

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

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

The Council recited the Pledge of Allegiance.

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

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

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

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

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

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

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

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

The Council reviewed the Police report for November.

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

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

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

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

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

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

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

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

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

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

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

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

Council Member Fitz presented the following resolution:

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

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

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

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

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

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

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

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

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

Council Member Fitz presented the following resolution:

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

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

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

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

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

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

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

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

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

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

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

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

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

Mayor

City Manager