

**City Council Meeting Agenda
City Council Chambers
February 22, 2016**

Page			
	1.	5:30 p.m. Call the Meeting to Order at City Hall (Mayor)	
	2.	Pledge of Allegiance	
	3.	Approval of Agenda	Action Requested
	4.	Persons with Unscheduled Business to Come Before the City Council (Mayor)	
	5.	Review the Consent Agenda: (Mayor)	
		a. Minutes:	Action Requested
3-7		▪ 2.1.2016 City Council Minutes	
8		▪ 12.7.2015 Planning Commission Minutes	
		b. Correspondence:	
9-10		▪ US Department of Commerce - US Census Bureau Survey	Information Only
11-17		▪ MPCA Wastewater Treatment Facility Evaluation Inspection	Information Only
		c. Applications:	Action Request
18-19		▪ Sue Fitz – HRA Board & Planning Commission	
20-21		▪ Mike Berreau – Park Board	
		d. Reports:	
22		▪ Police Report for January 2016	
	6.	Benson Heartland Express	Information Only
23-30	7.	Peggy Harter, Stantec–Safety & Mobility Study Discussion/Recommendation	Action Requested
31-33	8.	Township Fire Contracts	Action Requested
34-40	9.	Police Capital Authorization Request – 2016 SUV	Action Requested
41	10.	SCBH By-Law Amendment to Section 3.02 Number, Election Eligibility	Action Requested
42	11.	First Evangelical Free Church Memo	Action Requested
43-48	12.	Airport Maintenance & Operation Grant Contract with MnDOT & Resolution	Action Requested
49	13.	PeopleService Operations & Maintenance Compensation Adjustment	Action Requested
50-51	14.	Overhead to Underground 2016 Material Quotes	Action Requested
52-55	15.	Electric Capital Authorization Request – Power Plant Fuel Tank Replacement	Action Requested
56-58	16.	Electric Capital Authorization Request – Ditch Witch Trencher	Action Requested
59-61	17.	Parks Capital Authorization Request – Tractor/Mower Replacement	Action Requested
	18.	Request to go out for Bids:	Action Requested
		a. 2016 Bituminous	

- b. 2016 Chip Sealing
- c. 2016 Concrete
- d. 2016 Concrete & Bituminous Crushing
- e. 2016 Tree Removal Contract
- f. Chemicals for Water & Wastewater

62	19.	Consider Resolution to Transfer Funds for the Street Garage Addition	Action Requested
63-78	20.	Bills & Warrants	Action Requested
	21.	Adjourn: Mayor	Action Requested

DRAFT

**MINUTES - BENSON CITY COUNCIL - REGULAR MEETING
FEBRUARY 1, 2016**

The meeting was called to order at 5:30 p.m. by Mayor Landmark. Members present: Gary Landmark, Terri Collins, Jonathon Pogge-Weaver & Stephanie Heinzig. Members Absent: Jack Evenson. Also present: City Manager Rob Wolfington, Director of Finance Glen Pederson, Assistant City Attorney Ben Wilcox, Public Works Director Dan Gens, Fire Chief Mark Schreck, Firemen Dave Vollan, Rob Lee, UMRDC Project Manager Jacki Anderson and Jennifer & Terry Sullivan.

The Council recited the Pledge of Allegiance.

Mayor Landmark asked for any additions or changes to the agenda to which there were none.

It was moved by Heinzig, seconded by Collins and carried unanimously to approve the agenda.

The Mayor called for any persons with unscheduled business, to which there was none.

It was moved by Collins, seconded by Heinzig and carried unanimously to approve the following minutes:

- January 19, 2016 City Council Minutes
- December 9, 2015 EDA Minutes
- December 21, 2015 Special EDA Minutes

Wolfington shared a memo from BNSF Railway in effort to facilitate better communication with first responders and emergency planners. They have established a website for training, planning and communicating with BNSF in Benson.

Wolfington said the Minnesota Pollution Control Agency (MPCA) is holding a listening session on the Clean Power Plan in Marshall tomorrow. It will address the state's specific goal for carbon emission reduction in Minnesota.

Wolfington shared comments from the January 11, 2016 public input meeting on the railroad crossing study. He asked the Council to review MnDOT's comments. Peggy Harter with Stantec will be conducting a conference call at the February 22, 2016 Council meeting with options and recommendations on the railroad crossing study.

Heinzig asked if the Firemen have had any training on railroad emergencies. Schreck stated some firemen went to Pueblo, Colorado to the railroad training on oil tanker crashes last year.

Jennifer and Terry Sullivan owners of Patrick's Pub & Grill approached the Council with a street closure request. They would like to have 13th Street South blocked off between Kansas and Pacific Avenues to hold the awards ceremony for Hanny's Golf Tournament this summer. They also plan on having a beer/liquor garden but no band. After discussion, it was moved by Collins, seconded by Pogge-Weaver and carried unanimously to allow Patrick's Pub and Grill to close off 13th Street South between Kansas and Pacific Avenues on June 18, 2016 from 3 p.m. – 12:00 a.m.

Sullivans also had a request to close the same street off for the annual Kid Day Street Dance and Bean Bag Tournament. They would like to have a beer/liquor garden, outdoor grills, bean bag tournament and a band. They will provide proof of insurance, police presence and porta potties for the event. After discussion, it was moved by Collins, seconded by Pogge-Weaver and carried unanimously to approve

Patrick's Pub and Grill to close off 13th Street South between Kansas and Pacific Avenues on July 17-18, 2016 between the hours of 6a.m. – 3a.m. for the aforementioned Kid Day activities.

It was moved by Heinzig, seconded by Collins and carried unanimously to approve a gambling permit for the Northern Lights Trails Snowmobile Club on April 9, 2016 for their annual banquet.

It was moved by Collins, seconded by Pogge-Weaver and carried unanimously to approve Greg Zniewski to the Cemetery Board with his term ending on December 31, 2018.

It was moved by Collins, seconded by Pogge-Weaver and carried unanimously to approve Tara Ulmaniec to the Park Board with her term ending on December 31, 2018.

It was moved by Collins, seconded by Pogge-Weaver and carried unanimously to approve Bill McGeary to the Park Board with his term ending on December 31, 2018.

It was moved by Collins, seconded by Pogge-Weaver and carried unanimously to approve Susan Snow to the Library Board with her term ending on December 31, 2018.

It was moved by Collins, seconded by Pogge-Weaver and carried unanimously to approve Sheryl Madden to the EDA with her term ending on December 31, 2019.

It was moved by Collins, seconded by Pogge-Weaver and carried unanimously to approve Ron Laycock to the Planning Commission with his term ending on December 31, 2018.

Wolfington informed the Council of a home in Benson that was found to be uninhabitable. He presented Building Official Mike Jacobson's report of the home to the Council. Jacobson has posted the house with an order not to occupy the premises. Wolfington outlined the homeowner appeal process and possible public hearing if repairs are not made. Wilcox prepared an Order to Vacate and Repair Hazardous Building to be sent to the homeowners. Pogge-Weaver offered the following Resolution:

**RESOLUTION TO ORDER REPAIR OF HAZARDOUS CONDITIONS
(RESOLUTION NO. 2016-03)**

WHEREAS, the City Council has heard the report of the City Building Inspector regarding the property located at 305 16th St. S. in Benson, Minnesota, legally described as Lot Ten (10), Block Two (2), McKinney's First Addition to the City of Benson, Swift County, Minnesota,

WHEREAS, the City Council has determined, based on said report, that conditions currently exist in the building on the above described property which make said building dangerous or substandard, as a result of garbage, waste and refuse buildup and damage to the electric, gas, and water systems on the premises,

NOW THEREFORE, pursuant to Chapters 93 and 97 of the City of Benson Code of Ordinances and Minnesota Statutes, chapter 463, The City Council of the City of Benson, Minnesota resolves:

1. That the building located on the above described property contains hazardous conditions according to the definitions provided by the City of Benson Code of Ordinances, chapters 93 and 97 and Minnesota Statutes, chapter 463.
2. That an order to repair said conditions on the above described property be served upon the owners and tenants of the above described property in accordance with the City of Benson Code of Ordinances, chapter 97.

Councilmember Collins seconded the foregoing Resolution and the following vote was recorded: AYES: Collins, Landmark, Heinzig, Pogge-Weaver. NAYS: None. Thereupon the Mayor declared Resolution 2016-03 duly passed and adopted.

There was a request from the Benson Hockey Association to hold a bonfire at their February 6, 2016 open house event celebrating the completion of the outdoor rink. They will be promoting hockey and pleasure skating and what the Civic Center has to offer to the community. It was moved by Pogge-Weaver, seconded by Heinzig and carried unanimously to approve the bonfire as long as the ordinance requirements for open burning are met.

Mayor Landmark declared the Small Cities Public Hearing open at 5:45 p.m.

Wolfington presented a change to the Swift County-Benson Hospital's By Laws allowing an ex-officio member from the Benson City Council to serve on the hospital board. There was discussion that the City has appointed a voting member to the Hospital board, but it would be helpful to have a council member on the board so they can stay abreast of all the possible changes the Hospital is planning. It was moved by Heinzig, seconded by Pogge-Weaver and carried unanimously to appoint Terri Collins as an ex-officio member on the Swift County-Benson Hospital Board.

Next Fire Chief Schreck, Vollan and Lee approached the Council to discuss the Fire Truck Aerial Platform Quint bids received on January 20, 2016. Assistant City Attorney Wilcox offered an opinion on the bidding process, and felt it was done correctly. There were 5 bids received as follows:

M & T Fire Safety	\$948,460.00
USA Fire Safety	915,000.00 – Stock Unit Demo
	920,000.00 – Stock Unit Demo
	932,500.00 – New
Great Plains Fire	967,063.00
Heiman	799,674.00
Stoney Brook	923,705.00

The bids were scored after they were opened. Schreck said the truck will be delivered in one year. Bids need to be awarded within 30 days. Payments are due in five months, 9 months and a final payment due upon delivery. After discussion, it was moved by Heinzig, seconded by Pogge-Weaver and carried unanimously to approve the low bid by Heiman in the amount of \$799,674.00.

Next Jacki Anderson with the UMVRDC approached the Council with an update on the Small Cities Grants. She said we are in the process of closing out the last grant, and is now focusing on the current Small Cities Grant. The new target area, which is supported by the housing study done two years ago, is the north east part of town. She said the pre-application was considered not competitive. Currently she is working on how to make the grant more competitive. Improvements to the SNAP building will be helpful on the application.

Councilmember Pogge-Weaver offered the following resolution:

**RESOLUTION AUTHORIZING THE SMALL CITIES
PROGRAM GRANT APPLICATION
(RESOLUTION 2016-04)**

BE IT RESOLVED that the City of Benson act as the legal sponsor for the project contained in the SCDP Application to be submitted on or before February 25th, 2016 and that the City of Benson Mayor, Gary Landmark and the City Manager, Rob Wolfington are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of Benson.

BE IT FURTHER RESOLVED that the City of Benson has the legal authority to apply for financial assistance, and the institutional, managerial and financial capability to ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of Benson has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the State, City of Benson may enter into an agreement with the State of Minnesota for the approved project, and that the City of Benson certifies that it will comply with all applicable laws and regulations as stated in all contract agreements.

NOW, THEREFORE BE IT RESOLVED that the City of Benson Mayor, Gary Landmark and Benson City Manager, Rob Wolfington, or their successors in office, are hereby authorized to execute such agreements and amendments thereto, as are necessary to implement the project on behalf of the Applicant.

Councilmember Collins seconded the foregoing Resolution and the following vote was recorded: AYES: Collins, Landmark, Heinzig, Pogge-Weaver. NAYS: None. Thereupon the Mayor declared Resolution 2016-04 duly passed and adopted.

The Small Cities Grant Citizen Participation Plan was reviewed. It was moved by Collins, seconded by Heinzig and carried unanimously to approve the Citizen Participation Plan as presented.

Councilmember Collins presented the following resolution:

**RESOLUTION IDENTIFYING “SLUM AND BLIGHTING” CONDITIONS
(RESOLUTION 2016-05)**

WHEREAS, The City of Benson is undertaking a program of downtown revitalization and redevelopment; and

WHEREAS, The City of Benson has identified a specific area hereafter referred to as the “target area” in which revitalization activities will occur; and

WHEREAS, The City of Benson has assessed the condition of buildings and the other characteristics of the target area and has determined that the area can be characterized as blighted by reasons of “dilapidation, obsolescence, overcrowding, faulty arrangement or design, lack of ventilation, light, and sanitary facilities, excessive land coverage, deleterious land use or obsolete layout, or any condition of these factors, which are detrimental to the safety, health, morals, or welfare of the “community” in accordance with M.S. 469.002, Sub.11.

FURTHERMORE, the Benson City Council has identified the existence of substandard residential units, the inability of commercial structures to meet codes, the general condition of deteriorating storefronts on the commercial buildings and the existence of dilapidated structures in the area as contributing to the slum and blighting conditions of the target area. (See attached map of target area.)

THEREFORE, BY RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BENSON THE AREA IDENTIFIED AS THE TARGET AREA (SEE ATTACHED MAP) IS CHARACTERIZED BY CONDITIONS MEETING THE DEFINITION OF 'SLUM AND BLIGHT'.

Councilmember Heinzig seconded the foregoing Resolution and the following vote was recorded: AYES: Collins, Landmark, Heinzig, Pogge-Weaver. NAYS: None. Thereupon the Mayor declared Resolution 2016-05 duly passed and adopted.

It was moved by Collins, seconded by Pogge-Weaver and carried unanimously to approve the revised Small Cities Grant budget of \$8,925 for overall administration and \$11,250 for energy efficiency incentives.

Next was a pay request from Stantec for services in preparing the Industrial Biotech Proposal. Wolfington said Swift County and Agralite will reimburse the City each 1/3 of the cost. It was moved by Pogge-Weaver, seconded by Heinzig and carried unanimously to approve the pay request from Stantec in the amount of \$5,807.00.

Wolfington presented two pay requests for work on the SNAP building. The first was from Asche Engineering for analysis and design of temporary supports for the building. It was moved by Heinzig, seconded by Collins and carried unanimously to approve the pay request from Asche Engineering in the amount of \$1,650.00. The second pay request was from Tyler's Construction Services, LLC. to install the support system in the SNAP building. It was moved by Collins, seconded by Heinzig and carried unanimously to approve the pay request to Tyler's construction in the amount of \$5,159.94. Wolfington said these pay requests will come out of the loan proceeds agreement with Jim Lindahl.

The Mayor closed the Small Cities Public Hearing at 6:26 p.m.

The Mayor declared a recess to the Street Department for a Council tour of the new building.

There being no other business, a motion was made by Collins, seconded by Pogge-Weaver and carried unanimously to adjourn the meeting at 6:45 p.m.

Mayor

City Clerk

✓

**MINUTES - BENSON PLANNING COMMISSION - REGULAR MEETING
DECEMBER 7, 2015 AT 12:00 NOON**

Members Present: Jerry Johannessen, Jonathon Pogge-Weaver, Sue Fitz, Mark Schreck, Lyle Popma and Kathy Polzin.

Members Absent: Tara Ulmaniec.

Also Present: City Manager Rob Wolfington and Building Official Mike Jacobson.

The meeting was called to order at 12:04 p.m. by Schreck.

It was moved by Fitz, seconded by Popma and carried unanimously to approve the November 2, 2015 Planning Commission Minutes.

Wolfington said he expects to see a zoning request for the land south of Scofield Place. If the Hospital acquires the house at that location, they will use it to expand for an assisted living project.

Wolfington informed the Commission he had two requests from the State of Minnesota for possible new industries, both would like to be located next to an ethanol plant. One is from a Chinese company Cathay International Biotech Industries and another is from Silicon Valley, CA called White Dog Labs. Stantec helped put a proposal together for these two businesses. White Dog Labs is working with engineers and would need 125 acres to build their facility. They are looking at 3 towns. Cathay is looking at Iowa, Nebraska and Minnesota. Most of the contacts made with these companies and the State have come through the International Biomass Conference.

Wolfington said after the City's lawsuit with BNSF over blocking crossings, there was talk about how to help traffic flow. Stantec was hired to look at options. On January 11, 2016 there will be a public input hearing on possible options for the railroad crossings. Wolfington called Peggy Harter with Stantec for a conference call to go over crossing change options. Wolfington and Harter said they will be pursuing grants to help with funding.

It was moved by Johannessen, seconded by Polzin and carried unanimously to adjourn the meeting at 12:58 p.m.

GU-AL-P1
(10-2015)



UNITED STATES DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. Census Bureau

Washington, DC 20233-0001
OFFICE OF THE DIRECTOR

ID 27219455500000 902 1700 00 1 GUAL 272
SEQ001-04788



BENSON CITY
ATTN: CITY MGR
1410 KANSAS AVE
BENSON MN 56215-1799

A message from the Director, U.S. Census Bureau...

The U.S. Census Bureau will be conducting the 2016 Government Units Survey (Form GUS-1) in preparation for the 2017 Census of Governments. In a few weeks, we will send a formal request to all county, municipal, township, and special district governments to participate in this survey. This survey gathers information on the basic characteristics of all local, general purpose, and special district governments. Government analysts use this information to update the universe of all county, municipal, township, and special district governments and produce the official count of local governments in the U.S. This survey is an integral part of maintaining the frame from which all public sector surveys are drawn. Responding to this survey in a timely manner helps us process data more efficiently, and save taxpayer money by reducing follow-up contacts.

The Census Bureau conducts and requests your voluntary assistance under the authority of Title 13 U.S.C., Section 161; and Title 13 U.S.C., Section 193. We estimate this survey to take an average of 15 minutes to complete. On the back of this letter you will find disclosure descriptions regarding the Office of Management and Budget number; authority and confidentiality; and burden estimate statement. **When you receive the formal request, please read the instructions and complete your survey online by the due date on the log-in screen. You can complete the form and return it.**

Information you provide compiled from or customarily provided in public records are exempt from confidential treatment as cited in Title 13 U.S.C., Section 9(b).

Thank you in advance for participating in the 2016 Government Units Survey. If you feel that this letter has reached you in error or if you have any other questions, please call (1-888) 369-3613 and choose option 4, or contact us by email at esmd.gus.psfcb@census.gov.

Sincerely,

John H. Thompson
Director



OMB Number and Expiration

You are not required to respond to this collection of information if it does not display a valid approval number from the Office of Management and Budget (OMB). The eight-digit OMB number is 0607-0930 and appears in the upper right corner of the report form/login screen.

Authority and Confidentiality

Title 13 U.S.C., Section 161; and Title 13 U.S.C., Section 193 authorizes the Census Bureau to conduct this collection and to request your voluntary assistance. Information provided in this collection tool compiled from or customarily provided in public records are exempt from confidential treatment as cited in Title 13 U.S.C., Section 9(b).

Burden Estimate Statement

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: ECON Survey Comments 0607-0930, U.S. Census Bureau, 4600 Silver Hill Road, Room EMD-6K064, Washington, DC 20233. You may e-mail comments to ECON.Survey.Comments@census.gov. Be sure to use ECON Survey Comments 0607-0930 as the subject.



Minnesota Pollution Control Agency

Marshall Office | 504 Fairgrounds Road | Suite 200 | Marshall, MN 56258-1688 | 507-537-7146

800-657-3864 | Use your preferred relay service | info.pca@state.mn.us | Equal Opportunity Employer

February 4, 2016

The Honorable Gary Landmark
Mayor, City of Benson
1410 Kansas Ave
Benson, Minnesota 56215

RE: Benson Wastewater Treatment Facility
NPDES/SDS Permit Number MN0020036
Compliance Evaluation Inspection Report

Dear Mayor Landmark:

Enclosed is the Compliance Evaluation Inspection Report (CER) that resulted from an inspection of the Benson Wastewater Treatment Facility (Facility) on February 1, 2016, by Paul Kimman of the Minnesota Pollution Control Agency (MPCA).

The Compliance Evaluation Inspection (CEI) consisted of a visual inspection of the Facility and a discussion with Jerry Stranlund, PeopleService Inc. Operator, Shawn Wilson, PeopleService Inc. Operator, and Greg Stang, PeopleService Inc. Region Manager. In addition, there was a review of the monthly Discharge Monitoring Reports (DMRs) for the time period from April 2014 to December 2015. The Facility's biosolids land application sites were not inspected. Based on the results of the CEI, two violations of the terms and conditions set forth in the National Pollutant Discharge Elimination System (NPDES)/ State Disposal System (SDS) Permit were noted. Please see the attached CER for further detail. 

If you have any questions, please contact me at 507-476-4270 or 800-657-3864 and by email at paul.kimman@state.mn.us.

Sincerely,

Paul Kimman

This document has been electronically signed.

Paul Kimman
Environmental Specialist 3
Marshall Office
Municipal Division

PK:jdf

Enclosure

cc: ~~Rob~~ Rob Wolfington, City of Benson City Manager (w/all enclosures)
Jerry Stranlund, PeopleService, Inc. Operator (w/all enclosures)
Lenny Richards, MPCA (w/all enclosures)



Minnesota Pollution Control Agency

Water Quality Point Source Program Compliance Evaluation Inspection Report

Facility information:

Facility name: Benson Wastewater Treatment Plant
Permit number: MN0020036
Address: 200 22nd Street South, Benson, Minnesota 56215
SIC code: 4952 - Sewerage Systems
Permit expiration date: January 31, 2019
Facility design flow: 0.985 mgd (AWW)
EPA Facility Type classification: EPA Minor
Type of flow: Domestic
Plant class: A
Land application type: Biosolids Type IV
24 hour contact: Jerry Stranlund
Phone: 507-301-2010

Geographic information:

MPCA region: MPCA Southwest Region
County: Swift
Basin: Minnesota River
Major watershed: Chippewa River
Receiving water: Chippewa River - Class 2B, 3C, 4A, 4B, 5, 6 water

Those present during the inspection:

Jerry Stranlund, Operator, PeopleService, Inc.
Shawn Wilson, Operator, PeopleService, Inc.
Greg Stang, Region Manager, PeopleService, Inc.

MPCA representatives:

Paul Kimman, MPCA

Inspection information:

Inspection date: February 1, 2016
Inspection category: Routine Inspection
Inspection type: Wastewater Compliance Evaluation Inspection

Facility components:

Preliminary treatment - mechanical bar screen
Preliminary treatment - fine screen
Preliminary treatment - flow equalization
Preliminary treatment - grit removal
Primary treatment - primary clarification
Trickling Filter
Trickling Filter (solids contact)
Phosphorus Removal (chemical addition)
Activated sludge - contact stabilization

Secondary Clarification
Effluent Polishing Filter (with backwash)
Disinfection (chlorination)
Dechlorination
Solids Treatment (mesophilic anaerobic digestion)
Solids Handling - Storage Tank

Significant industrial users:

4952 - Sewerage Systems

Treatment plant operators:

<u>Name</u>	<u>Phone</u>	<u>Class</u>	<u>Expiration</u>
Stang, Greg J	612-756-3549	A	8/1/2018
Stang, Greg J	612-756-3549	4O	11/1/2016
Roggeman, Dallas D	320-305-0748	A	5/1/2018
Roggeman, Dallas D	320-305-0748	4O	12/1/2017
Hagemeier, Ronald J	320-796-4523	A	9/1/2016
Hagemeier, Ronald J	320-796-4523	4O	9/1/2016
Stranlund, Jerald T	320-226-1863	B	4/1/2017
Wilson, Shawn C	320-314-2511	D	1/1/2019

Inspection Summary

A Compliance Evaluation Inspection (CEI) was conducted on February 1, 2016 by Paul Kimman of the Minnesota Pollution Control Agency (MPCA) to determine the Benson (City) Wastewater Treatment Facility's (Facility) compliance status with the terms and conditions of its National Pollutant Discharge Elimination System (NPDES)/State Disposal System (SDS) Permit (Permit). The following is a summary of the findings and comments resulting from that inspection.

Areas of concern or general comments:

Overall physical condition of the plant

- The CEI consisted of a visual inspection of the Facility and a discussion with Jerry Stranlund, Wastewater Operator, Shawn Wilson, Wastewater Operator, and Greg Stang, Region Manager. Overall the Facility was in good condition. Regular Facility maintenance is the most important thing that the City can do to protect its investment. See the "General Maintenance Schedule Reviewed" section below for a description of specific items showing some signs of degradation at the Facility.

Sampling methods/lab certification

- The Facility currently utilizes UC Laboratory Inc., as its certified testing laboratory for wastewater analysis and Stearns DHIA Laboratories as its certified testing laboratory for biosolids analysis.
- The Facility utilizes a Hach 3900 TRC for Total Residual Chlorine (TRC) analysis, a Hach Sension 2 pH meter for pH analysis, and a YSI 550A meter for dissolved oxygen (DO) analysis. All meters have documented routine calibrations.

DMRs/sample values/annual reports

- The Discharge Monitoring Reports (DMRs) were reviewed for the 21-month period of April 2014 through December 2015. All DMRs were submitted in a timely basis during the review period.
- The City reported one effluent limit violation during the review period. The City reported a daily maximum TRC of .04 mg/L, in excess of the 0.038 mg/L TRC effluent limit, at station SD001 during the April, 2015 monitoring period. The City subsequently adjusted its chlorine feed rate. Please see the violations and corrective actions section listed below.
- During the pre-inspection file review, the MPCA staff noted that the City had incorrectly calculated its Total Phosphorus 12 Month Moving Total in calendar year 2015 and its Total Phosphorus 12 Month Moving Average since September of 2015. The MPCA staff also noted that the Ammonia Nitrogen results in June and September 2015 were incorrectly rounded to zero. The City amended all applicable DMRs prior to the MPCA inspection.

I&I/ collection system issues

- The City receives increased flows during heavy rainfall events and when soils conditions are saturated. The City indicated that its collection system does contain a large amount of old clay pipe. The City has recently ordered a sewer camera to allow it to do a televised sanitary sewer evaluation after jetting of the collection system pipe. The City should take action to evaluate the condition of its collection system and repair any sources of clear water Inflow & Infiltration (I&I), which are identified.
- The City indicated that it does have a sump pump ordinance, but the new Facility operators were unsure if it has been actively enforced recently. The City should enforce its sump pump ordinance to remove sump pump discharges from the sanitary sewer collection system during the spring, summer, and fall months.

- The City reported one release from its collection system during the review period:
 - On March 5, 2015, the City reported an unauthorized release from the Fibrominn Lift Station to the road ditch and potentially to Fibrominn's stormwater pond. The release was due to an excess volume of industrial wastewater discharged by Fibrominn and the lift station being unable to keep up. Approximately 50-300 gallons were released. The release was sampled and reported to the Minnesota State Duty Officer (D. O. Report # 148405). There were three releases from this lift station during the previous MPCA inspection review period due to pump failure, power failure, and build up in the three inch line (cited as violations in the May 28, 2014, Notice of Violation). The City has implemented measures to prevent future releases including a high level alarm in the Fibrominn Lift station, which notifies both Facility personnel as well as Fibrominn personnel via a dialer system. Fibrominn personnel know to stop pumping to the City's lift station immediately if an alarm is received. The City has also lowered the floats in the Fibrominn lift station giving the City and Fibrominn more time to prevent a release after the high level alarm is received. The City should continue to take action to prevent future releases from this lift station. **Please see the violations and corrective actions section listed below.**
- The City made two additional reports to the state duty officer during the review period:
 - On June 19, 2014, the City reported that the Facility couldn't handle the influent flows and had filled up the EQ tank (D.O. report # 142796). After the EQ tank filled up, City staff began pumping untreated wastewater from the EQ tank to the final clarifiers. All wastewater was discharged through the permitted discharge pipe and the Facility met all discharge limits during the internal bypass.
 - On August 25, 2015, the City reported a release from the Dairy Queen service line which was leaking below ground and found its way into the storm sewer (D.O. report # 152566). Plumbers subsequently repaired the situation, which did not originate from the City's collection system, but rather from a private service lateral.

Flow data (compare design flow to actual flow)

- The NPDES/SDS Permit indicates that the Average Wet Weather (AWW) Design Flow is 985,000 gallons per day (gpd). For the time period from January 2015 through December 2015 the City reported average daily influent flows of 539,545 gpd.
- Flow meters used for calibrating influent and effluent flow are calibrated twice annually as per the Facility Permit.

Enforcement actions over the review period

- None

Compliance schedule progress

- N/A

Biosolids/land application sites

- The MPCA staff conducted a limited biosolids records review and observed the following records for biosolids hauled in 2015 on approved site "DJ1": lab results for biosolids and soils analysis, application rate calculations, site approval form, site map, farmer information sheets, and haul logs.

Pretreatment

- The Facility currently does not have any Significant Industrial Users (SIUs) discharging to its collection system. The City has had discussions with a potential future SIU. The City is reminded that

if this business does become an SIU, the City is required to notify the MPCA in writing of any new SIUs within 30 days of identifying them, and it is the City's responsibility to regulate the discharge from users of its wastewater treatment facility.

General maintenance schedule reviewed – daily, weekly and monthly O&M

- During the inspection, some corrosion was noted on the decking in the wet well and on the exterior of the effluent filters. The City should plan for the repair of these components.
- During the inspection, City staff indicated that they will be soon replacing some damaged bearings in the fine screen and one sludge mixer pump will be repaired or replaced. The City has plans to address these two components.

Record keeping

- Required records were maintained for greater than three years at the Facility and were available for agency inspection.

Other

- The City utilizes Ferric Chloride as an additive for Phosphorus treatment. Ferric Chloride is a "pre-approved" chemical; however, the City is still required to submit the following information to additives.pca@state.mn.us:
 - Facility Name
 - Permit Number
 - Name of Additive
 - Maximum Dosage
- The Current Facility operators, Jerry Stranlund, and Shawn Wilson, are certified as a class "B" operator and a class "D" operator respectively. Jerry intends to take the class "A" operator exam at the 2016 Wastewater Annual Conference in March of 2016. In the interim, the Facility has a minimum of two visits per week from the following class "A" certified operators: Greg Stang, Dallas Roggeman, and Ronald Hagemeyer. The Facility does keep a log of these visits.
- The City's Facility is an existing continuously discharging wastewater treatment Facility that discharges to the Minnesota River (directly or via tributaries) downstream of the outlet of Lac qui Parle Reservoir (river mile 285) and upstream of the city of Jordan (at river mile 39.4) with a calculated phosphorous discharge greater than 1,800 lbs. per year. Facilities that meet these criteria are listed in Appendix B of the Minnesota River Basin General Phosphorous Permit - Phase 1 (MNG420000). The City has received a Notice of Coverage (MNG420005) for its wastewater treatment Facility under this Permit. This Permit is separate from the City's existing individual NPDES/SDS Permit. The City must maintain compliance with the terms and conditions of both the Minnesota River Basin General Phosphorous Permit and its individual NPDES/SDS Permit.
- The City submitted an exclusion form on March 19, 2015, and was excluded from the May 1 through September 30, 2015 mass limit due to its 1.0 mg/L concentration limits in its individual NPDES/SDS Permit. The City is reminded that an annual exclusion form is due April 30th, 2016.

Alleged Violations

1. **NPDES/SDS Permit Number MN0020036, LIMITS AND MONITORING REQUIREMENTS, page 6, SD001: Total Facility Discharge.**

The city of Benson (Regulated Party) reported one effluent limit violation with the conditions of the NPDES/SDS Permit during the review period.

Date	Parameter	Reported Value	Limit	Limit Type
April 2015	Total Residual Chlorine	0.04 mg/L	0.038 mg/L	Daily Maximum

2. NPDES/SDS Permit Number MN0020036, Chapter 8. Total Facility Requirements.

1. General Requirements

1.32 Unauthorized Releases of Wastewater Prohibited. Except for discharges from outfalls specifically authorized by this permit, overflows, discharges, spills, or other releases of wastewater or materials to the environment, whether intentional or not, are prohibited. However, the MPCA will consider the Permittee's compliance with permit requirements, frequency of release, quantity, type, location, and other relevant factors when determining appropriate action. (40 CFR 122.41 and Minn. Stat. § 115.061)

On March 5, 2015, the City reported an unauthorized release from the Fibrominn Lift Station to the road ditch and potentially to Fibrominn's stormwater pond. The release was due to an excess volume of industrial wastewater discharged by Fibrominn and the lift station being unable to keep up. Approximately 50-300 gallons were released. The release was sampled and reported to the Minnesota State Duty Officer (Report # 148405).

Corrective Action Section:

1. The Regulated Party shall take action to avoid effluent limit violations in the future. The MPCA staff discussed the violations and corrective action with the operator during the inspection and no further correspondence is required at this time.
2. The Regulated Party shall take action to avoid wastewater releases in the future. The MPCA staff discussed the violations and the corrective action with the operator during the inspection and no further correspondence is required at this time.

**STATE OF MINNESOTA
POLLUTION CONTROL AGENCY**

Paul Kimman

This document has been electronically signed.

Paul Kimman
Environmental Specialist 3
Marshall Office
Municipal Division

February 4, 2016

Date signed

Address questions and submittals requested above to:

Paul Kimman
Minnesota Pollution Control Agency
504 Fairgrounds Road, Suite 200
Marshall, Minnesota 56258
paul.kimman@state.mn.us

CITY OF BENSON
APPLICATION FOR APPOINTMENT TO CITY BOARDS OR COMMISSIONS

Dear Applicant:

We welcome you as an applicant for one of the City's boards or commissions. These groups play a very important role in Benson City Government. These boards and commissions serve as advisory bodies to the Benson City Council. They provide information and recommendations to the City Council so the Council can make sound decisions regarding issues and policy matters.

Please fill out the information requested below. You are encouraged to attach any additional information which you believe qualifies you for appointment to the board or commission you have selected.

.....
BOARD OR COMMISSION PREFERENCE:

- | | |
|---|---|
| <input type="checkbox"/> Airport Advisory Commission | <input checked="" type="checkbox"/> Housing & Redevelopment Authority |
| <input type="checkbox"/> Benson Area Tourism Board | <input type="checkbox"/> Library Board |
| <input type="checkbox"/> Cemetery Board | <input type="checkbox"/> Park Board |
| <input type="checkbox"/> Economic Development Authority | <input checked="" type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Hospital Board | <input type="checkbox"/> Utilities Board |

RETURN APPLICATION TO:

Office of the City Manager
City of Benson
1410 Kansas Avenue
Benson, MN 56215
Telephone: 320-843-4775
Date Received: / /

PERSONAL INFORMATION:

Name Suzanne Fitz Address 1900 Countryside Drive Benson Mn

Telephone: Home 320 843-3780 Business _____ Zip 56215

How long have you been a resident of Benson? Life Long

Have you served previously on any of Benson's boards or commission? YES NO

Have you served previously on any city board/commission in any other community? YES NO

Are any members of your immediate family in the same household presently employed by the City of Benson or serving on any of the City's boards or commissions? YES NO

Husband did work as seasonal help for parks dept. this last fall.

Occupation: _____ Name of Employer: _____

I am a member of the following civic organizations: Recently joined Relay For Life
for Swift County.

Please list your special interests, education, past experiences, etc., which you feel would benefit the City of Benson by your appointment to the board/commission you have indicated a preference to above:

Retired nurse from SCBH for 43 years. Served on city council for 20 years. Served on Library, Lignite, Planning Commission, HRA, & Fire during that time. Have great desire to serve this wonderful community we all have in any way I can. Have a good understanding of how city government operates.

Do you have any additional comments? Served on parish council, school board, family groups for St. Francis Catholic Church. Currently serve on liturgy, schedule liturgical ministries. Eucharistic minister during Mass as well as to shut-in's. Volunteer at Swift County food shelf each week.

DESCRIPTION OF BENSON'S BOARDS AND COMMISSIONS

Airport Commission - Makes recommendations to the City Council for the use, management, and operation of the airport and shall advise the Council in all matters concerning the Airport.

Cemetery Committee - Advises and assists the City Council and City staff in the administration, maintenance and improvement of the Benson City Cemetery.

Housing and Redevelopment Authority - This Authority is a public corporation empowered to undertake certain types of redevelopment projects and low rent housing assistance programs pursuant to the provisions of the M.S.A. 462.411 thru 462.711. These projects may include such activities as planning, acquisition, demolition, clearance, rehabilitation and construction for the purpose of providing decent, safe and sanitary housing for persons of low and moderate income and the improvement and restoration of stagnant, undeveloped land.

Library Board - Acts as an advisory body to the City Council by providing information and make recommendations to the City Council on library matters.

Park Board - Acts as an advisory body to the City Council by making recommendations to the Council on issues associated with City parks, playgrounds, the swimming pool, skating rinks, and other related functions.

Planning Commission - Acts as an advisory body to the City Council by reviewing variance requests, subdivisions, plats, zoning regulations, etc. In addition, they work on developing long-range planning goals and objectives.

Utilities Board - Advises and assists the City Council and Director of Public Works in the administration and improvement of public utilities.

CITY OF BENSON
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Please fill out the information requested below. You are encouraged to attach any additional information which you believe qualifies you for appointment to the board or commission you have selected.

.....
BOARD OR COMMISSION PREFERENCE:

- | | |
|---|--|
| <input type="checkbox"/> Airport Advisory Commission | <input type="checkbox"/> Housing & Redevelopment Authority |
| <input type="checkbox"/> Benson Area Tourism Board | <input type="checkbox"/> Library Board |
| <input type="checkbox"/> Cemetery Board | <input checked="" type="checkbox"/> Park Board |
| <input type="checkbox"/> Economic Development Authority | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Hospital Board | <input type="checkbox"/> Utilities Board |

RETURN APPLICATION TO:

Office of the City Manager
City of Benson
1410 Kansas Avenue
Benson, MN 56215
Telephone: 320-843-4775
Date Received: ___/___/___

PERSONAL INFORMATION:

Name Michael Berrean Address 402 meadow lane

Telephone: Home 320-843-3978 Business Thrivent financial Zip 56218

How long have you been a resident of Benson? 22 yrs

Have you served previously on any of Benson's boards or commission? YES NO

Have you served previously on any city board/commission in any other community? YES NO

Are any members of your immediate family in the same household presently employed by the City of Benson or serving on any of the City's boards or commissions? YES NO

Occupation: Insurance/Investment Name of Employer: Thrivent financial

I am a member of the following civic organizations: Kiwanis

Please list your special interests, education, past experiences, etc., which you feel would benefit the City of Benson by your appointment to the board/commission you have indicated a preference to above:

Do you have any additional comments? _____

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Council Report 02/10/2016

The following is a summary of Police Dept activities for the month of January 2016.

BPD Officers conducted 130 Traffic Stops in January 2016, and 160 Traffic stops in January 2015.

BPD Officers charged 2 people with DUI in January 2016, and charged 6 people in January 2015.

BPD Officers issued 86 traffic and non-traffic citations in January 2016 and 99 in January 2015.

BPD Officers were involved in 3 Domestic incidents in January 2016, and 4 in January 2015.

BPD Officers arrested 19 persons in January 2016, and 11 in January 2015.

BPD Officers were overall involved in 413 incidents in January 2016, and 482 in Dec 2015.



January 28, 2016
Rob Wolfington
Page 2 of 2

Reference: Planning Commission and City Council Recommendations for Approval for the Proposed Rail Improvements in Benson, MN

- c. 12th Street – Option 2 was the preferred option of the public to install medians and leave the roadway as a 2-way street. Cost = \$20,582.
- d. Pedestrian Safety Improvements – Installation of pedestrian gates at the 14th, 13th and 12th Street along with fencing along the rail corridor. Cost = \$405,000.

Total cost of safety improvements = \$1,135,021 plus an annual maintenance fee of \$10,000/year.

Upon approval of final alternative recommendations to move forward with the project, project staff will begin to pursue grants and Federal funding opportunities for project implementation.

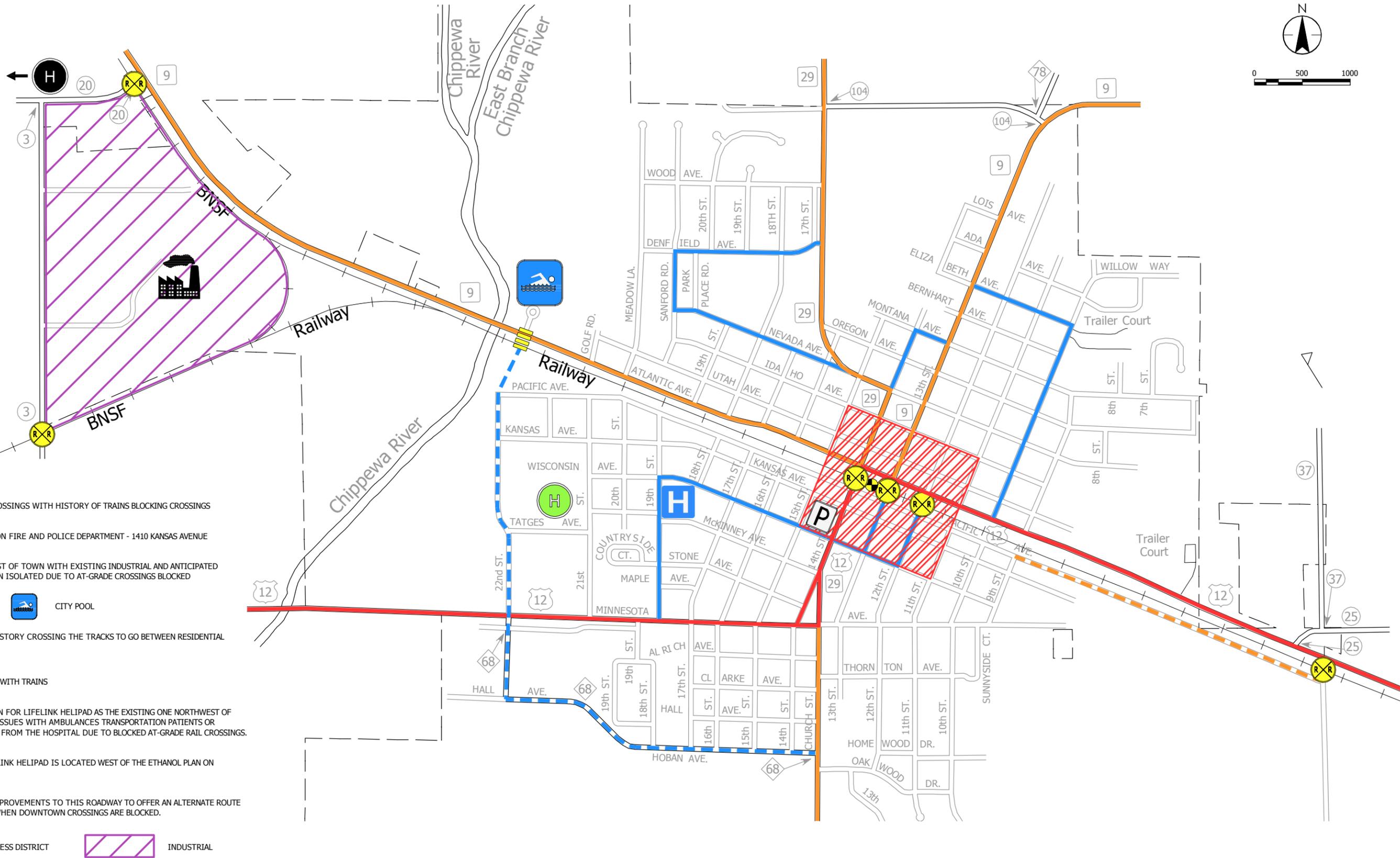
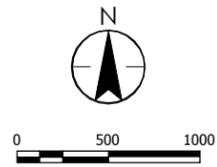
Stantec Consulting Services, Inc.

A handwritten signature in black ink, appearing to read "Peggy Harter".

Peggy Harter, PE
Project Manager
Phone: (701) 566-6020
Peggy.Harter@stantec.com

Attachment: Public Input Meeting Summary

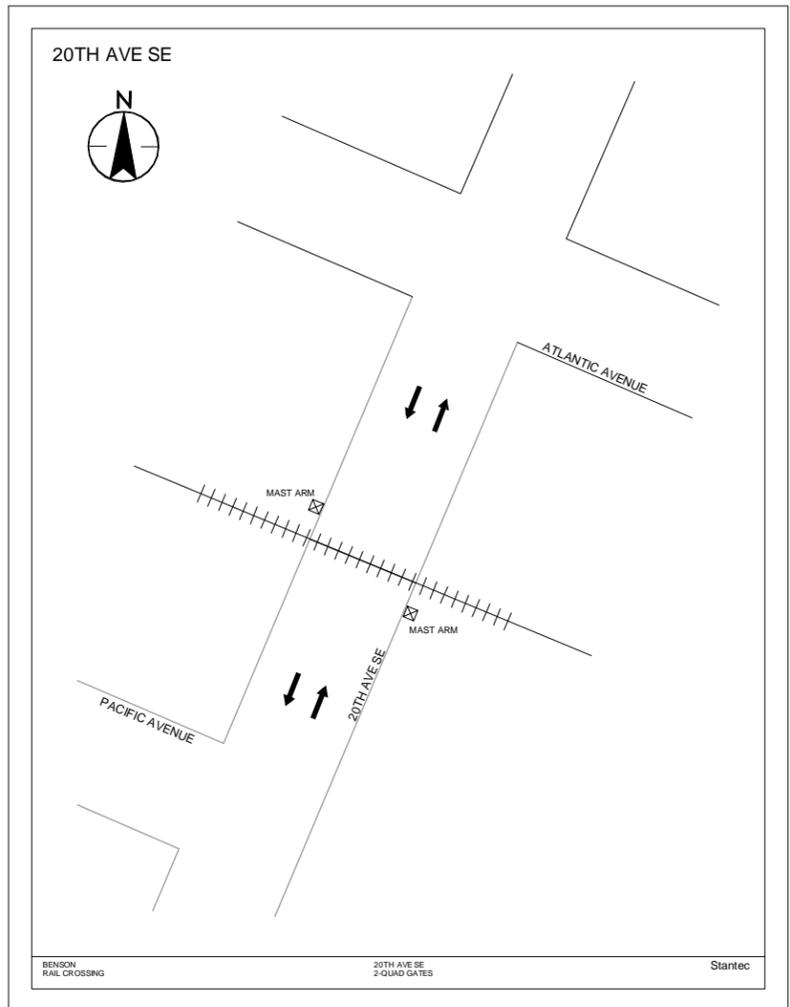
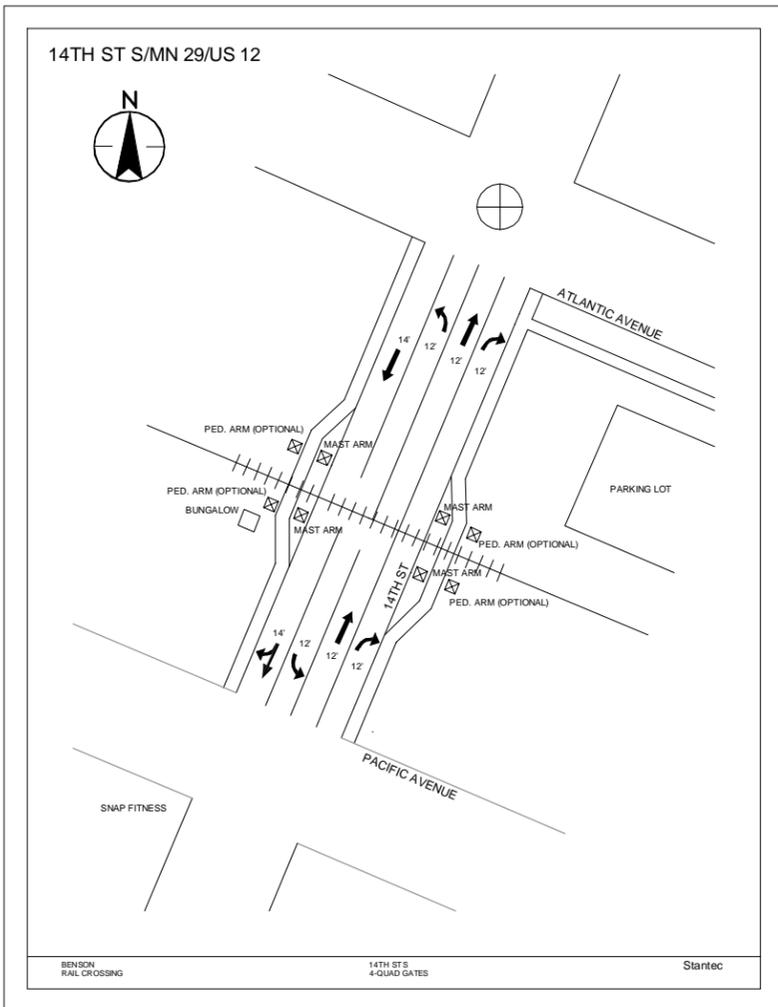
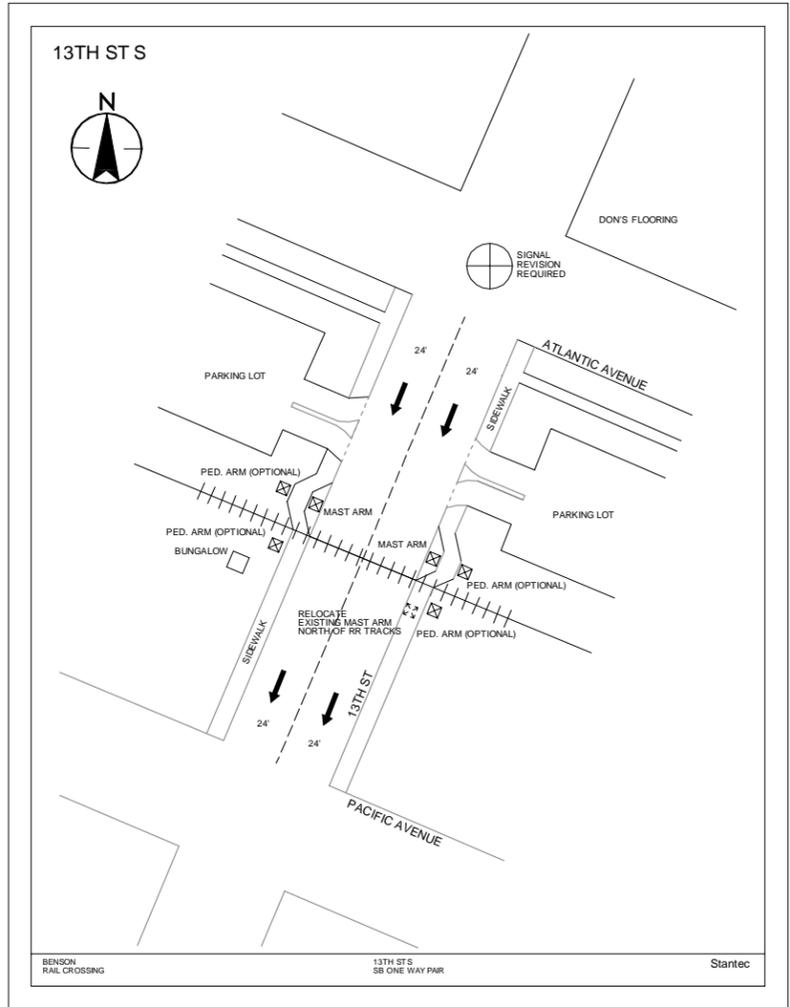
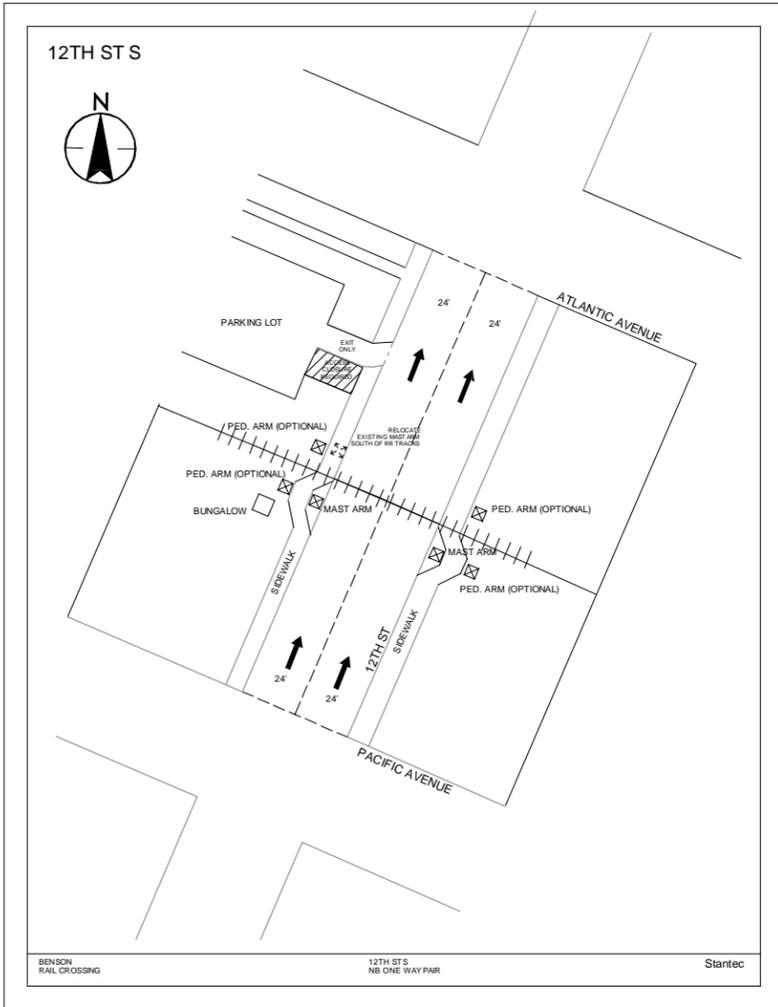
c. Project File



EXISTING CONDITIONS

FIGURE 1

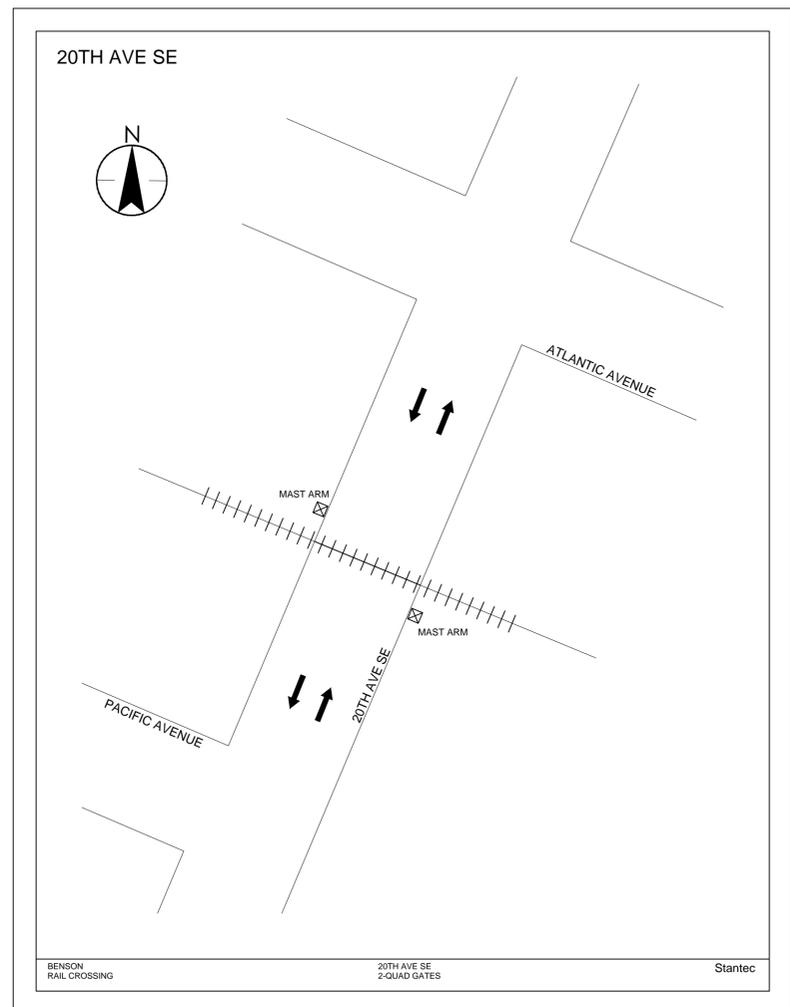
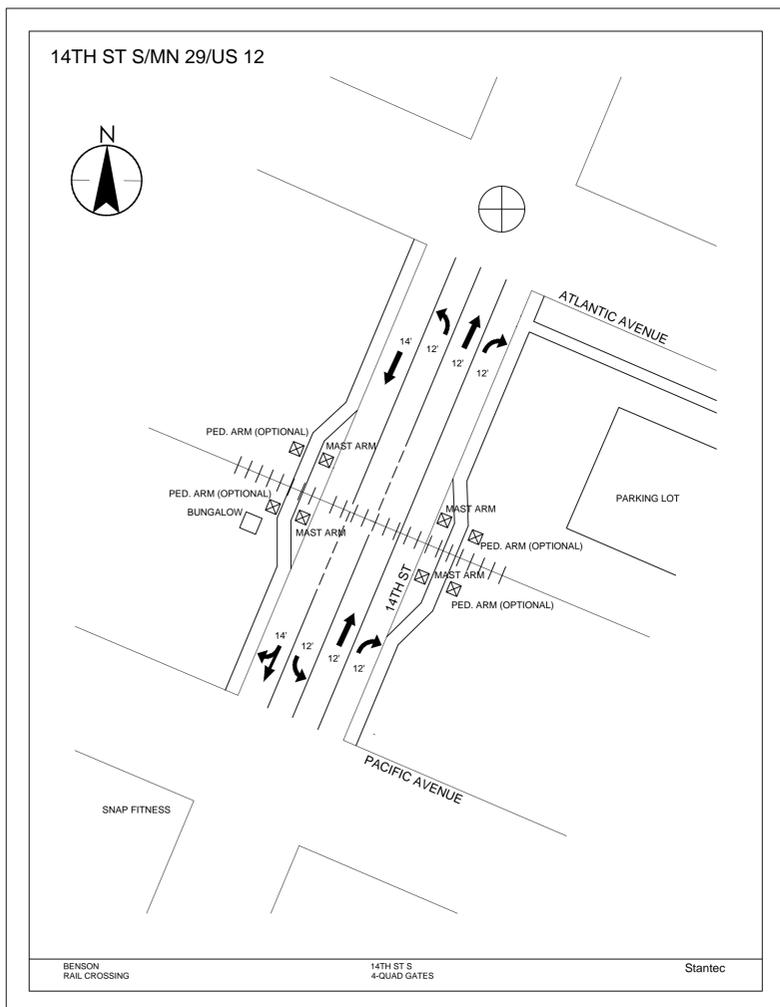
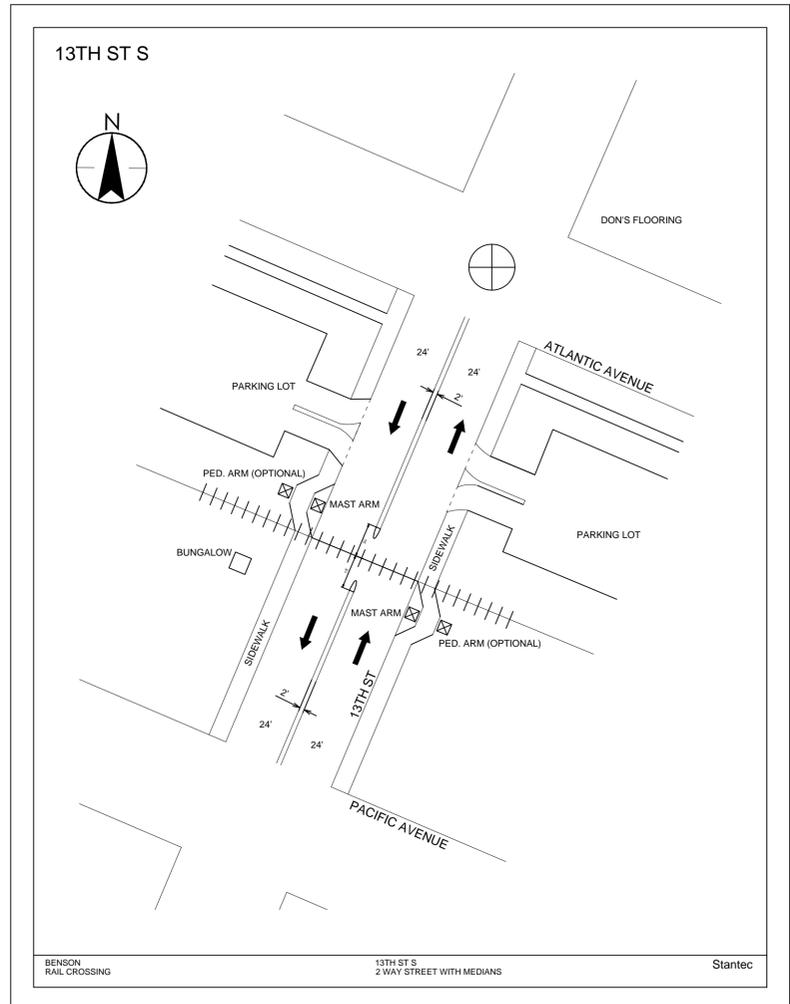
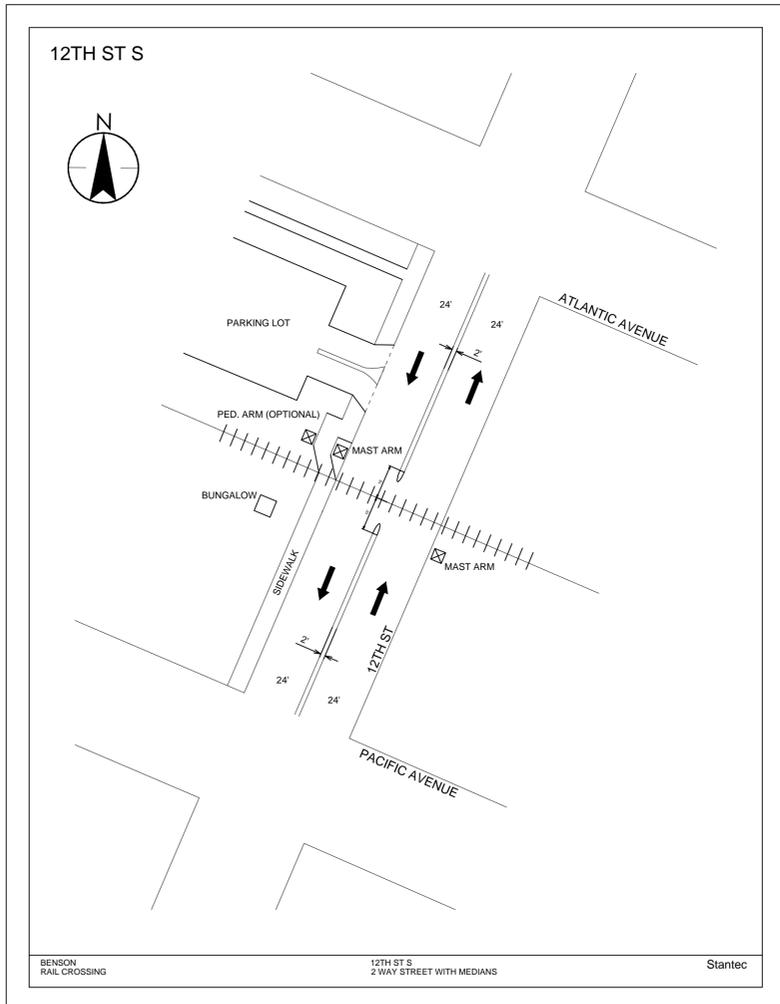
OPTION 1



OPTION 1 - PAIRED ONE-WAY FOR 12TH AND 13TH

IMPROVEMENT	ESTIMATED COST
12TH ST	\$ 88,260.88
13TH ST	\$ 99,631.88
14TH ST	\$ 685,399.00
20TH AVE SE	\$ 691,574.00
ITS	\$ 29,834.00
PEDESTRIAN GATES	\$ 225,000.00
PEDESTRIAN FENCE	\$ 180,000.00
PACIFIC AVE	\$ 1,100,000.00
GRAND TOTAL	\$ 3,099,699.76

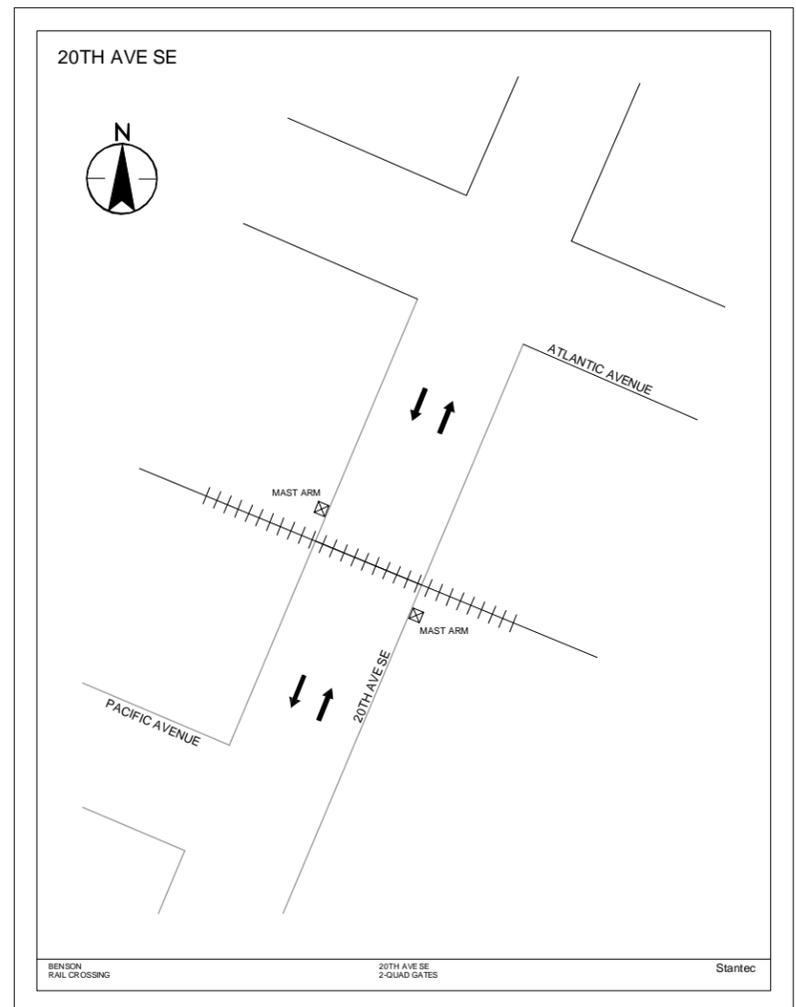
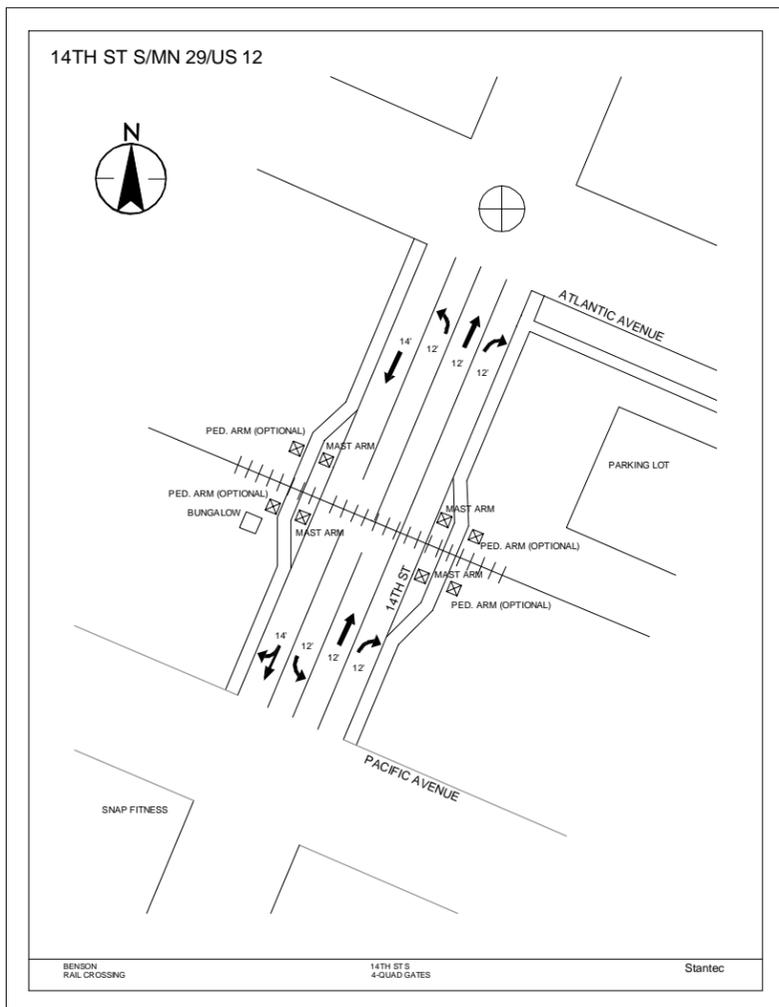
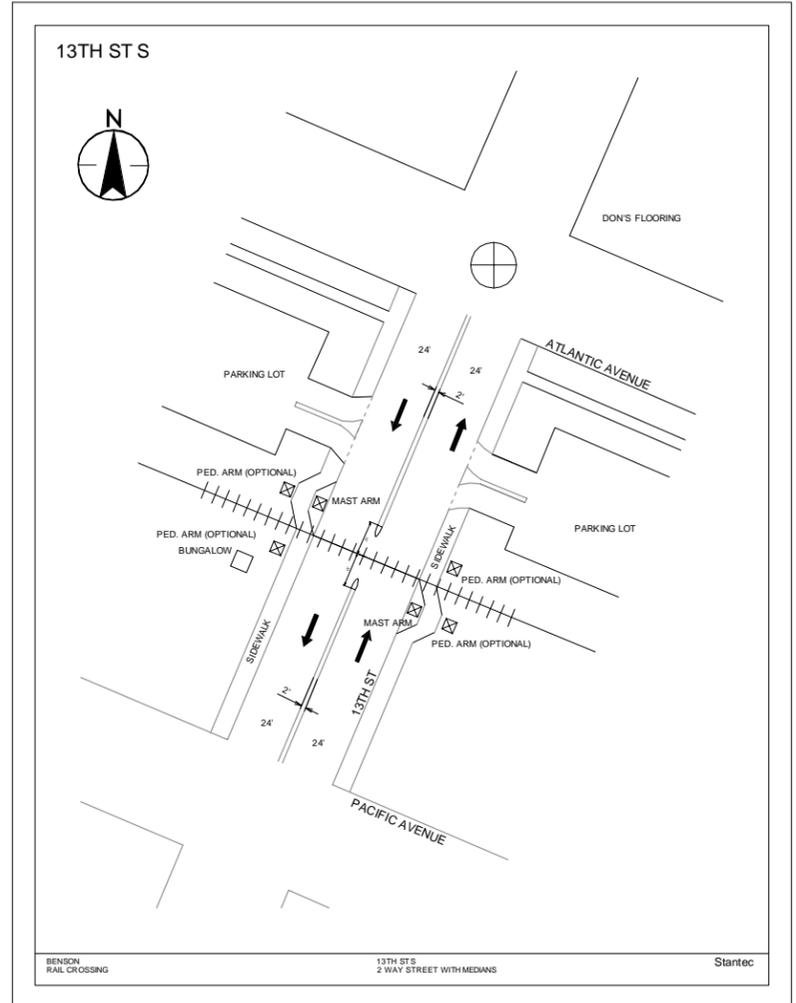
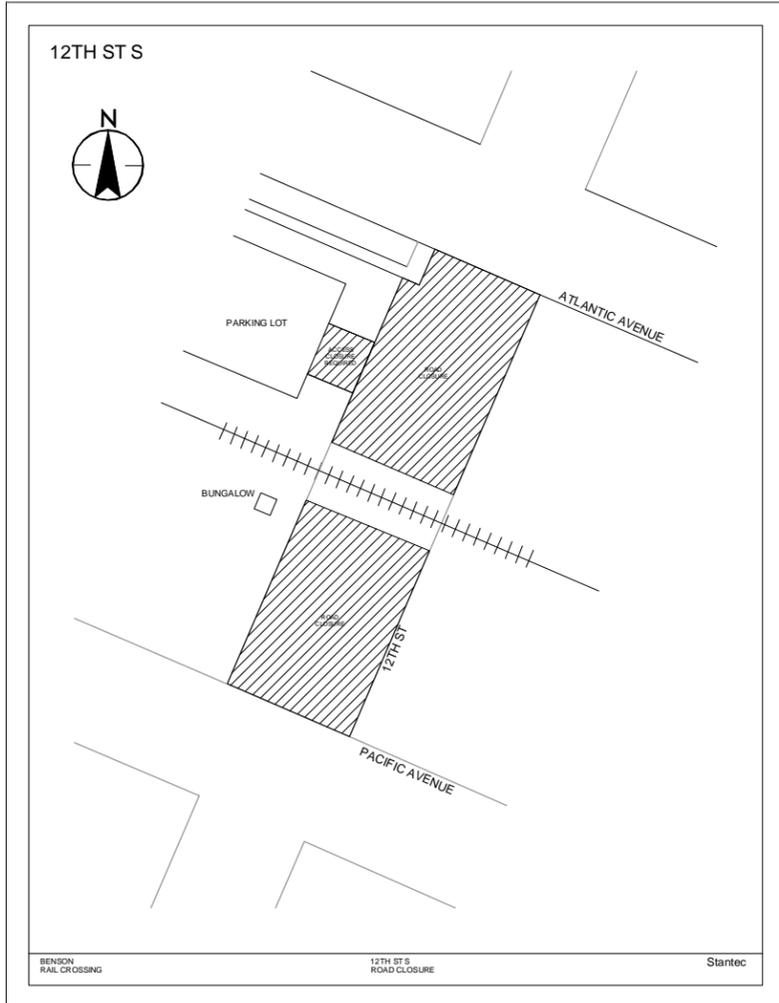
OPTION 2



OPTION 2 - TWO-WAY STREET W/ MEDIANS FOR 12TH AND 13TH

IMPROVEMENT	ESTIMATED COST
12TH ST	\$ 20,582.00
13TH ST	\$ 24,040.00
14TH ST	\$ 685,399.00
20TH AVE SE	\$ 691,574.00
ITS	\$ 29,834.00
PACIFIC AVE	\$ 350,375.00
GRAND TOTAL	\$ 1,801,804.00

OPTION 3



OPTION 3 - 12TH ST S CLOSED; 13TH ST S TWO WAY W/ MEDIAN

IMPROVEMENT	ESTIMATED COST
12TH ST	\$ (16,454.00)
13TH ST	\$ 24,040.00
14TH ST	\$ 685,399.00
20TH AVE SE	\$ 691,574.00
ITS	\$ 29,834.00
PEDESTRIAN GATES	\$ 150,000.00
PEDESTRIAN FENCE	\$ 180,000.00
PACIFIC AVE	\$ 1,100,000.00
GRAND TOTAL	\$ 2,844,393.00

Benson Rail Crossing Improvement Alternatives

Improvement	Option 1 – Paired One-Ways 12 th & 13 th	Option 2 – Median Two-Ways 12 th & 13 th	Option 3 – 12 th Closed, 13 th Median Two-Way
12 th Street	\$88,260.88	\$20,582.00	\$(16,454.00)
13 th Street	\$99,631.88	\$24,040.00	\$24,040.00
14 th Street (US 12)	\$685,399.00	\$685,399.00	\$685,399.00
20 th Ave SE	\$691,574.00	\$691,574.00	\$691,574.00
ITS	\$29,834.00	\$29,834.00	\$29,834.00
Pedestrian Gates	\$225,000.00	\$225,000.00	\$150,000.00
Pedestrian Fence	\$180,000.00	\$180,000.00	\$180,000.00
Pacific Ave	\$1,100,000.00	\$1,100,000.00	\$1,100,000.00
Estimated Total	\$3,099,699.76	\$2,956,429.00	\$2,844,393.00

Grant Funding Opportunities: Local Roads Improvement Program (LRIP), Highway Safety Improvement Program (HSIP), Transportation Economic Development (TED), Other State and Federal Funding Opportunities

FIRE PROTECTION AGREEMENT

By this instrument the City of Benson, Minnesota, party of the first part, and _____ Township, County of Swift _____, party of the second part, agree with each other as indicated by the following articles:

ARTICLE I. The City agrees to furnish fire service and fire protection to all property within the following described boundaries: XXX Sections (See attached Exhibit A) for compensation and on the conditions hereinafter set forth, and the City further agrees that a reasonable effort will be made by the fire department to attend all fires with the town area whenever it is notified of such fires, subject to the following conditions:

- A. When two or more fire calls are received from one or more property owners in jurisdictions under contract with the City, they shall be answered in order of their receipt unless the fire chief or officer in charge of the department otherwise directs.
- B. Road and weather conditions must be such that the fire run can be made with reasonable safety to the firemen and equipment of the City. The decision of the fire chief shall be final as to which times the fire department cannot safely answer a rural call.
- C. The City shall not be liable to the town or second party to this agreement for loss or damage of any kind whatever resulting from any failure to furnish firemen or fire equipment, or from any failure to prevent, control, or extinguish any fire, whether such loss or damage is caused by the negligence of the officers, agents or employees of the City, its fire department or otherwise.
- D. In case an emergency arises within the City while equipment and personnel are engaged in fighting a fire in any rural area, the fire chief or officer in charge of the fire department may, in his discretion, recall to the City such equipment and personnel as he may, in his opinion, consider necessary to meet the emergency.

ARTICLE II. The City further agrees to:

- A. Keep and maintain in good order at its own expense the necessary fire apparatus and equipment for fire service and fire protection and to furnish not less than five (5) firemen on each fire call.
- B. Make no claims against the second party for injuries to its firemen while enroute to or returning from fire calls under this agreement.
- C. Provide an annual financial report for the fire department to each contracted township for each budget year covered by this contract.

ARTICLE III. The party of the second part agrees:

- A. To pay to the City as compensation for all fire service furnished by this agreement the following amounts:

A base charge of \$ 0.00 for the 36 month period beginning April 1, 2016, and ending March 31, 2019, and to further pay to the City a call charge for each response made to a location within the territory covered by this contract as follows: \$750.00 per call and an additional charge of \$350.00 per hour for the second and subsequent hours will be charged.

- B. To levy necessary taxes upon the township for fire protection if funds are not available from other sources to pay the cost of the fire protection as herein set forth.

- C. To pay the City of Benson all sums due under this contract according to the following schedule:

1. Charges shall be due and payable on or before April 1, 2016 in the amount of \$0.00 , April 1, 2017 in the amount of \$0.00 and April 1, 2018 in the amount of \$0.00 .
2. Call charges shall be due and payable within thirty days after receipt of a billing.

This contract shall be in force for a term beginning April 1, 2016, and terminate on March 31, 2019. The City reserves the right to reopen negotiations concerning the contents of this agreement at any time upon notification to the above specified Township.

This contract is executed in duplicate, each party has a copy, and each copy shall be deemed an original for all purposes.

PARTY OF THE FIRST PART

PARTY OF THE SECOND PART

CITY OF BENSON

XYZ TOWNSHIP

By: _____
Title: Mayor

By: _____
Title: _____

By: _____
Title: City Manager

By: _____
Title: _____

GOVERNMENTAL UNIT	Sections	Percent		Present	Proposed Contracts		
				Contract	2016	2017	2018
BENSON	36	100		\$7,365	\$7,586	\$7,814	\$8,048
CAMP LAKE	33	91.7		\$5,508	\$5,673	\$5,843	\$6,019
CASHEL	36	100		\$6,190	\$6,376	\$6,567	\$6,764
CLONTARF	1.5	4.2		\$3,620	\$3,729	\$3,840	\$3,956
GRACE	13	36.1		\$2,200	\$2,266	\$2,334	\$2,404
KILDARE	23.75	66		\$4,358	\$4,489	\$4,623	\$4,762
LANGHEI	18	50		\$2,961	\$3,050	\$3,141	\$3,236
ROLLING FORKS	12.5	34.7		\$1,915	\$1,972	\$2,032	\$2,093
SIX MILE GROVE	19.5	54.2		\$8,319	\$8,569	\$8,826	\$9,090
SWENODA	22	61.1		\$3,742	\$3,854	\$3,970	\$4,089
TORNING	36	100		\$17,344	\$17,864	\$18,400	\$18,952
TOTAL TOWNSHIPS	251.25	69.8		\$63,522	\$65,428	\$67,390	\$69,412

**CITY OF BENSON
CAPITAL AUTHORIZATION REQUEST**

1 Fund: Capital Outlay Department: Police Department

Prepared by: Chief Ian D. Hodge Date: 01/23/2016

Describe Proposed Capital Expenditure: I propose the purchase of a 2016 Ford SUV to be utilized as a patrol vehicle to replace the existing 2010 Ford Explorer XLT patrol squad.

Does Proposed Expenditure Replace Existing Equipment? Yes If Yes, Describe Use of Replaced Equipment: 2010 Ford Explorer XLT utilized as a rotational patrol squad. The 2010 Ford Explorer will be sold after it is decommissioned.

2 If Included in Capital Improvements Program:	3 Total Cost: <u>\$39902.82</u>
What Year: <u>2016</u>	-Trade-in (if applicable): <u>- \$ 0</u> +Net Book
What Heading: <u>Capital Outlay</u>	Value (depreciated value): <u>+\$</u>
Budgeted Amount: <u>\$36000.00</u>	-Net Capitalized Cost: <u>-\$39902.82</u>

4 Justification of the Expenditure: (Main Objectives and Assumptions)

The objective of this purchase is to replace the Ford Explorer XLT in the patrol fleet. The XLT has 72000 miles on it currently and is becoming less and less reliable as a patrol vehicle, due to the high mileage and its non-law enforcement specific design. In 2015 we spent \$2024.25 in repairs on the XLT. Continued use of the XLT as a patrol vehicle would be unsafe due to its mechanical age and costs will escalate in its service and repairs. * Old car will be sold outright.

5 Approval Section:
Action taken:

Department Supervisor [Signature] Signature Date 01/29/2016
 Division Director _____
 City Manager [Signature] Date 02/18/2016
 City Council Approval (If Applicable) _____ Council Meeting _____

INSTRUCTIONS

SECTION 1

Fund: Indicate fund through which capital purchase is to be financed

Department: Indicate which department the purchase is for

Prepared by: Form preparer's name

Date: Date prepared

Describe Proposed

Capital Expenditure: Briefly explain expenditure

Does Proposed Expenditure

Replace Existing Eq.: Indicate yes or no

If Yes, Describe Use of

Replaced Equipment: Indicate whether the equipment is to be traded in, abandoned, used in a different dept., etc.

SECTION 2

If included in Capital

Improvements Program: If so, go to what year; if not, skip to Section 3

What Year: Indicate year that Capital Expenditure was planned for

What Heading: Indicate title as listed in Capital Improvement Program

Budgeted Amount: Indicate dollar amount listed in Capital Improvement Program

SECTION 3

Total Cost: Write in the Total Cost before trade-in, if any

Trade-in: Trade-in allowance

Net Book Value: Write in the depreciated value of trade in if known. If not known, see Director of Finance.

Net Capitalized Cost: Use total cost and subtract the trade-in allowance and then add any net book value to determine the net capitalized cost

SECTION 4

Provide enough information here so a person that is unfamiliar with the project or equipment could understand why it is needed. Use as much space as necessary.

SECTION 5

Approval: Turn completed form in to your immediate supervisor for completion of the approval section.



Fleet Department

2228 College Way • PO Box 338 • Fergus Falls, MN 56538-0338
 218-998-8866 • 800-477-3013 Ext. 8866 • Fax 218-998-8813 • www.nelsonfergusfalls.com

VEHICLE QUOTE NUMBER F Benson K8A 16J

Sold To: Benson, MN, City of
 Attn: Ian Hodge, Chief
 Address: 1410 Kansas Ave,
 Benson MN 56215
 ian.hodge@city.co.swift.mn.us

Date: 01/27/2016
 Phone: 320.843.4790
 FAX: 320.843.3769
 Salesperson: Gerry Worner
 Key Code: Ignition/Door:

Stock No.	Year	Make	Model	New/Used	Vehicle ID Number
Benson K8A 1	2016	Ford Police Interceptor	4dr Police Utility	New	0
		Color:	Black/Black cloth/vinyl		

Price of Vehicle Contract 83065 2016 price \$25,562.95

Includes std. rearview camera display in 4 inch screen in instrument panel

Options & Extras \$1,938.00

Add for Dept. options per specs \$1,441.00

Dealer installed options:

Dealer installed remote start and keyless entry, 1 fob w/feedi \$497.00

Same price, same options as previous vehicle

Delivery FOB Fergus Falls (\$45.00)

2016 order cutoff date 3/11/2016

Subtotal \$27,455.95

Trade - In

Total Cash Price each: \$27,455.95

Terms: Net 30 days; add daily interest at 1.5%/month if we receive payment later

Your Purchase Order #

Project # MN Contract 83065

Thanks for your business!

Ship To / Lessee / End User: Benson, MN, City of
 Ian Hodge, Chief
 Police Dept.
 1410 Kansas Ave,
 Benson MN 56215

Phone: 320.843.4790
 FAX: 320.843.3769

Signed _____ and Initialed _____

Printed Name _____ and Date _____

Customer: Benson, MN, City of
 Attn: (Name, Title) Ian Hodge, Chief
 Dept: Police Dept.
 Address: 1410 Kansas Ave.
 Benson MN 56215
 Phone: 320.843.4790
 Fax: 320.843.3769
 email: ian.hodge@city.co.swift.mn.us
 MN Contract 83065

Nelson Auto Center

Fleet Department
 PO Box 338
 Fergus Falls, MN 56538-0338
 Gerry Worner
 Phone: 218-998-8866
 Fax: 218-998-8813
 gerryworner@nelsonfergusfalls.com

2016 order cutoff date 3/11/2016

Line 2 Marked Utility Vehicle

1	Ford Police Interceptor Utility Vehicle All Wheel Drive	2016	1	K8A	\$25,562.95	\$25,562.95
	License Plate brakdet - front (Std. for MN)		1	2016 Pr	\$395.00	\$395.00
	Auxiliary rear Air conditioning			153	\$0.00	
	Cloth rear seat, instead of standard vinyl rear seat			17A	\$532.00	
	Power passenger seat NEW for 2016			88F FW	\$53.00	
	Rear view camera display in mirror, vs. in std. 4" diagonal screen on dash cannot be modified once vehicle is built; must specify at time of order			87P	\$284.00	
	SYNC Voice Activated Communication System			87R	\$0.00	
	Engine block heater			53M	\$258.00	
	Delete carpet floor covering, std. full rubber floor instead		1	41H	\$79.00	
	LH spotlight halogen bulb			- 16C	(\$103.00)	(\$103.00)
	LH spotlight w/LED bulb			51Y	\$187.00	
	LH spotlight w/Whelen LED bulb recommended			51R	\$345.00	
	Dual spotlamps w/halogen bulbs			51T	\$366.00	
	Dual spotlamps w/LED bulbs			51Z	\$306.00	
	Dual spotlamps w/Whelen LED bulbs		1	51S	\$541.00	
	Radio Noise Suppression bonding straps		1	51V	\$580.00	\$580.00
	keyed alike (like Crown Vic) 1284X			60R	\$87.00	\$87.00
	keyed alike (like Crown Vic) 1294X			59B	\$45.00	
	keyed alike (like Crown Vic) 0135X			59C	\$45.00	
	keyed alike (like Crown Vic) 1435X			59D	\$45.00	
	keyed alike (like Crown Vic) 0576X			59E	\$45.00	
	keyed alike (like Crown Vic) 0151X			59F	\$45.00	
	keyed alike (new code 2013 on) 1111X			59G	\$45.00	
	Remote keyless entry keyfob (w/o keypad; N/A w/keyed alike)			59J	\$45.00	
	Lock plunger for doors, hidden			59S	\$227.00	
	Lock plunger for doors, hidden, and rear door handles inoperable			52H	\$122.00	
	Pre wiring for grille lamp, siren & speaker		1	52P	\$140.00	
	100 Watt siren/speaker includes bracket & pigtail			60A	\$45.00	\$45.00
	Dome light, rear, in cargo area Red/White recommended		1	18X	\$262.00	
	Daytime running lamps			17T	\$45.00	\$45.00
	Automatic Headlamps			942	\$39.00	
	Auxiliary Red/Blue LEDs in front bumper fascia (requires #60/ recommended)			86L	\$99.00	
	Forward pocket warning Red/Blue LEDs - Warn/Park/Turn (requires #60A)			21L	\$481.00	
	Wheel covers 18" full face			21W	\$558.00	
	Aluminum Wheels, 18" painted			65L	\$53.00	
	Police Interior Upgrade (cloth rear seat, carpet front/rear w/4 mats, console)			64E	\$415.00	
	Delete Police Interceptor Badge (for unmarked car or non-police dept.)			65U	\$341.00	
	Roof Rack side rails, black			16D	\$0.00	
	Delete std. front console plate (no charge/no credit)			68Z	\$136.00	
	Lockable gas cap for Easy Fuel capless fuel filler			85D	\$0.00	
	BLIS Blind spot monitoring, cross traffic alert, Heated Mirrors (req. 53M \$258)			19L	\$17.00	
	Heated outside mirrors w/o Blind Spot Monitoring		1	55B	\$475.00	
	LED Marker lights in left & right sideview mirrors (requires #60A)			549	\$53.00	\$53.00
	Side marker lights in rear quarter glass			63B	\$254.00	
	Four switches on steering wheel (w/o SYNC, 53M)			63L	\$502.00	
	Four switches on steering wheel (w/SYNC, 53M)			61R	\$136.00	
	My Speed Fleet Management			61S	\$136.00	
	Speed Limited Calibration w/EcoBoost V6 131 mph top speed - standard with EcoBoost			43S	\$53.00	
	EcoBoost 3.5 L V6 engine 131 mph top speed (non E85)			99T	\$3,120.00	
	Garnet Red Clearcoat for MN State Patrol			58W00	\$918.00	
	Bright Red for Fire Dept. vehicle			W4650	\$898.00	
	Two tone with vinyl on roof and 4 doors			91A	\$733.00	
	Two tone with vinyl on roof and 2 front doors			91C	\$611.00	
	Two tone with vinyl on roof only			91H	\$428.00	
	Two tone with vinyl on 2 front doors only			91J	\$266.00	
	Vinyl Word "POLICE" wrap on both sides for 2 tone effect			91D	\$694.00	
	Vinyl Word "POLICE" wrap reflective Black Vinyl			91E	\$694.00	
	Vinyl Word "POLICE" wrap reflective White Vinyl			91F	\$694.00	
	Vinyl Word "SHERIFF" wrap White Vinyl			91G	\$694.00	
	Scuff Guards clear film on front of rear doors; protection from duty belt			55D	\$79.00	
	Additional owners manual			OMANUAL	\$85.00	
	Service/Driveability/Emissions/Electrical Manuals (late avail.)			SMANUAL	\$498.00	
	Parts Manuals (late avail.)			PMANUAL	\$495.00	
	Technical Service Bulletins (annual subscription)			TSB	\$1,385.00	
	Extended Warranty, Ford Extended Service Plan \$1500 to \$5500; will quote			ESP		
	Page 1 subtotal					\$26,664.95

Customer: **Benson, MN, City of**
 Attn: (Name, Title) **Ian Hodge, Chief**
 Dept: **Police Dept.**
 Address: **1410 Kansas Ave.
 Benson MN 56215**
 Phone: **320.843.4790**
 Fax: **320.843.3769**
 email: **ian.hodge@city.co.swift.mn.us**
 MN Contract 83065

Nelson Auto Center

Fleet Department
 PO Box 338
 Fergus Falls, MN 56538-0338
 Gerry Worner
 Phone: 218-998-8866
 Fax: 218-998-8813
 gerryworner@nelsonfergusfalls.com

Line 2 Marked Utility Vehicle

Page 1 subtotal					\$26,664.95
Additional Factory options:					
rear console plate	recommended	1	35R	\$30.00	\$30.00
Cargo storage vault (NOT available with rear AC)			63V	\$213.00	
Underbody Deflector plate	recommended	1	76D	\$292.00	\$292.00
Ballistic door panels, driver door only			90D	\$1,384.00	
Ballistic door panels, both front doors			90E	\$2,766.00	
Rear window switches inoperative			18W	\$22.00	
Rear locks operable, but rear door handles inoperable			-68G, +68L	\$0.00	
Delete rear door locks & handles inoperable (allows them to work)			-68G	(\$29.00)	
Courtesy lamps disabled when door opened (Dark car feature) recommended		1	43D	\$17.00	\$17.00
Perimeter anti theft alarm (activated by hood, door, decklid) (req. 595 keyless entry)			593	\$105.00	
Reverse sensing			76R	\$240.00	
Row 2 glass Light Solar tint, instead of std. deep tint			92R	\$75.00	
Row 2 & cargo glass Light Solar tint, instead of std. deep tint			92G	\$105.00	
Ultimate wiring package			87U	\$481.00	
Police Wire Connector Kit Front			47C	\$91.00	
Police Wire Connector Kit Rear			21P	\$114.00	
Pre-Drilled holes only for LEDs in headlamp housings	recommended		36P	\$110.00	
Pre-Drilled holes only for LEDs in taillamp housings NEW for 2016			36T	\$53.00	
Two front integrated LED lights in headlamps			66A	\$743.00	
Two rear integrated white LED lights in tail lamps (see options for red/blue)			66B	\$371.00	
Four flashing LEDs: 2 in back window & 2 liftgate bottom	recommended		66C	\$398.00	
Pkg. #24 Whelen PCC8R controller, relay center, wiring, rear plate			67G	\$1,169.00	
Ready for the Road: Whelen Cencom controller, relay center, wiring			67H	\$2,979.00	
Dealer Installed items					
Dealer reprogramming per item (daytime running lamps, dark car feature, etc.)			RPRGRM	\$75.00	
Dealer re-key 4 locks (ignition, 2 doors, liftgate) to specific key code			REKEY	\$320.00	
Dealer silence chime tone for key in ignition			NOCHIME	\$125.00	
Dealer installed keypad keyless entry (must have #595 remote entry)			KPAD	\$195.00	
Dealer installed keyless entry, remote start, 1 fob w/o feedback			KLES	\$395.00	
Dealer installed remote start and keyless entry, 1 fob w/feedback		1	RSTRT	\$497.00	\$497.00
Dealer installed power lock button in rear, accessible with liftgate open			RLOCK	\$182.00	
Dealer installed 2" receiver hitch w/4 wire flat plug-in (add \$100 for 7 blade RV plug)			HITCH4	\$510.00	
Dealer installed running boards, black			RBDS	\$710.00	
Roof Rack cross bars, dealer installed			RACKCB	\$247.00	
Ford molded mudflaps dealer installed			FLAPS	\$189.00	
Rubber slush mats, front pair			SMATS	\$117.00	
Dealer installed Surveillance Mode Module (requires 76R reverse sensing)			SURVEIL	\$696.00	
Dealer installed vinyl wrap on 4 doors for two tone			WRAP4	\$395.00	
Dealer installed vinyl wrap on 4 upper door frames around windows			WRAPF	\$170.00	
Dealer installed vinyl wrap on 4 doors & roof for two tone			WRAP4R	\$645.00	
Dealer installed vinyl wrap on 2 doors & roof for two tone			WRAP2R	\$495.00	
Dealer installed vinyl wrap on hood and roof for two tone			WRAPTOP	\$500.00	
Dealer installed vinyl word wrap, White or Black, POLICE or SHERIFF			WORD	\$585.00	
Dealer installed Reflective vinyl word wrap, White or Black, POLICE or SHERIFF			REFWORD	\$685.00	
Push Bumper, Setina PB 400VS, installed			PB40D	\$679.00	
Push Bumper, Setina PB 450L2VS w/2 red/blue lights, installed			PB452	\$1,037.00	
Push Bumper, Setina PB 450L4VS w/4 red/blue lights, installed			PB454	\$1,198.00	
Fender Protector, Setina PB8-VS			PB8	\$545.00	
Rear Window barriers Setina steel			WBVSS	\$382.00	
Rear Window barriers Setina Polycarbonate			WBVSP	\$398.00	
Setina 10-VS sliding partition w/o recessed gun panel w/lower extensions			CAGE	\$990.00	
Setina 110-VSRP sliding partition w/recessed gun panel w/lower extensions			CAGER	\$1,099.00	
Setina 10XL partition uncoated, w/recessed panel and seat extensions			CAGEXL	\$1,076.00	
Setina 12-PolyC rear cargo partition, polycarbonate scratch resistant			RCAGE	\$808.00	
Setina 12 EXP rear vinyl coated expanded metal partition			RCGEM	\$773.00	
Setina single vertical gun mount Universal lock, handcuff key, unwired			1GUN	\$436.00	
Setina dual vertical gun mount/lock shotgun/AR-15, handcuff keys, unwired			2GUN	\$536.00	
Toggle switch to disable brake lights and backup lights			CANCEL	\$397.00	
Red/Blue LEDs in taillamps only			TAILRB	\$397.00	
Red/Blue LEDs in taillamps & grille (not available with EcoBoost V6)			GRILTAL	\$883.00	
Red/Blue LEDs in taillamps & Headlights (requires 86P pre-drilled holes \$110.00)			4CRNRRB	\$883.00	
Headlamp flasher system, flashes 2016 halogen High Beams			HFLASH	\$397.00	
Alarm system: Horn/lights upon door/hatch violation, w/2 remotes			ALARM	\$263.00	
Extra key (w/o microchip, simple "dumb" key) each			KEY	\$10.00	
Extra remote entry keyfob (limit of 4 total per vehicle on dealer installed) each			REMOTE	\$142.00	
Transit Improvement Vehicle Excise Tax on any delivery within Anoka, Dakota, Hennepin, Ramsey, Washington, or Beltrami Counties; only marked vehicles exempt			TIVET	\$20.00	
Option to pick up car in Fergus Falls, MN		1		(\$45.00)	(\$45.00)
Total pages 1 and 2					\$27,455.95

2016 order cutoff date 3/11/2016

Squads Inc
P.O. Box 117
Prinsburg, MN 56281

QUOTATION

Quote Number: 2017 FORD UTILITY
Quote Date: Jan 28, 2016
Page: 1

Voice: 320-979-3979
Fax: 320-978-9106

Quoted To:
BENSON POLICE DEPARTMENT 1410 KANAS AVE BENSON, MN 56215

Customer ID	Good Thru	Payment Terms	Sales Rep
BENSON POLICE DEPT.	2/27/16	ON ACCT	Jason Jarveis

Quantity	Item	Description	Unit Price	Amount
1.00	DECOMMISSION	SQUAD CAR	700.00	700.00
1.00	APEX3000	SOUNDOFF APEX3000 LIGHT BAR	1,595.00	1,595.00
1.00	C-VS-1308-1NUT	CONSOLE	389.45	389.45
1.00	C-CUP-21	HAVIS TWIN CUP HOLDER	39.10	39.10
1.00	C-HDM-204	POLE,TELE,HDM,SDMT,	174.10	174.10
1.00	C-MD-102	ACTADP,HDM,SLIDE,TS,SP	355.45	355.45
1.00	PB47UJNT13	PRO GARD PUSH BUMPER	309.23	309.23
1.00	B4702UNIT13	REAR CARGO POLY WINDOW	408.74	408.74
1.00	P4704UJNT13A	PRO-GARD, CAGE WITH POLY SLIDI	534.01	534.01
1.00	RP47UJNT13	PRO-GARD RECESS PANEL	105.93	105.93
1.00	SP47BS13	LOWER EXTENSION PANEL	95.23	95.23
1.00	WB47NPUANT13	PRO-GUARD OME BAR	208.65	208.65
1.00	ETFBSN-P	SOUNDOFF REAR TAIL LIGHT FLASH	58.85	58.85
4.00	ENFSGS4BRW	SOUNDOFF NFORCE 18 LEDS COLORE	129.00	516.00
2.00	LIN6J	WHELEN LINZ6J REAR CARGO DOOR	140.00	280.00
2.00	RUBBER PLUGS	PLUGS ARE USED IN REAR CARGO DOOR	8.00	16.00
1.00	DUAL VERTICAL GUN	LOCK (AR15 & REM 870)HANDCUFF LOCK.	489.00	489.00
1.00	RUMBLER SYSTEM	LOW SIRE SOUNDS/HIGH PITCH	659.27	659.27
1.00	ANTENNA	800 RADO	44.25	44.25
2.00	MIC BRACKETS	HAVIS MIC BRACKETS BLACK	14.00	28.00
1.00	047-0473-00	STALKER RADAR WINDSHIELD ANGLE BRACKET	16.94	16.94
1.00	200-0986-00	STALKER DUAL PIVIT ARM	61.25	61.25
1.00	200-0246-06	REAR RADAR 6' LONG BRACKET	86.25	86.25
			Subtotal	Continued
			Sales Tax	Continued
			TOTAL	Continued

Squads Inc
P.O. Box 117
Prinsburg, MN 56281

QUOTATION

Quote Number: 2017 FORD UTILITY
Quote Date: Jan 28, 2016
Page: 2

Voice: 320-979-3979
Fax: 320-978-9106

Quoted To:
BENSON POLICE DEPARTMENT 1410 KANAS AVE BENSON, MN 56215

Customer ID	Good Thru	Payment Terms	Sales Rep
BENSON POLICE DEPT.	2/27/16	ON ACCT	Jason Jarveis

Quantity	Item	Description	Unit Price	Amount
1.00	FREIGHT	UPS SHIPMENT	15.00	15.00
1.00	TUFBX	48"X39"X12" W/PUSH BOTTON LOC	1,372.00	1,372.00
1.00	CAGE LIGHT	AMBER CAGE LIGHT	5.99	5.99
1.00	EL3SN (R)	SOUNDOFF SELF CONTAIN LIGHT RED SIDE OF PUSH BUMPER	99.00	99.00
1.00	EL3SN(B)	SOUNDOFF SELF CONTAIN LED BLUE FOR SIDE OF PUSH BUMPER	99.00	99.00
1.00	118515	T-CONNECTOR TRAILER LIGHTS WIR	102.45	102.45
1.00	R3-0474	CLASS II RECEIVER HITCH	290.00	290.00
1.00	UB-208-BP	CLASS II SLIDE IN RECEIVER	24.95	24.95
3.00	HOURS OF LABOR	TO INSTALL TRAILER HITCH,	65.00	195.00
1.00	FRIEGHT	SHIPPING	44.16	44.16
1.00	MISC SHOP SUPPLIES	WIRE,FUSE BLOCK,FUSES,RELAYS,BOLTS,LOOM,HE AT SHRINK.	250.00	250.00
37.00	LABOR	TO BUILD NEW SQUAD	65.00	2,405.00
1.00	FREIGHT	UPS SHIPMENT, ON ALL HAVIS ,PROGUARD EQUIPMENT	184.62	184.62
1.00	ETSS100D	100WATT SIREN SPEAKER	189.00	189.00
			Subtotal	12,446.87
			Sales Tax	
			TOTAL	12,446.87

SECTION 3.02 NUMBER, ELECTION, ELIGIBILITY

The hospital district shall be governed by a Board of Directors of nine (9) members. All members of the Hospital Board at the time the hospital district is organized shall continue in office until the members of the first board of the hospital are elected and qualified.

Three (3) directors shall be appointed by the City Council of Benson and six (6) directors shall be appointed by the County Board of Swift County. One of the six (6) members appointed by the county shall be an active member of the Medical Staff. By resolution, the Board of Directors may recommend to the City of Benson and the County of Swift that up to three (3) additional voting members be added to the Board of Directors, each for three (3) year terms. Appointment of these directors shall maintain the balance of two-thirds county representation and one-third city representation. Each of the political subdivisions electing directors shall assign terms of office to each director according to staggered terms wherein one-third of the members shall be elected for a term to expire one (1) year from the next December 31st, one-third for a term to expire two (2) years from that date and the third on-third for a term to expire three (3) years from that date.

There should be no limitations on the number of terms that directors may serve except as those limitations are applied by the respective political subdivisions electing directors.

The Administrator of the Hospital shall be an ex-officio member.

If one of the voting members appointed by the Benson City Council pursuant to this Section is not a member of the Benson City Council then the Benson City Council may, in its discretion, appoint one of its members to serve as an ex-officio member of this board to serve as long as no member of the Benson City Council is a voting member of this board.

If one of the voting members appointed by the Swift County Board pursuant to this Section is not a member of the Swift County Board then the Swift County Board may, in its discretion, appoint one of its members to serve as an ex-officio member of this board to serve as long as no member of the Swift County Board is a voting member of this board.

Three months before the first meeting of a new year, the Chair of the Board of Directors shall appoint a nominating committee composed of three (3) Directors and the Hospital Administrator. One of the members shall serve as chair of the said nominating committee. The nominating committee shall solicit recommendations for nominations for available seats on the Board of Directors. These nominations shall be submitted to the political subdivision responsible for electing an individual to a vacant position.

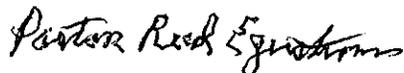
*The First Evangelical Free Church
900 13th Street South
Benson, MN 56215
Ph 320-843-3521*

Feb. 10th 2016

To Whom it may Concern:

The Benson Free church has taken on, for the past three years the city wide Egg Hunt that had been sponsored by the City Chamber of Commerce for many years. Every child is welcome and every child will receive candy as they turn in the eggs that have been gathered from the lawn. This is a fun family event for the kids of our area. The church is asking for financial support of any kind in hosting this event on Saturday, March 26th. The egg hunt will be on the church lawn with the church providing the labor. The cost of this event is estimated to be about \$800. With about \$350 for candy, \$200 for prizes and \$250 for the promotion of the event. Last year the city of Benson gave \$1200 in support of this community event for which we were thankful. Of that \$1200 the church gave back \$765.

Thank you for your consideration in helping us sponsor this city wide event.
The First Evangelical Free Church of Benson



Pastor Reed Egerstrom



**STATE OF MINNESOTA
AIRPORT MAINTENANCE AND OPERATION GRANT CONTRACT**

State Project Number (S.P.): A7601-MO16

State Project Number (S.P.): A7601-MO17

This contract is between the State of Minnesota, acting through its Commissioner of Transportation (“State”) and **City of Benson** acting through its **City of Benson-City Council** (“Recipient”).

RECITALS

1. Minnesota Statutes §§360.015 and 360.305 authorize State to provide financial assistance to airports for maintenance and operation activities.
2. Recipient owns, operates, or controls an airport (“Airport”) in the state system, and Recipient desires financial assistance from the State for maintenance and operation activities for State Fiscal Year 2016 and State Fiscal Year 2017.
3. Recipient assures the State that Recipient will operate and maintain the airport according to the duties and obligations set forth in this Contract.

CONTRACT TERMS

1. Term of Contract and Survival of Terms

- 1.1 **Effective Date:** This contract will be effective on the date State obtains all required signatures under Minnesota Statutes §16C.05, subdivision 2.
- 1.2 **Expiration Date:** This contract will expire on June 30, 2017 or when all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms:** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this contract, including, without limitation, the following clauses: 9. Indemnification; 10. State Audits; 11. Government Data Practices; 13. Governing Law, Jurisdiction and Venue; and 14. Data Disclosure.

2. Recipient’s Duties

- 2.1 Recipient will operate and maintain the Airport in a safe, serviceable manner for aeronautical purposes only for the use and benefit of the public.
- 2.2 The Recipient will keep the runway and the area around the lights mowed at the Airport. The grass must be mowed at least 7 feet beyond the lights, and the grass must not exceed 6 inches in height on the landing area.
- 2.3 If the Airport remains operational during the winter months, the Recipient will keep at least one runway, associated taxiway, and apron area cleared of snow and ice to the same priority as arterial roads. Snow banks must be limited in height so that aircraft wings, engines, and propellers will clear them. Landing strip markers and/or lights must remain visible.
- 2.4 If the State contracts for the periodic paint striping of the Airport’s runways and taxiways during the term of this Contract, the Recipient will cooperate with the marking operation. The Recipient must coordinate seal coat pavement maintenance projects with the State to maximize the pavement marking life.
- 2.5 The Recipient will allow a representative of the State’s Office of Aeronautics access to any area of the Airport necessary for the purpose of periodic inspections.

3. Recipient's Assurances

- 3.1 In accordance with Minnesota Statutes § 360.305, subdivision 4, Recipient assures the State that Recipient will operate and maintain the Airport in a safe, serviceable manner for aeronautical purposes only for the use and benefit of the public.
- 3.2 Recipient represents and warrants that Recipient has established a zoning authority for the Airport, and such authority has completed, or is in the process of and will complete, with due diligence, an airport zoning ordinance in accordance with Minnesota Statutes §§ 360.061 to 360.074.

4. Third-Party Contracting

- 4.1 Recipient will comply with all applicable local, state, or federal laws, regulations, policies and procedures in the procurement of goods and services funded in whole or in part under this Contract.

5. Consideration and Payment

- 5.1 **Consideration.** State will pay for all eligible maintenance and operation costs incurred by Recipient under this Contract as follows:

- 5.1.1 **Basis.** Recipient will be paid for 75% of the eligible maintenance and operation costs not reimbursed by any other source, not to exceed **\$26,727.00** ("Base Amount") of state aid for each state fiscal year.
- 5.1.2 **Total Obligation.** The total obligation of State for all compensation and reimbursements to Recipient under this contract will not exceed **\$53,454.00** [Total for both fiscal years] (**\$26,727.00** for FY2016 and **\$26,727.00** for FY2017).

5.2 Payment

- 5.2.1 The Recipient must submit a reimbursement request of its eligible costs to the Director of the Office of Aeronautics on a quarterly basis. The State's Office of Aeronautics will supply the reimbursement request forms which Recipient must submit. Reimbursement requests must be submitted according to the following schedule:

- In October, **No later than November 15**, for the period July 1 through September 30.
- In January, **No later than February 15**, for the period October 1 through December 31.
- In April, **No later than May 15**, for the period January 1 through March 31.
- In July, **No later than August 15**, for the period April 1 through June 30.

The State reserves the right to reject items that may not be eligible for reimbursement.

6. Conditions of Payment

- 6.1 All services provided by Recipient under this contract must be performed to State's satisfaction, as determined at the sole discretion of State's Authorized Representative and in accordance with all applicable federal, state and local laws, ordinances, rules and regulations, including business registration requirements of the Office of the Secretary of State. Recipient will not receive payment for work found by State to be unsatisfactory or performed in violation of federal, state or local law. In addition to the foregoing, Recipient will not receive payment for Airport's failure to pass periodic inspections by a representative of the State's Office of Aeronautics.

7. Authorized Representatives

- 7.1 **State's Authorized Representative.** State's Authorized Representative will be:

Jenny Bahneman, Grants Specialist
222 East Plato Boulevard
Saint Paul, Minnesota 55107-1618
651-234-7240

State's Authorized Representative or his /her successor, will monitor Recipient's performance and has the authority to accept or reject the services provided under this contract. If the Recipient's duties are performed in a satisfactory manner, the State's Authorized Representative will certify acceptance on each reimbursement request submitted for payment.

7.2 Recipient's Authorized Representative. Recipient's Authorized Representative will be:
Robert Wolfington, City Manager
1410 Kansas Avenue, Benson, MN 56215
(320) 843-4775
Rob.wolfington@co.swift.mn.us

If Recipient's Authorized Representative changes at any time during this contract, Recipient must immediately notify State.

8. Assignment, Amendments, Waiver and Contract Complete

- 8.1 **Assignment.** Recipient may neither assign nor transfer any rights or obligations under this contract without the prior consent of State and a fully executed Assignment Contract, executed and approved by the same parties who executed and approved this contract, or their successors in office.
- 8.2 **Amendments.** Any amendment to this contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original contract, or their successors in office.
- 8.3 **Waiver.** If State fails to enforce any provision of this contract that failure does not waive the provision or State's right to subsequently enforce it.
- 8.4 **Contract Complete.** This contract contains all prior negotiations and agreements between State and Recipient. No other understanding regarding this contract, whether written or oral, may be used to bind either party.

9. Indemnification

- 9.1 In the performance of this contract by Recipient, or Recipient's agents or employees, Recipient must indemnify, save and hold State, its agents, and employees harmless from any and all claims or causes of action, including reasonable attorney's fees incurred by State, to the extent caused by Recipient's: 1) intentional, willful or negligent acts or omissions; 2) breach of contract or warranty; or 3) breach of the applicable standard of care. The indemnification obligations of this section do not apply if the claim or cause of action is the result of State's sole negligence. This clause will not be construed to bar any legal remedies Recipient may have for State's failure to fulfill its obligation pursuant to this contract.

10. State Audits

- 10.1 Under Minnesota Statutes §16C.05, subdivision 5, Recipient's books, records, documents and accounting procedures and practices relevant to this contract are subject to examination by State, State's Auditor or the Legislative Auditor, as appropriate, for a minimum of six years from the expiration date of this contract.

11. Government Data Practices

- 11.1 **Government Data Practices.** Recipient and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by State under this contract, and as it applies to all data created, collected, received, stored, used, maintained or disseminated by Recipient under this contract. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either Recipient or State. If Recipient receives a request to release the data referred to in this Clause, Recipient must immediately notify State and consult with State as to how Recipient should respond to the request. Recipient's response to the request must comply with applicable law.

12. Workers' Compensation

- 12.1 Recipient certifies that it is in compliance with Minnesota Statutes §176.181, subdivision 2, pertaining to workers' compensation insurance coverage. Recipient's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

13. Governing Law, Jurisdiction and Venue

13.1 Minnesota law, without regard to its choice-of-law provisions, governs this contract. Venue for all legal proceedings arising out of this contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14. Data Disclosure

14.1 Under Minnesota Statutes §270C.65, and other applicable law, Recipient consents to disclosure of its social security number, federal employer tax identification number and Minnesota tax identification number, already provided to State, to federal and state agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state laws which could result in action requiring Recipient to file state tax returns and pay delinquent state tax liabilities, if any, or pay other state liabilities.

15. Termination and Suspension

15.1 **Termination by State.** State may cancel this contract at any time, with or without cause, upon 30 days' written notice to Recipient. Upon termination, Recipient will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

15.2 **Termination for Insufficient Funding.** State may immediately terminate this contract if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written notice to Recipient. Written notice may be transmitted by electronic means. State is not obligated to pay for any services that are provided after notice and effective date of termination. However, Recipient will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. State must provide Recipient notice of the lack of funding within a reasonable time of State's receiving that notice.

16. Discrimination Prohibited by Minnesota Statutes §181.59

16.1 Recipient will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Contractor agrees: 1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Contractor, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; 2) That no Contractor, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause 1 of this section, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color; 3) That a violation of this section is a misdemeanor; and 4) That this contract may be canceled or terminated by the state of Minnesota, or any county, city, town, township, school, school district or any other person authorized to grant contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this contract.

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STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes §16A.15 and §16C.05.

Signed: _____

Date: _____

SWIFT Contract (SC) ID No. _____

Purchase Order (PO) ID No. _____

DEPARTMENT OF TRANSPORTATION

By: _____
(with delegated authority)

Title: _____

Date: _____

RECIPIENT

Recipient certifies that the appropriate person(s) have executed Contracts on behalf of Recipient as required by applicable articles, bylaws or resolutions.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

MnDOT CONTRACT MANAGEMENT

By: _____

Date: _____

**AUTHORIZATION TO EXECUTE
MINNESOTA DEPARTMENT OF TRANSPORTATION
AIRPORT MAINTENANCE AND OPERATION GRANT CONTRACT
(RESOLUTION 2016-)**

It is resolved by the City of Benson as follows:

1. That the state of Minnesota Agreement No. 1000953, "Airport Maintenance and Operation Grant Contract," at the Benson Municipal Airport is accepted.
2. That the Mayor and City Manager are authorized to execute this Contract and any amendments on behalf of the City of Benson.

December 1, 2015

Mayor Paul Kittelson
City of Benson
1410 Kansas Ave.
Benson, Minnesota 56215-1718

Dear Mayor Kittelson,

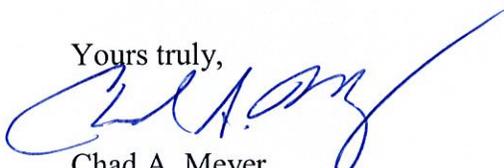
Pursuant to Paragraphs 1.4, 5.2 and 5.4 of the Operations and Maintenance Agreement dated November 8, 2014 between the City of Benson, Minnesota and PeopleService, Inc., the monthly compensation the City of Benson, Minnesota pays for our services is to be adjusted each January 1st. This adjustment is to be based on the change in the Consumer Price Index for All Urban Consumers (CPI-U) between September of 2014 and September of 2015.

The change to the CPI-U was 0.0%. Thus, effective January 1, 2016, the City of Benson's monthly compensation will remain unchanged at \$20,111.

PeopleService would appreciate your signing this letter in the space provided below, and returning a copy to our Arlington office. By doing so, you acknowledge receipt of this letter and the adjustment and increase in accordance with the Operations and Maintenance Agreement. Please note that the CPI adjustment will be billed beginning with the effective date even if we do not receive a signed copy of this letter.

If you have any questions, please don't hesitate to contact either Greg Stang, our Region Manager for your area, or myself.

Yours truly,


Chad A. Meyer
President

Acknowledged:
CITY OF BENSON, MINNESOTA

By: _____
Mayor

Dated: _____

Material bids for 2016 underground project

We have received competitive bids from Border States, Irby, and DSG. The low bids are as follows.

1. 7,500 feet 1/0 primary wire. \$15,105 (Irby).
2. 7,500 feet 4/0 primary wire. \$17,152.50 (Irby).
3. 4,000 feet 4/0 secondary wire. \$4,988.00 (Irby).
4. 6 600 amp elbows. \$1,890 (Border States).
5. 5 single phase transformer basements. \$875 (Border States).
6. 8 secondary peds. \$1,120 (Border States).
7. 25 200 amp elbows. \$850 (Border States).
8. 3 4 point junctions. \$324 (Border States).
9. 6 4/0 splices. \$166.80 (Border States).
10. 2,500 feet 2 inch interduct. \$2,030 (Irby).
11. 3,640 feet 4 inch boreguard. \$13,104 (DSG).
12. 24 URD conversions to house. \$12,000 (Greg Goff).
13. 24 200 amp meter sockets. \$4,704 (Border States).
14. Misc. parts. \$2,000.

Total for all projects would be: \$76,309.30 plus tax.

Budgeted \$85,000.00

- \$8690.70 under budget

CITY OF BENSON CAPITAL AUTHORIZATION REQUEST

Fund: Capital Department: Electric
 Prepared by: Dan Gens Date: 2/12/16
 Describe Proposed Capital Expenditure: Replace old electric fuel tanks with new double walled tanks
 Does Proposed Expenditure Replace Existing Equipment? If Yes, Describe Use of Replaced Equipment: scrap value

If Included in Capital Improvements Program:	3	Total Cost:	\$ <u>224,000.00</u>
What Year: <u>2016</u>		-Trade-in (if applicable):	-\$
What Heading: <u>Electric - Fuel Tank</u>		+Net Book Value (depreciated value):	+\$
Budgeted Amount: \$ <u>175,000</u>		=Net Capitalized Cost:	=\$ <u>224,000.00</u>

Justification of the Expenditure: (Main Objectives and Assumptions)

Current fuel tanks are out of compliance and need to be replaced. We have worked to come up with the best, most economical way to proceed.

Budget 224,000 - 175,000 = 49,000 over - 46,457.00 save on trencher = 2543 over + 8691.00 under on material bids = 6148.00 overall under budget for electric

Approval Section:

Action taken: _____

	Signature	Date
Department Supervisor	_____	_____
Division Director	_____	_____
City Manager	_____	_____

City Council Approval (If Applicable) _____ Council Meeting _____

The following are optional tank accessories that may be added to the tank installation at the City's discretion for additional cost:

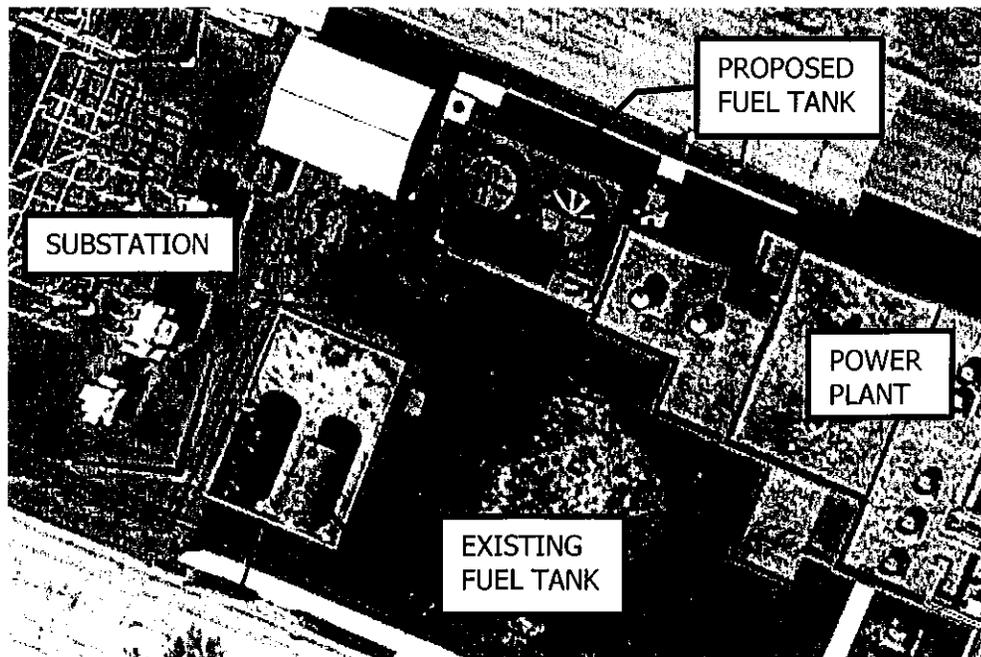
1. External ladder (or stairway), and walking platform with OSHA handrails and midrails.
2. Internal ladder
3. Additional flanged fill, discharge, or instrument connections.
4. Non-standard tank colors or finishes.

An alternate tank design is available that meets UL 2085 protected tank standard. This "protected or Fireguard" design is tested against the ballistic, impact, hose stream, and pool fire standards. In Section 2.4, we will touch on a potential benefit to the City of Benson in considering this design.

2.4 Site Layout:

In order to limit the amount of piping required for the installation, the proposed location of the new above grade tank is to the east of the substation control building and to the west of the power plant. This location was previously occupied by the plant's cooling tower, which was recently removed. The proposed general location is shown in Figure 1.

Figure 1 – Proposed New Fuel Tank Location



4. CONSTRUCTION PROCESS AND TIMING:

4.1 General:

This section of the memo is intended to describe the proposed method for arranging contracts for installation of the fuel tank. In addition, the current proposed time schedule is presented.

4.2 Contract Arrangement and Responsibilities:

Our recommendation is to complete this project using a turnkey approach. A turnkey project is conducted under one (1) contract such that one (1) contractor will be responsible for providing all labor and materials to remove the old tank and install the new tank under one (1) overall contract.

4.3 Proposed Time Schedule:

The following is the proposed time schedule for this project.

Table 1 – Proposed Project Schedule

<u>Project Activity</u>	<u>Projected Time Frame</u>
Acceptance by City Staff of this Memorandum	February 2016
Project Authorization from City Council	February 2016
Final Design Begins	February 2016
Final Design Complete	April 2016
Bid Opening	May 2016
Construction Starts	July 2016
Delivery of Fuel Tank (14 Weeks ARO)	September 2016
Construction Ends	October 2016
Project Complete	November 2016

5. COST ESTIMATE:

5.1 General:

The following is a cost estimate as of the third quarter of 2015. These figures include taxes and contractor installation, except where noted. In addition, a line item for contingencies, engineering, legal, and other related "soft" costs is provided.

5.2 Cost Estimate:

Table 2 – Cost Estimate

Item	Estimated Cost
Existing Fuel Tank & Asphalt Tank Removal (includes sludge disposal)	\$ 29,000
Existing Tank Containment Removal	Utilize City Staff
15,000 Gallon Above Grade Fuel Tank	\$ 53,000
Fuel Monitoring System	\$ 8,000
Piping, Connections to Existing System, Selective Demolition	\$ 15,000
Foundation, Concrete Work, Basin Backfill **	\$ 45,000
Electrical	\$ 9,500
Subtotal – Turnkey Construction Contract	\$ 159,500
Engineering & Permitting	\$ 54,400
Legal & Contingencies (5%)	\$ 10,700
TOTAL – Double-Walled Tank Project	\$ 224,600
Optional Adder: Fuel Maintenance System	+\$ 14,000
Optional Adder: SPCC Plan Development	+\$ 8,500
Optional Adder: Protected/Fireguard Tank	+\$ 17,000
TOTAL – Protected/Fireguard Tank Project	\$ 241,600

** This cost may be reduced if it is determined that the existing cooling tower basins do not need to be filled for structural support.

5.3 Discussion of Cost Estimate:

The above estimate reflects pricing as received on similar projects for which bids were opened within the past few months. If no recent bids were received for a particular item in the last few months, the most recent bids were and escalated for yearly cost adjustments.

6. CONCLUSIONS:

To accomplish the proposed project in a timely fashion, we recommend that the City of Benson Staff review this memorandum and authorize proceeding with final design as described. We welcome any comments or additional thoughts on any of the items contained within this memorandum. We look forward to working with City Staff on this project. Please contact us with any questions you may have.

CITY OF BENSON CAPITAL AUTHORIZATION REQUEST

Fund: Capital Department: Electric
 Prepared by: Dan Gens Date: 2/12/16
 Describe Proposed Capital Expenditure: Purchase newer trencher with more capabilities to replace old trencher
 Does Proposed Expenditure Replace Existing Equipment? If Yes, Describe Use of Replaced Equipment: Trade in

If Included in Capital Improvements Program:	3	Total Cost: <u>\$ 35,093.00</u>
What Year: <u>2016</u>		-Trade-in (if applicable): <u>-\$ 6,550.00</u>
What Heading: <u>Electric, Trencher</u>		+Net Book Value (depreciated value): <u>+\$</u>
Budgeted Amount: <u>\$ 75,000</u>		=Net Capitalized Cost: <u>=\$ 28,543.00</u>

Justification of the Expenditure: (Main Objectives and Assumptions)

- 1) Ditch Witch trencher will trench 6" wide + 1 1/2' deeper than the current trencher.
- 2) The ditch witch will allow for more rapid pipe placement as we move forward with underground projects.
- 3) Replacing not for new but better equipped for our needs.
- 4) Under budget \$ 75,000 budgeted - 28,543.00 cost = 46,457.00 under budget.

Approval Section:

Action taken: _____

	Signature	Date
Department Supervisor	_____	_____
Division Director	_____	_____
City Manager	_____	_____

City Council Approval (If Applicable) _____ Council Meeting _____

DITCH WITCH OF MINNESOTA & IOWA

12826 EMERY WAY
SHAKOPEE, MN 55379-8300
Phone 952-445-3066
Fax 952-445-0035

City of Benson.
1540 Kansas Ave
Benson, MN 56215
Attn: David Johnson

Date: 01/26/2016
Salesperson: Weston Peiffer
Mobile: 952 334 2311
E-Mail: westonp@dwmn.com

Price Quote

Quote valid for: 30 days, until 02/26/2016

** RT55H **

Model: 2007
Hours: 792

The Ditch Witch® Model RT55 hydrostatic unit can be used with a variety of front and rear attachments. The basic power unit includes the following: Deutz D2011L04OL oil cooled diesel engine (62 hp gross @ 2,600 rpm) Tier 4i, Four-wheel drive 2 - Post Roll Over Protective Structure, Hand throttle, Enclosed and lubricated ground drive gearbox Infinitely variable hydrostatic attachment drive Automotive type steering on oscillating Carraro front differential Deluxe adjustable operators seat, Seat belt, Parking brake 12 volt electric start Voltmeter, Tachometer with hour meter, Air filter restriction indicator Hydraulic filter restriction indicator, Interlock start monitor Test ports for system pressure, Fuel gauge, Engine oil pressure gauge and Engine temperature gauge

Item	Qty	Part Number	Description	
10	1	RT55H	RT55H Heavy Duty Trencher	
20	1	RT55H-4	Base Unit: Rear Steer & Std Ground Drive	
30	1	323-999	BACKFILL BLADE, 72"	
40	1	604-994	72" TILT BFB ASSEMBLY KIT	
50	4	205-1195	T/W (31 X 15.50-15, D8TL)	
60	1	A523	A523 Backhoe	
70	1	020-059-4	A523 BACKHOE Base Unit	
80	1	605-066	A523 SHIP KIT - RT55	
90	1	190-889	SHOE KIT	
100	1	300-9580	18" VRTS SERIES HD BUCKET	
110	1	H533	H515 Trencher	
120	1	021-144-1	Base Unit	
130	1	605-090	SHIP KIT - H515	
140	1	141-041	RESTRAINT BAR (68.0)" 3P	
150	1	375-080	LTR WEAR BAR BOOM (48" 3P)	
160	1	134-726	P70K 2P DURA 62P 6.6	
			Subtotal before Tax \$	35,093.00
			Less 1998 CASE 560 \$	<u>(6,550.00)</u>
			Pre Tax Total \$	28,543.00

Thank you for considering Ditch Witch of Minnesota & Iowa, we appreciate the opportunity to continue to earn your business.

Sincerely,
Weston Peiffer

RT55 TRACTOR

1 Integrated front cast weight reduces the need for extended weight racks, no matter which attachment is used.

2 Quiet, emissions-compliant Deutz® engine is built for maximum power and minimal maintenance.

3 Operator's station features easy-to-read gauge cluster, 90-degree swivel seat, sloped hood design, and optional cruise control system.

4 Heavy-duty frame, ground drive components and backfill blade assembly ensure maximum durability and reliability.

6 Two-piece hood design allows easy access to engine compartment for service and daily maintenance.

5 Planetary axles provide greater torque at the wheel and higher ground clearance.



The 62-hp (46-kW) Ditch Witch® RT55 is designed for the toughest, tightest landscapes. Compact, powerful and equipped with a low-noise Deutz® engine, the RT55 lets you work efficiently and inconspicuously even in the most sensitive settings. And with the RT55's multiple attachments—backhoe, plow, saw, reel carrier, and trencher/plow combo—you can be as versatile as you want to be.

WE'RE IN THIS TOGETHER.



CITY OF BENSON CAPITAL AUTHORIZATION REQUEST

1 Fund: Capital Department: Parks
 Prepared by: Dan Gens Date: 2/12/16
 Describe Proposed Capital Expenditure: Replace small tractor mower used around buildings
 Does Proposed Expenditure Replace Existing Equipment? If Yes, Describe Use of Replaced Equipment: Replaced mower will be donated to Benson Dog Park.

2 If Included in Capital Improvements Program:
 What Year: 2016
 What Heading: Parks - Tractor Mower
 Budgeted Amount: \$ 6500.00

3 Total Cost: \$ 3500.00
 -Trade-in (if applicable): -\$ —
 +Net Book Value (depreciated value): +\$ _____
 =Net Capitalized Cost: = \$ 3500.00

4 Justification of the Expenditure: (Main Objectives and Assumptions)

- 1) The current mower is slowing down and may not handle the load much longer.
- 2) Useful for mowing, spraying, towing for small projects.
- 3) Aerator is needed in many areas.

Approval Section:
 Action taken: _____

	Signature	Date
Department Supervisor	_____	_____
Division Director	_____	_____
City Manager	_____	_____

City Council Approval (If Applicable) _____ Council Meeting _____



JOHN DEERE

Selling Equipment

Quote Id: 12753374

Customer: CITY OF BENSON

JOHN DEERE X370 42A

Hours:

Stock Number:

Suggested List

\$ 4,203.72

Selling Price

\$ 3,500.00

Code	Description	Qty	Unit	Extended
5200M	Select Series X370 Tractor with 42 Accel Deep (42A) Mower Deck	1	\$ 3,999.00	\$ 3,999.00

Standard Options - Per Unit

001A	United States and Canada	1	\$ 0.00	\$ 0.00
Standard Options Total				\$ 0.00

Other Charges

Freight	1	\$ 64.72	\$ 64.72
EnviroCrate	1	\$ 40.00	\$ 40.00
Setup	1	\$ 100.00	\$ 100.00
Other Charges Total			\$ 204.72

Suggested Price \$ 4,203.72

Customer Discounts

Customer Discounts Total \$ -703.72

Total Selling Price \$ 3,500.00

JOHN DEERE X330 42A

Hours:

Stock Number:

Suggested List

\$ 3,201.45

Selling Price

\$ 2,600.00

Code	Description	Qty	Unit	Extended
4690M	Select Series X330 Tractor with 42 Accel Deep (42A) Mower Deck	1	\$ 2,999.00	\$ 2,999.00

Standard Options - Per Unit

001A	United States and Canada	1	\$ 0.00	\$ 0.00
Standard Options Total				\$ 0.00

Other Charges

Freight	1	\$ 62.45	\$ 62.45
EnviroCrate	1	\$ 40.00	\$ 40.00
Setup	1	\$ 100.00	\$ 100.00
Other Charges Total			\$ 202.45



40-inch Plug Aerator

FEATURES

- 28 steel plugging tines
- Individually serviceable plugging tines
- Pneumatic tires for outstanding maneuverability
- Weight tray that accepts up to 79.4 kg (175 pounds)

[See All Features](#)

LOCATE A DEALER



Overview

Features

Compatible Equipment

\$ 550.00

40-Inch Plug Aerator

Removes plugs of soil up to 7.62 cm (3-in.) deep to allow penetration of air, water, and nutrients and help relieve soil compaction. Pneumatic tires for easy pulling. 79.4 kg (175-lb.) capacity weight tray.

Equipment models, features, options, attachments and prices may vary in different locations. Please contact your local [John Deere dealer](#) for details. John Deere has the sole discretion to review and adjust the specifications, model features and prices of John Deere parts. Before operating the vehicle, you are required to carefully read and strictly follow the safety instructions provided in any product/operator/service manual for the vehicle.

Actual vehicle top speed may vary based on belt wear, tire selection, vehicle weight, fuel condition, terrain and other environmental factors. The engine horsepower and torque information are provided by the engine manufacturer to be used for comparison purposes only. Variation may exist between the actual operation data and defaulted data for the horsepower and torque. Please refer to the original engine manufacturer's website for detailed information. Optional accessories and attachments are not included in the standard warranty claim for reimbursement. The product (including its components) and accessories may not be available in all regions.



**RESOLUTION TRANSFERRING AMOUNT TO COVER EXCESS COSTS
ASSOCIATED WITH THE S TREET DEPARTMENT
ADDITION PROJECT
(RESOLUTION 2016-)**

WHEREAS, the Benson City Council issued bonds in 2014 part of which was to pay the costs of adding to the Street Department Garage, and

WHEREAS, the costs exceeded the amount of bond proceeds, and

WHEREAS, the Council desires to cover all costs and have sufficient funds available to pay future debt service payments.

NOW, THEREFORE BE IT RESOLVED that \$43,451.15 be transferred from the General Fund to the G.O. Bonds Series 2014A Debt Service Fund

Disb. Validation Listing

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
101.41110.201 2)MAYOR & COUNCIL	1)GENERAL FUND 3)OFFICE SUPPLIES IPAD CASE EASEL PADS, MARKERS	31.95 155.43	LANDMARK/GARY BACKSTREET PRINTING	D-01312016-234 D-01312016-234	352 366
101.41110.331 2)MAYOR & COUNCIL	1)GENERAL FUND 3)TRAVEL EXPENSE SODA-PLANNING MTG LODGING-NEW OFFICIALS COUNCIL WORK SESSION	9.98 370.41 144.46	DOMAT'S FAMILY FOODS BANKCARD CENTER PATRICK'S PUB & GRILL	D-01312016-234 D-01312016-234 047141 M-01312016-233	304 396 52
101.41110.332 2)MAYOR & COUNCIL	1)GENERAL FUND 3)TRAINING & INSTRUCTION BILL RADIO COUNCIL EXP	299.71	MISSOURI RIVER ENERGY SE	D-01312016-234	267
101.41110.350 2)MAYOR & COUNCIL	1)GENERAL FUND 3)PRINTING & PUBLISHING SM CITIES, RR INPUT	272.56	MONITOR & NEWS	D-01312016-234	344
101.41110.367 2)MAYOR & COUNCIL	1)GENERAL FUND 3)OTHER INS - PUBLIC OFF LIAB 2016 INSURANCE	9,677.00	LEAGUE OF MN CITIES INS	047148 M-01312016-233	72
101.41300.125 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)CAFETERIA PLAN EXPENSES MONTHLY FLEX CHARGE JAN FLEX CHARGE ADD	120.00 2.50	TASC TASC	D-01312016-234 D-01312016-234	209 354
101.41300.201 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)OFFICE SUPPLIES NOTEPAD, PENS, FILES	76.53	BACKSTREET PRINTING	D-01312016-234	365
101.41300.202 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)DUPLICATING & COPYING COPIER MAINT COPIER PAYMENT	63.34 139.00	COPIER BUSINESS SOLUTION TOSHIBA FINANCIAL SERVIC	D-01312016-234 D-01312016-234	69 195
101.41300.209 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)GAS & OIL GAS FUEL	89.61 123.42	GLACIAL PLAINS COOPERATI BANKCARD CENTER	D-01312016-234 D-01312016-234	83 402
101.41300.221 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)EQUIPMENT REPAIR PARTS NORTHERN TOOL HOTLINE	39.99	BANKCARD CENTER	D-01312016-234	399
101.41300.309 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)CONTRACTED SERVICES COMP TIME/DATA ENTRY	1,200.00	ELECTRIC FUND	D-01312016-234	21
101.41300.310 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)CONTRACTED SERVICES SPAM FILTERING TECH SUPPORT SVC	39.00 592.50	MN OFFICE OF ENTERPRISE SWIFT COUNTY	D-01312016-234 D-01312016-234	92 109
101.41300.315 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)CONSULTING SERVICES RAILROAD CROSSING STUDY LEGAL SERVICES	2,721.25 1,807.50	STANTEC CONSULTING SERVI ABRAMS & SCHMIDT LLC	D-01312016-234 D-01312016-234	248 397
101.41300.321 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)TELEPHONE LONG DISTANCE CHARGES MONTHLY PRI CHARGE CELL PHONE	149.20 417.60 101.54	CENTURYLINK CENTURYLINK VERIZON	D-01312016-234 D-01312016-234 047147 M-01312016-233	80 188 30
101.41300.331 2)ADMINISTRATION & FINANCE	1)GENERAL FUND 3)TRAVEL EXPENSE MCFOA REGIONAL MTG MEALS & LODGING	79.40 643.30	PEDERSON/GLEN BANKCARD CENTER	D-01312016-234 D-01312016-234	356 400

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
101.42100.213 2) POLICE DEPARTMENT	1) GENERAL FUND 3) UNIFORM ALLOWANCE MULTITOOLO SEAT ORG EMBROIDERY	104.97 24.00	STREICHER'S LLJ EMBROIDERY	D-01312016-234 D-01312016-234	251 279
101.42100.214 2) POLICE DEPARTMENT	1) GENERAL FUND 3) PERSONNEL TESTING & RECRUIT ANDERSON-BACKSCREENS	69.55	SWIFT COUNTY BENSON HOSP	D-01312016-234	255
101.42100.219 2) POLICE DEPARTMENT	1) GENERAL FUND 3) INVESTIGATIONS JACKETS PROSECUTION PROSECUTION	90.00 70.00 2,387.11	BANKCARD CENTER HOHMAN LAW FIRM, LTD. WILCOX LAW OFFICE, P.A.	D-01312016-234 M-01312016-233 M-01312016-233	405 43 50
101.42100.221 2) POLICE DEPARTMENT	1) GENERAL FUND 3) EQUIPMENT REPAIR PARTS RADIO REPAIR-EXPLORER RADIO REPAIR-EXPLORER	525.00 110.00	MEEKER COUNTY SHERIFF MEEKER COUNTY SHERIFF	D-01312016-234 D-01312016-234	264 265
101.42100.223 2) POLICE DEPARTMENT	1) GENERAL FUND 3) EQUIPMENT REPAIRS CONTRACTED OIL CHG BATTERY	28.69 125.61	TOM'S SERVICE, INC TOM'S SERVICE, INC	D-01312016-234 D-01312016-234	382 383
101.42100.240 2) POLICE DEPARTMENT	1) GENERAL FUND 3) SMALL TOOLS & EQUIPMENT COOLER RENT, WATER CABLE HEATER, ARMORALL, HEADLA	28.85 13.88 285.29	CULLIGAN SOFT WATER BANKCARD CENTER RUNNINGS SUPPLY INC	D-01312016-234 D-01312016-234 D-01312016-234	377 404 419
101.42100.321 2) POLICE DEPARTMENT	1) GENERAL FUND 3) TELEPHONE MONTHLY PRI CHARGE LOCAL SERVICE CELL PHONE CELL PHONE	100.00 63.94 101.54 209.11	CENTURYLINK CENTURYLINK VERIZON VERIZON	D-01312016-234 D-01312016-234 D-01312016-234 M-01312016-233	189 197 389 31
101.42100.331 2) POLICE DEPARTMENT	1) GENERAL FUND 3) TRAVEL EXPENSE MEAL	52.51	BANKCARD CENTER	D-01312016-234	406
101.42100.332 2) POLICE DEPARTMENT	1) GENERAL FUND 3) TRAINING & INSTRUCTION CPR/FIRST AID CLASS	287.00	EMS L.I.V.E.S.	D-01312016-234	241
101.42100.360 2) POLICE DEPARTMENT	1) GENERAL FUND 3) INSURANCE 2016 INSURANCE	12,564.00	LEAGUE OF MN CITIES INS	047148 M-01312016-233	75
101.42100.411 2) POLICE DEPARTMENT	1) GENERAL FUND 3) RENT GARAGE RENT	100.00	ELECTRIC FUND	D-01312016-234	29
101.42100.433 2) POLICE DEPARTMENT	1) GENERAL FUND 3) DUES & SUBSCRIPTIONS PATROL SUBSCRIPTION ANNUAL SUBSCRIPTION 2016 MEMBERSHIP	595.00 159.00 230.00	LEAGUE OF MINN CITIES CENTER FOR EDUCATION & MN CHIEFS OF POLICE ASSN	D-01312016-234 D-01312016-234 M-01312016-233	281 305 45
101.42100.439 2) POLICE DEPARTMENT	1) GENERAL FUND 3) DOG POUND EXPENSES POUND BOARDING	50.00	H & H VETERINARY SERVICE	D-01312016-234	390
101.42200.209 2) FIRE DEPARTMENT	1) GENERAL FUND 3) GAS & OIL GAS	246.00	GLACIAL PLAINS COOPERATI	D-01312016-234	85
101.42200.210 2) FIRE DEPARTMENT	1) GENERAL FUND 3) OPERATING SUPPLIES TEAR MENDER	5.99	RUNNINGS SUPPLY INC	D-01312016-234	424

Disb. Validation Listing

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
101.42200.221 2) FIRE DEPARTMENT	1) GENERAL FUND 3) EQUIPMENT REPAIR PARTS LAMP, BLOKLEEN, REGU	105.12	NORTHSIDE AUTO		D-01312016-234	392
101.42200.235 2) FIRE DEPARTMENT	1) GENERAL FUND 3) BUILDING MAINTENANCE & SUPPL GARBAGE SERVICE	29.48	MATTHEISEN DISPOSAL, INC		D-01312016-234	166
101.42200.310 2) FIRE DEPARTMENT	1) GENERAL FUND 3) CONTRACTED SERVICES CLEAN FIRE HALL	36.75	SWIFT COUNTY DAC		D-01312016-234	254
101.42200.331 2) FIRE DEPARTMENT	1) GENERAL FUND 3) TRAVEL EXPENSE HOTELS AT TRAINING	465.42	ASCHEMAN/TOM		D-01312016-234	434
101.42200.332 2) FIRE DEPARTMENT	1) GENERAL FUND 3) TRAINING & INSTRUCTION LAKE REGION MTG 3 REGISTRATIONS 2016 OFFICER TRAINING	20.00 495.00 810.00	HILL/MICHAEL DETROIT LAKES FIRE CONFE MN STATE FIRE CHIEFS ASS		D-01312016-234 D-01312016-234 M-01312016-233	387 436 56
101.42200.360 2) FIRE DEPARTMENT	1) GENERAL FUND 3) INSURANCE 2016 INSURANCE	6,516.00	LEAGUE OF MN CITIES INS	047148	M-01312016-233	76
101.42200.381 2) FIRE DEPARTMENT	1) GENERAL FUND 3) UTILITIES UTILITIES	513.23	MUNICIPAL UTILITIES		D-01312016-234	95
101.42200.383 2) FIRE DEPARTMENT	1) GENERAL FUND 3) HEATING COST NATURAL GAS NATURAL GAS	441.99 335.48	CENTER POINT ENERGY CENTER POINT ENERGY	047133	D-01312016-234 M-01312016-233	160 38
101.42200.418 2) FIRE DEPARTMENT	1) GENERAL FUND 3) FIRE SERVICE FEE FIRE SERVICE	833.33	WATER FUND		D-01312016-234	24
101.42200.433 2) FIRE DEPARTMENT	1) GENERAL FUND 3) DUES & SUBSCRIPTIONS SUBSCRIPTIONS	217.00	MSFDA	047146	M-01312016-233	57
101.42600.209 2) ENGINEERING DEPARTMENT	1) GENERAL FUND 3) GAS GAS	26.72	GLACIAL PLAINS COOPERATI		D-01312016-234	86
101.42600.210 2) ENGINEERING DEPARTMENT	1) GENERAL FUND 3) OPERATING SUPPLIES CARDSTOCK	1.50	BACKSTREET PRINTING		D-01312016-234	364
101.42600.321 2) ENGINEERING DEPARTMENT	1) GENERAL FUND 3) TELEPHONE CELL PHONE	50.77	VERIZON	047147	M-01312016-233	34
101.42600.331 2) ENGINEERING DEPARTMENT	1) GENERAL FUND 3) TRAVEL EXPENSE MILEAGE TO MORRIS	339.66	JACOBSON/MIKE		D-01312016-234	237
101.42600.332 2) ENGINEERING DEPARTMENT	1) GENERAL FUND 3) TRAINING & INSTRUCTION EDUCATION & LICENSE FEE	370.00	BANKCARD CENTER		D-01312016-234	408
101.43100.209 2) HIGHWAY STREETS & ROADS	1) GENERAL FUND 3) GAS & OIL GAS	2,196.42	GLACIAL PLAINS COOPERATI		D-01312016-234	87
101.43100.210 2) HIGHWAY STREETS & ROADS	1) GENERAL FUND 3) OPERATING SUPPLIES WELDING GAS RECT TUBE WALL TUBING LIGHT HANGER PARTS	131.95 51.40 17.00 70.20	AMERICAN WELDING & GAS I LORENZ MFG. LORENZ MFG. LORENZ MFG.		D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234	196 275 276 277

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
101.43100.210 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)OPERATING SUPPLIES STEEL FOR SHOP PEG BOARD, CORK KEYS, BATTERIES, 409 GRAVEL PERMIT FEE ADHESIVE SCALER PENS, TACKS ADAPTER, TERMINAL OLSON-BOOTS, JEANS WADE-BOOTS TOOL HANGER, FILTER WELDING GAS CABLE	76.96 509.92 109.92 179.00 52.44 5.09 6.99 200.00 64.93 81.47 131.95 14.35	LORENZ MFG A. F. BUILDING MATERIALS ZOSEL'S TRUE VALUE ZOSEL'S TRUE VALUE SWIFT CO ENVIRONMENTAL S AUTO VALU BENSON BACKSTREET PRINTING NORTHSIDE AUTO RUNNINGS SUPPLY INC RUNNINGS SUPPLY INC RUNNINGS SUPPLY INC AMERICAN WELDING & GAS I CHARTER COMMUNICATIONS		D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234	278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295
101.43100.215 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)SHOP SUPPLIES HARDWARE HOSE, RIG, ADAPTER CUTOFF WHEEL, BIT POWER SUPPLY, RADIO	80.00 264.00 31.64 685.51	ZOSEL'S TRUE VALUE NORTHSIDE AUTO RUNNINGS SUPPLY INC WEST CENTRAL COMMUNICATI		D-01312016-234 D-01312016-234 D-01312016-234 M-01312016-233	321 322 323 324 325
101.43100.221 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)EQUIPMENT REPAIR PARTS PANELS, PLATES HEADLIGHT, BULB	147.31 13.36	HUSTON & SONS TRUCK REPA NORTHSIDE AUTO		D-01312016-234 D-01312016-234	287 288
101.43100.223 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)EQUIPMENT REPAIRS CONTRACTED TIRE LABOR, SUPPLIES	108.10	GLACIAL PLAINS COOPERATI		D-01312016-234	343
101.43100.231 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)SNOW REMOVAL CUTTING EDGES, SNOWBLOWER	2,713.04	POWER PLAN		D-01312016-234	261
101.43100.235 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)BUILDING MAINTENANCE & SUPPL GARBAGE SERVICE WIRE, CONN HEATING UNIT TRANSFORMER NAILS, COMPOUND DOOR OPENERS REKEY 5 DOORS SIGNS FOR BLDG OUTLET BOXES, COVER SIGNS FOR BLDG	173.74 577.23 369.13 17.19 296.00 200.00 224.28 173.77 323.44	MATTHEISEN DISPOSAL, INC BORDER STATES ELECTRIC S HAWLEYS, INC A. F. BUILDING MATERIALS AMERICAN DOOR WORKS HAGEN/LONNIE EMEDCO INC RUNNINGS SUPPLY INC EMEDCO INC		D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234	167 168 169 170 171 172 173 174 175 176
101.43100.240 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)SMALL TOOLS & EQUIPMENT TORX SET	64.95	AUTO VALU BENSON		D-01312016-234	361
101.43100.360 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)INSURANCE 2016 INSURANCE	11,599.00	LEAGUE OF MN CITIES INS		M-01312016-233	78
101.43100.381 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)UTILITIES UTILITIES ELECT-GRAVEL PIT & DUMP	444.38 89.84	MUNICIPAL UTILITIES AGRALITE ELECTRIC COOPER		D-01312016-234 M-01312016-233	96 14
101.43100.383 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)HEATING COST NATURAL GAS NATURAL GAS	795.63 571.39	CENTER POINT ENERGY CENTER POINT ENERGY		D-01312016-234 M-01312016-233	161 39
101.43100.386 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)STREET LIGHTING UTILITIES UTILITIES	6,483.91	MUNICIPAL UTILITIES		D-01312016-234	97
101.43100.438 2)HIGHWAY STREETS & ROADS	1)GENERAL FUND 3)LAUNDRY MATS & TOWELS MATS	47.18 33.30	BENSON LAUNDRY-MAT HOUSE BENSON LAUNDRY-MAT HOUSE		D-01312016-234 D-01312016-234	62 233

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FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
101.45121.235 2) ORGANIZED RECREATION	1) GENERAL FUND 3) BUILDING MAINTENANCE & SUPPL DISHWASHER SERV CALL WALL FURNACE PEST CONTROL	75.00 2,872.00 35.00	HAWLEYS, INC. HAWLEYS, INC. BRANESS' PEST CONTROL	D-01312016-234 D-01312016-234 D-01312016-234	288 289 327
101.45121.310 2) ORGANIZED RECREATION	1) GENERAL FUND 3) SENIOR CITIZEN PROGRAM MONTHLY CONTRIBUTION BATES RENT 1/23	700.00 25.00	SENIOR ADVOCACY CORPORAT SENIOR ADVOCACY CORPORAT	D-01312016-234 D-01312016-234	28 259
101.45124.210 2) SWIMMING POOL	1) GENERAL FUND 3) OPERATING SUPPLIES POOL CERT-GENS	266.50	BANKCARD CENTER	D-01312016-234	409
101.45124.235 2) SWIMMING POOL	1) GENERAL FUND 3) BUILDING MAINTENANCE & SUPPL GARBAGE SERVICE	17.32	MATTHEISEN DISPOSAL, INC	D-01312016-234	381
101.45124.236 2) SWIMMING POOL	1) GENERAL FUND 3) BUILDING REPAIRS CONTRACTED AFTER SEASON BOILER	1,504.50	HAWLEYS, INC.	D-01312016-234	318
101.45124.321 2) SWIMMING POOL	1) GENERAL FUND 3) TELEPHONE LOCAL SERVICE	25.04	CENTURYLINK	D-01312016-234	178
101.45124.360 2) SWIMMING POOL	1) GENERAL FUND 3) INSURANCE 2016 INSURANCE	10,935.00	LEAGUE OF MN CITIES INS	047148 M-01312016-233	77
101.45124.381 2) SWIMMING POOL	1) GENERAL FUND 3) UTILITIES UTILITIES	224.56	MUNICIPAL UTILITIES	D-01312016-234	98
101.45181.235 2) ARMORY	1) GENERAL FUND 3) BUILDING MAINTENANCE & SUPPL PEST CONTROL TOWELS, TISSUE	50.00 73.42	BRANESS PEST CONTROL WEST CENTRAL SALES	D-01312016-234 D-01312016-234	329 335
101.45181.310 2) ARMORY	1) GENERAL FUND 3) CONTRACTED SERVICES CLEAN ARMORY	34.40	SWIFT COUNTY DAC	D-01312016-234	253
101.45181.321 2) ARMORY	1) GENERAL FUND 3) TELEPHONE LOCAL SERVICE	41.47	CENTURYLINK	D-01312016-234	179
101.45181.360 2) ARMORY	1) GENERAL FUND 3) INSURANCE 2016 INSURANCE	2,761.00	LEAGUE OF MN CITIES INS	047148 M-01312016-233	83
101.45181.381 2) ARMORY	1) GENERAL FUND 3) UTILITIES UTILITIES	211.85	MUNICIPAL UTILITIES	D-01312016-234	99
101.45181.383 2) ARMORY	1) GENERAL FUND 3) HEATING COST NATURAL GAS NATURAL GAS	304.83 205.51	CENTER POINT ENERGY CENTER POINT ENERGY	D-01312016-234 M-01312016-233	163 40
101.45200.209 2) PARKS	1) GENERAL FUND 3) GAS & OIL GAS	224.34	GLACIAL PLAINS COOPERATI	D-01312016-234	88
101.45200.210 2) PARKS	1) GENERAL FUND 3) OPERATING SUPPLIES GARBAGE SERVICE SHELF PAINT NON PROC DISPOSAL MARKER, CALENDAR BOLT, VALVE, PAINT	240.38 241.05 65.00 53.74 105.42	MATTHEISEN DISPOSAL, INC ZOSEL'S TRUE VALUE SWIFT CO ENVIRONMENTAL S BACKSTREET PRINTING RUNNINGS SUPPLY INC	D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234	168 330 333 370 420

Disb. Validation Listing

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
101.45200.221 2) PARKS	1) GENERAL FUND 3) EQUIPMENT REPAIR PARTS CHAIN, CONN LINK	45.98	RUNNINGS SUPPLY INC		D-01312016-234	416
101.45200.223 2) PARKS	1) GENERAL FUND 3) EQUIPMENT REPAIRS CONTRACTED ANTENNA, POWER SUPPLY	219.00	WEST CENTRAL COMMUNICATI		D-01312016-234	243
101.45200.235 2) PARKS	1) GENERAL FUND 3) BUILDING MAINTENANCE & SUPPL WIRE-WOOD SHOP AMBUSH RESTROOM DOORS	1,034.47 4,266.00	BORDER STATES ELECTRIC S MID CENTRAL DOOR COMPANY	047139	D-01312016-234 M-01312016-233	225 47
101.45200.321 2) PARKS	1) GENERAL FUND 3) TELEPHONE LOCAL SERVICE SPRINKLER CELL SERVICE	42.70 39.99CR	CENTURYLINK VERIZON	047147	D-01312016-234 M-01312016-233	181 33
101.45200.360 2) PARKS	1) GENERAL FUND 3) INSURANCE 2016 INSURANCE	25,277.00	LEAGUE OF MN CITIES INS	047148	M-01312016-233	79
101.45200.381 2) PARKS	1) GENERAL FUND 3) UTILITIES UTILITIES	531.33	MUNICIPAL UTILITIES		D-01312016-234	100
101.49010.210 2) CEMETERY	1) GENERAL FUND 3) OPERATING SUPPLIES CEMETERY BOARD MEETING	35.94	DAROLD'S SUPER VALUE		D-01312016-234	300
101.49300.731 2) TRANSFERS	1) GENERAL FUND 3) TRANSFER TO OTHER GOVERNMENTS MONTHLY RENT	3,125.00	BENSON CIVIC CENTER BOAR		D-01312016-234	175
101.49800.209 2) PUBLIC TRANSIT	1) GENERAL FUND 3) GAS & OIL GAS	1,370.90	GLACIAL PLAINS COOPERATI		D-01312016-234	89
101.49800.210 2) PUBLIC TRANSIT	1) GENERAL FUND 3) OPERATING SUPPLIES PAINT, KEYS PENS, CALENDAR BRACKET SWITCH, BOXES, HOOKS	104.39 79.50 21.96 133.20	ZOSEL'S TRUE VALUE BACKSTREET PRINTING RUNNINGS SUPPLY INC RUNNINGS SUPPLY INC		D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234	319 368 417 418
101.49800.221 2) PUBLIC TRANSIT	1) GENERAL FUND 3) EQUIPMENT REPAIR PARTS B12 LAMP FUSE, OIL B12 SWITCH B12 SWITCH B12 OIL CHG	55.20 200.52 200.52 65.80	AUTO VALU BENSON MILLS AUTOMOTIVE GROUP MILLS AUTOMOTIVE GROUP TOM'S SERVICE, INC		D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234	363 374 375 385
101.49800.223 2) PUBLIC TRANSIT	1) GENERAL FUND 3) EQUIPMENT REPAIRS CONTRACTED B12 BRAKE LIGHT REPAIR FUEL PUMP REPLACE B1 TIRE REPAIR B12	235.12 604.75 22.13	MILLS AUTOMOTIVE GROUP TOM'S SERVICE, INC TOM'S SERVICE, INC		D-01312016-234 D-01312016-234 D-01312016-234	376 384 386
101.49800.321 2) PUBLIC TRANSIT	1) GENERAL FUND 3) TELEPHONE LOCAL SERVICE	43.15	CENTURYLINK		D-01312016-234	182
101.49800.331 2) PUBLIC TRANSIT	1) GENERAL FUND 3) TRAVEL EXPENSE MEALS	19.64	BANKCARD CENTER		D-01312016-234	410
101.49800.360 2) PUBLIC TRANSIT	1) GENERAL FUND 3) INSURANCE 2016 INSURANCE	5,850.00	LEAGUE OF MN CITIES INS	047148	M-01312016-233	80

Disb. Validation Listing

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
101.49810.210 2)AIRPORT	1)GENERAL FUND 3)OPERATING SUPPLIES FUEL CARD-BOESE	7.67	QT POD		D-01312016-234	391
101.49810.235 2)AIRPORT	1)GENERAL FUND 3)BUILDING MAINTENANCE & SUPPL MATS	13.51	BENSON LAUNDRY-MAT HOUSE		D-01312016-234	61
	WATER	47.52	CULLIGAN SOFT WATER		D-01312016-234	71
	GARBAGE SERVICE	4.68	MATTHEISEN DISPOSAL, INC		D-01312016-234	169
	JANUARY RENT	19.50	WEST ACRES WATER SYSTEMS		D-01312016-234	236
101.49810.307 2)AIRPORT	1)GENERAL FUND 3)MANAGEMENT FEES AIRPORT MANAGER	350.00	LYNCH LAKE FLYING CLUB		D-01312016-234	38
101.49810.321 2)AIRPORT	1)GENERAL FUND 3)TELEPHONE LOCAL SERVICE	76.02	CENTURYLINK		D-01312016-234	183
101.49810.360 2)AIRPORT	1)GENERAL FUND 3)INSURANCE 2016 INSURANCE	2,529.00	LEAGUE OF MN CITIES INS	047148	M-01312016-233	81
101.49810.381 2)AIRPORT	1)GENERAL FUND 3)UTILITIES ELECT-AIRPORT	783.57	AGRALITE ELECTRIC COOPER	047132	M-01312016-233	15
101.49810.383 2)AIRPORT	1)GENERAL FUND 3)HEATING COST NATURAL GAS	161.22	CENTER POINT ENERGY		D-01312016-234	164
	NATURAL GAS	129.54	CENTER POINT ENERGY	047133	M-01312016-233	41
211.45500.201 2)LIBRARY	1)LIBRARY FUND 3)OFFICE SUPPLIES COPIER MAINT COPY PAPER	82.98	COPIER BUSINESS SOLUTION		D-01312016-234	223
		35.55	WEST CENTRAL SALES		D-01312016-234	336
211.45500.210 2)LIBRARY	1)LIBRARY FUND 3)OPERATING SUPPLIES 1 YEAR SUBSCRIPTION SUPPLIES DECORATIONS	39.00	MONITOR & NEWS		D-01312016-234	271
		13.87	BANKCARD CENTER		D-01312016-234	411
		200.00	FRIENDS OF THE LIBRARY	047138	M-01312016-233	46
211.45500.235 2)LIBRARY	1)LIBRARY FUND 3)BUILDING MAINTENANCE & SUPPL MATS	32.84	BENSON LAUNDRY-MAT HOUSE		D-01312016-234	63
	GARBAGE SERVICE	37.44	MATTHEISEN DISPOSAL, INC		D-01312016-234	170
	MATS	32.84	BENSON LAUNDRY-MAT HOUSE		D-01312016-234	234
	FEB-APRIL MONITORING	80.85	HEARTLAND SECURITY SERVI		D-01312016-234	291
	RUG CLEANER	14.45	BANKCARD CENTER		D-01312016-234	412
211.45500.310 2)LIBRARY	1)LIBRARY FUND 3)CONTRACTED SERV - CLEANING CLEAN LIBRARY	395.00	MCGEARY/THOMAS		D-01312016-234	26
211.45500.321 2)LIBRARY	1)LIBRARY FUND 3)TELEPHONE LOCAL SERVICE	78.06	CENTURYLINK		D-01312016-234	184
211.45500.360 2)LIBRARY	1)LIBRARY FUND 3)INSURANCE 2016 INSURANCE	4,186.00	LEAGUE OF MN CITIES INS	047148	M-01312016-233	82
211.45500.381 2)LIBRARY	1)LIBRARY FUND 3)UTILITIES UTILITIES	206.31	MUNICIPAL UTILITIES		D-01312016-234	101
211.45500.383 2)LIBRARY	1)LIBRARY FUND 3)HEATING COST UTILITIES	239.44	MUNICIPAL UTILITIES		D-01312016-234	102

Disb. Validation Listing

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
401.42100.501 2) POLICE DEPARTMENT	1) GENERAL CAPITAL OUTLAY FUND 3) CAPITAL OUTLAY INSTALL CAMERAS	4,952.15	SQUADS INC	D-01312016-234	256
401.43100.501 2) HIGHWAY STREETS & ROADS	1) GENERAL CAPITAL OUTLAY FUND 3) CAPITAL OUTLAY LIFT	5,850.00	AUTO VALU BENSON	D-01312016-234	360
401.45200.501 2) PARKS	1) GENERAL CAPITAL OUTLAY FUND 3) CAPITAL OUTLAY 2 SIGN 25% DEPOSIT	3,475.00	PRECAST SYSTEMS	047142 M-01312016-233	53
509.43100.501 2) STREET DEPARTMENT	1) G.O. BONDS SERIES 2014A 3) CAPITAL OUTLAY PHONE SETUP ST GARAGE ADDITION PAY APP #6	912.75 270.60 81,678.00	TELE SYSTEMS INC RINGDAHL ARCHITECTS INC KUE CONTRACTORS INC	D-01312016-234 D-01312016-234 M-01312016-233	247 260 54
515.46500.310 2) GENERAL	1) ECONOMIC DEV. AUTHORITY FUND 3) CONTRACTED SERVICES HEATER REPAIR CHECK HEATERS	123.84 78.00	CRAIGS, INC. CRAIGS, INC.	D-01312016-234 M-01312016-233	378 70
515.46500.315 2) GENERAL	1) ECONOMIC DEV. AUTHORITY FUND 3) CONSULTING SERVICES BIOPLANT PROPOSAL	5,807.00	STANTEC CONSULTING SERVI	003613 M-01312016-233	91
515.46500.331 2) GENERAL	1) ECONOMIC DEV. AUTHORITY FUND 3) TRAVEL EXPENSE COOKIES, COFFEE EDA MEETING MEAL WOLFINGTON CONF REG	44.27 53.91 280.00	BENSON BAKERY DAROLD'S SUPER VALUE EHLERS & ASSOCIATES, INC	D-01312016-234 D-01312016-234 M-01312016-233	239 302 71
601.15500 2) PREPAID EXPENSES - INSURANCE	1) WATER FUND 2016 INSURANCE	4,211.00	LEAGUE OF MN CITIES INS	036362 M-01312016-233	88
601.49400.201 2) WATER DEPARTMENT	1) WATER FUND 3) OFFICE SUPPLIES CALENDAR, TAPE	74.35	BACKSTREET PRINTING	D-01312016-234	373
601.49400.208 2) WATER DEPARTMENT	1) WATER FUND 3) CHEMICALS & CHEM SUPPLIES CHLORINE, SODIUM PERMANG	3,643.13	HAWKINS, INC.	D-01312016-234	292
601.49400.209 2) WATER DEPARTMENT	1) WATER FUND 3) GAS & OIL GAS	163.82	GLACIAL PLAINS COOPERATI	D-01312016-234	131
601.49400.210 2) WATER DEPARTMENT	1) WATER FUND 3) OPERATING SUPPLIES RUSS-BOOTS, JEANS WAX, CLEANER	196.96 22.35	RUNNINGS SUPPLY INC RUNNINGS SUPPLY INC	D-01312016-234 D-01312016-234	432 433
601.49400.217 2) WATER DEPARTMENT	1) WATER FUND 3) LAB EQUIPMENT & SUPPLIES CLAMPS	110.80	ABNER SALES	D-01312016-234	296
601.49400.221 2) WATER DEPARTMENT	1) WATER FUND 3) EQUIPMENT REPAIR PARTS HOSE CLAMP	7.96	RUNNINGS SUPPLY INC	D-01312016-234	431
601.49400.235 2) WATER DEPARTMENT	1) WATER FUND 3) BUILDING MAINTENANCE & SUPPL PAINT, SHOP VAC CHAIR, MAT ANCHOR, HOOK, BRACKET	235.22 59.99 91.69	ZOSEL'S TRUE VALUE BACKSTREET PRINTING RUNNINGS SUPPLY INC	D-01312016-234 D-01312016-234 D-01312016-234	324 372 430
601.49400.307 2) WATER DEPARTMENT	1) WATER FUND 3) MANAGEMENT FEES MANAGEMENT FEES	3,277.25	GENERAL FUND	D-01312016-234	13

Disb. Validation Listing

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
601.49400.313 2) WATER DEPARTMENT	1) WATER FUND 3) CONTRACTED SERVICES DEC COLIFORM TESTING	180.00	COUNTRYSIDE PUBLIC HEALT	D-01312016-234	306
601.49400.321 2) WATER DEPARTMENT	1) WATER FUND 3) TELEPHONE LOCAL SERVICE CELL PHONE-WATER	95.17 15.66	CENTURYLINK VERIZON	036361 D-01312016-234 M-01312016-233	208 17
601.49400.381 2) WATER DEPARTMENT	1) WATER FUND 3) UTILITIES UTILITIES	2,378.89	MUNICIPAL UTILITIES	D-01312016-234	141
601.49400.430 2) WATER DEPARTMENT	1) WATER FUND 3) MISCELLANEOUS 2015 WATER USE FEES	1,188.17	MN DNR WATERS	D-01312016-234	266
602.14300 2) INVENTORY	1) SEWER COLLECTION & DISPOSAL FRAME & COVER-INVENTORY	330.33	MILBANK WINWATER WORKS	D-01312016-234	294
602.15500 2) PREPAID EXPENSES - INSURANCE	1) SEWER COLLECTION & DISPOSAL 2016 INSURANCE	17,924.00	LEAGUE OF MN CITIES INS	036362 M-01312016-233	89
602.43250.209 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) GAS & OIL GAS	15.95	GLACIAL PLAINS COOPERATI	D-01312016-234	132
602.43250.210 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) OPERATING SUPPLIES SEWER TAPE	23.99	RUNNINGS SUPPLY INC	D-01312016-234	426
602.43250.217 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) LAB EQUIPMENT & SUPPLIES WATER, FORKS, SPOONS	19.89	RUNNINGS SUPPLY INC	D-01312016-234	425
602.43250.221 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) EQUIPMENT REPAIR PARTS HEATER PUMP TUBING ROTATING BRUSH, BEARING HOSE CLAMP, CPLG	92.60 81.50 1,327.45 19.92	ELECTRIC PUMP TELEDYNE INSTRUMENTS INC PARKSON CORPORATION RUNNINGS SUPPLY INC	D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234	339 340 341 427
602.43250.226 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) MAINTAIN SYSTEM LIDS SANDYS LIFT SUBMEG SEWER LIFT REPAIR	416.50 548.83 280.00	ESS BROTHERS & SONS INC. ELECTRIC PUMP LOEN ELECTRIC	D-01312016-234 D-01312016-234 D-01312016-234	293 339 342
602.43250.235 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) BUILDING MAINTENANCE & SUPPL OIL DRI, THERMOSTAT	96.97	RUNNINGS SUPPLY INC	D-01312016-234	428
602.43250.307 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) MANAGEMENT FEES MANAGEMENT FEES	4,254.60	GENERAL FUND	D-01312016-234	14
602.43250.321 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) TELEPHONE CELL PHONE-WATER	15.66	VERIZON	036361 M-01312016-233	18
602.43250.332 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) TRAINING & INSTRUCTION GENS-WW CONF REG GENS-WW CERT EXAM	325.00 55.00	MN POLLUTION CONTROL AGE MN POLLUTION CONTROL AGE	D-01312016-234 D-01312016-234	269 270
602.43250.381 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) UTILITIES UTILITIES ELECT-SEWER LIFT	4,861.57 55.38	MUNICIPAL UTILITIES AGRALITE ELECTRIC COOPER	D-01312016-234 M-01312016-233	142 16

Disb. Validation Listing

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK DATA-JE-ID	LINE#
602.43250.383 2) SEWAGE COLLECTION & DISPOSAL	1) SEWER COLLECTION & DISPOSAL 3) HEATING COST NATURAL GAS NATURAL GAS	626.36 410.58	CENTER POINT ENERGY CENTER POINT ENERGY	036359 D-01312016-234 M-01312016-233	191 68
604.14300 2) INVENTORY CONTROL	1) ELECTRIC FUND INVENTORY	444.50	BORDER STATES ELECTRIC S	D-01312016-234	231
604.15500 2) PREPAID EXPENSES - INSURANCE	1) ELECTRIC FUND 2016 INSURANCE	39,179.00	LEAGUE OF MN CITIES INS	036362 M-01312016-233	90
604.16491 2) STORAGE BUILDING (MINN-DAK)	1) ELECTRIC FUND BUILDING DEMO	59,457.65	T & K KENNEDY EXCAVATING	D-01312016-234	246
604.20210 2) SALES TAX PAYABLE	1) ELECTRIC FUND BAD DEBT FEE	0.69	UNITED ACCOUNTS	D-01312016-234	351
604.49610.235 2) POWER PRODUCTION	1) ELECTRIC FUND 3) BUILDING MAINTENANCE KEYS GARBAGE SERVICE EYEWASH STATION TAGS	1.79 11.70 47.87	ZOSEL'S TRUE VALUE MATTHEISEN DISPOSAL, INC EMEDCO INC	D-01312016-234 D-01312016-234 D-01312016-234	323 331 359
604.49610.307 2) POWER PRODUCTION	1) ELECTRIC FUND 3) MANAGEMENT FEES-POWER PROD MANAGEMENT FEE	1,474.20	GENERAL FUND	D-01312016-234	211
604.49610.381 2) POWER PRODUCTION	1) ELECTRIC FUND 3) UTILITIES UTILITIES	2,994.20	MUNICIPAL UTILITIES	D-01312016-234	143
604.49630.307 2) TRANSMISSION	1) ELECTRIC FUND 3) MANAGEMENT FEES MANAGEMENT FEE	1,474.20	GENERAL FUND	D-01312016-234	212
604.49640.209 2) DISTRIBUTION	1) ELECTRIC FUND 3) FUEL EXPENSE-VEHICLES GAS	306.28	GLACIAL PLAINS COOPERATI	D-01312016-234	133
604.49640.210 2) DISTRIBUTION	1) ELECTRIC FUND 3) OPERATING SUPPLIES WIRE-WARMING HOUSE TOOL BAG TSHIRT EMBROIDERY SWEATSHIRT, JACKET MARKER REFLECTORS STEEL COVER, GLOVES UPS CHARGES	266.57 135.71 204.00 363.16 12.57 7.80 28.84 17.60	BORDER STATES ELECTRIC S BORDER STATES ELECTRIC S LLJ EMBROIDERY LOCATORS & SUPPLIES BACKSTREET PRINTING NORTHSIDE AUTO RUNNINGS SUPPLY INC GROSSMAN, DEPUTY REGISTR	D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 036357 M-01312016-233	227 228 280 282 371 396 429 .67
604.49640.221 2) DISTRIBUTION	1) ELECTRIC FUND 3) EQUIPMENT MAINTENANCE PARTS CLIP DOOR STRIP	2.54 31.28	LUND IMPLEMENT CO. BENSON BODY SHOP	D-01312016-234 D-01312016-234	274 307
604.49640.229 2) DISTRIBUTION	1) ELECTRIC FUND 3) MAINT OF METERS/AMR METER SEALS	1,097.18	BORDER STATES ELECTRIC S	D-01312016-234	229
604.49640.230 2) DISTRIBUTION	1) ELECTRIC FUND 3) MAINT OF STREET LIGHTING BULBS SEC LIGHTS PHOTO EYES LAMP RECYCLING	212.88 543.46 236.89	BORDER STATES ELECTRIC S STUART C. IRBY CO RETROFIT COMPANIES INC	D-01312016-234 D-01312016-234 D-01312016-234	230 242 315
604.49640.235 2) DISTRIBUTION	1) ELECTRIC FUND 3) BUILDING MAINTENANCE MATS & TOWELS GARBAGE SERVICE	27.98 48.20	BENSON LAUNDRY-MAT HOUSE MATTHEISEN DISPOSAL, INC	D-01312016-234 D-01312016-234	115 172

Disb. Validation Listing

FUND & ACCOUNT.....	DESCRIPTION.....	AMOUNT	VEND/CUST/EXPL.....	REF/REC/CHK	DATA-JE-ID	LINE#
604.49640.307 2) DISTRIBUTION	1) ELECTRIC FUND 3) MANAGEMENT FEES-DISTRIBUTION MANAGEMENT FEE	4,422.70	GENERAL FUND		D-01312016-234	213
604.49640.317 2) DISTRIBUTION	1) ELECTRIC FUND 3) OTHER CONTRACTED SERVICES CROSSING FEE	176.86	RAILROAD MANAGEMENT CO I		D-01312016-234	353
604.49640.321 2) DISTRIBUTION	1) ELECTRIC FUND 3) TELEPHONE CELL PHONE-ELECTRIC CELL PHONE-SURVEY	203.08 48.24	VERIZON VERIZON	036361 036361	M-01312016-233 M-01312016-233	19 20
604.49640.331 2) DISTRIBUTION	1) ELECTRIC FUND 3) TRAVEL AND MEALS LODGING	222.98	BANKCARD CENTER		D-01312016-234	413
604.49640.332 2) DISTRIBUTION	1) ELECTRIC FUND 3) EDUCATION/TRAINING REG-JOHNSON, GOULET	1,110.00	MN MUNICIPAL UTILITIES A		D-01312016-234	349
604.49640.381 2) DISTRIBUTION	1) ELECTRIC FUND 3) UTILITIES UTILITIES	1,779.37	MUNICIPAL UTILITIES		D-01312016-234	144
604.49640.383 2) DISTRIBUTION	1) ELECTRIC FUND 3) NATURAL GAS UTILITIES	498.96	MUNICIPAL UTILITIES		D-01312016-234	145
604.49650.307 2) DEMAND SIDE MANAGEMENT	1) ELECTRIC FUND 3) MANAGEMENT FEES-CIP SALARY MANAGEMENT FEE	737.70	GENERAL FUND		D-01312016-234	222
604.49650.343 2) DEMAND SIDE MANAGEMENT	1) ELECTRIC FUND 3) ADVERTISING VFW PLACEMAT ADS	245.00	MEDIA USA		D-01312016-234	268
604.49650.475 2) DEMAND SIDE MANAGEMENT	1) ELECTRIC FUND 3) CONSERVATION REBATES WASHER REBATE	50.00	OLSON/BRADY		D-01312016-234	295
604.49650.480 2) DEMAND SIDE MANAGEMENT	1) ELECTRIC FUND 3) LOAD MANAGEMENT WATER HEATER REBATE	175.00	THOMPSON/NEAL		D-01312016-234	245
604.49655.201 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) OFFICE SUPPLIES COPIER PAYMENT DISCONNECT NOTICES	148.56 362.50	DE LAGE LANDEN CREATIVE FORMS & CONCEPT	036356	D-01312016-234 M-01312016-233	193 66
604.49655.203 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) POSTAGE POSTAGE	77.45	INCIDENTAL FUND		D-01312016-234	316
604.49655.307 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) MANAGEMENT FEES-CUST ACCTS MANAGEMENT FEE	1,474.20	GENERAL FUND		D-01312016-234	214
604.49655.309 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) DATA PROCESSING SERVICES MONTHLY HOSTING	2,028.50	XEROX BUSINESS SERVICES		D-01312016-234	224
604.49655.317 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) OTHER CONTRACTED SERVICES METER SERVICE	54.00	AUTOMATED ENERGY INC		D-01312016-234	207
604.49655.318 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) BILL PRINT SERVICES JAN BILL PRINT	1,119.27	INNOVATIVE SYSTEMS		D-01312016-234	388

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
604.49655.332 2) CUSTOMER ACCOUNTS	1) ELECTRIC FUND 3) EDUCATION/TRAINING BREHMER-CLASS REG	585.00	MN MUNICIPAL UTILITIES A		D-01312016-234	272
604.49660.307 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) MANAGEMENT FEES-ADMINISTRATN MANAGEMENT FEE	2,211.30	GENERAL FUND		D-01312016-234	215
604.49660.308 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) MANAGEMENT FEES-FINANCE MANAGEMENT FEE	1,474.20	GENERAL FUND		D-01312016-234	216
604.49660.309 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) MANAGEMENT FEES-SALES MANAGEMENT FEE	1,474.20	GENERAL FUND		D-01312016-234	217
604.49660.317 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) OTHER CONTRACTED SERVICES GOPHER STATE CALLS 2016 ANNUAL FEE BAD DEBT FEE BAD DEBT FEE	11.60 100.00 9.98 545.43	GOPHER STATE ONE CALL GOPHER STATE ONE CALL UNITED ACCOUNTS UNITED ACCOUNTS		D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234	148 297 350 355
604.49660.321 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) TELEPHONE PHONE MAINT MONTHLY PRI CHARGE LOCAL SERVICE	147.84 300.00 160.81	CENTURYLINK CENTURYLINK CENTURYLINK		D-01312016-234 D-01312016-234 D-01312016-234	126 187 199
604.49660.343 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) ADVERTISING UTILITY ADS ADVERTISING	194.21 216.00	MONITOR & NEWS K S C R - FM	036360	D-01312016-234 M-01312016-233	138 69
604.49660.433 2) ADMINISTRATION AND GENERAL	1) ELECTRIC FUND 3) DUES FEES MEMBERSHIPS 2016 MEMBER DUES	5,636.00	MN MUNICIPAL UTILITIES A		D-01312016-234	273
609.14200 2) OFF SALE LIQUOR INVENTORY	1) LIQUOR FUND LIQUOR LIQUOR LIQUOR LIQUOR LIQUOR LIQUOR LIQUOR LIQUOR LIQUOR	1,509.06 4,079.25 2,751.74 1,611.50 1,333.62 2,333.01 3,508.45 2,382.94	SOUTHERN WINE & SPIRITS PHILLIPS WINE & SPIRITS JOHNSON BROTHERS LIQUOR JOHNSON BROTHERS LIQUOR BELLBOY CORPORATION BREAKTHRU BEVERAGE MINNE JOHNSON BROTHERS LIQUOR PHILLIPS WINE & SPIRITS		D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 023013 023014 M-01312016-233	258 263 284 285 308 310 62 64
609.14205 2) OFF SALE WINE INVENTORY	1) LIQUOR FUND WINE WINE WINE WINE WINE WINE	744.00 100.80 433.60 220.00 730.15 71.45	SOUTHERN WINE & SPIRITS PHILLIPS WINE & SPIRITS JOHNSON BROTHERS LIQUOR BREAKTHRU BEVERAGE MINNE JOHNSON BROTHERS LIQUOR PHILLIPS WINE & SPIRITS		D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 023013 023014 M-01312016-233	257 262 283 309 61 63
609.14210 2) OFF SALE BEER INVENTORY	1) LIQUOR FUND BEER BEER BEER BEER BEER BEER BEER BEER BEER	1,934.87 1,402.41 2,200.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 1,000.00 4,113.46	BEVERAGE WHOLESALERS INC H. BOYD NELSON BEVERAGE WHOLESALERS INC H. BOYD NELSON BEVERAGE WHOLESALERS INC BEVERAGE WHOLESALERS INC BEVERAGE WHOLESALERS INC H. BOYD NELSON H. BOYD NELSON H. BOYD NELSON		D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 023012 023012 023012 023013 023013 M-01312016-233	116 117 118 119 120 121 122 123 124 125 126 127 128 129 130
609.15500 2) PREPAID EXPENSES - INSURANCE	1) LIQUOR FUND 2016 INSURANCE	17,200.00	LEAGUE OF MN CITIES INS	023017	M-01312016-233	87

Disb. Validation Listing

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
609.49750.132 2) LIQUOR	1) LIQUOR FUND 3) CITY SELF FUNDING INSURANCE-LIQUOR	1,449.49	MEDICAL REIMBURSEMENT AC	023018	M-01312016-233	26
609.49750.210 2) LIQUOR	1) LIQUOR FUND 3) OPERATING SUPPLIES BATTERIES, BULBS PLATES, BAGS, TOWELS	20.27 387.90	ZOSEL'S TRUE VALUE WEST CENTRAL SALES		D-01312016-234 D-01312016-234	326 338
609.49750.235 2) LIQUOR	1) LIQUOR FUND 3) BUILDING MAINTENANCE & SUPPL SALT GARBAGE SERVICE CLEAN BEER LINES CLEANER PEST CONTROL SEWER CLEAN ICE MACHINE CHECK	22.80 214.26 44.00 22.33 242.75 250.00 296.20	CULLIGAN SOFT WATER MATTHEISEN DISPOSAL, INC W.C.D. BEER LINE CLEANING ZOSEL'S TRUE VALUE BRANESS PEST CONTROL GROSSMAN & TRUMP INC CRAIGS, INC.		D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234	121 173 244 325 330 334 379
609.49750.254 2) LIQUOR	1) LIQUOR FUND 3) OFF SALE MIX PURCHASES ICE MIX	94.63 125.20	ARCTIC GLACIER USA INC VIKING COCA COLA BOTTLIN		D-01312016-234 D-01312016-234	112 155
609.49750.292 2) LIQUOR	1) LIQUOR FUND 3) ON SALE MISC PURCHASES SNACKS TACO INGREDIENTS PIZZAS SNACKS PREMIX	556.83 336.71 462.30 162.80 312.00	SYSCO WESTERN MINNESOTA DAROLD'S SUPER VALUE HARRYS FROZEN FOOD MONTE CANDY COMPANY VIKING COCA COLA BOTTLIN		D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234 D-01312016-234	111 124 135 140 156
609.49750.307 2) LIQUOR	1) LIQUOR FUND 3) MANAGEMENT FEES MANAGEMENT FEES	2,176.50	GENERAL FUND		D-01312016-234	16
609.49750.310 2) LIQUOR	1) LIQUOR FUND 3) CONTRACTED SERVICES-CLEANING LIQUOR STORE CLEANING	825.00	BENSON/KIMBERLY		D-01312016-234	4
609.49750.321 2) LIQUOR	1) LIQUOR FUND 3) TELEPHONE LOCAL SERVICE	81.09	CENTURYLINK		D-01312016-234	128
609.49750.333 2) LIQUOR	1) LIQUOR FUND 3) FREIGHT ON LIQUOR FREIGHT	492.55	COUNTRY PET FOODS		D-01312016-234	119
609.49750.343 2) LIQUOR	1) LIQUOR FUND 3) ADVERTISING LIQUOR ADS JAN 22ND ENTERTAINMENT ADVERTISING	218.88 250.00 223.50	MONITOR & NEWS CM ROCK K S C R - FM	023009 023010	D-01312016-234 M-01312016-233 M-01312016-233	139 58 59
609.49750.381 2) LIQUOR	1) LIQUOR FUND 3) UTILITIES UTILITIES	993.26	MUNICIPAL UTILITIES		D-01312016-234	146
609.49750.383 2) LIQUOR	1) LIQUOR FUND 3) HEATING COST UTILITIES	267.12	MUNICIPAL UTILITIES		D-01312016-234	147
609.49750.430 2) LIQUOR	1) LIQUOR FUND 3) MISCELLANEOUS CABLE SERVICE	166.95	CHARTER COMMUNICATIONS		D-01312016-234	118
609.49750.438 2) LIQUOR	1) LIQUOR FUND 3) LAUNDRY MATS, TOWELS, & MOPS MATS	45.99 45.12	BENSON LAUNDRY-MAT HOUSE BENSON LAUNDRY-MAT HOUSE		D-01312016-234 D-01312016-234	114 235

Disb. Validation Listing

FUND & ACCOUNT	DESCRIPTION	AMOUNT	VEND/CUST/EXPL	REF/REC/CHK	DATA-JE-ID	LINE#
653.43240.210 2) GARBAGE DISPOSAL	1) GARBAGE COLLECTION FUND 3) OPERATING SUPPLIES CHRISTMAS TREE PICKUP	27.36	MONITOR & NEWS		D-01312016-234	345
653.43240.307 2) GARBAGE DISPOSAL	1) GARBAGE COLLECTION FUND 3) MANAGEMENT FEES MANAGEMENT FEES	753.00	GENERAL FUND		D-01312016-234	51
653.43240.310 2) GARBAGE DISPOSAL	1) GARBAGE COLLECTION FUND 3) CONTRACTED SERVICES GARBAGE CONTRACT	8,662.00	MATTHEISEN DISPOSAL, INC		D-01312016-234	7
653.43240.384 2) GARBAGE DISPOSAL	1) GARBAGE COLLECTION FUND 3) REFUSE DISPOSAL TIPPING FEES	3,120.80	SWIFT CO ENVIRONMENTAL S		D-01312016-234	154
801.11660 2) LOAN REC.- LINDAHL	1) REVOLVING LOAN FUND SNAP BLDG REPAIRS 110 14TH ST S ROOF ASSES	2,900.00	ASCHE ENGINEERING LLC		D-01312016-234	346
	SUPPORT SYSTEM	1,850.00	ASCHE ENGINEERING LLC	047136	M-01312016-233	44
	ENGINEERING	1,159.94	TYLERS CONSTRUCTION SERV	047149	M-01312016-233	84
		1,650.00	ASCHE ENGINEERING LLC	047150	M-01312016-233	85
801.11685 2) M.D. COWART LOAN REC	1) REVOLVING LOAN FUND REFUND OVERPAYMENT	99.43	COWART/MICHAEL	047151	M-01312016-233	86

Disbursement Authorization

FUND RECAP:

FUND	DESCRIPTION	DISBURSEMENTS
101	GENERAL FUND	166,791.17
211	LIBRARY FUND	5,157.63
401	GENERAL CAPITAL OUTLAY FUND	14,074.63
509	G.O. BONDS SERIES 2014A	14,277.15
515	ECONOMIC DEV. AUTHORITY FUND	82,061.35
601	WATER FUND	1,007.04
602	SEWER COLLECTION & DISPOSAL	1,117.41
604	ELECTRIC FUND	1,317.08
609	LIQUOR FUND	1,000.00
653	GARBAGE COLLECTION FUND	1,000.00
801	REVOLVING LOAN FUND	1,000.00
TOTAL ALL FUNDS		552,472.30

BANK RECAP:

BANK	NAME	DISBURSEMENTS
GRN	GENERAL BANK CHECKING ACCT	282,263.67
LQR	LIQUOR FUND	66,894.28
NAV	ENTERPRISE FUNDS	196,927.33
RST	ECONOMIC DEV. AUTHORITY CHKN	6,387.02
TOTAL ALL BANKS		552,472.30