

**MINUTES - BENSON CITY COUNCIL REGULAR MEETING  
CITY HALL  
NOVEMBER 15, 2021**

The meeting was called to order at 5:30 p.m. by Mayor Collins. Members present: Terri Collins, Mark Schreck, Jack Evenson, Jon Buyck and Lucas Olson. Members Absent: None. Also Present: Director of Finance Glen Pederson, Police Chief Ian Hodge, Public Works Director Dan Gens, CEDA Representative Hillary Tweed, Swift County Monitor Editor Reed Anfinson and Tim Sullivan with the Associated Press.

The Council recited the Pledge of Allegiance.

The Mayor asked for any changes to the agenda. City Manager Rob Wolfington's retirement letter 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 Evenson and carried unanimously to approve the following items on the consent agenda:

- November 1, 2021 City Council Minutes
- November 5, 2021 Special City Council Minutes
- September 28, 2021 Planning Commission Minutes
- Charter Communications Expansion of Channel Lineup
- Minnesota State Demographic Center 2020 Census Counts
- WAPA Drought Adder to Remain at Zero
- Electronic Transfers:
  - Payroll: November 4, 2021 - \$92,339.03
  - Magney Construction Pay Request No.1–Anaerobic Digester - \$29,586.80
  - Balance to Finish \$863,613.20

There was no one with unscheduled business to come before the Council.

Pederson presented a procurement policy to the Council for their consideration. He stated the policy is what the City has been practicing over the years. A written policy is needed for the Federal grants we are applying for. Pederson is asking for approval of the policy which can be amended at any time. After discussion it was moved by Buyck, seconded by Evenson and carried unanimously to approve the City Procurement Policy as presented.

Pederson presented a contract for professional services from the UMRDC to author an Economic Adjustment Grant application to the Federal EDA. He stated Tweed briefed the Council in September the grant application would be coming. Schreck asked Tweed if she and CEDA could write this grant? Tweed responded CEDA has the capacity to write a grant like this. There was discussion with the UMRDC to work together and maintain a partnership with the UMRDC. It was moved by Olson and seconded by Evenson to approve the UMRDC to author the \$5 million grant application. Buyck asked why not keep the grant writing in house. Pederson stated UMRDC is writing similar grants with other cities and their experience will assist them in our grant. The motion passed unanimously.

Next was a proposal for DGR Engineering to conduct a study of our electric system. The last time this was done was 2006. Gens said we have used DGR to consult on various larger projects over the years. DGR engineered our overhead to underground project. He said there have been a lot of changes over the years. This study looks to maximize the performance of our electric system. Pederson suggested

the Utility Committee meet and review it. It was the consensus of the Council to have the Utility Board meet and review the Electric System Study Proposal and bring it back to the Council.

It was moved by Buyck, seconded by Olson and carried unanimously to approve a pay request from Stantec for miscellaneous wastewater treatment facility upgrades in the amount of \$15,641.18. Gens said there was delay on parts and the majority of the work will be done in 2022.

Mayor Collins presented a retirement letter from City Manager Rob Wolfington, with his last day being May 15, 2021. It was moved by Buyck, seconded by Schreck and carried unanimously to accept the letter. Mayor Collins asked for a personnel committee meeting after the City Council meeting tonight to discuss options and how the City will move forward.

It was moved by Evenson, seconded by Schreck and carried unanimously to approve bills and warrants in the amount of \$547,429.15

There being no further business to come before the Council a motion was made by Evenson seconded by Olson and carried unanimously to adjourn the Council meeting at 6:55 p.m.

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Mayor

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City Clerk