----- \$ 90,250.00  
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By:  Date: 9/17/2020  
Digitally signed by John N. Peterson, PE  
DN: cn=US, E=john.peterson@tkda.com, o=TKDA,  
c=US, ou=John N. Peterson, PE  
Date: 2020.09.17 12:49:54-0500

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 the Owner of Contractor under this Contract.

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month		
<b>TOTALS</b>		
NET CHANGES by Change Order		



Agenda Item  
City Council Meeting  
October 5, 2020

October 2, 2020

To: City Council  
From City Manager

Subject: Power Plant Roof Replacement

Discussion: The Benson Municipal Power Plant rubber membrane roof need to be replaced. Attached are three roofing bids ranging in price from \$79,569 to \$74,370. Roof leaks have caused the plaster ceiling inside the building to fail. The roof should be replaced prior to repairing the ceiling. The ceiling work will be completed this winter and will include a project to remove the plaster containing a high level of asbestos. The asbestos abatement is estimated to cost \$40,000 plus labor and material to replace the removed plaster work.

Recommendation: Approve the Buttweile's Do-All Inc. base bid of \$74,370.00

Enclosure:

Bids: Duttweiler's and West Central Roofing

**BUTTWEILER'S DO-ALL INC.**

Bonded Roofing And Sheetmetal

4298 State Hwy 114 S.W.

Alexandria, Minnesota 56308

OFFICE (320) 886 5319 FAX (320) 886 5597

To:  
City Of Benson  
  
1410 Kansas Ave  
Benson, MN 56215

Job Name:  
Power Plant  
All Roofs  
  
Benson, MN 56215

Date: 09/24/20

Pages 1 of 1

# of Sf.: 10,592

Deck Height: Up To 30'

Deck Const.: Concrete/Steel

**PROPOSAL**

**We hereby submit specifications and estimates for:**

**BALLAST**

Bid #1: Reroof approx. 10,592 sft

We propose to furnish all labor and material to reroof project as follows:

1. Remove and dispose of existing rubber roofing material down to existing deck insulation.  
Save and reuse existing rock ballast
2. Cover with 60 mil EPDM ballastad (rock 10# per sf.) synthetic rubber roof system with new elastic EPDM flashings and all necessary sheet metal flashings. EPDM to go up and over parapet walls.
4. Install new prefinished colored sheet metal counter flashings, and thru wall scuppers.  
Reuse all top wall copings.
5. The EPDM Manufacture will furnish a written warranty for twenty (20) years on labor and material for water tightness on EPDM products only furnished by the EPDM Manufacture.

Total Amount: \$ **74,370.00**

**Option #1:**

1. Install new rock ballast instead of reusing existing rock.

Total Add: \$ **2,620.00**

**Notes:**

- \* Any changes from the above proposal may result as an extra.
- \* We will remove and replace any existing wet or rotted insulation found, and any deteriorated decking will be charged on time and material.

**OWNERS RESPONSIBILITY:**

- \* To furnish electrical, mechanical or refrigeration work as needed.
- \* Any necessary permits or approvals

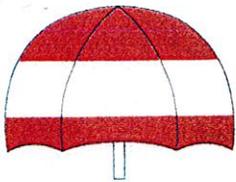
All material is guaranteed to be as specified. Payment is due upon completion of work. Finance charges of 1 1/2% per month (18% per year) will be applied to balance over 30 days old.

Authorized Signature:

Proposal VALID for 30 Days

Date Accepted:

Acceptance Signature:



# West Central Roofing

P.O. Box 1292 - 4030 Hwy 71 NE  
Willmar, MN 56201

Lic. #: 20627812 • www.westcentralroofing.net

(320) 235-8748

(800) 675-8748

Fax (320) 214-7334

License# RR627812

CONTRACT# 5136

PROPOSAL SUBMITTED TO: City of Benson 1410 Kansas Ave Benson, MN 56215		CONTACT: Dan Gens	DATE: 8/14/2020
HOME PHONE:		WORK PHONE: (320) 843-4775	JOB NAME: West roofs lower +patching, 4312 SqFt, Duro-Last
		ESTIMATOR: Todd Asche	FAX: (320) 842-7151
JOB LOCATION: 1410 Kansas Ave, Benson, MN			

We hereby submit specifications and estimates for:

**Option #1**

- (1) - Tear off old membrane and dispose of
- (2) - Installation of Isocyanurate Insulation, R-30
- (3) - Duro-Last Roofing System, White, Tan or, Gray
- (4) - Secure all the edges and flash in
- (5) - Boots at vents
- (6) - Flash in drains
- (7) - Flash Scuppers
- (8) - Flash Chimney Jacks
- (9) - Tie in as needed
- (10) - Install 100' walkpads
- (11) - Install new colored metal copings
- (12) - Owner to provide plumber
- (13) - Owner to provide mechanical contractor
- (14) - 20 year Labor and Materials Warranty by Manufacturer

**All seams are heat welded (fused) together – not glued or taped**

**This is the Best Roofing System on the Market!!**

**We Propose** hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

Seventy Nine Thousand Five Hundred Sixty Nine Dollars And Forty Eight Cents dollars ( **\$79,569.48** )

Payment to be made as follows: Down Payment of 1/3 is required before work will begin, balance due upon completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specification involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. Replacement of damaged decking or insulation to be completed on a labor and materials basis. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

Authorized Signature

Note: This proposal may be withdrawn by us if not accepted within 30 days.

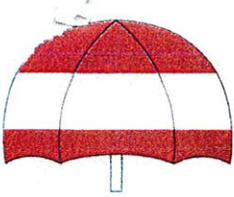
### Acceptance of Proposal:

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. A 1 1/2% (18% APR) late fee will be charged on all unpaid balances over 30 days. In event of default by buyer, buyer agrees to pay all costs of collection including reasonable attorneys fees in addition to other damages incurred by seller.

Signature

Date of Acceptance:

Signature



# West Central Roofing

P.O. Box 1292 - 4030 Hwy 71 NE  
Willmar, MN 56201

Lic. #: 20627812 • www.westcentralroofing.net

(320) 235-8748

(800) 675-8748

Fax (320) 214-7334

License# RR627812

CONTRACT# 5137

PROPOSAL SUBMITTED TO: City of Benson 1410 Kansas Ave Benson, MN 56215		CONTACT: Dan Gens	DATE: 8/14/2020
HOME PHONE:		WORK PHONE: (320) 843-4775	JOB NAME: West roofs lower +patching, 4312 SqFt, EPDM
		ESTIMATOR: Todd Asche	FAX: (320) 842-7151
		JOB LOCATION: 1410 Kansas Ave, Benson, MN	

We hereby submit specifications and estimates for:

*Option #2*

- (1) - Tear off old membrane and dispose of
- (2) - Installation of Isocyanurate Insulation, R-30
- (3) - Ballasted EPDM Rubber Roofing System
- (4) - By Genflex Roofing Systems
- (5) - Boots at vents
- (6) - Flash in drains
- (7) - Flash Scuppers
- (8) - Flash Chimney Jacks
- (9) - Tie in as needed
- (10) - Install 100' walkway pads
- (11) - Install new colored metal copings
- (12) - Owner to provide plumber
- (13) - Owner to provide mechanical contractor
- (14) - 20 year Labor and Materials Warranty by Manufacturer
- (15) - OWNER TO PROVIDE BUILDING PERMIT

**We Propose** hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

*Seventy Five Thousand Six Hundred Thirty Three Dollars And Eighty Four Cents* dollars ( **\$75,633.85** )

Payment to be made as follows: Down Payment of 1/3 is required before work will begin, balance due upon completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specification involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. Replacement of damaged decking or insulation to be completed on a labor and materials basis. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance.

Authorized Signature

Note: This proposal may be withdrawn by us if not accepted within 30 days.

### Acceptance of Proposal:

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. A 1 1/2% (18% APR) late fee will be charged on all unpaid balances over 30 days. In event of default by buyer, buyer agrees to pay all costs of collection including reasonable attorneys fees in addition to other damages incurred by seller.

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_ Signature \_\_\_\_\_

Agenda Item  
City Council Meeting  
October 5, 2020

October 2, 2020

To: City Council  
From City Manager

Subject: Application for Swift Demolition Program

Discussion: The Swift County HRA has a demolition program offering property owners an incentive to improve their property by demolishing blighted structures. The program pays up to 50% of the demolition cost not to exceed \$2,500. The program also requires the city to pay one half of the incentive. Lori Rooney has applied for the program to cover the cost of a garage demolition at 704, 11<sup>th</sup> Street South, Benson. The total cost of demolition was \$1,358.00. The city share is \$339.50.

Recommendation: Approve a motion authorizing payment of \$339.50 to Lori Rooney for demolition of the garage at 704, 11<sup>th</sup> Street South.

Enclosure:

Request, dated 9/22/20

09/22/20

Viki/Rob,

Enclosed please find copies of paid invoices for demo of our garage. Between Bob taking the structure down himself as well as finding someone to take all the metal at no charge, we were able to realize a considerable cost savings. Recap of receipts are as follows:

Swift County Environmental Services (disposal of non-processible debris)	50.00
Mattheisen Disposal (dumpster rentals for debris & demo materials)	518.00
Thonvold Excavating (foundation removal)	600.00
Kennedy Excavating (8 yards black dirt for fill area)	<u>190.00</u>
Total costs incurred:	1,358.00

Again, thank you for assistance on this. If you have any questions, please feel free to contact us.



Lori Rooney

(cell #320-314-2822; Bob's cell #320-760-5943)

704 11<sup>th</sup> St. S.

Benson, MN 56215



Thonvold Excavating, LLC

11801 COUNTY ROAD 40 NW  
Sunburg, MN 56289

(320) 979-3694

**Invoice**

Date	Invoice #
9/3/2020	4695

Bill To
Robert Rooney 704 11th St S Benson, MN 56215

**PAID**  
09/02/2020

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	dug up and hauled away concrete from old garage at 704 11th St S - Benson	600.00	600.00
<b>thonvoldexcavating@tds.net</b>		<b>Total</b>	<b>\$600.00</b>



**MATTHEISEN DISPOSAL, INC.**  
 PO BOX 126  
 BENSON, MN 56215  
 1-800-398-2120  
 RETURN SERVICE REQUESTED

**Invoice 4059**

Date: Fri Aug 28, 2020
Account #: 7940
Please Pay: \$458.00

<b>Bill To:</b>
BOB & LORI ROONEY 704 11TH ST S BENSON, MN 56215

<b>Location</b>
BOB & LORI ROONEY 704 11TH ST S BENSON, MN 56215

Pay your bill Online at  
[www.trashbilling.com](http://www.trashbilling.com)  
 ID#: 101520079408

Page 1  
 Due Date: On Receipt

MATTHEISEN DISPOSAL, INC.

Acct# 7940

704 11TH ST S, BENSON, MN

Date	Description	Amount	Total
8/18/20	DELIVER 30 YD BOX		
8/25/20	30 YD BOX SERV	1.00 @ \$440.00/	\$440.00
8/25/20	DEMO TAX	30.00 @ \$.60/YD	\$18.00
		<b>Invoice 4059 Total:</b>	<b>\$458.00</b>
Pay your bill and see account information Online at <a href="http://www.trashbilling.com">www.trashbilling.com</a> ID#: 101520079408  THANK YOU FOR YOUR BUSINESS!			
<i>pd. 458.00            08/31/20            #24508</i>			

**MATTHEISEN DISPOSAL, INC.**

PO BOX 126  
 BENSON, MN 56215  
 1-800-398-2120  
 RETURN SERVICE REQUESTED

**Invoice 4050**

Date: Tue Aug 18, 2020

Account #: 7940

**Please Pay: \$60.00**

<b>Bill To:</b>
BOB & LORI ROONEY 704 11TH ST S BENSON, MN 56215

<b>Location</b>
BOB & LORI ROONEY 704 11TH ST S BENSON, MN 56215

Pay your bill Online at  
[www.trashbilling.com](http://www.trashbilling.com)  
 ID#: 101520079408

Page 1  
 Due Date: On Receipt

MATTHEISEN DISPOSAL, INC.

Acct# 7940

704 11TH ST S, BENSON, MN

Date	Description	Amount	Total
7/10/20	DELIVER 2 YD CONT		
7/28/20	2YD CONT SERVICE	\$54.67	\$54.67
7/28/20	TOOK CONT OUT		
	STATE SWM TAX:	\$5.33	\$60.00
	<b>Invoice 4050 Total:</b>	<b>\$60.00</b>	
Pay your bill and see account information Online at <a href="http://www.trashbilling.com">www.trashbilling.com</a> ID#: 101520079408  THANK YOU FOR YOUR BUSINESS!			
<i>pd. 60.00            08/20/20            # 24518            Miss. garbage items            Disposal - Fire</i>			

NOTES

# RECEIPT

DATE 8-20-2020 No. 106799

RECEIVED FROM Bob Rooney

ADDRESS \_\_\_\_\_

FOR Non-proc. \$ 11.00  
Cash

ACCOUNT		HOW PAID	
AMT. OF ACCOUNT		CASH	<u>11.00</u>
AMT. PAID		CHECK	
BALANCE DUE		MONEY ORDER	

BY Pamp

©2001 RECIFORM © 81806

**SCOTT COLLINS, DIRECTOR**  
**Swift Co. Environmental Service**  
**Box 207**  
**Benson, MN 56215**

NOTES

# RECEIPT

DATE 8-17-2020 NO. 106776

RECEIVED FROM Bob Rooney

ADDRESS \_\_\_\_\_

FOR Non-Pro-e. \$ 39.00  
CU 24512

ACCOUNT		HOW PAID	
AMT. OF ACCOUNT		CASH	
AMT. PAID		CHECK	<u>39.00</u>
BALANCE DUE		MONEY ORDER	

BY Pam P

©2001 REDIFORM © 81806

**SCOTT COLLINS, DIRECTOR**  
**Swift Co. Environmental Service**  
**Box 207**  
**Benson, MN 56215**

Agenda Item  
City Council Meeting  
October 5, 2020

October 2, 2020

To: City Council  
From City Manager

Subject: Street Department Road Barrier Signs

Discussion: The street department is requesting \$10,295 in CIP to replace its non-conforming street barricade signs. The request would replace the homemade wooden barricades currently used by the department which do not meet DOT sign standards. With three trunk highways in town, its important to meet the standard signage requirements when we block the highway during construction.

Recommendation: Approve a motion authorizing the CIP purchase.

Enclosure:

Purchase order



Agenda Item  
Benson City Council Meeting  
October 5, 2020

November 1, 2020

TO: Benson City Council  
From: City Manager

Subject: Armory Demolition Bidding Documents

Discussion: Please find attached several documents relating to the demolition of the armory for the city council to consider. Included in the report is a demolition scope of work and project notes, quotes form, contract and Minnesota DOT permit. The quotes are due on February 23rs and the demolition is to occur in April 2021. Asbestos removal will be under a separate contract and will take place in March 2021.

Recommendation: Approve the proposed scope of work and contract documents

**CITY OF BENSON, MN  
BENSON ARMORY DEMOLITION**

**PROJECT MANUAL**

**203 14<sup>TH</sup> STREET SOUTH  
BENSON, MN**

---

**WIDSETH #2020-11502**

**SEPTEMBER 2020**

**WIDSETH**

ENGINEERING ■ ARCHITECTURE  
SURVEYING ■ ENVIRONMENTAL

## **BENSON ARMORY DEMOLITION**

### **Work Scope Summary and Project Notes**

#### LIST OF DOCUMENTS

Cover  
Work Scope Summary and Project Notes  
Quote Form  
Certification Page  
Aerial Site Plan Diagram  
Demolition Specification 02 -4100  
MnDOT Sidewalk Closure Permit Application

#### QUOTES

1. Contractor pricing will be received as a quote on the project form.
  - A. Quote for building and site demolition including restoring the site per spec and hauling and disposing of demolition materials from the property location to disposal sites.
  - C. Payment and Performance Bonds for each contract are required and will be written on AIA document A312. Copy is available upon request.
  - D. Contract for the project will be written on AIA documents A101 with A201 General Conditions of the Contract for Construction. Copies of these AIA documents are available upon request.
  - E. Mandatory site visit with the Benson City Administrator is required for eligibility to quote this work. Date: February 23, 2021 at 10AM
  - F. Quotes are due on or before: March 3, 2021 at 10AM
  - G. Complete project duration: 30 days
  - H. Project completion date: 30 days from Notice to Proceed
2. Insurance: with the contract and bonds, provide evidence of insurance as required by the City of Benson.
3. Successful Contractor: Submit Request for Payment to the Owner for payment. Include subcontractor lien waivers if appropriate.

#### SUMMARY

1. Project includes one contract for demolition of the existing Benson Armory building and site structures and for hauling demolition materials to disposal sites. The Owner will have completed building hazardous material abatement prior to beginning the work.
2. Refer to Specification Section 02 4100 – Demolition for a description of the work. Infilling basement demolition areas and fill testing requirements are also noted.
3. See attached MnDOT permit application #4-US-2020-92525 for closing sidewalks and pedestrian barrier requirements.

4. See specification requirements for restrictions on equipment that can be used on the adjacent paved parking lot.
5. Comply with applicable codes and regulations for demolition operations and safety of adjacent structures and the public.
6. Erosion Control Plan must be provided as noted in the specification.
7. Note that foundation walls along City sidewalks are indicated to be removed to a depth of 2 feet below sidewalk level and backfilled to prevent the sidewalk from collapsing. The remainder of the foundation below 2 feet can be removed as required when future sidewalk replacement is scheduled.

CONTACTS:

Rob Wolfington, City Administrator, City of Benson  
[Rob.Wolfington@city.co.swift.mn.us](mailto:Rob.Wolfington@city.co.swift.mn.us)

Reed Becker, Architect, Widseth Smith Nolting  
[Reed.Becker@widseth.com](mailto:Reed.Becker@widseth.com)

**QUOTE FORM**

**BENSON ARMORY DEMOLITION**

Benson, MN

To: City of Benson  
Attention: Rob Wolfington  
[Rob.wolfington@co.swift.mn.us](mailto:Rob.wolfington@co.swift.mn.us)  
320-843-5448

Due Date: March 3, 2021 at 10AM  
Email bids to: [Rob.wolfington@co.swift.mn.us](mailto:Rob.wolfington@co.swift.mn.us)

SUBMITTED BY: Full Name \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_

PROJECT: Demolition and removal of the existing Armory Building located at the intersection of Kansas Avenue and 14<sup>th</sup> Street South in the City of Benson Minnesota. All hazardous material will have been removed by the City of Benson from the building prior to the start of demolition. Follow requirements established in the specification for demolition, removal of demolition materials from the site, and disposal at appropriate landfills.

QUOTE: Having examined the project location and all matters related to the scope of work and the documents prepared by Widseth for the above-mentioned project, we the undersigned, hereby offer to enter into a Contract to perform the work for demolition of the Armory.

(Words) \_\_\_\_\_

(Numerals) \$ \_\_\_\_\_  
in lawful currency of the United States of America.

All applicable federal taxes and MN State taxes are included in the Quote.

This quote offer shall be open to acceptance and is irrevocable for 45 days from the quote due date.

If this quote is accepted by the Owner within the time period stated above, we, the successful firm quoting the work, will:

1. Execute the Agreement within 10 days of receipt of Notice of Award.
2. Furnish required construction bonds within seven days of receipt of Notice of Award.
3. Commence work within seven days after written receipt of Notice to Proceed or as directed and scheduled by the Owner.

Contract Time: 30 days from Notice to Proceed  
Complete the work by: 30 days from Notice to Proceed

**QUOTE SIGNATURES:**

\_\_\_\_\_  
(Print the full name of your firm)

\_\_\_\_\_  
(Authorized signing officer, Title)

# CERTIFICATIONS PAGE

## ARCHITECT

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION, AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

A handwritten signature in blue ink, appearing to read "Reed Becker", written over a horizontal line.

Date: 09 22-2020

Reed Becker

Registration No: 11794

# BENSON ARMORY SITE

0 50 100

Feet

1 inch = 50 feet

Kansas Ave

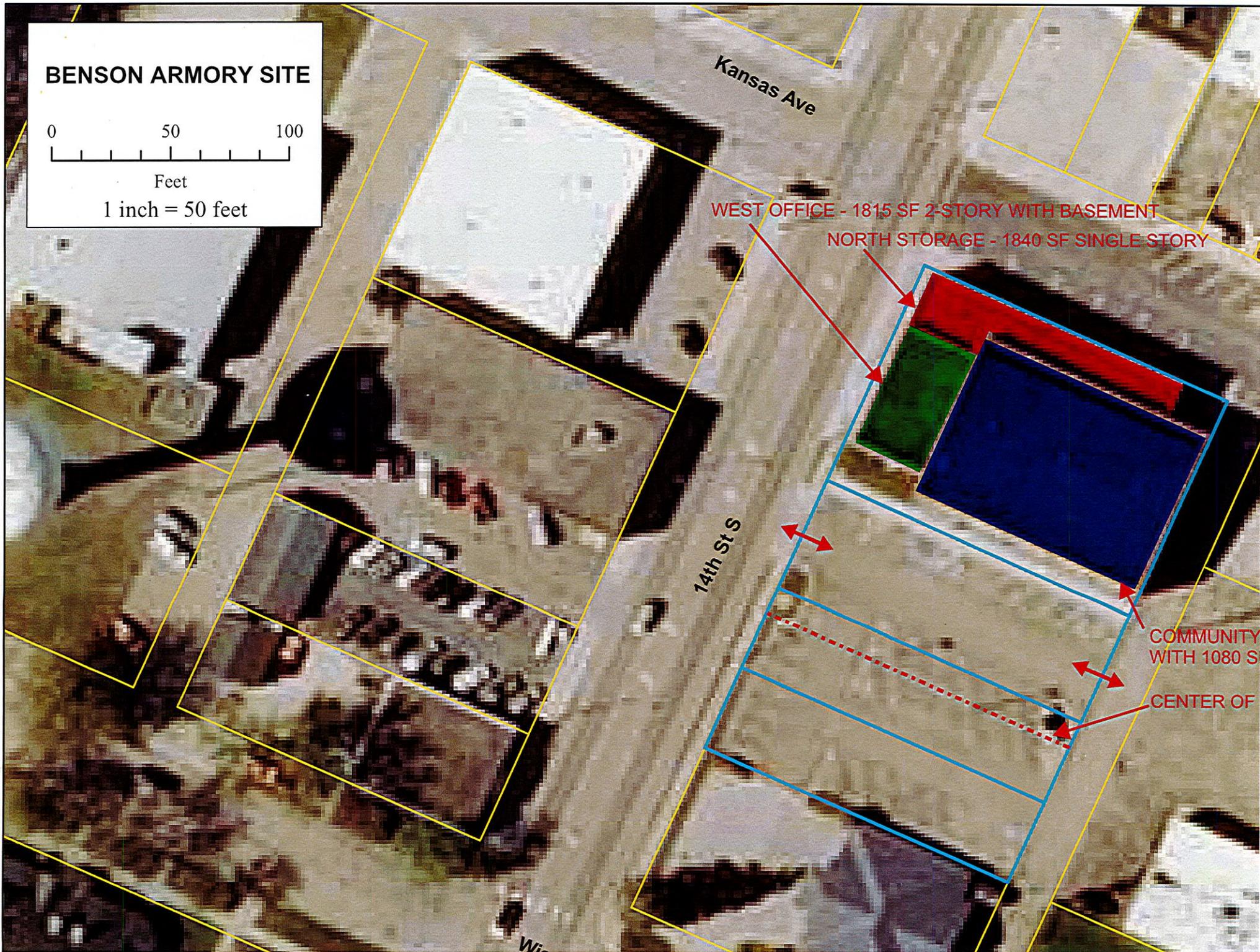
14th St S

WEST OFFICE - 1815 SF 2-STORY WITH BASEMENT

NORTH STORAGE - 1840 SF SINGLE STORY

COMMUNITY WITH 1080 S

CENTER OF



**SECTION 02 4100  
DEMOLITION**

**PART 1 GENERAL**

**1.01 SECTION INCLUDES**

- A. Building demolition excluding removal of hazardous materials and toxic substances.
- B. Removal of existing utilities and utility structures.
- C. Filling site to level grade.
- D. Coordination with MnDOT Sidewalk Closure Permit
- E. Disposal of demolition materials to appropriate sites.

**1.02 REFERENCE STANDARDS**

- A. 29 CFR 1926 - U.S. Occupational Safety and Health Standards; current edition.
- B. NFPA 241 - Standard for Safeguarding Construction, Alteration, and Demolition Operations; 2019.
- C. 2020 Minnesota Building Code

**2.01 SUBMITTALS**

- A. Erosion Control Plan
- B. Demolition schedule and completion date. Coordinate the schedule with permit lead times and work by the Owner.
- C. Project Record Documents:
  - 1. Accurately record actual locations and sizes of capped and active utilities and existing subsurface construction remaining and at what depth.
  - 2. Provide fill compaction test reports for infilled areas.

**PART 2 PRODUCTS -- NOT USED**

**PART 3 EXECUTION**

**4.01 SCOPE**

- A. Building description: 15,810 SF existing armory composed of three building areas constructed of various materials: cast-in-place concrete foundations and structure and slabs, wood and steel framing and trusses, masonry, Exterior Insulation Finish System, overhead sectional doors, hollow metal and aluminum opening framing, and other envelope and interior building materials including HVAC and electrical systems..
- B. Building area components:
  - 1. West Office Area - two-story with basement
  - 2. North Storage Area - single story
  - 3. Community Center - single story with basement
- C. General description of Scope of Work:
  - 1. Labor, materials, equipment, and services required to complete demolition of:
    - a. Entire building including electrical, plumbing, communication, and mechanical systems
    - b. Building foundations and slab on grade to be completely removed
    - c. All site paving (except perimeter site sidewalks located at the property lines), curbs, and concrete pads/foundations landscaping, and vegetation.
    - d. Site utilities to property line or just inside site sidewalks to remain where they must be capped.
    - e. Providing requirements per MnDOT Sidewalk Closure Permit #4-US-2020-92525, including street barriers.

- D. Fill excavations, open pits, and holes in ground areas generated as result of removals, using specified fill; compact fill as specified below.

#### 4.02 GENERAL PROCEDURES AND PROJECT CONDITIONS

- A. Comply with applicable codes and regulations for demolition operations and safety of adjacent structures and the public.
  - 1. Obtain required permits.
  - 2. Use of explosives is not permitted.
  - 3. Take precautions to prevent catastrophic or uncontrolled collapse of structures to be removed; do not allow worker or public access within range of potential collapse of unstable structures.
  - 4. Provide protection of existing construction and pedestrians - protect pedestrians and existing structures and other elements that are not to be removed.
    - a. Provide, erect, and maintain temporary barriers and security devices.
    - b. 6' high chain link fencing shall be located at the property lines on 14th Street, Kansas Avenue and the alley. Provide additional 6' high chain link fencing along the parking lot centerline in the lot to the south of the building. North half of the lot can be used for project access by vehicles, containers, etc. South half of the parking lot must be open for parking by tenants using the parking lot.
    - c. Contact the City of Benson Building Inspector for barrier inspection prior to beginning demolition.
  - 5. Provide bracing and shoring as required.
  - 6. Conduct operations to minimize effects on and interference with adjacent structures and occupants.
  - 7. Stop work immediately if adjacent structures appear to be in danger.
  - 8. Property Access: do not close or obstruct roadways or sidewalks without permits required by MnDOT and City of Benson. Refer to permit information noted in this specification for information regarding MnDOT permit.
  - 9. Kansas Avenue: close sidewalks with barriers in the same way as for 14th Street MnDOT permit.
  - 10. Obtain written permission from owners of adjacent properties if demolition equipment will traverse, infringe upon or limit access to their property.
- B. Do not begin removal until receipt of notification to proceed from Owner.
- C. Minimize production of dust due to demolition operations; do not use water if that will result in ice, flooding, sedimentation of public waterways or storm sewers, or other pollution.
- D. Provide an Erosion Control Plan and implement erosion control measures for the site per the plan. Include methods for protection of City storm sewer in Erosion Control Plan.
- E. If hazardous materials are discovered during removal operations, stop work and notify Architect and Owner; hazardous materials include regulated asbestos containing materials, lead, PCB's, and mercury as well as potentially hazardous undocumented underground storage tanks.
- F. Partial Removal of Paving and Curbs: Neatly saw cut at right angle to surface.
- G. Work by the Owner: prior to the work of this contract, the Owner will abate any hazardous materials located in the building, such as asbestos containing materials and lead paint.
- H. Working hours: 7AM - 6PM, Monday through Friday.
- I. Structural demolition scope/requirements and basement fill and testing requirements:
  - 1. Remove all existing footings and foundation walls.
  - 2. Remove all concrete slabs. Clean concrete and asphalt paving broken up into maximum 3' x 3' sections can be disposed at the City's landfill. Tipping fee is not required for disposal at this site. Coordinate exact requirements with the City of Benson.
  - 3. Foundation/Basement walls along city sidewalks shall be removed to a depth of 2 feet below sidewalk level. Walls shall be shored during demolition and backfilling operations to prevent any wall movement.

4. Fill any below-sidewalk voids related to demolition process with compacted granular material or self-compacting concrete.
  5. Grade below excavation to be surface-compacted prior to backfilling, backfill material to consist of pit-run granular material 3" or smaller in size with maximum 15% passing 200 sieve. Material to be compacted to 95% standard proctor density. All backfill material to be tested by independent testing agency hired by the contractor. Provide minimum 1 test per 2000 SF of fill area per lift. Provide compaction records to the City of Benson. Final grades to provide adequate drainage and match into sidewalks, roads and parking areas to remain.
- J. Utility demolition: gas, power, water, sewer, communications. Verify that existing utilities have been turned off by the Owner prior to beginning work.
1. Coordinate work with utility companies; notify before starting work and comply with their requirements; obtain required permits.
  2. Protect existing utilities to remain from damage.
  3. Do not disrupt public utilities without permit from authority having jurisdiction.
  4. Remove utilities back to the property line or inside the site sidewalks scheduled to remain.
  5. Locate and mark capped utilities at the property line using highly visible tags or flags. Identify utility type and protect from damage due to subsequent construction using barricades if necessary.
  6. Remove exposed piping, valves, meters, equipment, supports, and foundations of disconnected and abandoned utilities.
- K. Site restoration - fine grade site to provide positive drainage and to align with sidewalks to remain, existing alley, and adjacent parking lot paving.
- L. Protect the adjacent parking lot paving from damage as it is not designed for heavy loads. Use rubber-tired equipment only on this surface.
- M. No materials are scheduled for salvage.
- N. Upon completion of demolition, contact City of Benson Building Inspector for inspection.

#### **4.03 DEBRIS AND WASTE REMOVAL**

- A. Remove debris, junk, and trash from site and transport to a landfill.
- B. Provide containers on site for holding of demolition materials if required. When containers are filled, transport demolition materials to a landfill.
- C. All landfill tipping fees shall be the contractor's responsibility. (Exception: tipping fees are not required at the City's site for disposal of clean demolition concrete and paving.)
- D. Leave site in clean condition, ready for subsequent work.
- E. Clean up spillage and wind-blown debris from public and private lands.

**END OF SECTION**



**MINNESOTA DEPARTMENT OF TRANSPORTATION  
APPLICATION FOR MISCELLANEOUS WORK ON TRUNK  
HIGHWAY RIGHT OF WAY**

Document Management System # \_\_\_\_\_  
 District 4 Permit # 4-US-2020-92525  
 C.S. 7607 T.H. 29  
 R.P. 32.653  
 (THIS SECTION FOR MnDOT OFFICE USE ONLY.)

**ATTACH A SKETCH OF THE PROPOSED WORK AREA AND RELATION TO TRUNK HIGHWAY.  
SUBMIT TO DISTRICT PERMIT OFFICE OF MINNESOTA DEPARTMENT OF TRANSPORTATION.**

<b>APPLICANT</b> CITY OF BENSON	<b>TELEPHONE</b> 320-843-5448	<b>ADDRESS (Street, City, State, Zip)</b> 1410 KANSAS AVENUE BENSON MN 56215		
<b>PARTY PERFORMING WORK</b> TBD	<b>TELEPHONE</b> TBD	<b>ADDRESS (Street, City, State, Zip)</b> TBD		
<b>LOCATION OF PROPOSED WORK</b> (City/Township)	(County)	(Distance)	(N-S-E-W)	<b>SPECIFIC ROAD INTERSECTION OR LANDMARK</b>
Highway 29	in Benson	Swift	0 Miles	Intersection of TH 29 and Kansas Ave. (SW Quad)

**WILL THIS FACILITY BE WITHIN TRIBAL LANDS? NO IF YES, WHICH ONE?**

**NATURE OF WORK**

Benson Armory Building DEMO

**SURFACE TO BE DISTURBED** (Check Appropriate Boxes)

Other No plan to disturb the Sidewalk, however it may be removed and replaced if the demo work causes

<b>DEPTH OF EXCAVATION BELOW SURFACE</b> none	<b>NUMBER &amp; SIZE OF EXCAVATIONS</b> none	<b>METHOD OF INSTALLATION/CONSTRUCTION</b> Demolition
<b>WORK TO START ON OR AFTER</b> 10/1/2020	<b>WORK TO BE COMPLETED BY</b> 9/30/2021	<b>IS TRAFFIC DETOUR NECESSARY?</b> NO (IF YES, TRAFFIC CONTROL PLAN IS REQUIRED.)

**COMMENTS**

The plan is to demo the existing building including the footings and services within the site. There will be no building proposed at this time, the site will be left gravel. TPAR will be provided during this work, as per the sheets attached to this permit.

**APPLICANT'S ACCEPTANCE, WAIVER AND INDEMNIFICATION**

The undersigned applicant hereby agrees to comply with applicable statutes, rules, and the standard conditions and special provisions of this permit. The applicant understands and agrees that no work in connection with this application will be started until the application has been approved and the permit issued.

The applicant is aware of circumstances or hazards that may arise while performing the work associated with this application that could result in injury, loss, damage or death, and the applicant assumes the risk of such circumstances, dangers and hazards, whether reasonably foreseeable or not.

The applicant also understands that this permit may also be subject to the approval of local road authorities having joint supervision over said street or highway, and may be subject to applicant's compliance with the rules and regulations of the Minnesota Environmental Quality Board and/or any other affected governmental agencies.

The undersigned applicant expressly agrees that except for negligent acts of the State, its agents and employees, the applicant or his/her agents or contractor shall assume all liability for, and save the State, its agents and employees, harmless from any and all claims for damages, actions or causes of action arising out of the work to be done in connection with this application and permit.

<b>NAME AND TITLE</b> ROB WOLFINGTON CITY MANAGER	<b>EMAIL ADDRESS</b> ROB.WOLFINGTON@CO.SWIFT.MN.US
<b>DATE</b> 09/15/2020	<b>SIGNATURE</b>

**DO NOT WRITE BELOW THIS LINE**

**PERMIT NOT VALID UNLESS BEARING AUTHORIZED MnDOT SIGNATURE AND PERMIT NUMBER**

**AUTHORIZATION OF PERMIT**

It is expressly understood that this permit is conditioned upon restoration of the trunk highway right-of-way to its original condition or to a satisfactory condition. In consideration of the applicant's agreement to comply in all respects with the applicable laws and the conditions of the Commissioner of Transportation pertaining to this permit, permission is hereby granted for the work to be performed as described in the above application, said work to be performed in accordance with the following standard conditions and special provisions:

SEE ATTACHED STANDARD CONDITIONS AND SPECIAL PROVISIONS

<u>6/30/2021</u> Date All Work To Be Completed By	_____ Authorized MnDOT Signature	_____ Date of Authorized Signature
<b>DISTRIBUTION</b>	<b>DEPOSIT REQUIREMENTS</b>	<b>DEPOSIT TYPE</b>
Original to Area Maintenance Engineer	<input type="checkbox"/> No Deposit Required	Cashier's Check # _____
Applicant	<input checked="" type="checkbox"/> Deposit Required in the Amount of \$ <u>5000</u>	Certified Check # _____
Subarea Supervisor	Date Deposit Received <u>9/15/2020</u>	Money Order # _____
Roadway Regulations Supervisor	<i>Deposit to be returned upon satisfactory completion of all work</i>	Bond # <u>55186579</u>

**DATE WORK COMPLETED** \_\_\_\_\_ (The date when the work is completed must be reported to the MnDOT District Permits Office)

## STANDARD CONDITIONS OF MISCELLANEOUS WORK PERMIT

1. The permit holder must comply with all applicable laws and regulations, including Worker's Compensation laws.
2. If work to be done lies within a city or platted town, permission must also be obtained from such city or town.
3. Any permanent signs or permanent traffic barriers (including crash cushions) installed on the State Highway system must be deemed crashworthy under the American Association of State Highway and Transportation Officials (AASHTO) "Manual for Assessing Safety Hardware, 2016 (MASH-16)". Where work on or near the traveled roadway is necessary, proper traffic signs, channelizing devices, warning lights, and barricades shall be erected to protect traffic, employees, and pedestrians. All temporary traffic control devices and methods shall conform to the Minnesota Field Manual on Temporary Traffic Control Zone Layouts, Minnesota Manual on Uniform Traffic Control Devices (MMUTCD), Minnesota Standard Signs and Markings Manual, and the appropriate provisions of Standard Specification 1710. All temporary traffic control devices shall be deemed crashworthy under the American Association of State Highway and Transportation Officials (AASHTO) "Manual for Assessing Safety Hardware, 2016 (MASH-16)" with exceptions as noted under MnDOT Technical Memorandum No. 19-03-T-01 Crashworthy Requirements for Temporary Traffic Control Devices. (See memo at: <http://dotapp7.dot.state.mn.us/edms/download?docId=2434220>)
4. Unless adequately protected by a traffic barrier, there shall be no work within the clear zone, nor shall pipe materials, equipment or other objects be stored within the clear zone. If temporary traffic barrier is used, it will be placed according to the "MnDOT Temporary Barrier Guidance Manual" (December 2018). (See website at: [www.dot.state.mn.us/trafficeng/workzone/doc/Temporary%20Barrier%20Guidance%20Manual%20181129.pdf](http://www.dot.state.mn.us/trafficeng/workzone/doc/Temporary%20Barrier%20Guidance%20Manual%20181129.pdf)) Any temporary traffic barrier (including crash cushions) must be deemed crashworthy under MASH-16.
5. Any person acting as a Flagger for permitted work shall have attended a training session taught by a MnDOT Qualified Flagger Trainer within the twelve months immediately preceding the start date of all flagging activity. A Flagger shall receive a Flagger Qualification Card, signed by a MnDOT Qualified Flagger Trainer, upon successful completion of this training. During all flagging activity, a Flagger must carry a signed Flagger Qualification Card on that Flagger's person and be in possession of a current Minnesota Flagging Handbook. The Minnesota Flagging Handbook is available from MnDOT Qualified Flagger Trainers or from a MnDOT District Office.
6. Excavations must be cribbed when necessary, depending upon type of soil, in order to prevent cave-ins. All excavations, trenching and/or jacking and boring pits shall be shored or sloped in accordance with OSHA requirements.
7. No guys, stays, or any structures are to be attached to trees on trunk highway right of way.
8. No poles, anchors, anchor braces, or other construction shall be placed on the roadway shoulder or within the prescribed clear zone.
9. Installation of pipe under concrete or bituminous pavements shall be done by jacking or boring or other approved methods.
10. When open trenching or excavating in existing roadways, all subgrade, base, and surfacing materials shall be replaced with the same type, depth, and density of materials which were removed, unless approved by the Area Maintenance Engineer.
11. All work that involves trenching, backfill, or compaction must be done to MnDOT's Standard Specifications for Construction. Depending on the construction work to be performed, use of one or more of the following specifications may be needed: Excavation and Embankment 2105, Aggregate Base 2211, Aggregate Shouldering 2221, or Structural Excavation and Backfills 2451, Subgrade Preparation 2112.
12. Compaction methods must be approved in advance by the District Permit Office
13. If pavement or roadway is damaged, same shall be restored to a condition as good as or better than the original condition.
14. All pavements shall be replaced in accordance with State specifications.
15. If settlement occurs or excavation caves in so that replaced materials settle (bituminous mat or concrete base), same shall be restored to a condition as good as or better than the original condition.
16. No lugs shall be used on equipment traversing the road which will damage the road surface.
17. No driving onto highway from ditch or driving on shoulders will be permitted where damage will occur.
18. No foreign material such as dirt, gravel, or bituminous material shall be deposited or left on the road during any construction activities.
19. Roadside shall be cleaned to original status upon completion of work.
20. Underground construction must be so constructed as not to harm or unnecessarily destroy the root growth of specimen trees.
21. Cutting and trimming of trees within the right of way and removal of resulting stumps require prior approval of the Area Maintenance Engineer or his authorized representative.
22. If MnDOT shall make any improvements or changes upon, over, under, or along the trunk highway, then and in every case the applicant herein named shall after notice from MnDOT proceed to alter, change, vacate, or remove from trunk highway right of way said works necessary to conform with said changes without cost whatsoever to the State of Minnesota.
23. After work on a project is completed, the permit holder must notify the Area Maintenance Engineer or his authorized representative that such work has been completed and is ready for final inspection and acceptance by MnDOT.

## **INSTRUCTIONS FOR COMPLETING APPLICATION FOR MISCELLANEOUS WORK ON TRUNK HIGHWAY RIGHT OF WAY (FORM 1723)**

Form 1723 is for miscellaneous minor work activities on trunk highway right of way. It may be used for installation of utility customer service line connections that do not cross or parallel the roadway within the trunk highway right of way. Form 1723 is also used for repair and maintenance of existing utility facilities, installing miscellaneous guy wires and anchors, or tree trimming around utility lines. Form 1723 may also be used to place temporary obstructions on the right of way, to perform temporary relocations to accommodate construction projects, and to place objects on the trunk highway right of way under Minn. Statutes §§160.27 or 173.025.

### **Fill Out This Form Completely**

Print (in ink) or type all information. An incomplete application will delay processing. The form can be filled out online and then printed at: <http://www.dot.state.mn.us/utility/forms.html>

- Be sure to sign it at the bottom. Submit the original form only.
- FAXES ARE UNACCEPTABLE
  - Complete each item on the application. Be specific. If any item does not apply, print "N.A." in the blank.
  - Provide a detailed location of proposed work and give reference to nearest cross streets.
- Include plans of proposed work along with detailed drawings showing type and location of work in relation to MnDOT right of way, on no larger than 11x17 sheets
- Detail any type of traffic interference this work may require and submit a traffic control plan. Detouring of the traffic from the trunk highway will not be permitted, except by special arrangements with the MnDOT District Permit office. All costs involved in the re-routing of traffic including, but not limited to, furnishing barricades, installation or rearrangement of traffic control signs, pavement marking and special flag person services will be charged to the applicant at rates set by MnDOT for the equipment, labor, and materials used.
- Indicate type, kind and size of any object to be placed on trunk highway right of way. Indicate the method of installation and equipment to be used for excavation and compaction.

Submit the complete, signed and dated application (all pages of the form) with the required plans to the MnDOT District Permit office. Contacts and addresses can be found at: <http://www.dot.state.mn.us/utility/districtcontacts.html>

### **After the Miscellaneous Work Permit has been approved**

The applicant will be notified and a security deposit will be required. The permit will have Special Provisions and drawings indicating the construction requirements. Compliance with these instructions during the work operations is mandatory. All Permittees are responsible for the entire costs of their work activities, including proper traffic control. Work cannot be started until all permit and deposit requirements are met and you have received the approved permit.

### **Security Deposit**

A security deposit is required for permits that authorize work in trunk highway right of way to ensure that work is completed to MnDOT's satisfaction. The actual amount required will depend on the specific situation. The District Permit Section will determine the actual amount and type of deposit to be submitted based on the specific situation. Deposits may be in the form of a certified check, cashier's check, or surety bond made payable to "State of Minnesota, Commissioner of Transportation." Deposits must be irrevocable and cannot expire. A permit will not be issued until the required deposit is received.

### **After construction is completed**

The applicant must notify the MnDOT District Permit Office for final inspection. If the construction and all other related work is satisfactory and the turf items are re-established, the deposit will be returned to the applicant. The approved permit is a legal document and should be retained with other valuable papers.

**SPECIAL PROVISIONS FOR UTILITY PERMIT**  
**CITY OF BENSON**  
**PERMIT #4-US-2020-92525**

Permittee must call in a gopher one call prior to excavating ground in MnDOT ROW.

No work is allowed to take place on MnDOT road surface, including traffic control installations, while MnDOT Snow Plowing Operations are taking place. In the event of a snow event permittee must remove all equipment from highway and remove traffic control devices. All work must stop at noon the day prior to a holiday and can resume the morning after a holiday. No work can take place after sunset or before sunrise without written permission from the District Permit Office Supervisor.

All work within the MnDOT District 4 Right-of-Way Clear Zone requires a minimum of a shoulder closure for your work zone. Work in the driving lane requires a full lane closure. No materials or equipment shall be left in the clear zone overnight. No staging of equipment or materials is allowed in MnDOT Right of Way.

Any Detour, Lane Closure, or other Traffic Control must follow the *“Minnesota Temporary Traffic Control Zone Layouts Field Manual, January 2018 edition”*. If work is to be longer than 3 days permittee must adhere to the *“Minnesota Uniform Traffic Control Devices”*. The proper layout to control traffic safely through your work area must be approved by District Permits Office prior to installation. Any detour, or restriction to traffic weight, height, or width, must be reported to the *“MnDOT over Dimension Permits office”* at least 7 days before construction begins. The phone number is (800) 657-3877.

District 4 Right-of-way shall be restored to original grade including topsoil and seeding if needed. All repairs shall match in place materials. Any damage to turf or soil caused by the operation of removal of vegetation will be the responsibility of the applicant to repair to original condition. All rutting of the ground surface will be repaired. Any large areas of bare ground caused by the operation will require reseeding and mulching with MnDOT approved seed mixture 25141 general roadside mix or 35241 native area restoration mix. All bituminous or concrete cuts shall be smooth straight lines with square corners. All repairs shall match in place materials.

All work must meet the *“MnDOT Utility Accommodation on Highway Right of Way Policy and Procedures”* guidelines. The permittee is expected to design too and construct to the *“MnDOT Utility Accommodation and Coordination Manual”*. If permittee fails to follow guidelines this could call for removal or modification of work to accommodate MnDOT policies. All work must conform to the *“2018 MnDOT Standard Specifications for Construction Manual”*.

Return a copy of the Utility Permit with the completion date to RW Permits, MnDOT District 4, 1000 West Highway 10, Detroit Lakes, MN 56501.

**Link Below:**

**2018 Temporary Traffic Control Manual:**

**<http://www.dot.state.mn.us/trafficeng/publ/fieldmanual/>**

**Minnesota Manual on Uniform Traffic Control Devices:**

**<http://www.dot.state.mn.us/trafficeng/publ/mutcd/index.html>**

**MnDOT Utility Accommodation on Highway Right of Way Policy and Procedures:**

**<http://www.dot.state.mn.us/policy/operations/op002.html>**

**MnDOT Utility Accommodation and Coordination Manual:**

**[http://dotapp7.dot.state.mn.us/cyberdocs\\_guest/autopapiact.asp?AppINT=1&mode=no&autopapiurl=%2Fcyberdocs%5Fguest%2FLibraries%2FDefault%5FLibrary%2FGroups%2FGUESTS%2Fviewdocact%2Easp%3Flib%3DMNDOT%5FDOCS%26doc%3D1401425%26noframes%3Dyes&SCICO=false](http://dotapp7.dot.state.mn.us/cyberdocs_guest/autopapiact.asp?AppINT=1&mode=no&autopapiurl=%2Fcyberdocs%5Fguest%2FLibraries%2FDefault%5FLibrary%2FGroups%2FGUESTS%2Fviewdocact%2Easp%3Flib%3DMNDOT%5FDOCS%26doc%3D1401425%26noframes%3Dyes&SCICO=false)**



50  
SCALE IN FEET

MATCHLINE SEE SHEET 52

14TH ST. S

WISCONSIN AVE.

218

T.H. 29  
S.P. 7607-33

208

301

MATCHLINE SEE ABOVE

PACIFIC AVE.

T.H. 9  
S.P. 7602-20

1412

1408

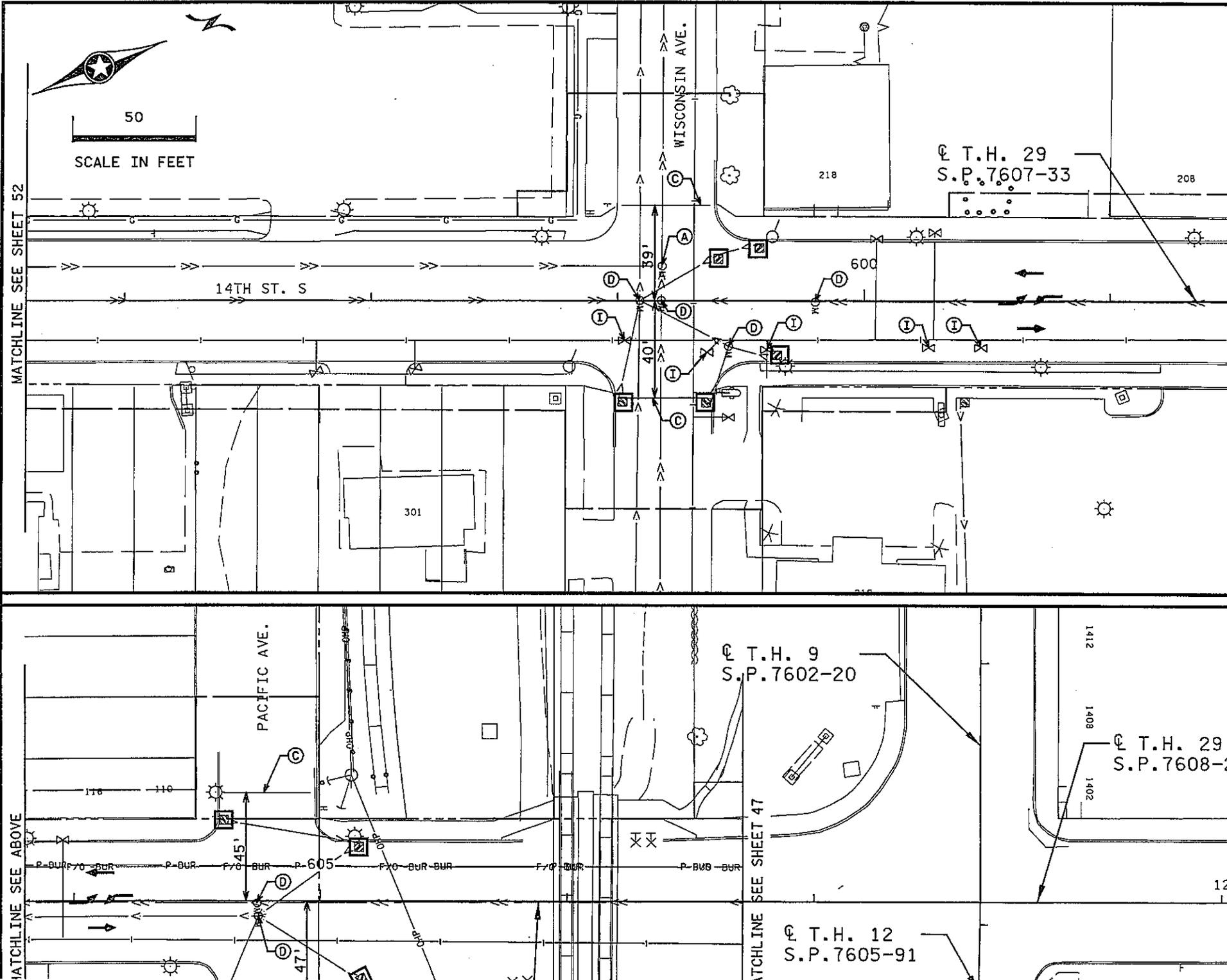
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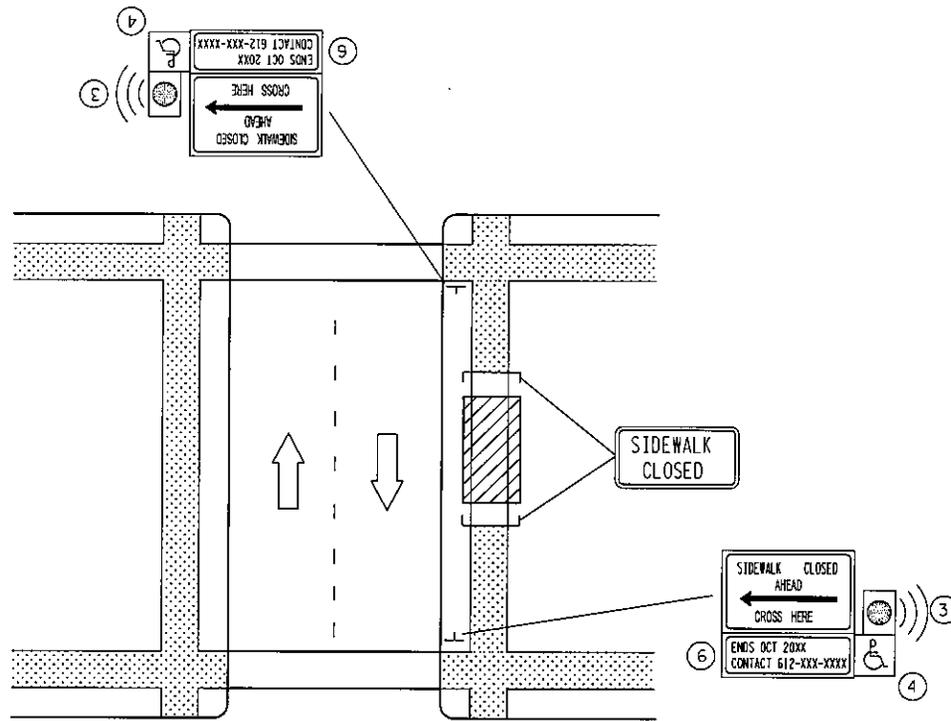
1402

MATCHLINE SEE SHEET 47

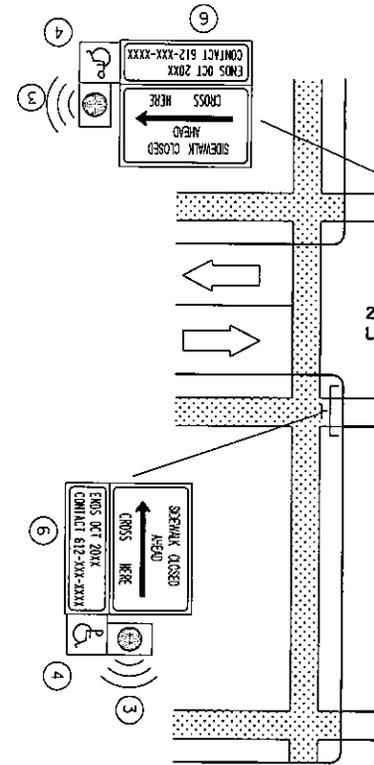
T.H. 12  
S.P. 7605-91

12





OTHER SIDE OF STREET DETOUR  
(FOR MID-BLOCK CLOSURE)



OTHER SIDE OF STREET  
(FOR CORNER SIDEWALK CLOSURE)

## GENERAL NOTES

WHEN CLOSING OR RELOCATING CROSSWALKS OR SIDEWALKS, PROVIDE DETECTABLE TEMPORARY FACILITIES AND INCLUDE ACCESSIBILITY FEATURES CONSISTENT WITH EXISTING PEDESTRIAN FACILITIES. THE MINIMUM TEMPORARY WALKWAY WIDTH SHOULD BE THE WIDTH OF THE EXISTING FACILITY. IF THE EXISTING FACILITY HAS A WIDTH OF GREATER THAN 60 IN, THE WIDTH OF THE TEMPORARY FACILITY MAY BE 60 INCHES. IF THE WIDTH OF THE DETOUR IS LESS THAN 60 INCHES, THEN A 60 INCH BY 60 INCH PASSING SPACE IS REQUIRED EVERY 200 FT.

TEMPORARY TRAFFIC CONTROL DEVICES FOR PEDESTRIANS ARE SHOWN. OTHER DEVICES MAY BE NECESSARY TO CONTROL VEHICULAR TRAFFIC. STAGE WORK, AS NECESSARY, TO PROVIDE AN ALTERNATE PEDESTRIAN ROUTE (APR) AT ALL TIMES. FOR ROADWAYS WITH NO AVAILABLE DETOURS, MAINTAIN ONE OPEN SIDEWALK AT ALL TIMES.

PROVIDE A SMOOTH, CONTINUOUS, HARD SURFACE THROUGH THE LENGTH OF THE APR. PROVIDE A FIRM, STABLE, FREE-DRAINING, AND NON-SLIP TEMPORARY WALKWAY SURFACE. REGARDLESS OF WEATHER CONDITIONS. THE TEMPORARY WALKWAY SURFACE

ANY PORTABLE SIGN OR BARRICADE PLACED IN A PEDESTRIAN WALKWAY THAT COULD BE A HAZARD TO A VISUALLY IMPAIRED PEDESTRIAN SHOULD HAVE A DETECTABLE EDGE TO GUIDE THE PEDESTRIAN AROUND THE HAZARD.

MINIMIZE DISRUPTION TO PEDESTRIANS TO THE MAXIMUM EXTENT FEASIBLE BY PROVIDING AN APR IN THE FOLLOWING ORDER OF PREFERENCE:

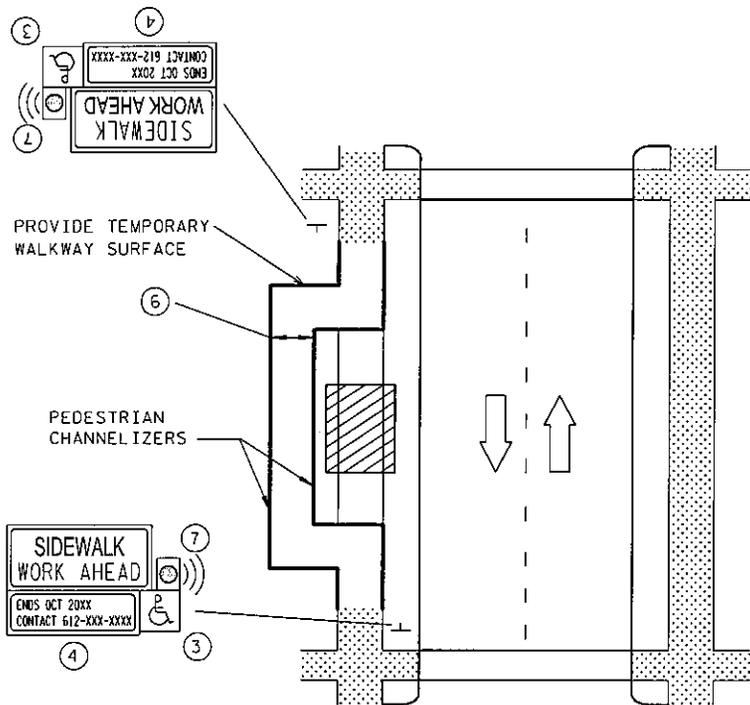
1. PROVIDE THE APR ON THE SAME SIDE OF THE STREET AS THE DISRUPTED ROUTE UTILIZING BYPASSES.
2. WHERE IT IS NOT FEASIBLE TO PROVIDE A SAME SIDE APR, PROVIDE A DETOUR ON THE OTHER SIDE OF THE STREET.
3. WHERE IT IS NOT FEASIBLE TO PROVIDE AN APR ON THE OTHER SIDE OF THE ROADWAY, PROVIDE AN APR DETOUR WITH TRAILBLAZING SIGNS.

IF NOT ALREADY LIT, LIGHTING SHOULD BE CONSIDERED AT MID-BLOCK CROSSINGS IN ORDER TO ILLUMINATE PEDESTRIANS.

## SPECIFIC NOTES

- ① TEMPORARY CURB RAMPS WITH DETECTABLE WARNINGS.

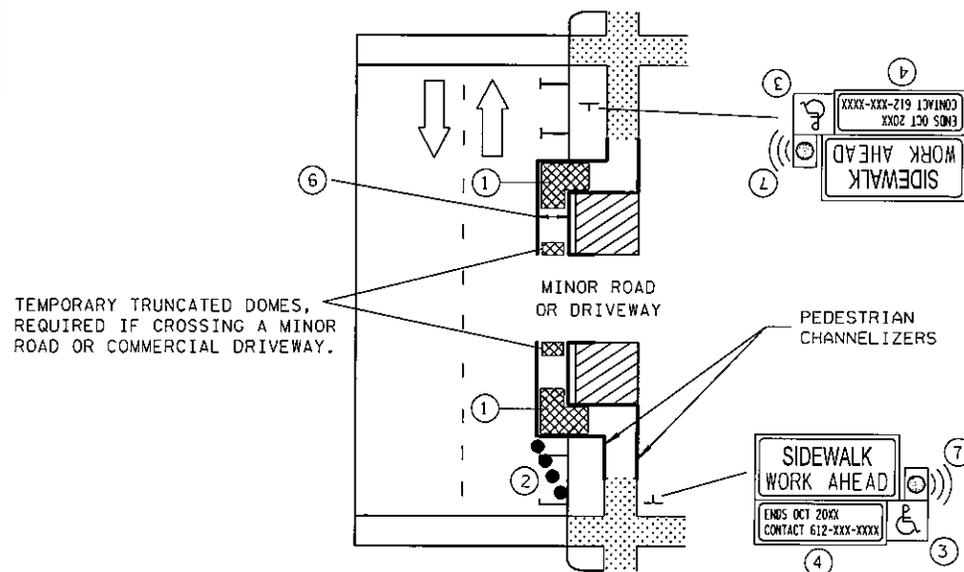
- ⑥ TYPICAL SIGN AND/OR END REPORTING CAN BE FOUND ON THE MESSAGE ACCOMMODATION
- ⑦ STOP BARS BETWEEN THE PRIOR TO A



BYPASS ON ADJACENT AVAILABLE  
RIGHT OF WAY

BYPASS TYPE A

NOTE: MAY ONLY BE USED ON ROADWAY WITH POSTED  
SPEED OF 45 MPH OR LESS.



SIDEWALK BYPASS USING PARKING OR  
SHOULDER ON LOW SPEED ROADWAY

BYPASS TYPE B

## GENERAL NOTES

WHEN CLOSING OR RELOCATING CROSSWALKS OR SIDEWALKS, PROVIDE DETECTABLE TEMPORARY FACILITIES AND INCLUDE ACCESSIBILITY FEATURES CONSISTENT WITH EXISTING PEDESTRIAN FACILITIES. THE ALTERNATE PEDESTRIAN ROUTE (APR) MUST REMAIN OPEN AT ALL TIMES.

TEMPORARY TRAFFIC CONTROL DEVICES FOR PEDESTRIANS ARE SHOWN. OTHER DEVICES MAY BE NECESSARY TO CONTROL VEHICULAR TRAFFIC. STAGE WORK, AS NECESSARY, TO PROVIDE AN ALTERNATE PEDESTRIAN ROUTE (APR) AT ALL TIMES. FOR ROADWAYS WITH NO AVAILABLE DETOURS, MAINTAIN ONE OPEN SIDEWALK AT ALL TIMES.

PROVIDE A SMOOTH, CONTINUOUS, HARD SURFACE THROUGH THE LENGTH OF THE APR. PROVIDE A FIRM, STABLE, FREE-DRAINING, AND NON-SLIP TEMPORARY WALKWAY SURFACE, REGARDLESS OF WEATHER CONDITIONS. THE TEMPORARY WALKWAY SURFACE SHALL BE SUPPORTED BY A SOLID BASE TO COVER SHORT SEGMENTS OF ROUGH, SOFT,

ANY PORTABLE SIGN OR BARRICADE PLACED IN A PEDESTRIAN WALKWAY THAT COULD BE A HAZARD TO A VISUALLY IMPAIRED PEDESTRIAN SHOULD HAVE A DETECTABLE EDGE TO GUIDE THE PEDESTRIAN AROUND THE HAZARD.

MINIMIZE DISRUPTION TO PEDESTRIANS TO THE MAXIMUM EXTENT FEASIBLE BY PROVIDING AN APR IN THE FOLLOWING ORDER OF PREFERENCE:

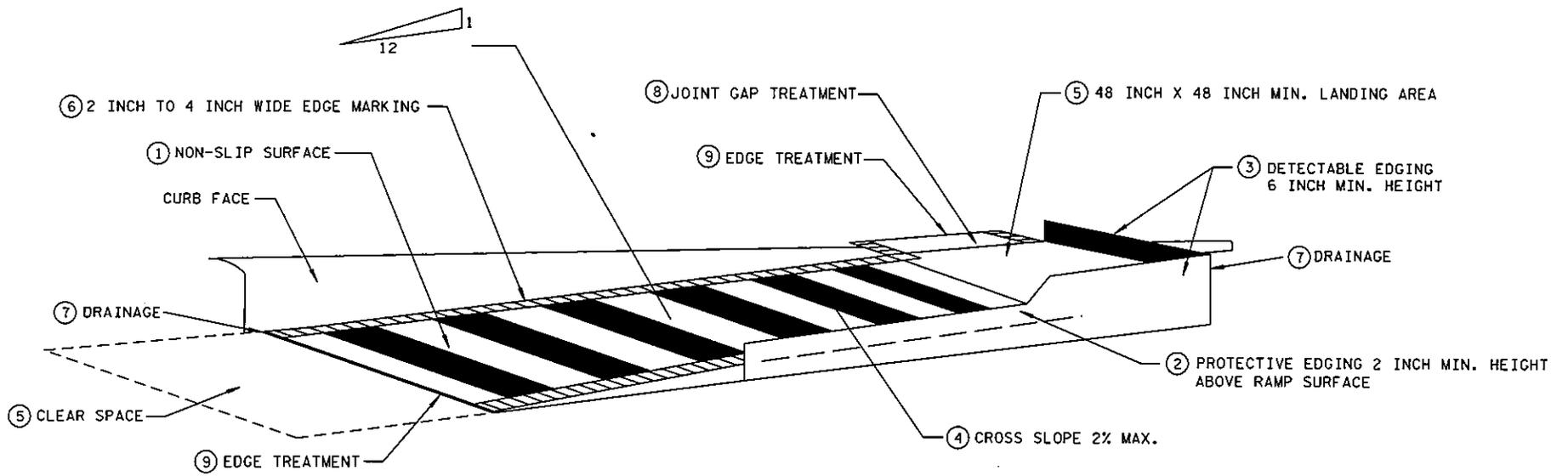
1. PROVIDE THE APR ON THE SAME SIDE OF THE STREET AS THE DISRUPTED ROUTE UTILIZING BYPASSES.
2. WHERE IT IS NOT FEASIBLE TO PROVIDE A SAME SIDE APR, PROVIDE A DETOUR ON THE OTHER SIDE OF THE STREET.
3. WHERE IT IS NOT FEASIBLE TO PROVIDE AN APR ON THE OTHER SIDE OF THE ROADWAY, PROVIDE AN APR DETOUR WITH TRAILBLAZING SIGNS.

⑥ IF A 60 INCH PROVIDED FOR BY 60 INCH EVERY 200 FEET WALKWAY IS

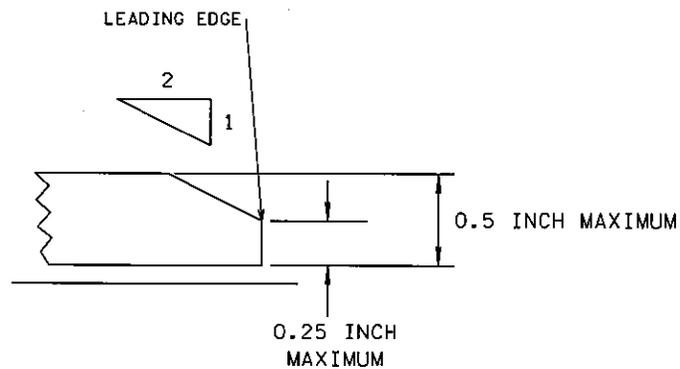
DESIGN

⑦ AN APPROVED TACTILE MESSAGE SIGN-IMPACT

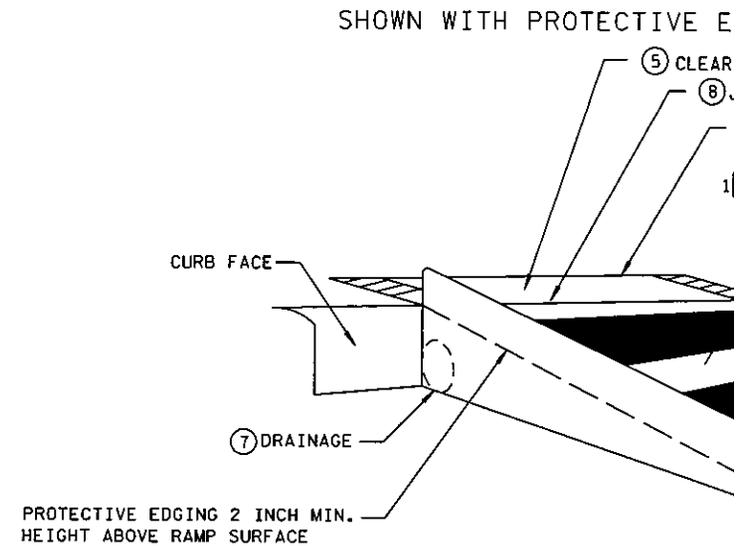
## SPECIFIC NOTES



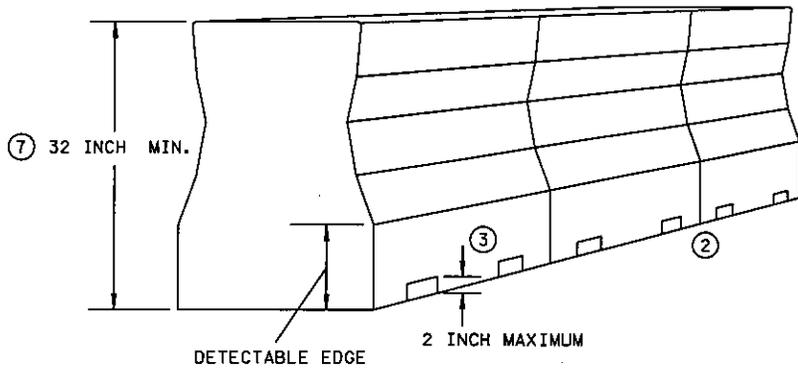
TEMPORARY CURB RAMP  
PARALLEL TO CURB



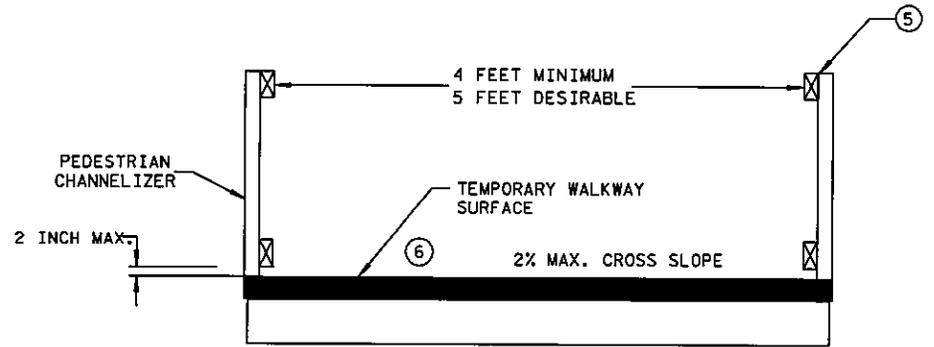
⑨ EDGE TREATMENT



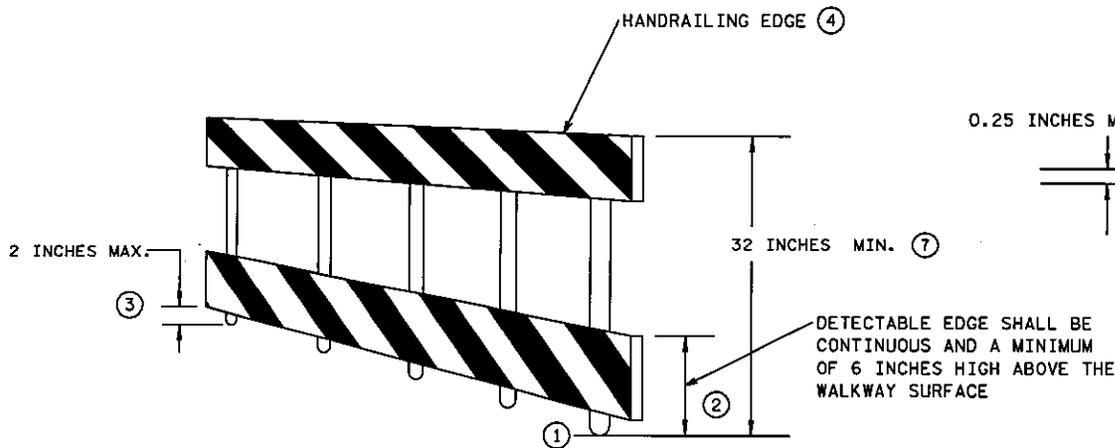
⑥ 2 INCH TO 4 INCH WIDE EDGE MARKING



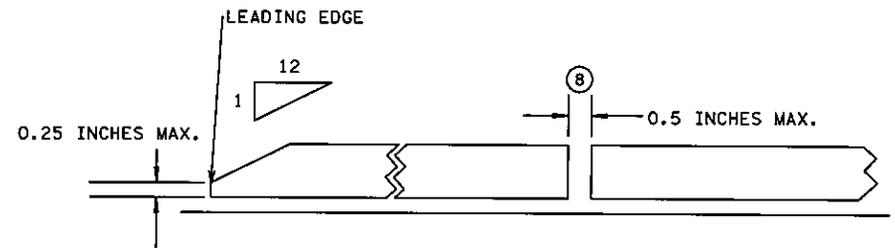
PEDESTRIAN CHANNELIZER USING A BARRIER



TEMPORARY WALKWAY SURFACE WITH PEDESTRIAN CHANNELIZERS

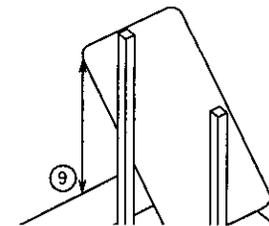
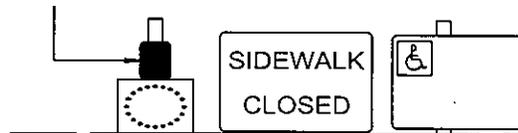


PEDESTRIAN CHANNELIZER



TEMPORARY WALKWAY SURFACE

TYPICAL AUDIBLE MESSAGE  
DEVICE LOCATION WHEN USED



- 1
- 2
- 3
- 4
- 5
- 6
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## 2020 General Election Judges

Marti Benson

Gail Brehmer

Sue Fitz

Karen Wolfington

Dixie Golden

Sharon Hagen

Jim Hilleren

Pam Lawatsch

LoAnn Hagen

Patty Schreck

Marcia Ebnet

Luther Pederson

Grant Herfindahl

Glen Pederson

Val Alsaker

Date: September 2020

To: Benson Area Businesses  
From: Jason Strand, District 777 Renaissance Coordinator  
RE: Benson 7-12 Renaissance Program

On behalf of Benson School District #777, its students, faculty, staff, and administration, we would like to whole-heartedly thank you for your support of the Renaissance Program last year. We as concerned community members know that success in school is highly correlated with success in life. Your contributions have been and will be used to help students find yet another reason to be successful in school.

Last year alone, most of our students were involved in the program, which rewards students for high academics, as well as exemplary social skills. This program is very similar to the working world, in which incentives are used to promote excellence. Qualifying students will again be offered the popular Renaissance Card. In addition, students will be rewarded for their number of consecutive years in the program. All students will be eligible for Merit coupons, which they may receive for acts of courtesy during school.

Over the years, the Renaissance Program has helped positively motivate thousands of Benson students achieve at higher levels-please consider helping our students again.

Enclosed, you will find a form to return to Benson Schools if you choose to continue your support of this worthwhile program for the 2020-2021 school years. Please feel free to call the school if you have specific questions about the program or the donation process.

Again, thank you for your support of our students.

Sincerely,

Jason Strand

Encl.

B.H.S. Renaissance Program

2020-2021

Business Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_

I would like to support the Renaissance Program by providing the following discount(s):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

First Quarter (Card issued in November)

Second Quarter (Card issued in February)

Third Quarter (Card issued in April)

and/or

I would like to support the Renaissance Program and have enclosed a cash contribution. (Checks made payable to Benson Schools- Renaissance Program.)

**Please return to Attn: Jason Strand, Benson Schools, no later than Oct. 31 st, 2020 in order to participate in the Renaissance Program this year.**

**CITY OF BENSON  
RESOLUTION ACCEPTING DONATIONS  
(RESOLUTION NO. 2020- )**

**WHEREAS**, The City of Benson is generally authorized to accept gifts and bequests pursuant to Minnesota Statutes Section 465.03 and Minnesota Statutes Section 471.17 for the benefit of its citizens; and

**WHEREAS**, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

**Library Patrons \$64.77 to Benson Public Library  
Benson Residents \$822.00 for Beautify Benson Shirts  
Joe Rajewski \$46.61 Parks Donation**

**WHEREAS**, all such donations have been contributed to assist the various city departments and programs as allowed by law; and

**WHEREAS**, The City Council finds that it is appropriate to accept the donations offered.

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

1. The donations described above are accepted and shall be used to benefit the departments listed above, as allowed by law.

**ADOPTED** by the City Council of the City of Benson on October 5, 2020.

Approved:

ATTESTED:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk