

**City Council Meeting Agenda  
City Council Chambers  
March 4, 2019**

**City of Benson Mission Statement**

Benson is a forward looking community that values public safety,  
Quality of life and treats people with dignity and respect.

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|-----|-----|---|-------------------------|
|     | 1.  | 5:30 p.m. Call the Meeting to Order at the Benson City Council Chambers (Mayor) |                         |
|     | 2.  | Pledge of Allegiance  |                         |
|     | 3.  | Approval of Agenda  |                         |
|     |     | <b>Additions?</b> <input type="checkbox"/> None <b>1.</b> _____ <b>2.</b> _____ |                         |
|     |     | Any Consent Agenda items to be moved to a regular agenda item?                  |                         |
|     |     | Approval of Agenda ____ as Presented or ____ Revised                            | <b>Action Requested</b> |
|     | 4.  | Consent Agenda:   | <b>Action Requested</b> |
|     | a.  | Minutes:  |                         |
| 2-3 |     | ▪ 2.19.2019                      City Council Meeting                           |                         |
| 4   |     | ▪ 10.9.2018                      Cemetery Board Meeting                         |                         |
|     | b.  | Correspondence:   |                         |
| 5-7 |     | ▪ Humane Society Response to Tara Beyer Letter                                  |                         |
|     | 5.  | Persons With Unscheduled Business to Come Before the Council                    |                         |
| 8-9 | 6.  | Consider 2 <sup>nd</sup> Reading of an Ordinance to Assign Zoning               | <b>Action Requested</b> |
| 10  | 7.  | Pioneerland Band Festival Request for Support                                   | <b>Action Requested</b> |
| 11  | 8.  | UMVRDC Notice of Prairie Five Transportation Funds Application                  | Information Only        |
|     | 9.  | Wolfington Report on D.C. Trip  | Information Only        |
|     | 10. | Adjourn: Mayor  |                         |

In compliance with the American Disability Act, if you need special assistance to participate in this meeting, please contact the City Manager's office at 320-843-4775. Notification 48 hours prior to the meeting will enable the City of make reasonable arrangements to ensure accessibility to this meeting.

**DRAFT**

**MINUTES - BENSON CITY COUNCIL - REGULAR MEETING  
FEBRUARY 19, 2019**

The meeting was called to order at 4:30 p.m. by Mayor Collins. Members present: Jack Evenson, Terri Collins, Mark Schreck, Lucas Olson, Jon Buyck. Members Absent: None. Also present: City Manager Rob Wolfington, Public Works Director Dan Gens and Fire Chief Jeff Reuss.

The Council recited the Pledge of Allegiance.

Mayor Collins asked for any changes or additions to the agenda, to which there were none. It was moved by Evenson, seconded by Schreck and carried unanimously to approve the agenda.

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

- February 4, 2019 City Council Minutes
- January 14, 2019 Planning Commission Minutes
- November 19, 2018 Park Board Minutes
- February 4, 2019 Airport Board Minutes
- Tara Beyer's Request for Animal Shelter
- January Police Report
- Food Shelf Campaign
- MN Department of Commerce-CVEC Request to Withdraw Filing
- National Wild Turkey Federation Gambling Permit for March 15, 2019
- Appointing Dennis Rohloff to the Cemetery Board

There were no persons with unscheduled business.

Fire Chief Jeff Reuss approached the Council and gave the 2018 Fire Report. It was moved by Evenson, seconded by Olson and carried unanimously to accept the 2018 Fire Report. Wolfington discussed township fire contracts are due and will be looking at a two year contract. After two years there will be a review of the new dairy coming into the county and the contracts will be reviewed again at that time. He said the Fire Department will be hosting the townships at the fire hall on April 2, 2019 for equipment tours, and a light dinner.

Wolfington said Xcel agreed to pay the stranded investments to the City of Benson in lieu of losing Fibrominn. With Brightmark Energy (BME) coming in, these investments will be recovered. The City is working on an agreement with BME. He presented a letter to be signed by the Mayor releasing Xcel of this obligation. After discussion, it was moved by Evenson, seconded by Buyck and carried unanimously to authorize the Mayor to sign the letter as it was presented.

Next was a pay request from Benson Community Education for costs associated with the community education summer program for 2018. After discussion, it was moved by Olson, seconded by Evenson and carried unanimously to approve paying the Community Education bill in the amount of \$31,611.06.

It was moved by Schreck, seconded by Evenson and carried unanimously to approve the concrete crushing quote from Hard Rock Screening in the amount of \$4.24 per ton.

It was moved by Schreck and seconded by Evenson and carried unanimously to approve the chip seal quote from Morris Sealcoat in the amount of \$37,020.00.

It was moved by Schreck, seconded by Evenson and carried unanimously to approve the bituminous quotes from Ferguson Asphalt in the amount of \$150,019.82.

It was moved by Schreck, seconded by Evenson and carried unanimously to approve the concrete/curb quote from B.G. Amundson in the amount of \$28,205.00.

It was moved by Schreck, seconded by Evenson and carried unanimously to approve the tire quote from Glacial Plains Coop in the amount of \$10,504.11.

It was moved by Evenson, seconded by Olson and carried unanimously to approve bills and warrants in the amount of \$459,939.69.

It was noted the after the Council adjourns, the Council members will all be attending a pipeline safety class in Willmar.

There being no further business to come before the Council upon motion by Evenson, seconded by Olson and carried unanimously to adjourn the Council meeting at 4:47 p.m.

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Mayor

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City Clerk

# Benson City Cemetery Board Minutes

## October 9, 2018

### Noon

**Members Present:** Judy Hoberg, Greg Zniewski, Michelle Lee

**Members Absent:** Tim Mattheisen & Zane Anderson

**Also Present:** Dan Gens, Parks Supervisor Duane Hopp and Val Alsaker

The meeting was called to order at 12:08 P.M. by Judy Hoberg.

It was moved by Lee, seconded by Zniewski and carried unanimously to approve the August 7, 2018 Cemetery Minutes.

The Board discussed a budget for stone repairs in the Cemetery. The last time there were repairs to stones was 3-4 years ago. The Board expressed the desire to repair some stones every year. Block D was done last. Hoberg said she went out to the Cemetery and looked at several stones in blocks 7, A, B, and C. Hopp said the very old stones on the west end have had repairs. The old upright stones can be expensive to repair. The question was raised if a stone is a hazard who pays for repairs. Hopp said the family is ultimately responsible for the damages. Zniewski said in other cemeteries if the stone is a safety issue, they will opt to repair it. Hoberg said she found 12 stones needing repairs in A & B alone. After discussion, it was moved by Zniewski, seconded by Lee and carried unanimously to as to earmark \$3,000 in the 2019 Cemetery budget for stone repair. Zniewski said he would contact Rauch Brothers to see if they would be available next year to do the work.

The graves in the new section are plotted and ready for sale. Hopp said he sprayed and reseeded the new area and will reseed again in the spring.

Hoberg asked how many graves and niches were sold in 2018 so far. Hopp said 8 graves and no niches, but there is a family interested in buying niches. The new niche brochures are in the kiosk at the Cemetery.

There was discussion on Zniewski 's second consecutive term will be up at the end of this year. He can take a year break and reapply to be on the board. The Board discussed possible candidates.

The first Cemetery board meeting of 2019 meeting will be on February 20, 2019 at noon in the City Council Chambers.

There was a comment the light in the center of the Cemetery with the flag on the pole is not lit.

There being no other business, it was moved by Lee, seconded by Zniewski and carried unanimously to adjourn the meeting at 12:50 p.m.

Hi Rob,

Here is the letter I wrote to the 9-year-old girl who wrote to the city wishing for an animal shelter. She was so happy to hear from the humane society that she sent in money for a membership! What a great kid! It was a challenge writing to a 9-year-old. Feel free to share it if you deem it appropriate.

Thanks!

- Wendy



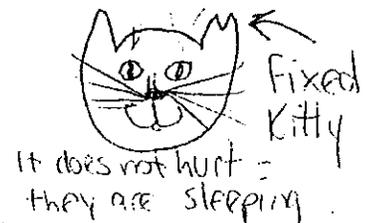
## HUMANE SOCIETY OF SWIFT COUNTY

Dear Tara,

Thank you for writing to the City of Benson about an animal shelter! Your letter came to me. My name is Wendy, and I am in charge of running Benson's humane society. We help animals as best we can in all of Swift County. First let me say how sorry I am that you had to say good-bye to Earl. You gave him a long, happy life and saved him from suffering.

We don't actually have a shelter, but we have a phone and some dog and cat foster homes who take care of pets who need to be given up by families, or who are picked up as strays. Benson's police department picks up stray dogs within the city limits and keeps them safe for a week. They try to advertise and look for the owners. If no one claims the dog, I get called and the dog is picked up and taken to a foster home. They are given all vet care needed, and have a warm and loving home until they are adopted.

There are a lot of stray cats in Benson. Many are wild and don't want to be caught. They won't be happy inside in homes. We have volunteers who trap strays (painlessly) and take them to the vet to do surgery on them to be sure that they are not having more kittens that grow up wild and homeless. They are given shots to help keep them healthy, and are sent back out to where they are happiest. This is if we cannot find a farm home for them. If a cat has a little notch cut in its ear, you know he or she has been fixed and cared for. Cats that are friendly go into foster homes and are adopted to loving families (once we know they don't belong to someone).



Last year we took care of and adopted out 84 cats and dogs! That is a lot of work and love given by just a few people who give their time! We also trapped and fixed 84 more wild cats, and tried our best to find farm homes for them, where they have shelter, food and water. That is the best we can do for the outdoor wild cats.

Don't worry about animals being put down. The only animals that are ever put down are ones that are very sick or injured and are suffering, or if a dog is so wild or mean that someone would get hurt trying to take care of them.

A way you can really help in Benson is to let all your friends know that they need to keep their kitties indoors. If you see a friendly cat walking around outside in the cold, it may be someone's cat who they let out because they think the cat is happy roaming around the neighborhood. Benson has a law against that. Also have them tell their parents to have their dogs and cats spayed or neutered (fixed) so they won't keep having kittens or puppies. There are too many homeless or unwanted animals.

It is such a kind thing you did to make lefse for donating! You really helped a lot of people and made them happy! We have a Holiday Bake Sale every year in December and would love your help. People in Benson really love lefse and buy a lot of it at our bake sales!

If your parents are on Facebook, have them "Like" our page, "Humane Society of Swift County." You can see pets we have available for adoption, photos of animals who have been adopted, lost and found dogs and cats, and when we have activities coming up where we need volunteers. We would love to have your help! We need more kind-hearted animal lovers!

Thank you again for your kindness and caring,

*Wendy Munsterman*

Humane Society of Swift County

211 11th St. N.

Benson, MN 56215

CITY OF BENSON, MINNESOTA  
ORDINANCE NO. \_\_\_\_

AN ORDINANCE AMENDING THE ZONING MAP BY REZONING CERTAIN LAND IN  
THE CITY OF BENSON, SWIFT COUNTY, MINNESOTA

WHEREAS, the Planning Commission of the City of Benson held a public hearing on property described herein on \_\_\_\_\_, as required by City Code Section 154.180(E), and

WHEREAS, on \_\_\_\_\_, the Planning Commission recommended the rezoning as hereinafter described.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Benson, Minnesota, that:

1. The boundaries of the zoning districts established by City Code Section 154.055 are hereby amended by zoning the following described previously undesignated property as "I-1" (Limited Industrial):

Beginning at a point on the East line of the Northwest Quarter of the Northeast Quarter (NW ¼ - NE ¼) of Section Eight (8), Township One Hundred Twenty-one (121), Range Thirty-nine (39), Swift County, Minnesota distant 150 feet Southwesterly, measured at right angles, from the center line of the main track of the Great Northern Railway Company (now BNSF Railway) as now located and constructed; thence Southeasterly, parallel with said centerline and 150 feet distant therefrom to the now existing Eastern corporate limits of the City of Benson, Minnesota; thence Northerly along said corporate limits line to a point distant 150 feet Northeasterly, measured at right angles, from the center line of the main track of the Great Northern Railway Company (now BNSF Railway) as now located and constructed; thence Northwesterly, parallel with said center line and 150 feet distant therefrom to the east line of the Southwest Quarter of the Southeast Quarter (SW ¼ - SE ¼) of Section Five (5), Township One Hundred Twenty-one (121), Range Thirty-nine (39); thence Southerly along said East line to the point of beginning.

AND

Beginning at the Northwest corner of Lot 12, Block 49, Stone's First Addition to the City of Benson, Swift County, Minnesota; thence Northwesterly and parallel to the center line of the main track of the Great Northern Railway Company (now BNSF Railway) as now located and constructed to a point on the North line of the Northeast Quarter of the Southwest Quarter (NE ¼-SW ¼) of Section Six (6), Township One Hundred Twenty-one (121), Range Thirty-nine (39), Swift County, Minnesota; thence Northeasterly and at right angles to said main track center line a distance of 50 feet; thence Northwesterly and parallel to said main track center line to the East edge of the

Chippewa River; thence Northerly along the Chippewa River to the South right-of-way line of Minnesota Trunk Highway 9; thence Southeasterly along the South right-of-way line of said Trunk Highway 9 to the East line of Eighteenth Street North, Benson, Minnesota; thence Southerly along the Southerly prolongation of the East line of said Eighteenth Street North to the point of beginning.

as shown by the records of the County Treasurer of said County.

2. The boundaries of the zoning districts established by City Code Section 154.055 are hereby amended by zoning the following described previously undesignated property as "B-2" (General Business):

The East Half of the Northeast Quarter (E ½-NE ¼) of Section Five (5), Township One Hundred Twenty-one (121), Range Thirty-nine (39), excepting therefrom a tract of land described as follows: Commencing at the SE corner of the Northeast Quarter of the Northeast Quarter (NE ¼-NE ¼) of Section Five (5), thence running West Thirty-two (32) rods, thence running North Twenty-five (25) rods, thence running East Thirty-two (32) rods, thence running South Twenty-five (25) rods to the place of beginning.

as shown by the records of the County Treasurer of said County.

3. This ordinance shall become effective upon its passage and publication.

Passed this \_\_\_th day of -----, 2019.

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Terri Collins, Mayor

ATTEST:

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To: Rob Wolfington, Benson City Manager  
From: Pioneerland Band Festival Committee  
RE: Fund Request  
Date: February 28, 2019

Rob,

The Pioneerland Band Festival Committee is requesting operating funds for the 2019 parade. The parade will be held on Friday, June 14th beginning at 6:30pm. We plan to seek donations from local businesses as well as residents to fund the parade. We are requesting the Benson City Tourism Board consider contributing to this event in the amount of \$3,500.

Thank you for your consideration of this request.

Respectfully submitted,

Brock Duncan,  
PBF Committee



Upper Minnesota Valley  
**REGIONAL DEVELOPMENT COMMISSION**  
Helping Communities Prosper

323 W. Schlleman Ave. Appleton, MN 56208 320.289.1981 [www.umvrdc.org](http://www.umvrdc.org)

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Dear Stakeholder,

This letter is to let you know that the Prairie Five Community Action Council (Prairie 5) is applying for funds to begin the planning process for the Regional Transportation Coordinating Council (RTCC) in west central Minnesota. The Upper Minnesota Valley Regional Development Commission is working with Prairie Five CAC, Inc. on this application and project.

Seamless transportation across Minnesota has long been a goal for MNDOT and other transportation stakeholders. MNDOT is looking at RTCCs as a large part of the answer. MNDOT states: "Regional Transportation Coordination Councils would be responsible for coordinating transportation services through a network of existing public, private and non-profit transportation providers."

Prairie 5 has been leading efforts toward greater coordination for many years, and hopes to leverage the strong relationships we've built with other transportation practitioners and service organizations in to a successful RTCC.

We are targeting a start date of July 15, 2019 for our planning phase. During the first year of grant funding, we plan to shape how a RTCC functions for our region. Our target area will be the five counties that are currently served under the Prairie Five: Big Stone, Chippewa, Lac qui Parle, Swift and Yellow Medicine. Part of shaping the RTCC will be reaching out to stakeholders in these counties and engaging them in conversations about the transportation needs of our residents, and how an RTCC could serve to meet those needs. Together the committed stakeholders will determine the specifics of the RTCC, including membership requirements, bylaws, and functions that will do the greatest good for our region. We will move into implementation at the end of the planning phase based on the recommendations of the stakeholder group.

The application for RTCC planning funds are open to wide range of municipalities and organizations. If your organization would also like to submit an application, you are invited to contact MNDOT for specific requirements.

As an important transportation stakeholder, we also welcome your comments on our application, and your thoughts and involvement in the formation of an RTCC in west central Minnesota. Please send comments to Kristi at [kristi.fernholz@umvrdc.org](mailto:kristi.fernholz@umvrdc.org). If you have no comment at this time, an email stating your support for this application would be helpful in our application process.

Sincerely,

Kristi Fernholz  
Senior Planner, UMRDC



Serving Big Stone, Chippewa, Lac qui Parle, Swift and Yellow Medicine Counties