

**MINUTES - BENSON CITY COUNCIL MEETING
DECEMBER 2, 2019**

The meeting was called to order at 5:30 p.m. by Mayor Collins. Members present: Jack Evenson, Terri Collins, Jon Buyck, Mark Schreck & 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, Roxy Lewis and Janet Goff.

The Council recited the Pledge of Allegiance.

Mayor Collins asked for any changes or additions to the agenda. Conway, Death and Schmiesing Audit Proposal 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 18, 2019 City Council Minutes
- Application to the Park Board by Doug Bangsund
- Application to the Cemetery Board by Tim Mattheisen
- Swift County Environmental Garbage Tipping Fee Increase

Donations:

- \$10,000 Donation to the Cemetery by Maanum Living Trust

Electronic Transfers:

Payroll: \$90,372.30 – November 21, 2019

The Mayor called for anyone with unscheduled business, to which there was no one.

The Mayor declared the Truth in Taxation meeting open. The Mayor listed significant accomplishments from 2019. The City Manager presented the updated 2020 proposed budget, and a list of 10 goals to be accomplished in 2020. Lewis asked some questions on budgeting for our aging infrastructure. Goff expressed concern about rising property taxes. Wolfington said in April, she could have a chance to appeal her valuation at the annual Board of Review. Wolfington discussed the loss of property tax revenue from Benson Power and stated Xcel dollars would be used over a 3 year period to help ease the blow of the revenue loss. Wolfington asked for any more questions, to which there were none.

Pederson approached the Council to discuss how Xcel dollars are being accounted for. He stated the money is in a separate fund. Many expenses are charged directly to the fund. Xcel dollars are being used to fund the wastewater treatment plant filter repairs. He presented a resolution for consideration, to show a paper trail how the Xcel dollars are also being transferred to other funds. Councilmember Evenson offered the following resolution:

**RESOLUTION AUTHORIZING TRANSFER OF XCEL ENERGY GRANT DOLLARS FOR
ECONOMIC DEVELOPMENT PURPOSES
(RESOLUTION 2019-26)**

WHEREAS, the City Council of the City of Benson, County of Swift, State of Minnesota, received grant dollars from Northern State Power (Xcel Energy) as part of the Benson Power LLC biomass plant closing, and;

WHEREAS, these grant dollars are limited in use for the purposes of economic development, and;

WHEREAS, the Council has determined that sanitary sewer collection and treatment improvements quality as an economic development purpose, and;

WHEREAS, the 2019 Sanitary Sewer WWTP Filter project is an authorized use of grant dollars, and:

WHEREAS, the estimated cost of this project is \$600,000.

NOW, THEREFORE, BE IT RESOLVED that \$37,536.33 as itemized on the attached invoices to be transferred from the NSP Grant Fund to the Sewer Fund.

Councilmember Schreck seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Schreck, Collins, Buyck, Olson. NAYES: None. Thereupon the Mayor declared Resolution 2019-26 duly passed and adopted.

Wolfington presented the Operating Lease Agreement between the Swift County-Benson Hospital District, CentraCare Health System and Carris Health-Benson to the Council. He asked the Council to review it before we will have to move on it in 2 weeks. Swift County will be looking at it tomorrow night. Buyck, who is a member of the Hospital Board, said on January 1, 2020 the employees will become CentraCare Carris employees. Transfer of assets will not happen until later in 2020 due to a new bookkeeping system CentraCare is implementing. The Epic recordkeeping system will be installed later in 2020 as well.

Next was the Power Plant Air permit. The Public Notice of Intent to Reissue the Air Permit was presented. Wolfington stated this air permit with the Minnesota Pollution Control Agency must be renewed every 5 years. He said the stack emission tests have been changed to every 3 years from every 5 years which is estimated to cost us between \$15,000 and \$20,000 for each testing.

Pederson approached the Council and said there will be two primary elections next year in March and August, as well as the Presidential Election in November. It is required to establish the voting location for the 2020 year. Councilmember Evenson offered the following resolution:

**A RESOLUTION DESIGNATING POLLING PLACE FOR 2019 ELECTIONS
(RESOLUTION NO. 2019-27)**

WHEREAS, Minnesota Statutes 204B.175, subd 1a requires the City Council, by ordinance or resolution, to designate polling places for the upcoming year; and

WHEREAS, changes to the polling places locations may be made at least 90 days before the next election if one or more of the authorized polling places becomes unavailable for use; and

WHEREAS, changes to the polling place locations may be made in the case of an emergency when it is necessary to ensure a safe and secure location for voting; and

THEREFORE, BE IT RESOLVED: That the Benson City Council hereby designates the following polling place for elections conducted in the city in 2020:

Precincts 1 & 2
Benson Armory
203 – 14th Street South
Benson, MN 56215

AND BE IT FURTHER RESOLVED, that the city Clerk is hereby authorized to designate an emergency replacement polling place meeting the requirements of the Minnesota Election law for any polling place designated in the Resolution when necessary to ensure a safe and secure location for voting.

AND BE IT FURTHER RESOLVED, that the City Clerk is directed to send a copy of this resolution and any subsequent polling place designations to the Swift County Elections office.

Councilmember Schreck seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Schreck, Collins, Buyck, Olson. NAYES: None. Thereupon the Mayor declared Resolution 2019-27 duly passed and adopted.

Buyck offered the following resolution:

**RESOLUTION TO APPROVE TRANSFER FROM LIBRARY ENDOWMENT FUND
(RESOLUTION NO. 2019-28)**

WHEREAS, the City of Benson established the Library Endowment Fund in March of 1995 with excess dollars left over from the new building construction, and

WHEREAS, the interest earned in this fund is available for the purchase of capital equipment, and

WHEREAS, the fund has earned \$456.10 in interest during 2019, and

WHEREAS, the City Council has budgeted to transfer interest earnings in an amount up to \$400.00.

NOW, THEREFORE BE IT RESOLVED that the \$456.10 interest earned be transferred from the Library Endowment Fund to the operating Library Fund to help cover the costs of capital equipment.

Councilmember Schreck seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Schreck, Collins, Buyck, Olson. NAYES: None. Thereupon the Mayor declared Resolution 2019-28 duly passed and adopted.

Councilmember Schreck offered the following resolution:

**RESOLUTION TO APPROVE BUDGETED TRANSFERS
(RESOLUTION NO. 2019-29)**

WHEREAS, the City of Benson has maintained the following funds, and

WHEREAS, the City Council has determined that it is prudent to make transfers in 2019 in order to fund certain projects or programs.

NOW, THEREFORE BE IT RESOLVED that the following amounts be transferred from the following funds:

	Budgeted	Transferred
From Cemetery Perpetual Care to General Fund	1,600	2,139
TOTAL	1,600	2,139

Councilmember Buyck seconded the foregoing resolution and the following vote was recorded:
AYES: Evenson, Schreck, Collins, Buyck, Olson. NAYES: None. Thereupon the Mayor declared
Resolution 2019-29 duly passed and adopted.

Councilmember Schreck offered the following resolution:

**RESOLUTION TRANSFERRING AMOUNT DESIGNATED FOR FUTURE
CAPITAL OUTLAY TO THE GENERAL CAPITAL OUTLAY FUND
(RESOLUTION NO. 2019-30)**

WHEREAS, the Benson City Council has established a fund known as the General Capital
Outlay Fund, and

WHEREAS, the Council desires to track all capital outlay purchases for the General Fund
through this fund, and

WHEREAS, there are monies appropriated in the General Fund 2019 Budget for this purpose.

NOW, THEREFORE, BE IT RESOLVED that the following amounts be transferred from the
General Fund Appropriated Fund Balance to the General Capital Outlay Fund for:

City Hall	40,000
Police Department	57,000
Street Department	276,000
Park	157,000
Airport	20,000
TOTAL	\$550,000

Councilmember Olson seconded the foregoing resolution and the following vote was recorded:
AYES: Evenson, Schreck, Collins, Buyck, Olson. NAYES: None. Thereupon the Mayor declared
Resolution 2019-30 duly passed and adopted.

Councilmember Evenson offered the following resolution:

**RESOLUTION TRANSFERRING \$7,475 FROM THE EDA FUND AND \$12,272 FROM THE
REVOLVING LOAN FUND TO THE GENERAL FUND
(RESOLUTION NO. 2019-31)**

WHEREAS, the City of Benson is active in economic development, and

WHEREAS, the Economic Development Authority makes loans to local businesses in order to
create jobs, and

WHEREAS, these loans are administered by personnel within the General Fund, and

WHEREAS, a 1% management fee on the beginning asset balance of these Funds is a reasonable
fee to charge for this administration.

NOW, THEREFORE BE IT RESOLVED that the City Council authorized the transfer of \$7,475
from the EDA Fund and \$12,272 from the Revolving Loan Fund to the General Fund.

Councilmember Buyck seconded the foregoing resolution and the following vote was recorded:
 AYES: Evenson, Schreck, Collins, Buyck, Olson. NAYES: None. Thereupon the Mayor declared
 Resolution 2019-31 duly passed and adopted.

Councilmember Evenson offered the following resolution:

**RESOLUTION SETTING ASSESSMENTS FOR CURRENT SERVICES
 BY THE CITY OF BENSON, MINNESOTA FOR 2019 PAYABLE 2020
 (RESOLUTION NO. 2019-32)**

BE IT RESOLVED, by the Benson City Council that the following assessments for 2019 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 December 16, 2019 and placed on the tax roll for collection with the taxes collectable in 2020.

Charges	Name & Mailing Address	Legal Description & Parcel No.	Amnt Due
Diseased Elm Tree 305 – 19 th St. N.	Laurel Ahrndt 305 – 19 th St. S. Benson, MN 56215	Lots 4 & 5, Block 4 McKinney’s 3 rd Addition 23-0531-000	\$1,242.00
Mowing 301 – 10 th St. N.	Dakota Fossan 301 – 10 th St. N. Benson, MN 56215	Lots 9, 10, Block 11 City of Benson Addition 23-0056-000	\$342.00
Diseased Elm Tree 406 – 14 th St. S.	Nicole Hadfield 406 – 14 th St. S. Benson, MN 56215	Lot 4, Block 8 McKinney’s 1 st Addition 23-0461-000	\$253.00
Concrete 610 – 10 th St. S.	Wayne Jaeger 610 – 10 th St. S. Benson, MN 56215	S. 78’ of N. 128’ of Lot 4, Block 1 Sunnyside Addition	1,794.45
Mowing 308 – 16 th St. N.	John & Mary Jensen 4519 West Hwy 192 Kissimmee, FL 34746	Lots 11,12,13, Block 38 City of Benson Addition 23-0236-000	\$128.25
Mowing 875 Montana Ave.	Linda Love 207 – 17 th St. S. Benson, MN 56215	Lot 1, Block 1 Prairie View Addition 23-1406-000	\$427.50
Mowing 2010 McKinney Ave.	Peter Melby 220 – 60 th Ave. SW Benson, MN 56215	Lot 1, Block 3 Tatge’s 1 st Addition 23-0978-000	684.00

Mowing 1505 Atlantic Ave.	NFG, LLC P.O. Box 412 Stillwell, KS 66085	Morris & Payte's Addition 75X200 Ft Along RR Beg at a Point on the Sec Line Between Sec 5 & 6 121 39 Where Said Sec Line Intersects the S Line of Atlantic Ave then Westerly Along the Southerly Line of Said Atlantic Ave 200 Ft; Then Southerly & at Right Angle to Said First Line 75 Ft, then Easterly & PARA to Said Lst Line to Said Sec Line Between Sec 5 & 6; Then North Along Said Sec Line to Beginning 23-0310-000	662.63
Diseased Elm Removal 201 – 18 th St. S.	Peter Ollendick To: Matthew Ollendick 207 – 12 th St. S. Benson, MN 56215	Lots 23,24 & N. 10' lot 22, Block 50 Stone Addition 23-0554-000	\$392.00
Diseased Elm Removal 407 – 12 th St. N.	Roberta Reitsma 2305 – 22 nd Ave. SW Willmar, MN 56201-4967	Lots 5,6 & N. 20' of 7, Block 24 City of Benson Addition 23-0147-000	\$1,568.00
TOTALS			\$7,493.83

Councilmember Schreck seconded the foregoing resolution and the following vote was recorded:
 AYES: Evenson, Schreck, Collins, Buyck, Olson. NAYES: None. Thereupon the Mayor declared
 Resolution 2019-32 duly passed and adopted.

Pederson presented a proposal from Conway, Deuth & Schmiesing, PLLP for auditing services.
 The proposal was for three years from 2019 - 2021. After discussion, it was moved by Buyck, seconded
 by Schreck and carried unanimously to approve the proposal as presented.

There being no further business to come before the Council upon motion by Evenson, seconded
 by Olson and carried unanimously to adjourn the Council meeting at 6:15 p.m.

Mayor

City Clerk