

**City Council Meeting Agenda  
City Council Chambers  
November 5, 2018**

**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.

Page	1.	5:30 p.m. Call the Meeting to Order at the Benson City Council Chambers (Mayor)	
	2.	Pledge of Allegiance	
	3.	Approval of Agenda	
		<b>Additions?</b> <input type="checkbox"/> None <b>1.</b> _____ <b>2.</b> _____	
		Any Consent Agenda items to be moved to a regular agenda item?	
		Approval of Agenda ____ as Presented or ____ Revised	<b>Action Requested</b>
	4.	Consent Agenda:	<b>Action Requested</b>
	a.	Minutes:	
2-4		▪ 10.22.2018 City Council Meeting	
5-6		▪ 10.8.2018 Library Board Meeting	
	b.	Correspondence:	
7		▪ Tree City USA Distinction	
	5.	Persons With Unscheduled Business to Come Before the Council	
8-13	6.	M.S. Ride Across Minnesota – Benson Host July 25-26, 2018	<b>Action Requested</b>
14-22	7.	Appraisal of Real Property of Former Benson Power Plant Property	Information Only
23-26	8.	Benson Pool Boiler Replacement Project	<b>Action Requested</b>
27	9.	Doug Griffith – 13 Ways – November 15-16, 2018	Information Only
28-35	10.	Benson Public Schools – Fire Suppression Pay Request – \$20,000	<b>Action Requested</b>
36	11.	Consider Resolution to Assess Outstanding Fire Calls for 2018	<b>Action Requested</b>
	12.	Adjourn: Mayor	

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 - REGULAR MEETING  
OCTOBER 22, 2018**

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, City Attorney Ben Wilcox, Katie Reardon, Dawn Dailey, Roxy Lewis and Librarian Nicole Schmeising.

The Council recited the Pledge of Allegiance.

Mayor Collins asked for any changes or additions to the agenda. Wolfington asked to add BioPro and Brightmark Energy discussion. It was moved by Evenson, seconded by Schreck and carried unanimously to approve the amended agenda.

It was moved by Evenson seconded by Schreck and carried unanimously to approve the following items on the Consent Agenda:

- September 26, 2018 City Council Minutes
- October 1, 2018 City Council Minutes
- August 7, 2018 Cemetery Board Minutes
- September 10, 2018 Planning Commission Minutes
- September 17, 2018 EDA Minutes
- October 4, 2018 Safety Committee Minutes
- Gambling Permit Benson Hockey Assn. Bingo 10/31/18 and 11/21/18
- Tentative Gambling Permit Benson Hockey Assn. – Raffle 1/27/2019
- WAPA Drought Adder Rate
- Library Board – Roxy Lewis Term: 1/1/2019 – 12/31/2021

There was no one with unscheduled business.

Past Librarian Dawn Dailey approached the Council. Before she resigned at the Benson Library, she nominated Katie Reardon for Outstanding Friends member of the year, and she received the award. Dailey presented the Outstanding Friends of the Library award to Katie Reardon for her volunteer work she does for the Benson Library.

Next was the BioPro – Brightmark Energy discussion. Wolfington stated bids for fixed assets at Benson Power were due on October 4. Both Brightmark Energy and BioPro Energy submitted bids. There was a proposal to have each company buy half of the assets that pertain to them. Xcel rejected BioPro's bid. BioPro came back with an unsolicited bid for the entire site at a substantially higher proposal. Wolfington said he was invited to CVEC last week. CVEC is hoping the City will support BioPro, as BioPro will partner with CVEC with their energy producing business. BioPro is asking the City for a meeting with the City and CVEC and a letter of support addressed to Xcel as we did with Brightmark Energy. Wolfington would like the Council to reiterate a letter of support for Brightmark Energy to Xcel and reject BioPro's requests. The Mayor and Evenson expressed their support for Brightmark Energy because of the long term relationship they have established. Schreck asked where we are legally, and Wilcox explained the City can support the company we feel comfortable with. BioPro wants us to waive our rights on the land and hope a letter of support would put them on the same playing field with Xcel as Brightmark Energy. Olson said he isn't ready to give a letter of support to BioPro, but would like to meet with them to hear what they have to say. The Mayor said that could take two more weeks and said we are getting behind in the process. After discussion, it was moved by Evenson to reject BioPro's requests. The motion was seconded by Schreck and the motion was carried unanimously.

Wolfington presented a letter from Xcel explaining the shut-down procedures. He said there will be someone there for security through the end of the year. Schreck asked about soil testing. Wolfington said there has been geo-testing there, wasn't sure of the extent and said he would look into it and let Schreck know.

Wolfington explained the City has a non-binding letter of intent with Missouri River Energy Services (MRES) at the Fibrominn Facility. In the letter, the City is asking MRES to consider terminating the Backup Service Agreement so the City can redirect the funds toward economic incentives to aid the development of the Brightmark project. MRES anticipates agreement with the following terms 1) the city pays MRES an accelerated buy-out payment based on the remaining terms of the Backup Service Agreement or 2) the Successful development of the site by Brightmark Energy. Wolfington recommended approval of the letter of intent. After discussion, it was moved by Schreck, seconded by Buyck and carried unanimously to authorize the Mayor to sign the letter of intent with MRES.

Next was a memo from Moss & Barnett, describing the possible revenue reduction with Charter Communication's franchise fee payment to the City. There is legislation proposed allowing deductions from the franchise fee for various "in-kind" contributions. This could result in a 20% reduction in franchise fees for the City. Wolfington suggested we join other cities in submitting comments against this proposed regulation to the FCC. After discussion it was moved by Evenson, seconded by Olson and carried unanimously approve Moss & Barnett submitting written comments against the FCC proposed ruling.

Next was a request from the Cemetery Board to earmark \$3,000 in next year's budget for stone repairs. Pederson said it is in the 2019 preliminary budget already.

Charter Communications has notified the City that they are simplifying its operating structure by reducing the number of operating entities and subsidiaries and aligning its cable operations into regional entities. Our franchise agreement will be merged into Spectrum Mid-American, LLC. The City is not required to take action on this change, however Charter has provided a resolution of approval for the City to use. Moss and Barnett, who have been working for the City on the franchise agreement with Charter advised we use our own resolution which would be more favorable to the City. The Council was in agreement to wait for the resolution from Moss and Barnett.

Wolfington gave an update on the sewer lift station alarms. All lift stations have new equipment installed for the alarm system and are almost up and running.

2018 Christmas lights were next on the agenda. Wolfington said several years ago lights were strung on the roof tops of the buildings. The lights are aging and it is in the work plan to repair or replace them. The Mayor stated with areas that are burned out and the lack of time to fix them, she would like to turn them off. Evenson suggested not lighting them this year, and work on getting them ready for next year. It was the consensus of the Council to work on getting all the lights ready for next year, and not light them this year.

Pederson approached the Council to explain Morgan Stanley, the company the City has been investing with, is getting out of the municipal investment business. Pederson would like to transfer our investments which are mostly brokered CD's to RBC Wealth Management in Minneapolis. After discussion, it was moved by Evenson, seconded by Buyck to authorize Pederson and Wolfington to open the new account and transfer the funds.

Councilmember Schreck offered the following resolution:

**RESOLUTION TRANSFERRING FUNDS FROM THE GENERAL FUND TO THE SANITARY  
SEWER COLLECTION FUND FOR THE FIRST OF THREE ANNUAL PAYMENTS FOR THE  
CONNECTION FEE OF SCANDI HAVEN VILLAGE  
(RESOLUTION 2018-21)**

Whereas, a senior assisted living facility is being built by Swift County-Benson Health Services, and,

Whereas, the City of Benson acknowledges the impact of having such a facility located within the City, and,

Whereas, the City was requested to participate in the funding of the project by reducing the cost of the building permit, and,

Whereas, a portion of the building permit is for utility fund connection fees that are an integral part of the rate setting for those services, and,

Whereas, the City agreed to waive the \$99,120 sewer connection fee and increase the property tax levy by one third that amount over a three year period.

Now therefore be it resolved that the City Council approves a transfer from the General Fund to the Sanitary Sewer Fund in the amount of \$33,040.

Councilmember Evenson seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Schreck, Collins, Buyck, Olson. NAYES: None. Thereupon the Mayor declared Resolution 2018-21 duly passed and adopted.

The Council reviewed the September budget report.

It was moved by Evenson, seconded by Schreck and carried unanimously to approve the bills and warrants in the amount of \$439,263.11.

The Mayor suggested the Council go into closed session to discuss the purchase of the old Rob's Motel east of Benson. It was moved by Evenson, seconded by Schreck and carried unanimously to close the meeting for discussions at 6:20 p.m.

The City reconvened at 6:51 p.m. The Mayor said the Council did not have the appetite to purchase the property at this time.

There being no further business to come before the Council upon motion by Evenson, seconded by Schreck and carried unanimously to adjourn the Council meeting at 6:52 p.m.

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

\_\_\_\_\_  
Mayor

**BENSON PUBLIC LIBRARY**  
**BOARD MEETING—UNAPPROVED MINUTES**  
**Monday, October 8, 2018**

**1. Call meeting to order**

Jill called the meeting to order at 5:04 pm

Attendance: Lisa Peterson, Jill Hedman, Dixie Golden, Susan Snow, Nicole Schmiesing, Barb Nelson, Roxy Lewis

Absent: Terri Collins, Archie Lee, Linda Carstens

**2. Changes/Approval of Agenda**

No changes were made to the agenda. Susan made a motion to approve the agenda as written. Lisa seconded. Motion carried.

**3. Changes/Approval of Meeting Minutes**

Barb made a motion to approve the minutes from the July 9, 2018, meeting. Nicole seconded. Motion passed.

**4. Financial Report**

Discussion was held regarding the \$4000 spent for the drop box. It was noted that this expenditure was moved to the Endowment Fund, instead of the regular maintenance fund (Building Maintenance and Supplies). It was noted that the Endowment Fund was created back in 1993 from remaining budget dollars when this building was built.

Dixie made a motion to accept the financial report and Susan seconded. Motion carried.

**5. Head Librarian's Report (included with packet)**

Nicole Schmiesing told the board a little about herself as this was her first board meeting as the new librarian.

Regarding the teen librarian, Nicole noted that Peggy and Sherry are covering for this position for now. Nicole will open up the position for applicants in early 2019. Employee Lisa resigned her position. Laura continues to be employed.

The Friends of the Library are hosting a welcome for Nicole tomorrow at the library from 2-4 pm. This group is also hosting a Book Sale fundraiser October 18-20 at the library.

Roxy (who was attending as a community member) inquired about whether all budgetary funds are made public. The board confirmed this and noted that Pioneerland has an overall budget and the Benson Library has a smaller budget that is managed by the City of Benson.

Nicole noted that she may look into the possibility of available funds from the Sonsteng Foundation for new shelving for the children's area.

Nicole stated that she will be putting in a book order before the end of the year.

**6. Old Business**

a. Flowers/grass removal on south side of building

Nicole will explore some options on how to remove the wild flowers and grass on the south side of the building. The city employees have made it clear that they will not address this project. The board members agreed that the library should have a flower pot next summer when they add the new bench.

b. Bench update

Nicole has a catalog for Terri (that Jill agreed to deliver) and Nicole will communicate with her about choosing one appropriate for our space.

c. Logo update

Nicole will contact Kendra Razink, business instructor at BHS, regarding updating our library's logo.

**7. New Business**

The term expirations for Barb and Susan were discussed. Both of these terms expire at the end of 2018. Roxy Lewis (a community member who was in attendance at the meeting) agreed to take over one of the spots. Nicole will check on possibly getting a parent with younger children to fill the other spot.

Barb brought up a recent incident that happened at the library where law enforcement had to be called. She suggested having training of employees on handling these situations in a timely manner. The noise issue at the library was also discussed, as it is becoming a bigger problem as of late.

**8. Open to the Public**

**9. Adjournment**

Barb made a motion to adjourn the meeting. Jill seconded. Motion passed.

**Next meeting: Monday, January 14, at 4:45 pm in the Benson Library meeting room.**

## United States Senate

September 21, 2018

The Honorable Teri Collins  
Mayor of Benson  
1410 Kansas Avenue  
Benson, MN 56215

Dear Mayor Collins,

Congratulations to you and your entire community for receiving the distinction of Tree City USA from the National Arbor Day Foundation! I'm so proud of all 106 Minnesota communities that worked so hard in 2017 to meet the tree care standards and show the rest of the country how much we value our healthy community forests.

The 42-year-old Tree City USA program partners with the U.S. Forest Service, an agency within the Department of Agriculture. The role of the Forest Service in communicating healthy forestry practices and assisting states and organizations like the Arbor Day Foundation cannot be understated. As a member of the Senate Agriculture Committee, I have been so pleased to learn more about the Forest Service's Urban and Community Forestry program and their commitment to energy conservation through tree management.

The Tree City USA program recognizes towns and cities that are committed to investing time and resources in the management of their public trees. Over 143 million Americans and 54.5 percent of all Minnesotans are lucky enough to live in a Tree City. In Minnesota, the recognized communities range in size from the small town of Sunfish Lake to the city of Minneapolis. We Minnesotans know the importance of local forestry management for improving air and water quality, which is why communities like yours planted 34,360 new trees in 2017. Planting new trees can also reduce the cost of storm water management and help conserve energy consumption in nearby buildings.

I applaud the residents of your community for joining in these efforts and I hope you will pass along my best wishes to those involved in the local tree care initiatives.

Sincerely,



Tina Smith  
United States Senator

## Rob Wolfington

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**From:** Jamie Blood <Jamie.Blood@nmss.org>  
**Sent:** Monday, October 29, 2018 11:48 AM  
**To:** rob.wolfington@co.swift.mn.us  
**Subject:** Ride Across Minnesota 2019  
**Attachments:** 2019 Ride Across Minnesota Host City Handbook Summary.pdf

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**SWIFT COUNTY SECURITY NOTICE :**

**This email originated from an external sender. Use caution before clicking on any links or attachments.**

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Hi Rob,

Thanks again for taking the time to talk with me this morning about Bike **MS: Ride Across Minnesota**. Our riders have enjoyed coming to the Benson area in the past and we are excited you're open to the possibility of bringing them back! We are celebrating our 30<sup>th</sup> year and I can't think of a better way to celebrate than to have Benson as a destination. **We are grateful to have used Benson as an overnight twice over the last 29 years (1991 and 1995)**. Although our numbers have declined over the years (500 riders and 100 volunteers) our fundraising remains strong. This year we raised \$625,000.

This year's route will be a loop tour, meaning we will start in one location and end up in the same location. Montevideo, Ortonville and Willmar have been confirmed as other overnights.

**We typically use about 100 - 125 hotel rooms (this is only a rough estimate) while the rest choose to camp.**

The date for Benson's overnight **would be Thursday, July 25, 2019**. As mentioned, I've attached the Host City Handbook Summary for your review. This is a helpful guide to get to know the ride a bit better and answer some initial questions you may have.

Please let me know if you have any immediate questions, otherwise I look forward to hearing. Thank you again for your time.

Respectfully,  
Jamie

**Jamie Blood** | Development Manager, Logistics  
National Multiple Sclerosis Society  
200 12<sup>th</sup> Ave S | Minneapolis, MN 55415  
262.369.4435 | ext. 48435 | [jamie.blood@nmss.org](mailto:jamie.blood@nmss.org)  
My office hours are Monday-Friday 8:00 a.m. – 3:30 p.m.  
nmss.org



## 2019 Host City Handbook

*This handbook is for Bike MS: Ride Across Minnesota, formerly known as TRAM, Host City committee members only. Please do not share the following information with media outlets or other organizations without the permission of the National MS Society. For public outreach materials, please contact the Upper Midwest office.*

### ***Bike MS: Ride Across Minnesota 2019, formerly known as TRAM***

The 30th annual Bike MS: Ride Across Minnesota, to be held July 21-26, 2019, is a five-day bicycle tour coordinated by the National Multiple Sclerosis Society. To attract new riders, a three-day option will also be available. Featuring a scenic route, the event is expected to attract over 500 participants and a few hundred volunteers, friends and family members.

Bike MS: Ride Across Minnesota is a cycling celebration! This event was born out of the recognition that cycling is one of the most popular recreational activities in the United States and is an ideal way to see and appreciate the natural beauty of our surroundings.

In 1990, its' first year, Bike MS: Ride Across Minnesota attracted 800 bicyclists who raised \$180,000. In 2018, cyclists raised over \$625,000.

Money raised through Bike MS: Ride Across Minnesota is used to support research and programs that enhance the quality of life for people who multiple sclerosis and their families.

### ***Profile of a Rider***

- The median Ride Across Minnesota rider age is 55 years
- 55 percent of riders are male
- 63 percent have an annual household income of more than \$75,000 (includes minors)
- 90 percent of riders expressed they are likely to return in 2019

### ***Profile of the Ride***

Each cyclist pays a registration fee of \$25-\$60 and is required to turn in a minimum of \$300 in donations to participate in the event. Four to five communities welcome the participants each year. The host cities provide entertainment, camping and food as cyclists arrive. The National MS Society provides transportation of luggage, shower facilities, route support and fully stocked rest stops, finish-line lunch on the final day and a commemorative T-shirt. Route support includes signs and maps, portable toilets, intersection safety, support vans, motorcycle escorts, first aid and bike mechanics.

### *Benefits to Communities*

As a host city for Bike MS: Ride Across Minnesota, your help and support are critical to the event's success. This event is a way for each community to show off their city to people from all corners of Minnesota, the United States and even the world. You will have the opportunity to showcase local talent and build enthusiasm among your community's residents who must work together to make this event a reality.

The goal for each community is to achieve maximum economic impact and recognition from the Bike MS: Ride Across Minnesota visit. The National MS Society will help to assure this in the following ways:

- The cyclists, volunteers and support crew spent an average of \$43 in each 2018 host community, over \$22,000 per city.
- Bike MS: Ride Across Minnesota will attract media coverage. In 2018, the ride received more than 50 placements, both before and during the event, in print media outlets throughout the state. Media coverage also included calendar listings in bicycling publications and online, and radio and television interviews. The Upper Midwest office and Bike MS have Facebook accounts with more than 8,000 and 93,000 followers respectively. Your help in pitching media will increase our chances for week-of coverage.
- The National MS Society works with each city to receive maximum leverage for being a host. It is our goal to introduce people to your community who will spend their money during the event and plan repeat visits after the event. However, there are upfront costs to the agency that coordinates Bike MS: Ride Across Minnesota. Ways that cities have raised money in the past include:
  - ✓ Charging for advertising in the host city tabloid/flyer
  - ✓ Fees for concession stands and other vendors
  - ✓ Charging a fee for businesses to be on the shuttle bus route, including hotels where riders will be staying
  - ✓ Ask large companies for sponsorship dollars
  - ✓ Run the beer tent
  - ✓ Apply for grants
  - ✓ Riders pay \$2-3 per city to ride the shuttle from overnight site to local hotels, bars, restaurants and attractions
- The National MS Society promotes the event in various ways. The 2018 host cities are highlighted in all materials including, but not limited to:
  - ✓ The Society website. A link to a preferred website to help participants find local attractions will be included on Bike MS: Ride Across Minnesota web pages. ***We will need a city bio and a list of hotels on the shuttle route from each host city.***
  - ✓ More than 500 participant T-shirts

***Benefits to Communities***  
***Continued***

- ✓ More than 500 registration newsletters sent or e-mailed to registered riders
- ✓ 650 route maps handed out to riders/volunteers/support crew
- ✓ Press releases sent to statewide newspapers and radio stations. ***Please provide the best local contacts for media in your community.*** These releases are distributed at least twice per season and as feature stories are pitched.
- ✓ All advertising and calendar listings placed in regional sports and leisure print publications, such as: *Minnesota Trails Magazine, Explore Minnesota, Adventure Cycling, Midwest Events, Minnesota Cyclist Magazine, AAA Home & Away Magazine, The Business Journal*, etc.
- The National MS Society encourages each host city to take advantage of their captive audience and promote repeat tourism while riders and volunteers are experiencing the community. Some ideas of ways this can be done include the following:
  - ✓ Print your local calendar of events in the Ride Across Minnesota tabloid
  - ✓ Distribute additional information about your city at the information booth. Some hosts have put together “goody bags” stuffed with community maps, festival brochures and other information about local tourism.
  - ✓ Recruit volunteer ambassadors to walk through the campsite and greet riders. Talk to them about your city and invite them back!
  - ✓ Ask the mayor, chamber president or Ride Across Minnesota committee chairperson to give a welcome speech at the nightly announcements. Invite riders back.
  - ✓ Remind hotel and restaurant owners to “staff up” during the event. Hotels may consider having extra staff on duty at 5 a.m. for early morning checkouts. If a free breakfast is offered, ask if they can open at 5 a.m. Restaurants should order extra food and have enough wait-staff on duty to handle the dinner rush. This additional customer service will create positive experiences and leave good impressions of your city.
  - ✓ Highlight your local festivals and events during Ride Across Minnesota. For example, Faribault promoted their September balloon rally by tethering hot air balloons at the overnight location and giving rides to Ride Across Minnesota participants. New Ulm gave a sampling of Oktoberfest with entertainment by the Concord Singers.
  - ✓ Sample your best restaurants with food booths at the campsite. Suggest that they give coupons for future reservations.
  - ✓ Make sure your main attractions are on the shuttle bus route. Perhaps have an extra shuttle that loops only to entertainment options.
  - ✓ Follow the guidelines in this handbook. If Ride Across Minnesota riders have a good experience, word will spread quickly. If they have a bad experience, it will spread faster. Following this guide will help you be a great host city!

## *The Route*

Consideration for the route between each city will start in October 2018 but will not be completed until spring 2019.

Society staff will design the route with recommendation from county highway departments, the DNR, trail associations, state patrol, MnDOT, and local law enforcement. The main objective is for safety of the participants; therefore, low traffic, paved roads will be considered first. Due to many construction projects throughout the summer, we will check potential detours as a determining factor in the route.

We will seek your advice for the safest route within your city limits and ask that local law enforcement be a part of the host city planning committee. If Bike MS: Ride Across Minnesota committee members from your city have suggestions for parts of the route outside your community, please mail them to our office at:

National MS Society  
Attention: Jamie Blood  
200 12th Ave. S.  
Minneapolis, MN 55415

Individual law enforcement agencies will be contacted as needed and asked to patrol dangerous intersections or crossings in their area as we travel through Minnesota. In addition, Society support vehicles will patrol the route at all times.

The route will be marked every day with orange arrows and other signage. Detailed maps will be distributed to all riders and volunteers before the ride begins. Once the route maps are designed and printed in June 2019, detours may be communicated via daily announcements to the riders and notification to our volunteer route markers.

The Society's volunteers will mark the route with directional arrows into and out of your city's campsite. However, we will give host cities blank signs to mark the layout of the overnight area. You may consider adding welcome signs to the route if you choose.

Most cyclists average about 10-15 miles per hour, including normal rest stops. Bike MS: Ride Across Minnesota is not a race. It is a scenic, interesting tour that will provide flexibility for cyclists of all levels of ability and speed.

Each day, cyclists will be on the road between 6:30-8:00 a.m. Although the official start time each day is 6:30 a.m., some riders begin earlier at their own risk. Bike MS: Ride Across Minnesota has a "staggered start" which means riders leave as they choose within the designated times. We find this maximizes safety on the bike tour. Cyclists will typically arrive in a host city between the hours of 11:00 a.m. and 3:30 p.m. depending upon the mileage, with a few riders arriving before and after these times. The route closes when the last rider finishes each day, but no later than 4:00 p.m. Once we know the distance between each city, we can better estimate rider arrival times. The city will be kept updated on where the riders are along the route during the course of the day.

## ***Local Organizations***

Each host community should determine how to best organize themselves for the arrival of Bike MS: Ride Across Minnesota. Society staff will work closely with each community during the planning and implementation process. Through the years, we have learned what riders like and expect from a host city.

A steering committee works best to organize the efforts of the host city. Below, please find a suggested breakdown of sub-committees and brief job responsibilities. Committees may be combined or altered to fit the individual host city's needs.

***Campground Committee*** Secure an area large enough for participants to pitch tents. Designate areas for ride marshals, RV's and official tour vehicles (i.e. support vans, mechanic vans, rest stop trucks). Set up a rain contingency plan close to the campground for tenters (i.e. gym, armory, etc.) who may need shelter indoors in the event of severe weather.

***Medical Services Committee*** Arrange for local first-aid facilities and personnel in the campground area. First aid needs to be available 24 hours.

***Sanitation Committee*** Make local arrangements for garbage collection and clean up throughout the community, i.e. campground and entertainment areas. Coordinate placement of portable toilets and portable showers (provided by the Society), and possibly additional shower facilities in your community (the high school locker rooms, health clubs, swimming pools, etc.).

***Shuttle Bus/Hotel Committee*** Coordinate shuttle buses to run from hotels, restaurants (not within walking distance) and other points of interest (movies, historical sites giving tours, shopping areas, etc.). This committee will identify hotels for our participants and seek sponsorship from establishments to be on the shuttle route.

***Luggage and Bike Corral Committee*** Coordinate volunteers to unload luggage trucks in the campground and to help reload the next morning. Secure an area in the campgrounds for bike storage and security. The bike corral must have security onsite throughout the duration of our stay in the community.

***Entertainment Committee*** Coordinate the entertainment and celebration in the community. Recruit local talent to perform throughout the afternoon and evening.

***Information Committee*** Organize the information booth to be set up in the campground. Coordinate the printing of a Bike MS: Ride Across Minnesota tabloid. Work with local media to promote the event, recruit volunteers and notify residents.

***Food and Beverage Committee*** Organize civic groups, fraternal organizations and/or restaurants that are interested in providing food services. Recruit churches to serve dinners and get an organization to host the breakfast.

***Volunteer Recruitment Committee*** (optional) Recruit and place the volunteers needed in each of the areas listed above.



Greg Chamberlain  
Regional Vice President,  
Government and Community Relations  
414 Nicollet Mall, 401-7  
Minneapolis, MN 55401

October 30, 2018

Mr. Rob Wolfington, City Manager

City of Benson  
1410 Kansas Ave  
Benson, MN 56215  
Mr. Wolfington:

Per the letter of agreement between Xcel Energy and the City of Benson dated May 1, 2017, attached please find an Appraisal of Real Property for the former Benson Biomass Power Plant property. The effective date of the appraisal is July 9, 2018.

If you have any questions regarding this appraisal, please contact Greg Chamberlain at 612-337-2158.

Sincerely,

A handwritten signature in black ink, appearing to read 'G. Chamberlain', written over a light blue horizontal line.

Greg Chamberlain  
Regional Vice President,  
Government and Community Relations



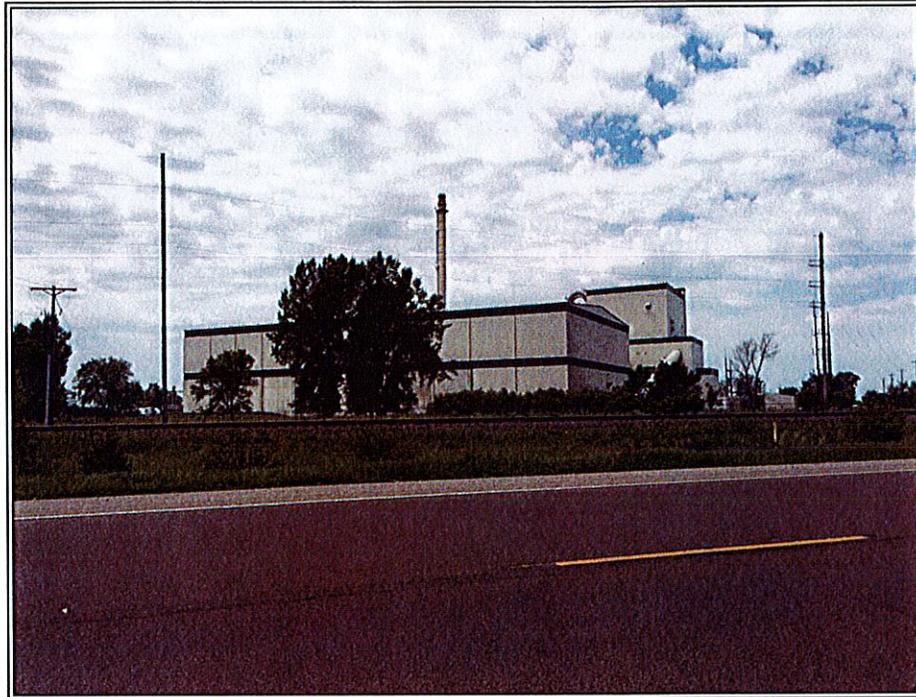
*An Appraisal of Real Property*

## **FORMER BENSON BIOMASS POWER PLANT LAND**

900 Industry Drive  
Benson, Minnesota, 56215

Land "As Vacant" Underlying an Existing Power Plant Facility

Effective Appraisal Date: July 9, 2018



### **PREPARED FOR:**

Brian Sullivan  
Siting and Land Rights Agent  
**Xcel Energy**  
414 Nicollet Mall  
Minneapolis, Minnesota 55401

### **PREPARED BY:**

**Valbridge | Mardell Partners, Inc.**  
Suite 825, Campbell Mithun Tower  
222 South 9<sup>th</sup> Street  
Minneapolis, Minnesota 55402

Valbridge | Mardell Partners, Inc.  
222 South 9<sup>th</sup> Street, Suite 825  
Minneapolis, Minnesota 55402  
612-253-0650 **phone**  
612-253-5650 **fax**  
**valbridge.com**

October 31, 2018

Mr. Brian Sullivan  
Siting and Land Rights Agent  
**Xcel Energy**  
414 Nicollet Mall  
Minneapolis, Minnesota 55401

**RE: Appraisal of Market Value**  
**Former Benson Biomass Power Facility Land**  
900 Industry Drive  
Benson, Minnesota 56215

Valbridge | Mardell Partners File No. 18-0111A

Dear Mr. Sullivan:

As requested, we have investigated and analyzed the above-referenced land underlying an existing power plant property in order to conclude its market value "as vacant and ready for development" as of the effective appraisal date in fee simple estate, as of July 9, 2018. This power plant is a former biomass (i.e. manure and wood-burning) electric power plant that is assumed not to exist for purposes of this appraisal. As such, this appraisal also assumes that all information provided to the appraiser by representatives of Xcel Energy and NAES/Benson Power, LLC is accurate. The results of this analysis and the rationale utilized in our conclusions are explained in the following narrative appraisal report.

This appraisal assignment has been performed in compliance with the Uniform Standards of Professional Appraisal Practice (USPAP) of the Appraisal Foundation, and it is in compliance with State Licensure Requirements. This appraisal assignment has also been prepared in compliance with the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.

Based on our investigation of the subject property, its respective market, and the factors considered to affect its value, it is our opinion its market value in fee simple estate, as of July 9, 2018, is as follows:

**Conclusion of Market Value - Underlying Land "As Vacant"**

**\$1,110,000**

This value conclusion is subject to an extraordinary assumption is that no adverse environmental, legal or physical impacts exist on the subject property, and it is also subject to the hypothetical condition that this real estate is vacant and unimproved, and it is ready for development to its highest and best use as vacant. The use of this extraordinary assumption and/or this hypothetical condition may affect the results of this appraisal assignment.

Furthermore, we note the function and intended use of this valuation is to conclude the fee simple market value of this underlying land "as vacant" as of the effective appraisal date for possible disposition purposes. The intended users of the report are the client (Xcel Energy) and its agents and representatives. The Public Utilities Commission may also be an intended user if the sale of the property is pursued. No other uses of this valuation work, and no other users of this report, are intended by the appraiser.

Finally, it must be noted that no changes of any item of this report can be made by anyone other than the appraiser certifying this appraisal, and Valbridge | Mardell Partners, Inc. and the appraiser have no responsibility for any such unauthorized changes. This letter of transmittal and the pages that follow constitute our report, including the data and analyses utilized in forming the opinions and conclusions presented herein. Should you have any questions concerning this report, please do not hesitate to call us at the number provided on the first page of this letter of transmittal.

Thank you for relying on Valbridge | Mardell Partners, Inc. to assist you in your real estate matters. If you have any questions concerning this report, or should you require any additional assistance or information, please do not hesitate to contact us.

Respectfully submitted,

**VALBRIDGE | MARDELL PARTNERS, INC.**



Rodger L. Skare, MAI  
Director  
Certified General Real Property Appraiser  
Minnesota Appraisal License No. 4000725

RLS/ch

## Certification

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The undersigned certifies that to the best of his or her knowledge and belief:

1. The statements of fact contained in this report upon are true and correct.
2. The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, as well as any extraordinary assumptions or hypothetical assumptions discussed in this report, and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
3. I have no present or prospective interest in the property that is the subject of this report, and no personal interest with respect to the parties involved.
4. I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
5. My engagement in this assignment was not contingent upon developing or reporting predetermined results.
6. My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
7. The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the *Uniform Standards of Professional Appraisal Practice*.
8. The undersigned has inspected the subject property.
9. No one other than Craig Holmgren, a Certified General Real Property Appraiser based out of Willmar, Minnesota, provided significant real property appraisal assistance to the appraiser signing this report.
10. The reported analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the Appraisal Institute.
11. The use of this report is subject to the requirements of the Appraisal Institute relating to review by its duly authorized representatives.
12. I previously performed appraisal services regarding the property that is the subject of this report in a related matter involving the same intended use and intended users on the same appraisal date within the three-year period immediately preceding acceptance of this assignment. No other services on the property have been performed within this time frame, however.
13. As of the date of this report, Rodger L. Skare has completed the continuing education program for Designated Members of the Appraisal Institute.



Rodger L. Skare, MAI  
Director  
Certified General Real Property Appraiser  
Minnesota Appraisal License No. 4000725

## Assumptions and Limiting Conditions

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This written appraisal report, and the analyses and procedures followed in this appraisal assignment, are subject to the following assumptions and limiting conditions—unless otherwise noted in this document.

1. The title to the subject property is assumed to be marketable and free and clear of all liens, encumbrances, encroachments, easements and restrictions unless otherwise noted.
2. The subject property is assumed to be under responsible and competent ownership and responsible and competent management and is analyzed considering it to be available for its highest and best use.
3. We assume there are no existing judgments or pending or threatened litigation that could affect the value of the subject property.
4. We assume there are no hidden or undisclosed conditions of the land or of the improvements that would render the subject property more or less valuable.
5. We assume the subject property is in compliance with all applicable building, environmental, zoning, and other Federal, State and local laws, regulations and codes.
6. We assume that the revenue stamps placed on any deed referenced accurately indicates the sale price and are in correct relationship to the actual dollar amount of the transaction.
7. No opinion is expressed as to the value of subsurface oil, gas or mineral rights if any. We have assumed the subject property is not affected by surface entry for the exploration or removal of any such materials, unless otherwise noted.
8. Unless specifically noted, no analysis of soils conditions or geotechnical conditions was made at the subject property. All value conclusions assume stable soils and any required soil corrections costs are to be made at the seller's expense.
9. We have assumed that the purchasing power of the U.S. dollar as of the valuation date is the basis for the value (or values) concluded herein.
10. Information, estimates, opinions and conclusions contained that were obtained from third-party sources are assumed to be reliable and accurate, and have not been independently verified.
11. Unless otherwise noted, no studies have been provided to the appraiser and/or Valbridge | Mardell Partners, Inc. indicating the presence or absence of recognized environmental conditions or hazardous materials on the subject property or in the improvements. Our valuation conclusion is predicated on our assumption that the subject property is free and clear of any significant environmental hazards or recognized environmental conditions including, but without limitation, hazardous wastes, toxic substances and mold. No representations or warranties are made regarding the environmental condition of the subject property and the appraiser signing this report shall not be responsible for any such environmental conditions that do exist or for any engineering or testing that might be required to discover whether such conditions to exist. Because we are not experts in the field of environmental conditions, the appraisal report cannot be considered as an environmental assessment of the subject property.
12. No environmental impact studies were made available to the appraiser as part of this analysis. We reserve the right to revise or rescind any of the value conclusions and opinions based upon any subsequent environmental impact studies which are completed. If any environmental impact statements are required by law, this appraisal assumes that any such statement will be favorable and will be approved by the appropriate regulatory bodies.
13. The undersigned appraiser and Valbridge | Mardell Partners, Inc. are not building or environmental inspectors. Therefore, no guarantees are made that the subject property is free of defects or environmental conditions. Environmental issues may be present at the subject
14. This appraisal report and its valuation conclusion(s) assume that satisfactory completion of any and/or all construction, remodeling, repairs or alterations have been or will be completed in a workman-like manner.

15. The presence of flood plain areas and/or wetlands may affect the market value of the property. While flood maps of the area may have been studied and comments made about the subject's location in or outside a flood hazard area, we are not qualified to detect such areas and/or define wetland boundaries, and therefore do not guarantee such determinations.
16. No responsibility is assumed for matters which are legal in nature. The furnished legal description, if any, is assumed to be correct. Also, any improvements constructed on the subject property are assumed, without survey, to be located within the legally described property and in compliance with all ordinances. Unless noted otherwise in the report, we assume that any use of the land and any improvements at the subject property are within the boundary lines of the legally described subject property and that there is no encroachment or trespass.
17. Unless otherwise noted, no consideration has been given to personal property contained on the premises of the subject property or to the cost of removing or relocating such personal property. Only the real property at the subject property has been considered in this appraisal.
18. We assume that no changes in Federal, State or local laws, regulations or codes including the Internal Revenue Code are anticipated that would measurably impact the value of real estate.
19. Due to the rounding process incorporated into the spreadsheet software, statistically insignificant variations in the resulting calculations may appear from time-to-time in this report. These variations have no impact on the final value (or values) concluded in this appraisal.
20. We have made no survey of the subject property or comparable data and assume no responsibility in connection with such matters. Any sketch, survey or boundary outline of the subject property or comparable data is for illustrative purposes only and should not be considered to be scaled accurately for dimensions. The appraisal covers the subject property as described and the areas and dimensions included are assumed to be correct. Also, unless otherwise noted, all maps, surveys and plats are oriented with north being located at the top of the graphic (i.e. oriented either portrait/vertical or landscape/horizontal).
21. We accept no responsibility for considerations requiring expertise in other fields. Such considerations include, but are not limited to, legal descriptions and other legal matters such as legal title, surveys, geotechnical and geological considerations such as soil stability, engineering and structural matters for any improvements, and environmental conditions.
22. The appraisal analysis and this written appraisal report is prepared for the exclusive benefit and use of the client, its subsidiaries and/or affiliates. It may not be used or relied upon by any other party except named intended users. All parties who use or rely upon any information in this report without our prior written consent do so at their own risk.
23. Any forecasts, projections or operating expense estimates are based upon relevant market conditions, anticipated short-term supply and demand factors and an assumed stable economy. These forecasts, projections, forecasts or estimates are therefore subject to change in future conditions over time.
24. The conclusions of this appraisal report are based on known current trends and reasonably foreseeable future occurrences. These estimates are based partly on property information, data obtained from public records, interviews, existing trends, buyer/seller decision criteria in the current marketplace and research conducted by third parties who are considered to be generally reliable. Therefore, the undersigned and Valbridge | Mardell Partners, Inc. are not responsible for these and any other future occurrences that could not have been reasonably foreseen on the effective date of this appraisal report. Furthermore, it is inevitable that some assumptions will not materialize and that unanticipated events may occur that will likely affect actual performance. While we are of the opinion that our findings are reasonable based on current market conditions, we do not represent that these conclusions will actually be achieved as they are subject to considerable risk and uncertainty. Moreover, we assume competent and effective management and marketing for the duration of the projected holding period of this property.
25. Information in the appraisal report relating to comparable market data and other information is more fully documented in the confidential file for this property in the office of the appraiser. Our studies and field notes will be secured in our files for future reference for periods of time required by regulatory bodies and appraisal organizations of which the undersigned are members.

26. The appraiser signing this report shall not be required to prepare for or appear in Court or before any board or governmental body by reason of the completion of this appraisal assignment without satisfactory predetermined financial arrangements and time agreements.
27. The Americans with Disabilities Act (ADA) became effective January 26, 1992. We have not made a specific survey or analysis of any property to determine whether the physical aspects of the improvements at the property meet the ADA accessibility guidelines. In as much as compliance matches each owner's financial ability with the cost to cure the non-conforming physical characteristics of a property, we cannot comment on compliance to ADA. Since compliance can change with each owner's financial ability to cure non-accessibility, the value of the subject property does not consider possible non-compliance. A specific study of both the owner's financial ability and the cost to cure any deficiencies would be needed for the Department of Justice to determine compliance with ADA. As a result, this appraisal analysis and the resulting value conclusion(s) assumes that no measurable impact on value results from any possible ADA issues that may exist.
28. The client and any intended users agree that by performing the services rendered in this assignment, the appraisal firm does not assume, bridge, abrogate or undertake to discharge any duty of the client to any other entity.
29. Any use of this appraisal analysis and written appraisal report by the client or intended users is conditioned upon payment of all fees in accordance with the agreed upon terms and conditions.
30. The appraiser and Valbridge | Mardell Partners, Inc. have prepared the appraisal analysis and report for the specific purpose and intended use(s) stated in the report. The use of the appraisal report by anyone other than the client or named intended users is prohibited except as otherwise provided. Accordingly, the appraisal report is addressed to and shall solely be used for the client's use and benefit unless we provide our prior written consent. We expressly reserve the unrestricted right to withhold our consent to any disclosure of the appraisal report or to any part thereof including without limitation, conclusions of value and our identity to any third party.
31. In consideration for performing the services rendered at the fee arrangements agreed upon, the appraisal firm expressly limits its liability to the amount of the fee paid. The appraisal firm expressly disclaims liability as an insurer or guarantor. Any persons seeking greater protection from loss or damage than is provided for herein should obtain appropriate insurance. The client and all intended users shall indemnify and hold harmless the appraisal firm, the undersigned appraiser and employees of the appraisal firm against all claims by any third party or any judgment for loss or damage relating to the performance or nonperformance of any service by the appraisal firm.
32. It is expressly acknowledged that in any action which may be brought against the appraiser or the company with which the appraiser is affiliated, or its respective officers, owners, managers, directors, agents, subcontractors or other employees, arising out of, relating to, or in any way pertaining to this engagement, the appraisal reports, or any conclusions or information contained therein, the parties performing the appraisal services shall not be responsible or liable for any incidental or consequential damages or losses, unless the appraisal was fraudulent or prepared with gross negligence. It is further acknowledged that the collective liability of the appraiser parties in any such action shall not exceed the fees paid for the preparation of the appraisal report unless the appraisal was fraudulent or prepared with gross negligence. Finally, it is acknowledged by all parties that the fees charged in this agreement are in reliance upon the foregoing limitations of liability.
33. The distribution of the total valuation for the subject property between land and improvements applies only under the reported highest and best use of the property. The allocations of value for land and improvements must not be used in conjunction with any other appraisal and are invalid if so used. The appraisal report shall be considered only in its entirety, and no part of the appraisal report shall be utilized separately or out of context.
34. Neither all nor any part of the contents of this appraisal report (especially any conclusions as to value, the identity of the appraiser, or any reference to the Appraisal Institute or Valbridge | Mardell Partners, Inc. with which the appraiser is affiliated) shall be disseminated through advertising media, public relations media, news media, or any other means of communication including without limitation prospectuses, private offering memoranda, and other offering material provided to prospective investors without the prior written consent of the appraiser signing the appraisal report.

35. The analysis and conclusions necessarily incorporate numerous estimates and assumptions regarding property performance, general and local business and economic conditions, the absence of material changes in the competitive environment and other matters. Some estimates or assumptions, however, inevitably will not materialize, and unanticipated events and circumstances may occur; therefore, actual results achieved during the period covered by our analysis will vary from our conclusions and the variations may be material.
36. An appraisal is necessarily inherently subjective and represents our opinion as to the value of the property appraised as of a specific point in time. In the event of a dispute involving interpretation or application of the agreement or use of this appraisal report, the parties to the agreement, the client and all intended users agree that this agreement shall be governed under the laws of the State of Minnesota.
37. If the subject property is encumbered by one or more leases, any estimate of residual value contained in the appraisal may be particularly affected by significant changes in the condition of the economy, the real estate industry, or the appraised property at the time these leases expire or otherwise terminate.
38. All prospective value conclusions are estimates and forecasts which are futuristic in nature and are subject to considerable risk and uncertainty. In addition to the contingencies noted in the preceding paragraphs, several events may occur that could substantially alter the outcome of our estimates such as, but not limited to, changes in the economy, changes in interest rates, changes in capitalization rates of investors, behavior of consumers, investors and lenders, fire and other physical destruction, changes in title or conveyances of easements and deed restrictions, etc. It is assumed that conditions are stable for the foreseeable future as part of our valuation analysis.
39. Possession of this report, or a copy thereof, does not carry with it the right of publication (either in whole or in part), nor may this report be used for any purpose and by anyone other than the intended users without the express prior written consent of the appraiser and the client. Authorized copies of this report are signed in blue ink by the appraiser. Unsigned copies or copies not exhibiting a signature in blue ink or in digital form should be considered incomplete and unauthorized. All unauthorized and incomplete copies of this report should also be considered confidential and must be returned in their entirety to the appraiser.
40. The conclusions stated in this appraisal report apply only as of the effective date of the appraisal and only to the specific valuation date indicated. No representation is made as to the potential effect of subsequent events.
41. Extraordinary assumptions presume as fact, otherwise uncertain information about physical, legal, or economic characteristics of the subject property; or about conditions external to the property, such as market conditions or trends; or about the integrity of data used in an analysis. If found to be false or not factual, such assumptions could alter the conclusion of value. In this appraisal, unless otherwise stated, no extraordinary assumptions are made.
42. Hypothetical conditions assume conditions contrary to known facts about physical, legal, or economic characteristics of the subject property; or conditions external to the property, such as market conditions or trends; or about the integrity of data used in an analysis. In this appraisal, unless otherwise stated, no hypothetical conditions are assumed.

# **CITY OF BENSON**

**(Parks Department)**

**The City pool is in need of some repair. This next summer staff will caulk around the big pool and replace some cement and tiling. These cost will be minimal.**

**The probes that regulate the chemical make-up of the pool are old and in need of replacement. We do not have a cost on that yet but they need to be replaced before next season.**

**The pool was inspected for leaks and only one was found and it has been repaired. There are many cracks and hollow spots in the pool that will need to be addressed in the future. The cost to re-coat the pool with diamond brite will be north of \$100,000. It can be postponed for now, it just won't look as nice.**

**The boilers are in need of a change. Currently we have 3 boilers in poor condition and one newer boiler. We poured a cement pad outside of the pool building in anticipation of moving the boilers there. Purchasing a new style boiler and moving them outside will greatly extend the life and operation of the units. It is a large upfront cost but the current system we are using is costing more in yearly replacement and repairs.**

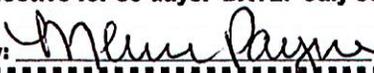
**CRAIG'S INC.**  
**HEATING\*AIR CONDITIONING**  
**PLUMBING\*REFRIGERATION\*APPLIANCES**  
**CRAIG LINDBLAD, President**  
**2015 Minnesota-West Highway 12**  
**Benson MN 56215 (320) 843-4385 phone/fax**

**City of Benson**  
**Pool**

**Replace three pool heaters with new. Move existing boiler to outside onto pad supplied by customer. Heaters have shell and tube heat exchangers. The boiler will not see pool water and will have antifreeze. Low point drains in all piping. Valving to allow change out without affecting other boilers. All gas piping included. Wiring is not included.**

**\$95,282.00**

**Balance due upon completion.**  
**Past Due accounts will be charged 18% APR.**  
**This bid is effective for 30 days. DATE: July 30, 2018**

**Bid By:** 

.....  
**Please mark with an "x" to show what is wanted, sign to accept the bid and return to Craig's. 50% down payment required on all purchases. All payments made by credit card will be assessed a 3% fee.**

**Signature: \_\_\_\_\_ Date: \_\_\_\_\_**

HIGH EFFICIENCY COMMERCIAL POOL PACKAGE SYSTEMS

# AQUAS™

COMMERCIAL POOL PACKAGE

SMART TOUCH™

- TOUCHSCREEN LCD DISPLAY
- INDIRECT POOL WATER HEATING
- 1,000,000 TO 6,000,000 BTU/HR INPUT
- UP TO 25:1 TURNDOWN RATIO
- PVC DIRECT VENT UP TO 100 EQUIVALENT FT.
- POOL HEAT EXCHANGER RATED FOR SALT WATER

TITANIUM  
POOL  
HEAT EXCHANGER



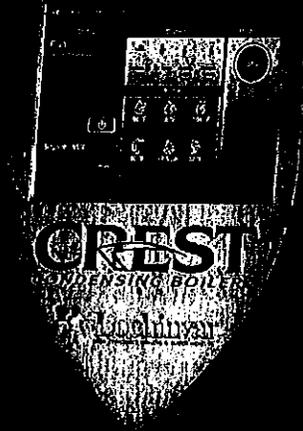
Lochinvar  
HIGH EFFICIENCY POOL & SPA HEATERS

DESIGNED ★ ENGINEERED ★ ASSEMBLED

USA

JUST A FEW OF THE ADVANCED FEATURES:

- MULTI-COLOR GRAPHIC LCD TOUCH DISPLAY
- CASCADE OF UP TO 8 AQUAS PACKAGES
- USB PORT FOR PC CONNECTION
- MAINTENANCE REMINDER WITH INSTALLER NAME & NUMBER
- MODBUS COMMUNICATION (OPTIONAL)
- PASSWORD SECURITY
- OPERATIONAL AND ALARM READOUTS



Air Vent

Suction Diffuser

Boiler Pump

Titanium Pool Heat Exchanger

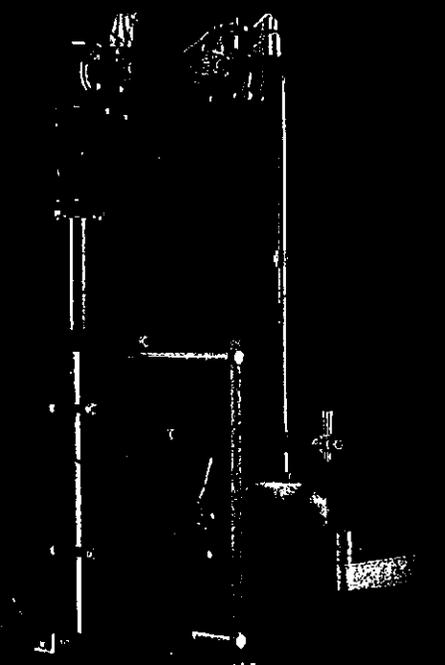
Skid Mounted on Steel Frame

Relief Valve

Stainless Steel Pipe

Vent Connection

Expansion Tank



**Thursday, November 15, 2018**

8-9:30	Welcome Breakfast-City Council	City Hall	Reed, Rob, Doug, Terri, Jack, Lucas, Mark, Jon, Staff	Breakfast (Rob & Terri) Coffee shop coffee
9:30-11:30	Tour of Benson	City Vehicle	Rob, Doug, Reed, Terri, Stantec, Jack	
11:30-1:00	Doug Free time to eat	lunch on his own		
1:00-3:00	Meeting with BIDC	<del>City Hall</del> Custom Roto mold	Rob, Terri, Doug, Jason H. Corey C. Kory J. Brian S. Reed A. Eric P	Coffee & cookies
4:00-6:00	Movers and Shakers	Golf Club		Supper BBQ's- Terri Val- Buns, Pickels Chips. Plates, Napkins Bottled water/pop (?)
6:00-9:00	Public Event	Golf Club	Open	Val- Grocery Stores Meat and Cheese, Veggies and Dip Coffee Water Small plates, cups and Napkins

**Friday, November 16, 2018**

7:00- 9:00	Gang of 5 Breakfast Meeting	School	Rob, Doug, Dennis, Kelsey, Kory, Dan, Terri	Breakfast- Dennis
9:00-10:15	School Tour	School	Rob, Doug, Terri	
10:25-11:20	High School Student Body 9-12 grades	High School		
11:25-12:10	Student Leadership Team	High School		
	Lunch on own ?			
1:00-3:00	Strategic Thinkers	City Hall		Cookies and Coffee
3:00-	Council Brief	City Hall	Reed, Rob, Council. Tim Miller	
	Social Hour	Patrick's		Drinks on our own
	Dinner			Dinner on our own

## Val Alsaker

---

**From:** Rob Wolfington  
**Sent:** Thursday, November 01, 2018 10:20 AM  
**To:** Val Alsaker  
**Subject:** Fwd: Benson Civic Center RFI  
**Attachments:** RFI 02.pdf; ATT00001.htm; Branch Line 1.jpg; ATT00002.htm; Branch Line 2.jpg; ATT00003.htm; Main 5.jpeg; ATT00004.htm; Main 3.jpg; ATT00005.htm

Please include attachments in cc pax

Sent from my iPhone

Begin forwarded message:

**From:** Dennis Laumeyer <[dlaumeyer@benson.k12.mn.us](mailto:dlaumeyer@benson.k12.mn.us)>  
**Date:** October 31, 2018 at 4:21:55 PM CDT  
**To:** 'Rob Wolfington' <[rob.wolfington@city.co.swift.mn.us](mailto:rob.wolfington@city.co.swift.mn.us)>, 'Terri Collins' <[tcollins@benson.k12.mn.us](mailto:tcollins@benson.k12.mn.us)>  
**Subject:** **FW: Benson Civic Center RFI**

Attached is statement from Summit along with some pictures of corroded pipes.

Dennis



**REQUEST FOR INFORMATION**

TO:	<u>Kranz Construction, Inc</u> <u>11070 Chip-Swift St. NW</u> <u>Milan, MN 56262</u>	JOB NO.:	<u>1192-188515</u>
		PROJECT:	<u>Benson Civic Center Alteration</u>
ATTN:	<u>Todd Kranz</u>	DATE:	<u>October 24, 2018</u>
SUBJECT:	<u>Existing Dry System</u>	RFI NO.:	<u>2</u>

We are requesting that you promptly review the following matter and advise us on how we are to proceed.

Summit Companies has been attempting to place the existing dry system back into service. After the 1st attempt we located leaks in the dry system piping above valve room (6" main with pin hole leaks and corroded fittings) and above the ice rink (2" branch line piping and couplings). The 6" piping and fittings have been replaced and the couplings above the rink have been replaced. During the 2nd attempt to fill the existing system with air the existing 6" main blew another hole in the piping above the players bench and more 2" couplings developed leaks above the ice. We have removed the end caps from the 6" main at the north end of the building and discovered over 1" of sludge in the bottom of the existing piping. We have tapped on the piping with a hole punch and went through the pipe. NFPA 25 requires a full system trip every 3 years with water to verify system trip time still meets the required 60 seconds. Performing this required inspection will flush the existing sludge from the pipe but will develop more leaks by removing the scale and sludge, possibly over the rink area. We have included photos of what we have discovered We suggest replacing the existing system piping to avoid spending more labor and material on repairs, which currently are not fixing the problem. Replacement will also extend the life of the system for the owner.

In the event your determination constitutes a change in the scope of work, it is requested that an appropriate change order be processed.

SUMMIT FIRE PROTECTION

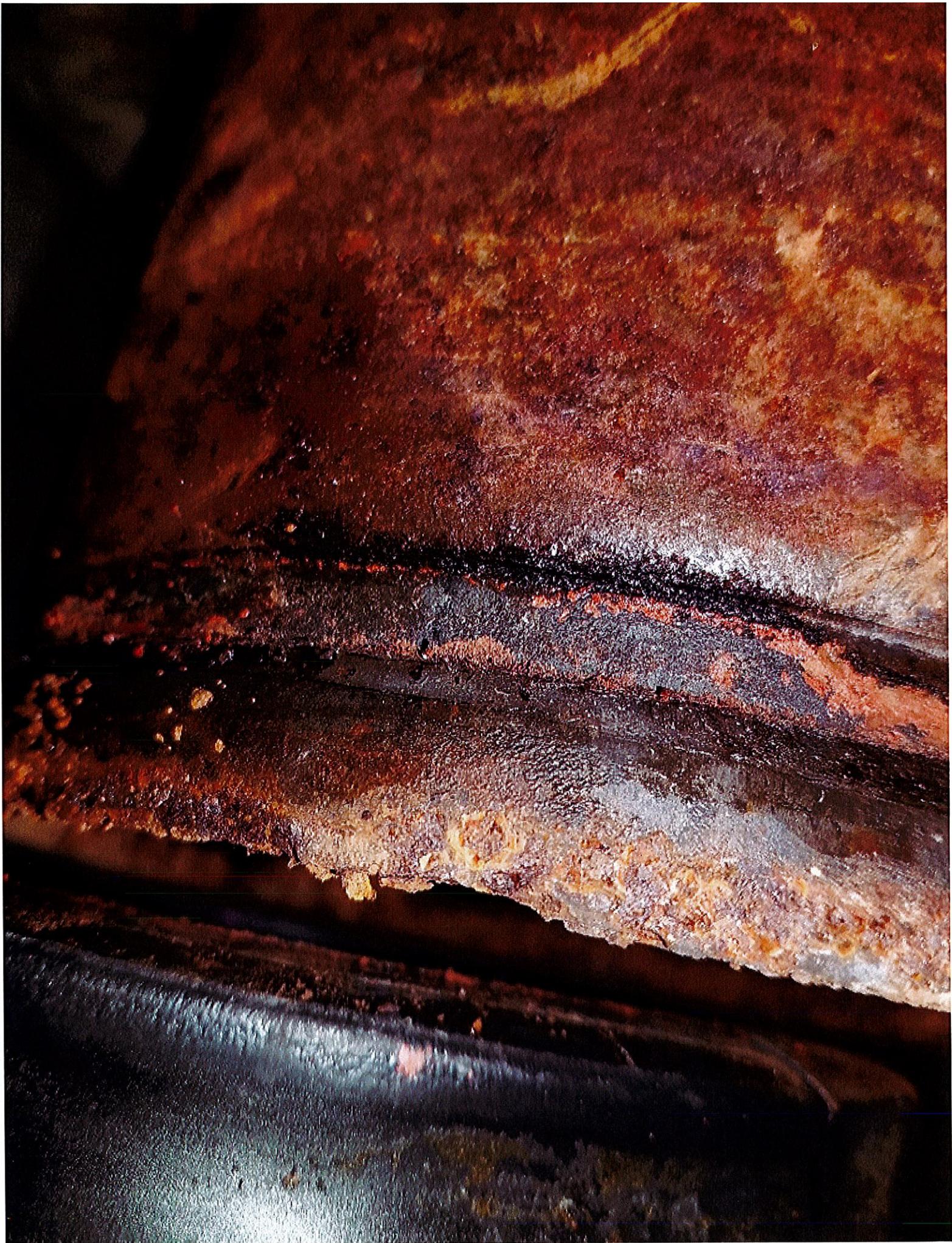
BY: Joshua Pearson

REPLY: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signed By: \_\_\_\_\_

Dated: \_\_\_\_\_









## Rob Wolfington

---

**From:** Dennis Laumeyer <dlaumeyer@benson.k12.mn.us>  
**Sent:** Wednesday, October 31, 2018 1:46 PM  
**To:** Rob Wolfington; 'Terri Collins'  
**Subject:** CC Request  
**Attachments:** CC Memo to City Council.doc

Hi Rob and Terri,

Attached is a draft memo with the need for replacing the fire suppression system (piping and sprinkler heads) and a request for a \$20,000 contribution from the City of Benson for the project. Please review and let me know if you request any changes or further information.

Dennis

Dennis Laumeyer  
Superintendent  
Benson Public Schools  
320-843-2710

# Memo

**To:** Mayor Collins and Benson City Council  
**CC:** Rob Wolfington  
**From:** Dennis Laumeyer  
**Date:** 10/31/2018  
**Re:** Civic Center Fire Sprinkler Replacement

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Summit Companies is the subcontractor working on the fire suppression system at the Civic Center. The district accepted the original bid of \$87,000 to get the system running and to sprinkle the locker rooms, viewing areas, and entrance. The Civic Center Board committed to contribute \$30,000 (over 3 years) to this part of the project, with the district paying the remaining \$57,000.

The fire suppression system is currently not operational. Summit has been working on replacing heads. While testing the system, they were unable to hold pressure due to holes in the pipes from corrosion. The system is 25 years old. The system has not been in operation for eight years and had not been tested for 10 years.

While parts of the system could be fixed, the corrosion is so extensive they feel other leaks will appear and the entire system will need to be replaced. They also feel that the corrosion in the pipes may lead to the sprinklers getting clogged and failing. Their recommendation is to replace the pipes and sprinkler heads (both south and north end) at a cost of \$93,933. The Benson School Board has approved replacing the pipes and sprinkler heads.

**System Replacement Budget:**

\$93,933

\$30,000 (over 3 years) - Civic Center Board contribution

\$20,000 (over 6 years) – Benson Youth Hockey contribution

\$23,933 – Benson School District contribution

**The Benson School District is requesting that the City of Benson contribute \$20,000 toward the cost to replace the fire suppression system (piping and sprinkler heads) as the property is city owned.**

The additional cost of the project does not carry to total project cost above 50% of the assessed value of the building.

**RESOLUTION SETTING ASSESSMENTS FOR FIRE SERVICE CHARGES  
BY THE CITY OF BENSON, MINNESOTA FOR 2018 PAYABLE 2019  
(RESOLUTION NO. 2018- )**

BE IT RESOLVED, by the Benson City Council that the following assessments for 2018 Fire Service Charges as prepared by the City Manager are hereby approved and made a part thereof; and,

BE IT FURTHER RESOLVED, that the assessments hereinafter noted shall be submitted to the County Auditor on or before November 6, 2018 and placed on the tax roll for collection with the taxes collectable in 2019.

<b>Charges</b>	<b>Name &amp; Mailing Address</b>	<b>Legal Description &amp; Parcel No.</b>	<b>Amount Due</b>
Fire Call	Tionna Meeks 110 – 21 <sup>st</sup> St. S. Benson, MN 56215	Fairview Addition E 150' of Outlot #2 23-0843-000	\$350.00
Fire Call	Jesse Knuteson/Amanda Peterson 108 Meadow Lane Janesville, MN 56048	Railway 2 <sup>nd</sup> Addition Lot 6 Blk 3 23-0383-000	\$1,500.00
<b>TOTAL</b>			<b>\$1,850.00</b>