

City Council Regular Meeting Agenda
City Council Chambers
January 2, 2014

Page

1. 5:30 p.m. Call the Meeting to Order at City Hall (Mayor)
2. Oath of Office
3. Persons with Unscheduled Business to Come Before the City Council (Mayor)
4. Review the Consent Agenda: (Mayor)
 - a. Minutes:
 - 3-10 ▪ 12.16.13 City Council Meeting
 - 11 ▪ 11.21.13 EDA Meeting
 - 12 ▪ 12.13.13 Safety Committee Meeting
 - b. Applications:
 - 13-14 ▪ EDA: Jon Buyck (1 opening)
 - 15-16 ▪ Park Board: Wendy Munsterman (2 openings)
 - Vacancies on Boards & Commissions:
 - Park Board – 1
 - Benson Area Tourism Board – 3
 - Cemetery Board - 3
 - Benson HRA Board – 1
 - Library Board - 1
 - Planning Commission - 2
 - c. Correspondence:
 - 17-20 ▪ MRES Policy Memo
 - 21-23 ▪ Chamber of Commerce
 - 24-25 ▪ Travelers Insurance Memo
 - 26 ▪ PeopleService 2014 Rate Increase
 - d. Overnight Travel:
 - MN State Hospital Assn. Trustee Conference January 10-12, 2014 – City Manager
 - MRES Board Meetings January 1-2, 2013, 8-9, 2013- City Manager
 - LMC Newly Elected Official Orientation Jan 31-Feb. 1, 2014 – New Council Mbrs. & City Manager
5. Update City Council Appointments (Mayor & Council):
 - Emergency Chain of Command
 - Economic Development Authority (2 voting members)
 - Fire Board (2 members)
 - HRA (2 voting members)
 - Library Board (1 liaison)
 - Liquor Committee (2 members)
 - Park Board (1 voting member & 1 liaison)
 - Personnel Committee (2 members)
 - Planning Commission (1 voting member)
 - President Pro-Tem (1 member)
 - Swift County RDA Board (1 voting member)
 - City Attorney, Assistant City Attorney (Civil)
 - Prosecuting Attorney (Criminal)

6. Designate the City of Benson's Official Newspaper (Mayor & Council)
7. Designate Bank Depositories (Mayor & Council): Suggested Motion Should Include
 - State banks, national banks and thrift institutions located either within or outside the State of MN qualifying as depositories under MN law
8. Review the City of Benson's 2013 Annual Calendar and approve City Council Meeting Time & Dates (City Manager):
9. Authorization of Check Signers (Mayor and Council: Suggested Motion Should Include):

All Accounts:	Mayor, City Manager, Finance Director
Incidental Fund:	Lisa Kent, Valerie Alsaker
Meter Rent Account:	Lisa Kent
Hospital Fund:	Lisa Kent, Justin Kroeger-Flexible Benefit Administrators

10. Schedule Board of Review from 5:30 p.m. to 6:30 p.m. on April 21, 2014

27 11. Benson Small Cities Board Approvals
 a. \$6,940.00 b. \$6,702.00 c. \$5,365.00

28-30 12. Review Proposed Projects:

- 15th Street South Sewer Reconstruction
- 15th Street South Water Reconstruction
- Church Street Water Reconstruction
- Wastewater Plant Trickling Filter Repair

31-34 13. MPCA Proposed Draft Air Emissions Permit to City of Benson's Power Generating Plant

35-42 14. MPCA Proposed Draft NPDES Permit to City of Benson's Wastewater Treatment Plant

43 15. Consider Resolution Designating Authorized Representation – WMMPA

16. Consider Aviation Fuel Bids

44-47 17. Northside Rec Scoreboard Quotes

48-49 18. Creamery Parking Lot Lighting

19. Swift County-Benson Hospital Board – Mark Frank Temporary Replacement

50 20. 2014 Safety Training Classes

21. Adjourn: Mayor

DRAFT

**MINUTES - BENSON CITY COUNCIL - REGULAR MEETING
DECEMBER 16, 2013**

The meeting was called to order at 5:30 p.m. by the Mayor. Members present: Ben Hess, Gary Landmark, Mike Fugleberg, Paul Kittelson & Sue Fitz. Members Absent: None. Also present: City Manager Rob Wolfington, Director of Finance Glen Pederson, Public Works Director Elliot Nelson, Bob Lange, Stephanie Heinzig and Jack Evenson.

It was moved by Landmark, seconded by Fugleberg and carried unanimously to approve the following minutes on the consent agenda:

- December 2, 2013 City Council Meeting
- October 7, 2013 Planning Commission Meeting

It was moved by Hess, seconded by Fugleberg and carried unanimously to approve renewal of the following 2014 Cigarette Licenses: Amoco Food Shop of Benson, Holiday Station, Darold's Super Valu, Do-Mats Family Foods, Glacial Plains and Dollar Store.

It was moved by Fitz, seconded by Hess and carried unanimously to approve a Special Use Permit to allow disposing of septic tank sludge and holding tank sewage into the Benson Wastewater Facility for 2014 to Slaughter's Plumbing and Septic Service LLC.

The Mayor acknowledged overnight Travel to the MN State Hospital Association Trustee Conference January 10-11, 2014 by the City Manager. Also new Council Members Heinzig and Evenson will attend the League of MN Cities Newly elected Official Orientation January 31-February 1, 2014 along with the City Manager.

Next Bob Lange of Lange Associates presented 2014 estimated insurance premiums from our current general liability insurance company Travelers Insurance and the League of Minnesota Cities Insurance Trust (LMCIT). Lange outlined differences in coverage and presented a \$70,000 cost savings if the City switched to LMCIT. Lange noted switching to LMCIT would be a long term decision and changing insurance companies later could be difficult due to LMCIT being a "claims made" policy. Wolfington recommended changing insurance to LMCIT. Pederson concurred. Wolfington said he and Lange met with the City attorney on details of the terms of the policy. After discussion, it was moved by Fitz, seconded by Landmark and carried unanimously to discontinue insurance coverage with Travelers, and switch to LMCIT.

It was moved by Fugleberg, seconded by Hess and carried unanimously to appoint Jill Hedman to the Swift County-Benson Hospital Board with her term ending December 31, 2016.

It was moved by Fitz, seconded by Hess and carried unanimously to approve a project in the Benson Small Cities grant program in the amount of \$6,237.00.

It was moved by Fitz, seconded by Hess and carried unanimously to approve a project in the Benson Small Cities grant program in the amount of \$2,448.00.

It was moved by Hess, seconded by Fitz and carried unanimously to approve the 2014 Benson Area Tourism Budget.

Next Nelson approached the Council with quote results on the trickling filter distributor repairs at the wastewater facility. There were two quotes. KHC Construction, Inc. presented a total base bid of \$86,900.00. Gridor Construction, Inc. presented a total Base Bid of \$147,500.00. Tom Dye from Stantec Consulting Services reviewed the quotes and found them to be in order. After discussion it was moved by

Hess, seconded by Fugleberg and carried unanimously to award the bid to KHC Construction, Inc. in the amount of \$86,900.00.

Wolfington presented a letter from Bollig Inc. stating the City of DeGraff has hired them as their engineer consultant for their wastewater improvement project. Previous discussion with the City of DeGraff presented the possibility of them hooking on to our sewer system to dispose of their wastewater. Tying into the City of Murdock is also a possible solution. There will be more discussion in the near future.

Wolfington acknowledged a letter from the Minnesota Department of Commerce, Division of Energy Resources thanking the City of Benson for meeting their conservation goals the last four years. Wolfington credited efforts by MRES, staff and the local appliance businesses and electricians for promoting rebates to their customers.

The City Manager informed the Council that the LELS union members have approved a three year contract with an opener at the end of the 2nd year for health insurance. Also a 50 cent increase to all steps each year of the contract, adding a 5th step with 20 cents over the 4th step. He also stated there was language changes and a 50% cost share on any increases to family health insurance. It was moved by Landmark, second by Fitz and passed unanimously to approve the 2014 – 2016 LELS Union contract as presented.

It was moved by Hess, seconded by Fugleberg and carried unanimously to approve the following Public Utilities Bad Debts List as of December 31, 2013:

ACCT. NO.	NAME	ELEC	WATER	SEWER	TAX	GARB	PEN	ST SWR	TOTAL
101-0025-00-07	Jose Salmias	101.34	114.03	240.10	0.00	17.65	0.00	0.00	473.12
101-0025-00-09	Shawn Citrowski	48.97	57.46	61.40	9.56	27.57	10.62	5.02	220.60
101-0030-00-09	Megan Sampson	74.01	32.53	32.67	0.00	4.88	0.00	0.00	144.09
101-0031-00-06	Anthony Rojas	154.13	30.70	110.25	0.00	0.00	0.00	0.00	295.08
104-0095-00-11	Mike Reinert	148.98	92.10	114.74	21.57	51.52	28.72	9.37	467.00
104-0143-05-20	Katlyn Reinke	107.07	0.00	0.00	0.00	0.00	0.00	0.00	107.07
104-0143-10-15	Kathalina Habeck	150.96	0.00	0.00	5.35	0.00	0.00	0.00	156.31
104-0143-14-30	Melissa Payne	170.32	0.00	0.00	0.00	0.00	0.00	0.00	170.32
104-0143-21-06	Sandra Straton	86.42	0.00	0.00	0.00	0.00	0.00	0.00	86.42
104-0143-24-05	Jeremy Cook	11.34	0.00	0.00	0.00	0.00	0.00	0.00	11.34
104-0159-00-05	William/Serena Herman	514.04	0.00	0.00	0.00	0.00	0.00	0.00	514.04
104-0180-05-08	Jordan Krosch	82.04	26.76	33.41	6.70	15.00	3.26	2.73	169.90
201-0021-00-08	Lacie Wonnell/D.Mesik	233.99	70.27	43.47	0.00	5.41	0.00	0.00	353.14
201-0053-00-03	Alexandra Herrington	114.02	56.13	91.28	14.85	32.55	10.00	5.92	324.75
201-0093-00-02	State Line Properties	0.00	15.12	19.14	1.88	8.59	0.00	1.56	46.29
201-0100-00-05	Chaunteal Smith	65.66	51.74	57.45	10.53	29.79	10.08	2.99	228.24
202-0035-00-03	Angela Hood	9.81	12.73	17.82	2.33	8.00	0.00	1.45	52.14
202-0063-00-04	Sarah Wold	344.94	83.80	117.60	21.09	44.00	0.00	0.00	611.43
202-0083-00-01	Bob Wilson	758.27	0.00	188.65	70.13	293.70	87.62	17.40	1415.77
202-0097-02-07	Jossiline Wipper	13.27	0.00	0.00	0.00	0.00	0.00	0.00	13.27
205-0413-00-24	Michael Medina	90.23	0.00	0.00	0.00	0.00	0.00	0.00	90.23
205-0413-00-26	Brianna Raveling	189.63	0.00	0.00	13.04	0.00	24.59	0.00	227.26
205-0511-00-13	Jamie Huffman	249.30	0.00	0.00	11.00	0.00	0.00	0.00	260.30
205-0530-00-05	Rochelle Shepersky	265.55	0.00	0.00	17.82	0.00	0.00	0.00	283.37
205-0552-00-03	Nikki Larson	404.27	0.00	0.00	23.39	0.00	44.40	0.00	472.06
205-0612-00-05	Faith Zak-Dobbins	241.94	0.00	0.00	12.90	0.00	0.00	0.00	254.84
301-0101-00-01	Stewart's Clothing Con	422.84	0.00	0.00	67.40	0.00	0.00	0.00	490.24
302-0068-00-01	Christopher Bratsch	82.42	2.49	24.50	0.00	0.00	0.00	0.00	109.41
302-0097-00-01	Neil Wells	202.14	11.84	24.50	0.00	0.00	0.00	0.00	238.48
302-0114-00-12	Don Jones	784.50	77.55	69.67	26.84	27.16	0.00	0.00	985.72
303-0021-00-04	Elizabeth Giese	342.18	23.55	24.50	0.00	8.31	0.00	0.00	398.54
303-0021-00-06	Brad Erickson	253.62	36.18	28.95	7.73	13.00	19.57	2.36	361.41

303-0023-00-01	Charles Holmquist	0.00	0.00	0.00	10.31	106.00	77.80	19.27	213.38
303-0058-00-11	Christopher Heuer	58.12	45.04	50.23	8.94	23.40	0.00	4.26	189.99
303-0061-00-11	Jesse Monson	44.19	18.25	52.96	2.01	6.03	0.00	1.10	124.54
305-0044-00-08	Nathan Thorson	77.70	0.00	0.00	0.00	0.00	0.00	0.00	77.70
305-0048-00-27	Ashley Wroblewski	133.26	0.00	0.00	0.00	0.00	0.00	0.00	133.26
305-0058-00-03	Korey Molden	85.95	0.00	0.00	0.00	0.00	0.00	0.00	85.95
305-0085-00-02	Kimberly Clark	362.58	0.00	110.58	0.00	0.00	0.00	0.00	473.16
305-0217-00-05	Jennifer Coil	66.49	0.00	0.00	4.57	0.00	2.17	0.00	73.23
305-0226-00-03	John Tibbs	92.62	0.00	0.00	0.00	0.00	0.00	0.00	92.62
305-0227-00-09	Glenda Flores	149.27	0.00	0.00	0.00	0.00	0.00	0.00	149.27
305-0228-00-03	Josephine Florew	115.60	0.00	0.00	0.00	0.00	0.00	0.00	115.60
401-0076-00-04	Craig/Amanda Iverson	204.67	21.59	32.67	0.00	0.00	0.00	0.00	258.93
402-0029-00-08	Jared McVinoa	298.68	71.66	49.50	19.21	26.00	25.06	4.00	494.11
402-0159-00-06	Jesse Gocha	169.05	75.49	87.43	8.40	19.47	10.00	2.81	372.65
402-0175-00-03	Anthony Toth	137.11	127.17	209.84	22.34	79.93	43.70	14.53	634.62
402-0185-00-08	Brad Smith	323.22	24.64	50.23	0.00	0.00	0.00	0.00	398.09
403-0016-00-10	Jim Lien	73.45	0.00	0.00	0.00	0.00	0.00	0.00	73.45
403-0016-00-12	Brady Erdman	44.29	0.00	0.00	3.04	0.00	5.01	0.00	52.34
403-0054-02-04	Nils Njus	34.70	0.00	0.00	8.35	0.00	0.00	0.00	43.05
501-0022-00-03	T & S Construction	81.89	67.50	73.50	20.57	0.00	0.00	0.00	243.46
501-0022-00-04	T & S Construction	258.85	96.36	98.00	24.01	0.00	48.73	0.00	525.95
501-0023-00-03	T & S Construction	0.00	123.94	730.10	0.00	0.00	0.00	0.00	854.04
501-0023-00-04	T & S Construction	84.31	156.26	98.00	16.09	0.00	37.79	31.50	423.95
501-0055-00-02	Chets Gently Used Furn	163.63	165.90	279.30	22.67	0.00	18.35	8.40	658.25
502-0093-00-11	Merrilee Ascheman	411.26	0.00	0.00	0.00	0.00	0.00	0.00	411.26
TOTALS		10189.09	1788.78	3222.44	514.62	847.96	507.47	134.67	17205.03

Council Member Landmark offered the following Resolution and moved its adoption:

**RESOLUTION ADOPTING FINAL 2013 PROPERTY
TAX LEVY, COLLECTIBLE IN 2014
(RESOLUTION NO. 2013-24)**

BE IT RESOLVED by the City Council of the City of Benson, County of Swift, Minnesota that the following sums of money be levied for the current year, collectible in 2014, upon the taxable property in the City of Benson, for the following purposes:

General Fund Levy	\$578,921
Claussen Properties II Abatement	20,000
Wages and Benefits of Police Personnel	616,260
Library Fund Levy	106,800
TOTAL	1,321,981

BE IT FURTHER RESOLVED that the following sum of money be levied for the current year, collectible in 2014, based upon the market value of the taxable property in the City of Benson, for the following purpose:

G.O. Swimming Pool	<u>\$70,896</u>
Total	\$70,896

BE IT FURTHER RESOLVED that \$64,530.38 is irrevocably appropriated from the Utility Fund to the equipment portion of the \$1,130,000 G. O. Bond, Series 2012A Fund to cover that portion of the 2014 tax levy.

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

Member Fitz seconded the foregoing motion and the following vote was recorded: AYES: Hess, Fitz, Fugleberg, Kittelson, Landmark. NAYS: None. Whereupon the Mayor declared Resolution No. 2013-24 duly passed and adopted.

Council Member Hess offered the following Resolution and moved its adoption:

**RESOLUTION CERTIFYING THE FINAL OPERATING BUDGET
FOR THE CALENDAR YEAR 2014 FOR THE CITY OF BENSON, MINNESOTA
(RESOLUTION NO. 2013-25)**

BE IT RESOLVED, that the Final Operating Budget for the City of Benson, Minnesota, for the fiscal year beginning January 1, 2014 and ending December 31, 2014 is hereby approved.

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

Revenues

Taxes - General Fund	1,215,181
Taxes -- Library	106,800
State Grants and Aids	1,197,577
Other Revenues	<u>1,135,479</u>
Total Revenues	3,655,037

Expenditures

General Government	632,700
Public Safety	1,044,750
Highways, Streets and Roads	590,650
Parks and Recreation	383,050
Public Transit	187,000
Library	109,250
Capital Outlay	453,000
Other Expenditures	<u>204,583</u>
Total Expenditures	3,604,983

Excess (Deficiency) of Revenues over Expenditures **50,054**

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

Member Fitz seconded the foregoing motion and the following vote was recorded: AYES: Hess, Fitz, Fugleberg, Kittelson, Landmark. NAYS: None. Whereupon the Mayor declared Resolution No. 2013-25 duly passed and adopted.

It was moved by Fugleberg seconded by Fitz and carried unanimously to approve the General Capital Outlay Budget.

Council Member Landmark offered the following Resolution and moved its adoption:

**RESOLUTION TRANSFERRING AMOUNT DESIGNATED FOR FUTURE
CAPITAL OUTLAY TO THE GENERAL CAPITAL OUTLAY FUND
(RESOLUTION NO. 2013-26)**

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

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

WHEREAS, there are monies appropriated in the General Fund 2013 Budget for this purpose.

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

Administration	30,000
City Hall	20,000
Police Department	50,000
Fire Department	40,000
Street Department	175,000
Park	72,000
Transit	15,000
Airport	<u>10,000</u>
TOTAL	412,000

Member Hess seconded the foregoing motion and the following vote was recorded: AYES: Hess, Fitz, Fugleberg, Kittelson, Landmark. NAYS: None. Whereupon the Mayor declared Resolution No. 2013-26 duly passed and adopted.

Council Member Fitz offered the following Resolution and moved its adoption:

**RESOLUTION TO APPROVE TRANSFER FROM LIBRARY ENDOWMENT FUND
(RESOLUTION NO. 2013-27)**

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

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

WHEREAS, the fund has earned \$396.69 in interest during 2013, and

WHEREAS, the City Council has budgeted to transfer interest earnings in an amount up to \$450.00.

NOW, THEREFORE BE IT RESOLVED that the \$396.00 interest earned be transferred from the Library Endowment Fund to the operating Library Fund to help cover the costs of capital equipment.

Member Hess seconded the foregoing motion and the following vote was recorded: AYES: Hess, Fitz, Fugleberg, Kittelson, Landmark. NAYS: None. Whereupon the Mayor declared Resolution No. 2013-27 duly passed and adopted.

Council Member Hess offered the following Resolution and moved its adoption:

**RESOLUTION DESIGNATING ECONOMIC DEVELOPMENT FUNDS
FOR OPERATING CAPITAL INVESTMENT
(RESOLUTION NO. 2013-28)**

WHEREAS, the City of Benson operates an Economic Development Fund to finance economic development projects and investments.

NOW, THEREFORE BE IT RESOLVED that the City Council authorizes a committed fund balance in the Economic Development fund of \$300,000 for the purchase of industrial property and industrial property investments.

Member Fugleberg seconded the foregoing motion and the following vote was recorded: AYES: Hess, Fitz, Fugleberg, Kittelson, Landmark. NAYS: None. Whereupon the Mayor declared Resolution No. 2013-28 duly passed and adopted.

Council Member Landmark offered the following Resolution and moved its adoption:

**RESOLUTION TO APPROVE BUDGETED TRANSFERS
(RESOLUTION NO. 2013-29)**

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

WHEREAS, the City Council has determined that it is prudent to make transfers in 2013 in order to fund certain projects or programs.

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

	Budgeted	Transferred
From Cemetery Perpetual Care to General Fund	1,650	1,432
From General Fund to Concrete Projects Fund	15,000	15,000
TOTAL	16,650	16,432

Member Fitz seconded the foregoing motion and the following vote was recorded: AYES: Hess, Fitz, Fugleberg, Kittelson, Landmark. NAYS: None. Whereupon the Mayor declared Resolution No. 2013-29 duly passed and adopted.

Council Member Hess offered the following Resolution and moved its adoption:

**RESOLUTION TRANSFERRING 25% OF THE NET PROFIT
OF THE UTILITY FUND TO THE GENERAL FUND
(RESOLUTION NO. 2013-30)**

WHEREAS, the City charter allows for the transfer of no more than 25% of the net profit from the Utility Fund to any other fund in any one year provided that a ten year Capital Improvement Program has been studied and implemented and that the fund does not need this money to fulfill its Improvement Program, and

WHEREAS, the City Council has adopted a ten year Capital Improvements Program as part of its 2013 Budget, and

WHEREAS, the City Council as part of its 2013 General Budget included a transfer of 25% of the net profit of the Utility Fund be transferred to the General Fund.

NOW, THEREFORE BE IT RESOLVED that the City Council transfers \$153,728 from the Utility Fund to the General Fund.

Member Fugleberg seconded the foregoing motion and the following vote was recorded: AYES: Hess, Fitz, Fugleberg, Kittelson, Landmark. NAYS: None. Whereupon the Mayor declared Resolution No. 2013-30 duly passed and adopted.

Council Member Fitz offered the following Resolution and moved its adoption:

RESOLUTION TRANSFERRING \$4,770 FROM THE EDA FUND AND \$13,078 FROM THE REVOLVING LOAN FUND TO THE GENERAL FUND (RESOLUTION NO. 2013-31)

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

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

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

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

NOW, THEREFORE BE IT RESOLVED that the City Council authorized the transfer of \$4,770 from the EDA Fund and \$13,078 from the Revolving Loan Fund to the General Fund.

Member Hess seconded the foregoing motion and the following vote was recorded: AYES: Hess, Fitz, Fugleberg, Kittelson, Landmark. NAYS: None. Whereupon the Mayor declared Resolution No. 2013-31 duly passed and adopted.

It was moved by Fitz, seconded by Hess and carried unanimously to approve the 2014 Exempt wages as follows:

Name	Title	Current 2013	Proposed 2014	Increase	
Glen Pederson	Director of Finance	71,000.00	73,000.00	2.8%	2,000.00
Elliot Nelson	Public Works Director	67,500.00	69,500.00	3.0%	2,000.00
Ian Hodge	Police Chief	65,280.00	66,000.00	1.1%	720.00
Tim O'Connor	Liquor Store Manager	40,000.00	40,500.00	1.3%	500.00
Valerie Alsaker	Admin. Asst.	19.50	20.00	2.6%	\$.50
Paul Larson	Sergeant	25.76	26.46	2.7%	.70
Michael Jacobson	Building Official	27.73	28.23	1.8%	.50

It was moved by Landmark, seconded by Fitz and carried unanimously to approve bills and warrants in the amount of \$394,375.55

At 6:15 p.m., Mayor Kittelson called a recess in order to conduct the City Manager's review.

At 6:28 p.m., the meeting was called to order. It was noted the City Manager's review was satisfactory, and the Council agreed upon a 2% raise for 2014.

There being no other business, a motion was made by Landmark, seconded by Fugleberg and carried unanimously to adjourn the meeting at 6:29 p.m.

Mayor

City Clerk

**EDA Meeting
November 21, 2013**

Members Present: Rick Horecka, Mike Fugleberg, Pat Hawley, Jon Buyck, Leroy Noreen, Paul Estenson & Paul Kittelson
Members Absent: Rob Wolfington
Also Present: Glen Pederson, Arvind Auluck-Wilson, Jan Lundebrek and Belinda Sanders

Chairman Estenson called the meeting to order at 12:12 p.m.

It was moved by Hawley, seconded by Fugleberg and carried unanimously to approve the October 17, 2013 EDA minutes.

It was moved by Hawley, seconded by Noreen and carried unanimously to approve the October 24, 2013 Special EDA minutes.

Creamery Building – Arvind Auluck-Wilson

Mr. Auluck-Wilson came before the EDA with an interest in the old creamery after he read an article in the Monitor News. He shared the research he has done on the history of the building. Rob and Building Official Mike Jacobson took Mr. Auluck-Wilson through the building. He discussed urban farming through aquaponics and raising vegetables such as mushrooms and even possibly tomatoes in the future. Local businesses could manufacture the fish tanks. This would also be a green operation, and maybe an innovation technology demonstration and learning center in the future. The addition of a new building to the east would make the complex more attractive. The generation of hydrogen within the county is also possible.

Horecka asked if the building is valuable enough...why not a newer building? Mr. Auluck-Wilson discussed green ideas to insulate and heat the creamery building. He also stated there is an aquaponic operation in south Minneapolis raising perch. Marketing these products was discussed. Mr. Auluck-Wilson said if the EDA is interested, he is interested in working with the City on this project.

Kittelson discussed possible grants for building development. He asked for a 1-2 page proposal, and to stay in contact with City Manager Wolfington

Round Table Discussion

The EDA reviewed the loan profile.

There being no other business, Buyck made a motion, seconded by Hawley and carried unanimously to adjourn the meeting at 12:51 p.m.

Chairman

Attest: _____
Secretary

W

Safety Committee Meeting
Thursday, December 13, 2013
9 AM

Members Present: John Goulet Rob Wolfington, Mike Hoffman, Eric Stephen, Kim Pierce for Ian Hodge, Gary Searcy and Val Alsaker

Members Absent: Wade Ascheman, Tim O'Conner, Elliot Nelson and Ian Hodge

Old Business

1. There were no Checklists turned in.
2. Wednesday, December 18, 2013 there will be a layout inspection for the Automatic External Defibrillators (AEDs). Portable AEDs will be brought to the Council Chambers for inspection, and wall mounted units will be inspected on sight.
3. The 2014 Safety Training Schedule was discussed and approved. Val will send out a copy to all departments.

New Business

1. There was an incident of a liquor store employee falling in the parking lot while moving cars for the plow to clear the parking lot. He fell on his shoulder and elbow. There was discussion on how slippery it was that day.
2. Val redesigned the safety Accident form. The Committee reviewed it and made some suggested changes.

Other Business

1. John said one of the line crew hit the garage door while it was going up, and needs to be fixed. Willmar Overhead Door is working on fixing it. Mike stated one of the garage doors where the opener fastens to the door panel, is wearing and becoming unsafe. It was the consensus of the Safety Committee to have Willmar Overhead Door fix this as well.

There being no other business, the meeting was adjourned at 9:36 a.m.

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 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 checked="" 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 JON Bayck Address 702 17TH ST S

Telephone: Home 843-5313 Business _____ Zip 56215

How long have you been a resident of Benson? 17 YEARS

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: ACCOUNTANT Name of Employer: DARLEY PETERO

I am a member of the following civic organizations: _____

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? _____

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
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 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 WENDY MUNSTERMAN Address 601 12TH ST. S.

Telephone: Home 320-842-4124 Business _____ Zip 56215

How long have you been a resident of Benson? 13 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: MEDICAL TRANSCRIPTIONIST Name of Employer: NUANCE (WAUKEGAN, IL)

I am a member of the following civic organizations: CURRENTLY ON THE PARK BOARD,
AND RUNNING THE HUMANE SOCIETY OF SWIFT CO.

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:

SPECIAL INTERESTS INCLUDE ANIMAL CARE, CITY PARK PRESERVATION, AND I BRING 35+ YEARS OF SECRETARIAL / ADMINISTRATIVE DUTIES EXPERIENCE TO THE TABLE.

Do you have any additional comments?

DESCRIPTION OF BENSON'S BOARDS AND COMMISSIONS

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

To: Rob Wolfington
From: Thomas J. Heller
Date: December 19, 2013

Tom

*W
12/23/13*

Re: Missouri River Energy Services (MRES) Board Policy on Payment to Distributed Generation at Retail Level.

The policy discussed in this letter focuses on the MRES Board Policy on retail distributed generation and its relationship to the net metering law in Minnesota.

Before I discuss the net metering law in Minnesota, it is important that you understand the federal law regarding distributed generation (i.e. Qualifying Facilities), your power supply relationship with MRES, and the Petition of Waiver (Waiver) that the Federal Energy Regulatory Commission (FERC) granted MRES and your community when dealing with retail distributed generation.

The Public Utilities Regulatory Policy Act of 1978

The Public Utilities Regulatory Policy Act of 1978 (PURPA) requires utilities to buy power from and sell power to Qualifying Facilities (QF) at non-discriminatory rates. A QF is a generator that uses a renewable fuel source such as wind and solar. Co-generation units also qualify as QFs. Utilities must purchase QF energy at rates based upon the utility's avoided costs, which is defined as the incremental cost of energy that the utility would have incurred otherwise to generate or purchase power. A rate equal to avoided costs satisfies this requirement.

PURPA assumes that all functions (interconnection, purchase and supply) are provided by one utility. This may work well for an investor-owned utility that is vertically integrated, but not for a public power utility that purchases from a joint-action agency such as MRES.

Petition of Waiver

To clear up the confusion as to the obligations of the member versus MRES, MRES and the utility filed the Waiver with FERC in 1994 (and in subsequent years for more recent S-1 members) to define the obligations specific to the member versus MRES.

With the FERC accepting the Waiver, MRES and the S-1 Members eliminated any confusion as to which entity (the member or MRES) is required to fulfill the obligations under PURPA. Under the Waiver, MRES is obligated to purchase the QF's power while the Member is required to ① interconnect the QF, ② allow operation in parallel, and ③ supply power to the QF. Since the S-1 power supply contract that your utility has with MRES requires that all supplemental energy above the Western Area Power Administration allocation be purchased from MRES, this Waiver avoids the possibility that your purchase from a QF might violate the terms of the S-1 Agreement.

MRES Board Policy versus the Minnesota Net Metering Law

MRES Board Policy states that in instances required by law, MRES will purchase from the QF at avoided costs. In contrast, Minnesota's net metering law requires, if the customer chooses, that Minnesota utilities compensate QFs at a rate that exceeds the utility's avoided costs. Minnesota Statute 216B.164 allows a small QF of less than 40 kW to be compensated at the "average retail rate" for net inputs of electricity to the utility with which they interconnect. The average retail rate of the member is greater than MRES avoided costs.

Since MRES now has the purchase obligation, why is MRES purchasing the generation input into the distribution system at avoided costs and not the average retail rate? Based upon legal review, MRES has solid legal standing to not pay a rate higher than avoided costs. First, Minnesota Statute 216B.164 allows a non-generating utility (i.e. your type of utility) that has a "sole source contract" for electrical supply to pass through any additional costs it incurs as a result of having to purchase a small QF's net output. Your utility has two power suppliers WAPA and MRES, and thus the pass-through of additional costs does not come into play under the statute. Furthermore, under federal law (and as ordered by FERC under the Waiver), MRES is not required to pay more than avoided costs for any distributed generation greater. In addition, your utility has no purchase obligation due to the FERC Waiver and would not be responsible to pay.

From a practical point of view, if MRES would pay anything higher than avoided costs, the QF would be, in effect, receiving a subsidy from the rest of the MRES customers.

Addressing the Issue with a Customer Interested in Distributed Generation

MRES expects that customers that want to interconnect a small generator fueled by wind or solar will have questions regarding the rate of payment for generation inputted into your distribution system. Each year, MRES updates its PURPA rate for QFs less than 100 kW (e.g. the 2013 rate is 2.85 cents/kWh and the 2014 rate is 2.70 cents/kWh). Enclosed you will find a discussion sheet labeled 'MINNESOTA NET METERING LAW AND HOW IT AFFECTS YOU AND YOUR RELATIONSHIP WITH YOUR PUBLIC POWER UTILITY' that describes the MRES Policy. We encourage you to share that discussion sheet with those individuals in your community that have questions regarding payment for excess generation.

Furthermore, if one of your customers files a complaint with the Minnesota Public Utilities Commission regarding the payment of avoided costs instead of the average retail rate, MRES will assist in addressing those issues. If a legal challenge is presented, MRES Board Policy states that MRES will:

- ✓ - Represent the member's and MRES' position at the local, state, and federal levels on the avoided cost issue.
- ✓ - MRES will pay legal costs associated with representing the member and MRES on the avoided costs issue.

This is a complex issue, if you would like to discuss this issue further, please contact Jeff Peters at 1-800-678-4042.

MINNESOTA NET METERING LAW AND HOW IT AFFECTS YOU AND YOUR RELATIONSHIP WITH YOUR PUBLIC POWER UTILITY

Before discussing Minnesota's net metering law, it is important to understand the Public Utility Regulatory Policies Act (PURPA) and the power supply relationship that your locally owned utility has with its wholesale power suppliers.

Understanding PURPA

Congress enacted PURPA in 1978 as part of the National Energy Act. It was amended in 2005 in the Energy Policy Act of 2005. One of the major goals of PURPA was to encourage small power production. Under PURPA electric utilities are required to buy energy from and sell electricity to a Qualifying Facility (QF) at nondiscriminatory rates. A QF is typically defined as a small distributed generation facility whose primary energy source is renewable, such as hydro, wind or solar. Utilities also must purchase energy from a QF at a price based upon the utility's Avoided Costs. Avoided Costs are defined as the incremental cost of energy that the utility would have incurred otherwise to generate or purchase power. A rate equal to Avoided Costs satisfies the requirement under PURPA to purchase at nondiscriminatory rates.

Your Locally Owned Utility's Power Supply

Your local electric utility is owned by the citizens of the community and operated for the distribution of electric power and energy to the consumer. Wholesale electric power supply is provided to your community by the federal government's Western Area Power Administration (WAPA) and by Missouri River Energy Services (MRES).

The base wholesale power supply resource for your community comes from WAPA and is derived from the hydroelectric power produced from the dams on the Missouri River. The community purchases a fixed amount of power and energy from these resources.

The power and energy above the fixed amounts provided by WAPA are provided by MRES. MRES is a joint action agency that supplies electricity and/or energy services to 60 other member communities like your local utility. It is owned and governed by the members it serves. Your community has executed a Power Sale Agreement with MRES, which requires your local member utility to purchase from MRES all supplemental power requirements above the power supplied by WAPA.

The PURPA Petition

PURPA assumes all utility functions are carried out by the utility. Each MRES member provides retail services to its community, but purchases its wholesale supplemental power from MRES. This creates uncertainty regarding the utility functions typically governed by PURPA. MRES and its members filed a Petition with the Federal Energy Regulatory Commission (FERC) under Section 210 of PURPA and have been granted a Waiver that clarifies which party must satisfy each PURPA obligation. This Waiver continues to protect a QF's legitimate interests under PURPA, while clearing up the confusion as to which entity (the local member utility or MRES) is best situated to fulfill the PURPA obligations of buying from and selling to a QF. A condition of the Waiver requires MRES to abide by a set of FERC Rules for Compliance, which are general guidelines outlining the obligations of interconnection, buying, and selling with the QF.

General Obligations of the Local Utility and MRES under the PURPA Waiver

Under the FERC regulations and Petition of Waiver, the local member utility is generally obligated:

- 1) to interconnect with, and operate in parallel with a QF. Parallel operation is the operation of on-site generation (i.e. solar or wind system) by a customer while the customer is connected to the local utility system;
- 2) to sell electricity to QFs that qualify under FERC standards.

MRES is obligated:

- 1) to purchase electricity at Avoided Cost from those QFs that qualify under FERC standards.
- 2) to provide cost and rate information to the QF.

The Minnesota Net Metering Law

Minnesota's net metering law requires, if the customer chooses, that Minnesota utilities compensate QFs at a rate that exceeds the utility's avoided costs. Minnesota Statute 216B.164 allows a small QF of less than 40 kilowatts (kW) to be compensated at the "average retail rate" for net inputs of electricity to the utility with which it interconnects.

Will my local utility or MRES pay the average retail rate, as defined by Minnesota Statutes 216B.164 for the excess generation input into the local utility's system?

As described above, under the PURPA Waiver granted to the member and MRES, the local utility is exempt from purchasing output from the QF. The purchase obligation is fulfilled by MRES. Title 18, Part 292 of Code of Federal Regulations requires MRES to pay a rate based upon Avoided Costs for purchases from the QF. FERC has interpreted Part 292 to prohibit a state from requiring utilities to pay more than their Avoided Costs for purchases from QFs. It is MRES policy to pay Avoided Costs, not the "average retail rate" for purchases of output from a QF.

In fairness to MRES members and their customers, if MRES were to pay more than the Avoided Costs that would mean that the remaining MRES members and their customers would be subsidizing the additional payment above the Avoided Costs.

If MRES will not pay the average retail rate, will the local utility?

Again, under the terms of the PURPA Waiver, the local member utility has no obligation to purchase from a QF. Minnesota Statute 216B.164 allows a non-generating utility (i.e. the member utility) that has a "sole-source contract" for electrical supply to pass through any additional costs it incurs as a result of having to purchase a small QF's net output. The member utility does not have a sole-source contract; it has two power suppliers -- WAPA and MRES. Thus, the member utility cannot pass through any additional costs it incurs as a result of having to purchase input from a QF of "less than 40 kW." Furthermore, under federal law, MRES is required to purchase this power "at rates that comply with Part 292" of PURPA (Avoided Costs) and MRES would have no additional costs to revert back to its members other than the costs the utility (MRES) must already bear under the terms of the PURPA Waiver.

Who can I contact to determine the Avoided Costs?

Contact your local utility representative to receive current information.



Benson Area Chamber of Commerce

www.bensonareachamber.com

Phone: 320.843.3618

Email: bensonchamber@embarqmail.com

1228 Atlantic Avenue
Benson, MN 56215

Greetings to you from the Benson Area Chamber of Commerce!

The year 2013 is almost over and it's time once again renew your membership to the Benson Area Chamber of Commerce. If you aren't already a member, then it's time for you to consider becoming one!

We can say with pride that Benson has a strong and healthy business community. The town is a host to a variety of businesses: family owned businesses that span several generations, manufacturing corporations and main business district is predominantly, privately owned, family- run businesses. Little by little we work towards promoting the town of Benson as a full service community and is a great place to live and raise a family.

The Chamber is responsible for several local events, i.e. the Pioneerland Band Festival, Kid Day, the Fall Arts & Craft Show etc. The goal for these events is not only to be fun for the entire community but also to be beneficial for local business. For the Pioneerland Band Festival several local businesses participated in a coupon sheet that placed in the band festival program. In preparation for Kid Day extra advertising was placed in several regional newspapers and advertisers. And for the Arts & Craft Show in October a special advertising flyer with a map was published with a map of special sales and events throughout the community. This flyer was circulated by hand in a 60 mile radius of Benson. Most recently is the Christmas in Benson Holiday Punch card promotion in which 35 local businesses are participating. One of the chamber's biggest goals is to set the stage to encourage shopping locally.

Membership to a local chamber of commerce is important for your business. It validates your place within the Benson business community. It shows that you are investing not only in the business climate of Benson but are committed to its community at large.

On the flip side, the chamber works to offers you discounts on advertising promotions that we feel may be interest and use to your business. Several times throughout the year we offer workshops and seminars of interest and promotion for your everyday business practices. Recent examples of these offerings are the chamber sponsoring an advertising section in a holiday circular published by the West Central Tribune and an Affordable Health Care Act Seminar for Small Business presented by CD&S PLLP.

Enclosed in this packet is a pamphlet entitled "**Benson Area Chamber of Commerce Membership Overview**" which explains our mission, our goals, how the organization is structured and the membership cost tier. Read it through and fill out the application form. Keep it on your shelf for future referral. When you become a member you will receive a complete membership roll of the Benson Area Chamber of Commerce complete with contact information. It is suggested that you place the list in the Membership Overview pamphlet.

Also along with the membership form there is a chance to make donations to the events the Chamber sponsors and an early bird chance to for advertising and sponsorship of bands and cash prizes for the Pioneerland Band Festival.

If you have any questions about any of the information presented, please don't hesitate to contact me at the Chamber office 320- 843-3618 or email me at bensonchamber@embarqmail.com.

The deadline for membership applications is January 20, 2014. Mail it to the chamber, 1228 Atlantic Ave., Benson, MN 56215 or drop it off in person at the Chamber office.

It is an honor to be serving the Benson area businesses as chamber manager. For me it is a personally gratifying challenge to work to unify, support and promote business growth and enhance the quality of life for the city of Benson and its surrounding communities.

Thank you for reading this letter and the enclosed information. We look forward to having you as a member of the Benson Area Chamber of Commerce!

Best regards,



MaryBeth Thayer, Chamber Manager
Benson Area Chamber of Commerce
1228 Atlantic Avenue
Benson, MN 56215



(320) 843-3618

www.bensonareachamber.com

Membership Dues Structure 2014

Individual	\$35
Family	\$50
Non-Profit Organizations	\$50
Independent Small Business	\$80
Churches	\$125
Restaurants/Entertainment	\$160
Lodging, Housing (Fewer than 10 Rooms) (Plus \$4 for each room/unit)	\$80
Lodging, Housing (over 10 rooms) (Plus \$4 per each room/unit)	\$160
Retail Business (More than 5 employees add \$5 /ea.)	\$160
Insurance & Real Estate Agents (Additional professionals in office \$50 ea.)	\$215
Professionals	\$270

Contractors & Service Providers \$240
(More than 5 employees add \$5 ea.)

Banks & Financial Institutions \$625

Manufacturing* \$270
(More than 5 employees add \$5 ea.)

*Maximum amount \$800

**Remote memberships pay an additional \$50

A final thought on the importance of membership.....

A successful chamber is a strong organization that is diverse and representative of its community's past, present and future. By being a member of a unified, cooperative voice your business can play an integral role in the economic health and prosperity of Benson. Your involvement not only affects Benson in the present but it serves to provide a stable platform for the city's future.



385 Washington St.
MC: 105C
St. Paul, MN 55102-1396

Scott Wopata
Technical Specialist
507-206-7760
800-842-3073 x07543
Fax: 877-288-2793

W
12/27/13

December 24, 2013

City of Benson
Attn: Rob Wolfington
1410 Kansas Ave
Benson, MN 56215

RE: Insured : City of Benson
RE : Storm Damage
Claim Number : EXF4423
Date of Loss : 06/21/2013
Insuring Company : The Travelers Indemnity Company

Dear Mr Wolfington,

This letter is to acknowledge that I have received and reviewed the final amounts regarding the claim for the damages to various City of Benson Property. There is some recoverable depreciation being withheld on items not yet replaced (ie: Funbrellas, Hangar, Batting Cage). If/when these items are replaced, please forward any final invoices or receipts to me for consideration. I am issuing a check based on the following:

Settlement Summary

Flag Pole	:	\$18,166.33
Racquetball Club Roof	:	\$267.65
Funbrellas	:	\$8,159.00
Less: Depreciation	:	<u>\$(1,631.80)</u>
Funbrella Actual Cash Value	:	\$6,527.20
Armory Roof Vent Cover	:	\$364.88
Batting Cage	:	\$3,599.99
Less: Depreciation	:	<u>\$(1,260.00)</u>
Batting Cage Actual Cash Value	:	\$2,339.99
Power Plant Cooling Tower	:	\$1,333.12
Airport Hangar	:	\$15,090.94
Less: Depreciation	:	<u>\$(6,984.51)</u>
Aiport Hangar Actual Cash Value	:	\$8,106.43
Ice Rink	:	\$280.00
Golf Course Pro Shop	:	\$570.00
Engineering on GC	:	\$536.00
Golf Course Door Repair	:	\$235.00
Score Board	:	\$975.00

Overhead Door at Warehouse	:	<u>\$1,258.94</u>
Total Amount	:	\$40,960.54
Less: Deductible	:	<u>\$(1,000.00)</u>
Total Payment	:	\$39,960.54

At this time a check has been issued for this amount. You should receive the check in 7-10 days. Once/if repairs are completed to for the hangar, batting cage, and/or funbrellas please submit a final invoice to me for review of the recoverable depreciation. If you have any questions regarding this matter, please feel free to call me at 507-206-7760.

Sincerely,

Scott Wopata

December 2, 2013

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 June 22, 2009 between the City of Benson, Minnesota and PeopleService, Inc., the maximum annual maintenance/repair (non-capital) expenditure amount, monthly compensation and chemical "base amount" the City of Benson, Minnesota pays for our services are 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 2012 and September of 2013.

The change to the CPI-U was a positive 1.2%. Thus, effective January 1, 2014, the City of Benson's maximum annual maintenance/repair (non-capital) expenditure amount will be increased from \$28,125 to \$28,463, the monthly compensation will be increased from \$24,877 to \$25,176 and the chemical "base amount" will be increased from \$36,604 to \$37,043.

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.

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

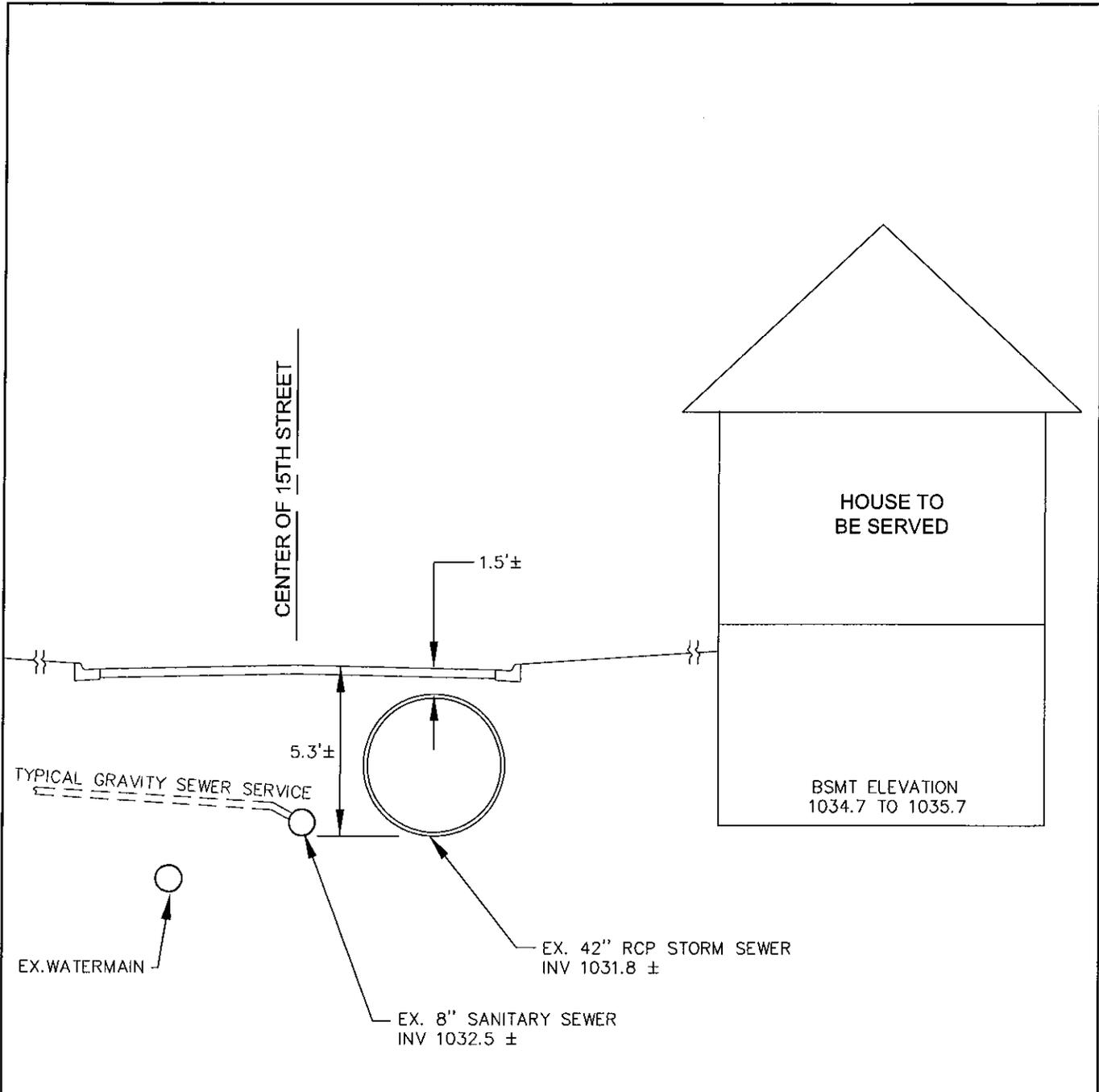
Yours truly,


Alan F. Meyer
President

Acknowledged:
CITY OF BENSON, MINNESOTA

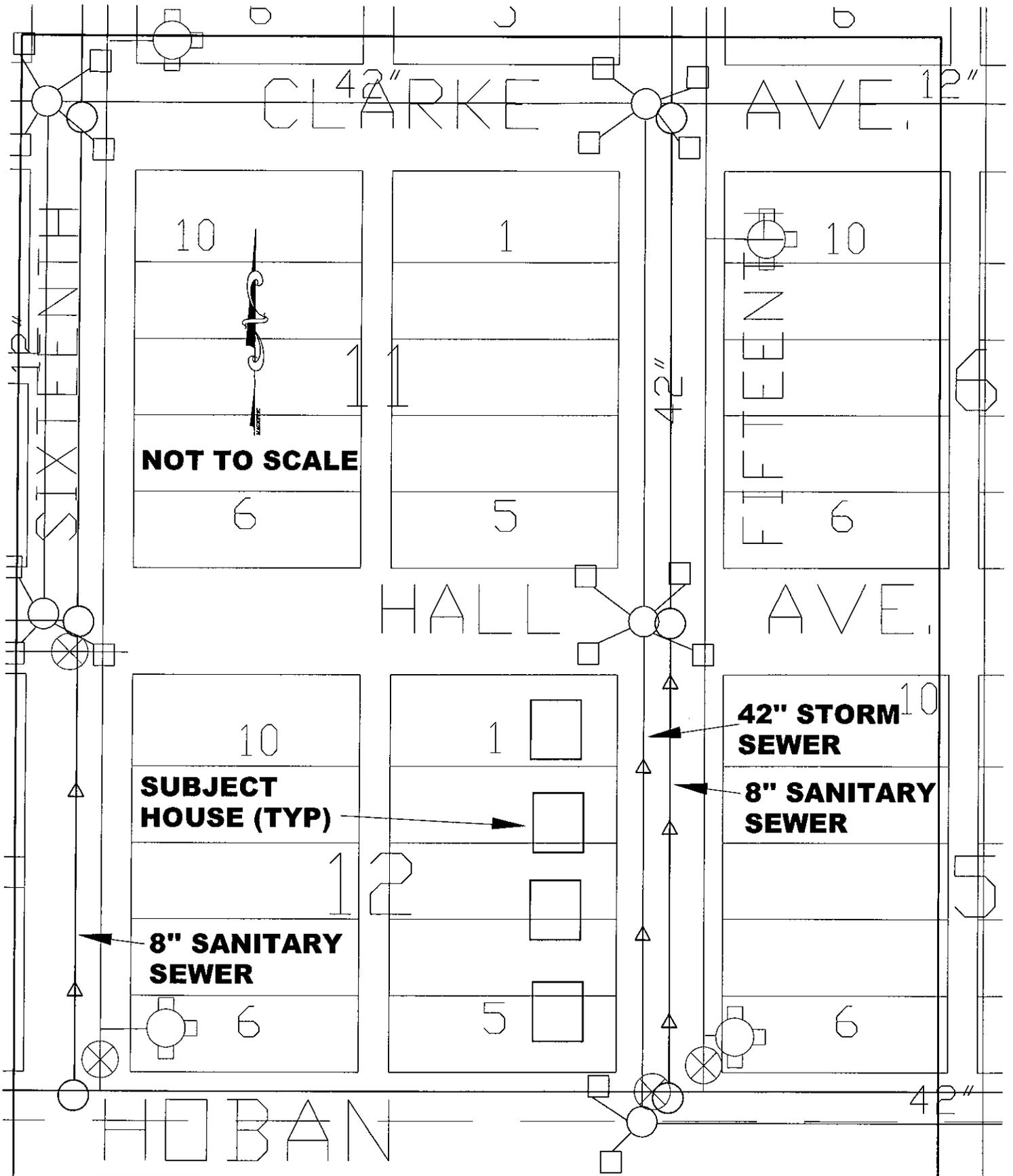
By:  Rob Walberg, City Manager
~~Mayor~~

Dated: 12/23/13



15TH STREET SECTION
 HALL AVE TO HOBAN AVE LOOKING SOUTH

DRAWN:	DJM
DATE:	12-2013
SCALE:	N.T.S.
PROJ.:	BE1304
APPROVED:	



LANDTEAM
 INCORPORATED
 CONSULTING ENGINEERING AND PROFESSIONAL SERVICES
 509 22ND AVENUE EAST • ALEXANDRIA, MINNESOTA 56308
 PHONE: (320) 763-5784 • FAX: (320) 763-5786
 EMAIL: landteam@landteaminc.com

DRAWN: DJH
 DATE: 12-2013
 SCALE: N.T.S.
 PROJ.: 8E1306
 APPROVED:

HALL AVENUE-FIFTEENTH ST AREA
 PUBLIC UTILITIES EXHIBIT
 BENSON, MN

Engineers Estimate - Hall Avenue Sanitary Sewer					
Item No	Item	Quantity	Unit	Unit Price	Total Amount
Miscellaneous					
2021.501	Mobilization	1	Lump Sum		\$4,750.00
2063.501	Traffic Control	1	Lump Sum	\$1,500.00	\$1,500.00
2104.501	Remove Concrete Curb and Gutter	26	L.F.	\$15.00	\$390.00
2104.505	Remove Bituminous Pavement	421	S.Y.	\$5.00	\$2,105.00
2104.505	Remove Concrete Pavement	11	S.Y.	\$20.00	\$220.00
2104.509	Remove Sanitary Manhole	1	EA.	\$500.00	\$500.00
2105.601	Utility Trench Dewatering	1	Lump Sum	\$1,500.00	\$1,500.00
Street Construction					
2104.513	Sawcut Bituminous Pavement	462	L.F.	\$6.00	\$2,772.00
2105.527	Premium Topsoil Borrow (CV)	30	C.Y.	\$35.00	\$1,050.00
2118.503	Aggregate Surfacing CL5	362	S.Y.	\$20.00	\$7,240.00
2360.507	Bituminous Street Repair	421	S.Y.	\$32.00	\$13,472.00
2531.501	Concrete Curb & Gutter Design B618	30	L.F.	\$20.00	\$600.00
2531.507	6" Concrete Driveway Pavement	11	S.Y.	\$85.00	\$935.00
Sanitary Sewer					
2621.602	Construct Sanitary Manhole Design Standard	3	EA.	\$3,000.00	\$9,000.00
2621.511	8" PVC Sanitary Sewer	447	L.F.	\$30.00	\$13,410.00
2621.511	4" PVC Sanitary Service	40	L.F.	\$45.00	\$1,800.00
2621.602	8" x 4" PVC Wye	4	EA.	\$200.00	\$800.00
2621.602	8" x 6" PVC Wye	1	EA.	\$250.00	\$250.00
2621.603	4" PVC Cleanout	4	EA.	\$250.00	\$1,000.00
2621.604	Connect to Existing Sanitary Sewer	4	EA.	\$500.00	\$2,000.00
Erosion Control					
2575.556	Turf Establishment	260	S.Y.	\$6.00	\$1,560.00
Total Construction					\$66,854.00
Contingency					\$6,685.40
Engineering					\$7,353.94
Total Cost					\$80,893.34



Minnesota Pollution Control Agency

520 Lafayette Road North | St. Paul, Minnesota 55155-4194 | 651-296-6300

800-657-3864 | 651-282-5332 TTY | www.pca.state.mn.us | Equal Opportunity Employer

November 25, 2013

Ms. Genevieve Damico, Chief
Air Permit Section (AR-18J)
U.S. Environmental Protection Agency
77 West Jackson Boulevard
Chicago, IL 60604

RE: Proposal to Issue Air Emission Permit No. 15100006-005, to the City of Benson, for Their Facility Located at 1414 Kansas Avenue, Benson, Swift County, Minnesota

Dear Ms. Damico:

Permit No. 15100006-005, is being placed on public notice. A copy of the web notice, permit, and technical support document can be found at <http://www.pca.state.mn.us/news/data/index.cfm?PN=1>. The draft/proposed permit is being placed on a 30-day public notice concurrent with the U.S. Environmental Protection Agency (EPA) 45-day review period.

The permit action is for reissuance of a Part 70 permit; therefore, the permit has been placed on public notice.

The permit is assigned to Allan Brandt, of our staff. This permit is both a draft and proposed permit and is being provided to the EPA for a concurrent 45-day review period which is to begin with the 30-day public review period. We will assume that the EPA's review period begins the same day as the 30-day public review period (as indicated in the attached document), unless you contact the assigned staff person to indicate that you did not receive this notice prior to that date. Please feel free to contact me at 651-757-2706, or you may contact Allan Brandt, at 651-757-2453 if you have any questions or comments.

Sincerely,

A handwritten signature in black ink, appearing to read "Carolina Espejel-Schutt".

Carolina Espejel-Schutt, P.E.
Supervisor, Air Quality Permits Unit 1
St. Paul Office
Industrial Division

CES/AB: lao

Enclosures

cc: **Elliot Nelson, City of Benson**
Rachel Studanski, MPCA, Brainerd
Allan Brandt, MPCA
AQ File No. 942

**MINNESOTA POLLUTION CONTROL AGENCY
WEB NOTICE ON DRAFT/PROPOSED
AIR EMISSION FACILITY PERMIT**

NOTICE IS HEREBY GIVEN, that the Commissioner of the Minnesota Pollution Control Agency (MPCA) proposes to issue Air Emission Permit No. 15100006-005, to the City of Benson for their facility located at 1414 Kansas Avenue, Benson, Swift County, Minnesota.

The permit action is for operation of the facility. The permit action is the reissuance of the Part 70 Operating Permit; therefore, the draft/proposed permit has been placed on public notice. The MPCA is seeking the U.S. Environmental Protection Agency's (EPA) concurrent review of this draft/proposed permit and the EPA 45-day review period will begin with the 30-day public review period.

Benson Municipal Utilities provides electrical service to the City of Benson, Minnesota and is under contract to Missouri River Energy Services (MRES). The facility has seven generators, which are on standby unless called upon by MRES. The seven reciprocating diesel engine generators have a total generating capacity of 11.325 MW. The facility emits PM, PM₁₀, PM_{2.5}, SO_x, NO_x, VOC, CO, and Hazardous Air Pollutants. Five of the generators control CO emissions through the use of catalytic oxidizers. Emissions from the two remaining (emergency) generators are uncontrolled.

A summary of the Potential to Emit (PTE) in tons per year is as follows:

Pollutant	PM	PM ₁₀	PM _{2.5}	SO ₂	NO _x	VOCs	CO	CO ₂ e	LEAD
Total Facility PTE	2.54	2.54	2.54	0.10	225	3.82	8.57	10,388	0
Actual Emissions(2012)	0.06	0.06	*	0.15	2.31	0.19	0.50	85.7	-

PM = Particulate Matter

PM₁₀ = PM smaller than 10 microns

PM_{2.5} = PM smaller than 2.5 microns

SO₂ = Sulfur Dioxide

NO_x = Nitrogen Oxides

VOCs = Volatile Organic Compounds

CO = Carbon Monoxide

CO₂e = Carbon Dioxide Equivalents as defined in Minn. Rule 7007.0100

The Permittee is not required to submit a pollution prevention progress report pursuant to Minn. Stat. § 115D.08.

The preliminary determination to issue the air emission permit is tentative. There are four formal procedures for public participation in the MPCA's consideration of the permit application. Interested persons may (1) submit written comments on the proposed permit; (2) request that the MPCA hold a public information meeting; (3) request the MPCA hold a contested case hearing; and/or (4) submit a petition to the Commissioner requesting that the MPCA Citizens' Board (Board) consider the permit matter.

The decision whether to issue the permit and, if so, under what terms, will be presented to the Board for decision if: (1) the Commissioner grants the petition requesting the matter be presented to the Board; (2) a Board member requests to hear the matter prior to the time the Commissioner makes a final decision on the permit; or (3) a request for a contested case hearing is pending. Otherwise, the Commissioner will make the decision.

Persons who submit comments or petitions to the MPCA must state (1) their interest in the permit application or the draft permit; (2) the action they wish the MPCA to take, including specific references to the section of the draft permit they believe should be changed; and (3) the reasons supporting their position, stated with sufficient specificity as to allow the MPCA to investigate the merits of the position.

As described in Minn. Rule 7000.1800, persons who submit requests for a contested case hearing must also state the issues they propose to address in a contested case hearing, the specific relief requested or resolution of the matter, and the reasons (which may be in the form of proposed findings) supporting an MPCA decision to hold a contested case hearing. Failure to comply with these rules exactly may result in a denial of the request. The decision whether to hold a contested case hearing will be made under Minn. R. 7000.1900. Most public libraries throughout the state have copies of the current Minnesota Rules. They are also available on the Internet at www.revisor.leg.state.mn.us.

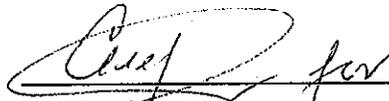
The public comment period commences December 12, 2013, and terminates January 10, 2014. Comments must be received in writing at the MPCA by 4:30 p.m. on January 10, 2014. Evidence of timely receipt includes a date/time stamp imprinted on the first page of the written comments by the first floor information and reception area of the MPCA or by the Industrial Division support staff, or receipt by fax.

Comments, requests, and petitions should be sent to:

Allan Brandt, Air Quality Permits Section
Industrial Division, Minnesota Pollution Control Agency
520 Lafayette Road North, St. Paul, Minnesota 55155
651-757-2453 – Voice, 651-296-8717 – Fax

A copy of the draft/proposed permit will be available on the MPCA's website at <http://www.pca.state.mn.us/news/data/index.cfm?PN=1>, or will also be mailed to any interested person upon the MPCA's receipt of a written request. Additional materials relating to the issuance of this permit are available for inspection by appointment at the Minnesota Pollution Control Agency, 520 Lafayette Road North, St. Paul, Minnesota 55155, phone 651-296-6300, between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday. All MPCA offices may be reached by calling 1-800-657-3864.

DATED: November 25, 2013



Don Smith P.E., Manager
Air Quality Permits Section
Industrial Division

DRAFT/PROPOSED

AIR EMISSION PERMIT NO. 15100006-005
Total Facility Operating Permit - Reissuance

IS ISSUED TO

City of Benson

BENSON MUNICIPAL UTILITIES
1414 Kansas Avenue
Benson, Swift County, Minnesota 56215

The emission units, control equipment and emission stacks at the stationary source authorized in this permit reissuance are as described in the Permit Applications Table.

This permit reissuance supersedes Air Emission Permit No. 15100006-004, and authorizes the Permittee to operate the stationary source at the address listed above unless otherwise noted in Table A. The Permittee must comply with all the conditions of the permit. Any changes or modifications to the stationary source must be performed in compliance with Minn. R. 7007.1150 to 7007.1500. Terms used in the permit are as defined in the state air pollution control rules unless the term is explicitly defined in the permit.

Unless otherwise indicated, all the Minnesota rules cited as the origin of the permit terms are incorporated into the SIP under 40 CFR § 52.1220 and as such as are enforceable by U.S. Environmental Protection Agency (EPA) Administrator or citizens under the Clean Air Act.

Permit Type: Federal Permit; Part 70/Limits to Avoid NSR

Operating Permit Issue Date: <Issue Date>

Expiration Date: <Expiration Date> - All Title I Conditions do not expire.

Don Smith, P.E., Manager
Air Quality Permits Section
Industrial Division

for John Linc Stine
Commissioner

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Facility Description

The Benson Wastewater Treatment Facility (Facility) is located in the NE¼ of the SW¼ of Section 6, Township 121 North, Range 39 West, Torning Township, Swift County, Minnesota.

The existing Facility consists of a bar screen, an aerated grit tank, fine screen, an overflow retention basin, a primary clarifier, one trickling filter, trickling filter solids contact process, which consist of one trickling filter and four solids contact tanks, two final clarifiers, two effluent filters, cascade aeration, a chlorination unit, dechlorination, one primary and one secondary anaerobic sludge digester, a sludge storage tank, and an emergency generator. A chemical feed system provides phosphorus removal. This is a Class A facility.

The Facility has a continuous discharge (Discharge SD001) to the Chippewa River (Class 2B, 3C, 4A, 4B, 5, 6 water) and is designed to treat an average wet weather design flow (AWWDF) of 985,000 gallons per day (gpd) with a five-day carbonaceous biochemical oxygen demand strength of 123 milligrams per liter at AWWDF.

The location of the Facility is shown on the map on page 4 and the locations of designated monitoring stations are specified on the "Summary of Stations" on page 5.

In accordance with the MPCA rules regarding nondegradation for all waters that are not Outstanding Resource Value Waters, nondegradation review is required for any new or expanded significant discharge (Minn. R. 7050.0185). A significant discharge is 1) a new discharge (not in existence before January 1, 1988) that is greater than 200,000 gpd to any water other than a Class 7 water or 2) an expanded discharge that expands by greater than 200,000 gpd that discharges to any water other than a Class 7 water or 3) a new or expanded discharge containing any toxic pollutant at a mass loading rate likely to increase the concentration of the toxicant in the receiving water by greater than one percent over the baseline quality. The flow rate used to determine significance is the AWWDF. The January 1, 1988, AWWDF for this Facility is 782,000 gpd.

This permit also complies with Minn. R. 7053.0275, regarding anti-backsliding.

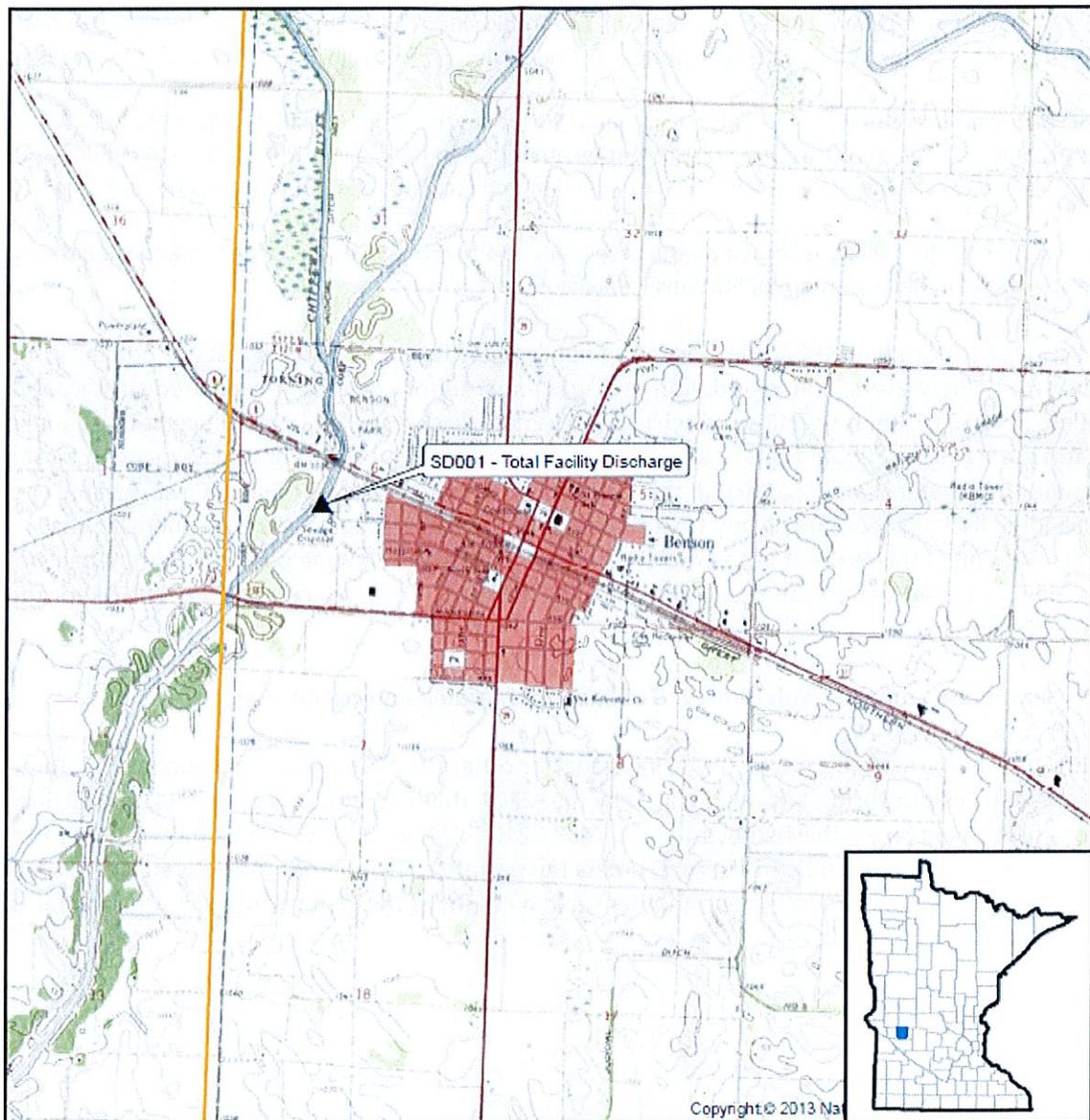
Any point source discharger of sewage, industrial, or other wastes for which a National Pollutant Discharge Elimination System Permit has been issued by the MPCA that contains effluent limits more stringent than those that would be established by Minn. R. 7053.0215 to Minn. R. 7053.0265, shall continue to meet the effluent limits established by the permit, unless the permittee establishes that less stringent effluent limits are allowable pursuant to federal law, under section 402(o) of the Clean Water Act, United States Code, title 33, section 1342.

Topographic Map of Permitted Facility

MN0020036 Benson Wastewater Treatment Facility

T121N, R39W, Section 6

Torning Township, Swift County, Minnesota



Map produced by: MPCA Staff, 9/24/2013
Source: USGS Quad
Scale: 1:35,572

0 0.375 0.75 1.5 Miles



**Benson Wastewater Treatment Facility
Summary of Stations**

Surface Discharge Stations

<u>Station</u>	<u>Type of Station</u>	<u>Local Name</u>	<u>PLS Location</u>
SD001	Effluent To Surface Water	Total Facility Discharge	NE Quarter of the SW Quarter of Section 6, Township 121 North, Range 39 West

Waste Stream Stations

<u>Station</u>	<u>Type of Station</u>	<u>Local Name</u>	<u>PLS Location</u>
WS001	Influent Waste	Influent Waste Stream	NE Quarter of the SW Quarter of Section 6, Township 121 North, Range 39 West

Benson Wastewater Treatment Facility Limits and Monitoring Requirements

The Permittee shall comply with the limits and monitoring requirements as specified below.

SD 001: Total Facility Discharge

Parameter	Limit	Units	Limit Type	Effective Period	Sample Type	Frequency	Notes
Bicarbonates (HCO ₃)	Monitor Only	mg/L	Calendar Month Maximum	Jan-Dec	24-Hour Flow Composite	1 x Month	
BOD, Carbonaceous 05 Day (20 Deg C)	18.62	kg/day	Calendar Month Average	Jan-Dec	24-Hour Flow Composite	2 x Week	
BOD, Carbonaceous 05 Day (20 Deg C)	5	mg/L	Calendar Month Average	Jan-Dec	24-Hour Flow Composite	2 x Week	
BOD, Carbonaceous 05 Day (20 Deg C)	37.23	kg/day	Maximum Calendar Week Average	Jan-Dec	24-Hour Flow Composite	2 x Week	
BOD, Carbonaceous 05 Day (20 Deg C)	10	mg/L	Maximum Calendar Week Average	Jan-Dec	24-Hour Flow Composite	2 x Week	
BOD, Carbonaceous 05 Day (20 Deg C) Percent Removal	85	%	Minimum Calendar Month Average	Jan-Dec	Calculation	2 x Week	
Calcium, Total (as Ca)	Monitor Only	mg/L	Calendar Month Maximum	Jan-Dec	24-Hour Flow Composite	1 x Month	
Chloride, Total	Monitor Only	mg/L	Calendar Month Maximum	Jan-Dec	24-Hour Flow Composite	1 x Month	
Chlorine, Total Residual	0.038	mg/L	Daily Maximum	Jan-Dec	Grab	1 x Day	3
Fecal Coliform, MPN or Membrane Filter 44.5C	200	#100ml	Calendar Month Geometric Mean	Apr-Oct	Grab	2 x Week	
Flow	Monitor Only	mgd	Calendar Month Average	Jan-Dec	Measurement, Continuous	1 x Day	
Flow	Monitor Only	mgd	Calendar Month Maximum	Jan-Dec	Measurement, Continuous	1 x Day	
Flow	Monitor Only	MG	Calendar Month Total	Jan-Dec	Measurement, Continuous	1 x Day	
Hardness, Calcium & Magnesium, Calculated (as CaCO ₃)	Monitor Only	mg/L	Calendar Month Maximum	Jan-Dec	24-Hour Flow Composite	1 x Month	
Magnesium, Total (as Mg)	Monitor Only	mg/L	Calendar Month Maximum	Jan-Dec	24-Hour Flow Composite	1 x Month	
Mercury, Dissolved (as Hg)	Monitor Only	ng/L	Calendar Month Maximum	Jul	Grab	1 x Month	2
Mercury, Total (as Hg)	Monitor Only	ng/L	Calendar Month Maximum	Jul	Grab	1 x Month	2
Nitrite Plus Nitrate, Total (as N)	Monitor Only	mg/L	Calendar Month Average	Apr, Sep	24-Hour Flow Composite	1 x Month	
Nitrogen, Ammonia, Total (as N)	35.67	kg/day	Calendar Month Average	Jan-Dec	24-Hour Flow Composite	2 x Week	
Nitrogen, Ammonia, Total (as N)	9.5	mg/L	Calendar Month Average	Jan-Dec	24-Hour Flow Composite	2 x Week	
Nitrogen, Kjeldahl, Total	Monitor Only	mg/L	Calendar Month Average	Jan-Dec	24-Hour Flow Composite	2 x Week	
Oxygen, Dissolved	Monitor Only	mg/L	Calendar Month Minimum	Jan-Dec	Grab	1 x Day	1
pH	9.0	SU	Calendar Month Maximum	Jan-Dec	Grab	1 x Day	1
pH	6.0	SU	Calendar Month Minimum	Jan-Dec	Grab	1 x Day	1
Phosphorus, Total (as P)	1.0	mg/L	12 Month Moving Average	Jan-Dec	24-Hour Flow Composite	2 x Week	2
Phosphorus, Total (as P)	1361	kg/yr	12 Month Moving Total	Jan-Dec	Calculation	2 x Week	2
Phosphorus, Total (as P)	Monitor Only	mg/L	Calendar Month Average	Jan-Dec	24-Hour Flow Composite	2 x Week	
Phosphorus, Total (as P)	Monitor Only	kg/mo	Calendar Month Total	Jan-Dec	24-Hour Flow Composite	2 x Week	

Benson Wastewater Treatment Facility Limits and Monitoring Requirements

The Permittee shall comply with the limits and monitoring requirements as specified below.

SD 001: Total Facility Discharge

Parameter	Limit	Units	Limit Type	Effective Period	Sample Type	Frequency	Notes
Potassium, Total (as K)	Monitor Only	mg/L	Calendar Month Maximum	Jan-Dec	24-Hour Flow Composite	1 x Month	
Sodium, Total (as Na)	Monitor Only	mg/L	Calendar Month Maximum	Jan-Dec	24-Hour Flow Composite	1 x Month	
Solids, Total Dissolved (TDS)	Monitor Only	mg/L	Calendar Month Maximum	Jan-Dec	24-Hour Flow Composite	1 x Month	
Solids, Total Suspended (TSS)	88.68	kg/day	Calendar Month Average	Jan-Dec	24-Hour Flow Composite	2 x Week	
Solids, Total Suspended (TSS)	30	mg/L	Calendar Month Average	Jan-Dec	24-Hour Flow Composite	2 x Week	
Solids, Total Suspended (TSS)	133	kg/day	Maximum Calendar Week Average	Jan-Dec	24-Hour Flow Composite	2 x Week	
Solids, Total Suspended (TSS)	45	mg/L	Maximum Calendar Week Average	Jan-Dec	24-Hour Flow Composite	2 x Week	
Solids, Total Suspended (TSS) Percent Removal	85	%	Minimum Calendar Month Average	Jan-Dec	Calculation	2 x Week	
Solids, Total Suspended (TSS), grab (Mercury)	Monitor Only	mg/L	Calendar Month Maximum	Jul	Grab	1 x Month	2
Specific Conductance	Monitor Only	umh/cm	Calendar Month Maximum	Jan-Dec	Measurement	1 x Month	
Sulfate, Total (as SO4)	Monitor Only	mg/L	Calendar Month Maximum	Jan-Dec	24-Hour Flow Composite	1 x Month	

WS 001: Influent Waste Stream

Parameter	Limit	Units	Limit Type	Effective Period	Sample Type	Frequency	Notes
BOD, Carbonaceous 05 Day (20 Deg C)	Monitor Only	mg/L	Calendar Month Average	Jan-Dec	24-Hour Flow Composite	2 x Week	
BOD, Carbonaceous 05 Day (20 Deg C)	Monitor Only	mg/L	Calendar Month Maximum	Jan-Dec	24-Hour Flow Composite	2 x Week	
Flow	Monitor Only	mgd	Calendar Month Average	Jan-Dec	Measurement, Continuous	1 x Day	
Flow	Monitor Only	mgd	Calendar Month Maximum	Jan-Dec	Measurement, Continuous	1 x Day	
Flow	Monitor Only	MG	Calendar Month Total	Jan-Dec	Measurement, Continuous	1 x Day	
pH	Monitor Only	SU	Calendar Month Maximum	Jan-Dec	Grab	1 x Day	1
pH	Monitor Only	SU	Calendar Month Minimum	Jan-Dec	Grab	1 x Day	1
Phosphorus, Total (as P)	Monitor Only	mg/L	Calendar Month Average	Jan-Dec	24-Hour Flow Composite	2 x Week	
Precipitation	Monitor Only	in	Calendar Month Total	Jan-Dec	Measurement	1 x Day	
Solids, Total Suspended (TSS)	Monitor Only	mg/L	Calendar Month Average	Jan-Dec	24-Hour Flow Composite	2 x Week	
Solids, Total Suspended (TSS)	Monitor Only	mg/L	Calendar Month Maximum	Jan-Dec	24-Hour Flow Composite	2 x Week	

**Benson Wastewater Treatment Facility
Limits and Monitoring Requirements**

The Permittee shall comply with the limits and monitoring requirements as specified below.

Notes:
1 -- Analyze immediately.
2 -- See Surface Discharge Stations Chapter for additional information.
3 -- Whenever chlorine is added. Analyze immediately. This means within 15 minutes or less of sample collection. A Method Detection Limit and a Reporting Limit must be established for this parameter. The Reporting Limit cannot be greater than 0.1 mg/L.

**RESOLUTION DESIGNATING AUTHORIZED REREPRESENTATION
(RESOLUTION NO. 2014-)**

WHEREAS, THE Governing body of the City of Benson, Minnesota has entered into an agreement to establish The **Western Minnesota Municipal Power Agency (WMMPA)**, and as a member thereof is entitled to a representative who shall represent the Municipal Utility in the business of WMMPA.

NOW, THEREFORE, BE IT RESOLVED that Paul Kittelson be and is hereby authorized and appointed as the representative of the City of Benson, Minnesota, to represent the Municipal Utility in the business of WMMPA, with the powers, duties and responsibilities as provided in said agreement. The alternate representative, Robert Wolfington, is hereby authorized and appointed with equal powers.

Benson Public Schools
 Barb Schwarz
 1400 Montana Ave
 Benson , MN USA 56215
 Phone: 320-843-2710
 Fax: 320-843-2262
 Email: bschwarz@benson.k12.mn.us

18/Dec/2013
 Quote valid for: 90 days
 Terms: Net 30 with Purchase Order
 FOB: DAKTRONICS
 Delivery: Call for production time

Reference: Baseball Scoreboard

Item No.	Model	Description	Qty	Price
1	BA-2030-A-PV-120-F	Baseball/Softball Scoreboard; Amber Digits; All Sport 5010 Controller; Scoreboard Color: MAROON #11569 (Gloss) Caption Color: WHITE #7725-10 Cabinet Dimensions: 6' 6" H X 20' 0" W X 0' 8" D (Approx. Dimensions) Digit Type: PANAVIEW Digit Color: AMBER Max Power: 900 watts/display Weight: Unpackaged 600 lbs per display; Packaged 925 lbs per display	1	\$10,180.00
	Stripe; 0A-1091-1289	1" Border Stripe for BA-2004, BA-2005, BA-2014 and BA-2019 Scoreboards; Color: SUNFLOWER YELLOW #7725-25	1	
2	I-Beam Mounting Method (A)	For 2 I-Beams	1	
3	Radio Transmitter	Frequency of 2.4 GHz	1	\$850.00
	Radio Receiver	Frequency of 2.4 GHz	1	
4	BA-2030 Sponsor / Logo Decoration @1 (in upper corners)	2 ft 4 inch tall x 2 ft 10 inch wide copy area on face of scoreboard. The copy is applied directly to the scoreboard face. No metal panel is required.	2	\$250.00
5	FREIGHT	Shipping to site - does not include optional items	1	\$880.00
Services				
6	G5C5-W	Five Year Warranty - Parts Coverage - G5G5	1	

Total Price Excluding Sales Tax: \$12,160.00

Please reference listed sales literature: DD1569120 for On-site Labor, DD1628383 for G5C5-W, DD2467046 for BA-2030-A-PV-120-F, DD2690927 for BA-2005/2014/2019/2030 net, SL-04370 for Radio Receiver, SL-04370 for Radio Transmitter, SL-04551 for EN-1684 Case, SL-04939 for LED Digit Protective Screens for BA-2030

Options

Please contact your sales representative for additional information

EN-1684 Case	Hard Sided Carrying Case for All Sport® 5000 Controller Kit	1	\$150.00
TNMC_8x32_Amber LED (34mm)	8x32-34mm LED Team Name Message Center; Set of 2; Amber LED's	1	\$3,500.00
ID_18x240_O	18in x 20ft non-backlit sponsor/identification panel	1	\$1,005.00
ID_24x240_O	24in x 20ft non-backlit sponsor/identification panel	1	\$1,180.00
ID_30x240_O	30in x 20ft non-backlit sponsor/identification panel	1	\$1,680.00
ID_36x240_O	36in x 20ft non-backlit sponsor/identification panel	1	\$1,950.00

Quote # 450607-2 Rev 2

ID_48x240_O	48in x 20ft non-backlit sponsor/identification panel	1	\$2,880.00
BA-2005/2014/2019/2030 net	Protective netting for BA-2005/2014/2019/2030 (20ft)	1	\$1,125.00
LED Digit Protective Screens for BA-2030	Protective screen for outdoor LED scoreboards digits	1	\$1,250.00
Angle Clamp Mounting Method (A)	For 2 Tubes	2	

Service Options

On-site Labor	One Year Extended Service for on-site labor coverage	1	\$450.00
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Quote # 450607-2 Rev 2

Alternate Equipment: 1

Item No.	Model	Description	Qty	Price
1	BA-2030-A-PV-120-F	SURPLUS Baseball/Softball Scoreboard; Amber Digits; All Sport 5010 Controller; Scoreboard Color: FOREST GREEN #8750 Caption Color: WHITE #7725-10; Part #: 0A-1647-0767; Serial # _____ Cabinet Dimensions: 6' 6" H X 20' 0" W X 0' 8" D (Approx. Dimensions) Digit Type: PANAVIEW Digit Color: AMBER Max Power: 900 watts/display Weight: Unpackaged 600 lbs per display; Packaged 925 lbs per display	1	\$10,225.00
	Radio Transmitter	Frequency of 2.4 GHz	1	
	Radio Receiver	Frequency of 2.4 GHz	1	
	ID_24x240_O	24in x 20ft non-backlit sponsor/identification panel Weight: Packaged 110 lbs per display	1	
	I-Beam Mounting Method (A)	For 2 I-Beams	1	
2	BA-2030 Sponsor / Logo Decoration @1 (in upper corners)	2 ft 4 inch tall x 2 ft 10 inch wide copy area on face of scoreboard. The copy is applied directly to the scoreboard face. No metal panel is required.	2	\$250.00
3	FREIGHT	Shipping to site	1	\$852.00
Services				
4	G5C5-W	Five Year Warranty - Parts Coverage - G5G5	1	

Total Price Excluding Sales Tax: \$11,327.00

Please reference listed sales literature: DD1569120 for On-site Labor, DD1628383 for G5C5-W, DD2467046 for BA-2030-A-PV-120-F, DD2690927 for BA-2005/2014/2019/2030 net, SL-04370 for Radio Receiver, SL-04370 for Radio Transmitter, SL-04551 for EN-1684 Case, SL-04939 for LED Digit Protective Screens for BA-2030

Options

Please contact your sales representative for additional information

Angle Clamp Mounting Method (A)	For 2 Tubes	2
---------------------------------	-------------	---

Exclusions:

- | | |
|----------------------------------------------------|------------------------------------|
| - Electrical Installation | - Physical/Mechanical Installation |
| - Structure | - Foundation |
| - Power | - Hoist |
| - Technical Support/Installation Support | - Engineering Certification |
| - Signal Conduit | - Labor to Pull Signal Cable |
| - Applicable Permits | - Taxes |
| - Electrical Switch Gear or Distribution Equipment | - Front End Equipment |

Unless expressly stated otherwise in this Quote # 450607-2 Rev 2 or the attachments, if Daktronics performs installation of the Equipment, the price quoted does not include the following services pertaining to physical installations: digging of footings (including dirt removal), any materials fabrication, installation of steel cages, rebar, or bolt attachments, or pouring and finishing of concrete footings. Those service may be provided for an additional cost beyond the quoted price. Purchaser shall be fully responsible for any and all additional costs plus overhead in the event anything unexpected of any nature whatsoever is found while digging the footings including but are not limited to rock, water, utility lines, pipes or any other unforeseen circumstance. The Purchaser acknowledges and agrees that it is fully responsible for all site conditions.

Installation Responsibilities:

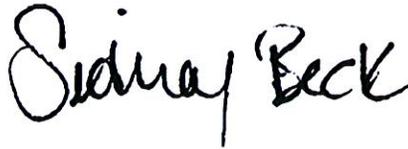
If applicable please reference Attachment A for Installation Responsibilities.

Ad/ID Copy Approval Process

Daktronics will process your proofs on orders that include advertising and identification panels. Your digital files and copy layouts should conform to graphic file standards document, SL-04116. The digital data files and copy layouts must be submitted at the time of your order and our proofs need to be approved two weeks prior to your initial anticipated ship date. Advertising and identification panels not receiving proof approvals in time will be shipped without copy in our standard finish.



Don Hansen
 PHONE: 605-695-2096
 FAX: 605-697-4746
 EMAIL: Don.Hansen@daktronics.com



Sidney Beck
 PHONE: 605-692-0200
 FAX: 605-697-4746
 EMAIL: Sidney.Beck@daktronics.com

Terms And Conditions:

The Terms and Conditions which apply to this order available on request.

- | | |
|-----------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------|
| SL-02375 Standard Terms and Conditions of Sale | www.daktronics.com/terms_conditions/SL-02375.pdf |
| SL-02374 Standard Warranty and Limitation of Seller's Liability | www.daktronics.com/terms_conditions/SL-02374.pdf |
| SL-07862 Software License Agreement | www.daktronics.com/terms_conditions/SL-07862.pdf |
| SL-04116 Graphic File Standards | www.daktronics.com/terms_conditions/SL-04116.pdf |

Acceptance:

The Undersigned has actual authority to execute this document and Daktronics, Inc is relying upon such authority.

The parties hereby acknowledge and agree that the terms and conditions contained within this Quote along with the terms and conditions of the Daktronics Standard Terms and Conditions, the Standard Warranty and Limitations of Liability, and/or the Software License Agreement (together, the "Terms and Conditions") constitute the full and final understanding of the parties regarding the sale of equipment and/or the provision of services and entirely replace and supersede any previous understanding or agreement between the parties. By executing this agreement, Purchaser acknowledges that it has had opportunity and means to review the Terms and Conditions as provided in the website addresses above. In the alternative, hardcopy of these Terms and Conditions will be provided upon request. Further it is acknowledged and agreed that the price of the equipment and/or the provision of services contained within this agreement are expressly conditioned upon Purchaser's acceptance of the Terms and Conditions without change. Any modification of the Terms and Conditions may require a corresponding change in price. Accordingly, the Purchaser acknowledges and agrees to these Terms and Conditions as evidenced by its attestation below.

 Customer Signature

 Date

 Print Name

 Title

Date: Nov 25, 2013

Quote: RLMA13-20794-1

Quote

Page 1/1

MLAZGAR ASSOCIATES



Mlazgar Associates
7162 Shady Oak Road
Eden Prairie MN 55344
Phone: (952) 943-8080
Fax: (952) 943-8088
From: Dave Langerman
Quoter Ph: (952) 513-7505
email: davel@mlazgar

Project Location Quote **City of Benson - Benson MN RLMA13-20794-1**

To:
City of Benson
1410 Kansas Avenue
Benson MN 56215
Phone: 320-843-4775
Fax: 320-842-7151

For
Bid Date Nov 20, 2013
Expires Dec 20, 2013
Engineer: DD

QTY	Type	MFG	Part	Price	UQ
3	Note	STEB	2-1230/HSC/8416SQ6/XRLED-9L45T3-MDL14/WA/DB - TWIN HEAD PRAIRIE ASSEMBLY, 44 WATT, APPROX 3500 DELIVERED LUMENS PER HEAD	\$6,080.00	X 3
1	Note	STEB	XRLED-1230-9L45T3-MDL14 - 44 WATT LED CONVERSION KIT FOR EXISTING 1230 FIXTURE	825.00	NO
Total:				\$19,065.00	\$ 18,240.

Terms and conditions of sale:

Subject to manufacturer's published terms and conditions of sale.
QUOTATION IS VOID IF CHANGED.
Complete quote must be used. Partial portions of this quote are not to be used unless agreed to by us in advance of purchase.
*****PRICING SUBJECT TO CHANGE WITHOUT NOTICE*****
**Miscellaneous items are not included unless noted above.
(IE: lamps, hangers, stems, plaster frames, etc.)
Freight allowance on job orders are for single shipment/release per order.

Multiple shipments/releases/orders to same job site, Distributor may incur additional freight charges.

NOTE: BAA & ARRA ARE CONSIDERED NOT TO BE REQUIREMENTS OF THIS QUOTE, UNLESS OTHERWISE NOTED.

NOTE: VIBRATION DAMPER NOT INCLUDED IN POLES UNLESS OTHERWISE NOTED.

Stenberg like quote
Dave

STREETSCAPE AND PARK ELEMENTS

The following provides brief descriptions and illustrations of the primary streetscape and park elements proposed in this Master Plan.

Lighting

Lighting greatly affects the appearance and character of an area. The existing streetlights in Benson’s central business district are functional, but they do not add to the appearance and character of the district. This Plan proposes that the City install new lighting in the central business district that reflects the prairie concept described earlier in this chapter.

The Plan recommends “prairie” light fixtures manufactured by Sternberg. Twin, 100 watt, high pressure sodium, prairie fixtures on 18 to 20-foot poles would provide general street lighting. These lights look like the lighting shown in Photograph 3-A, and would have a decoration/flag holder and a GFI receptacle. Single, 100 watt, high pressure sodium, prairie fixtures on 12 to 14-foot poles with a decoration/flag holder and GFI receptacle would provide lighting in the park. These lights look similar to that shown in Figure 3-9.

The Master Plan also recommends that the prairie fixtures be modified slightly to reflect the prairie image that is reflected in the other proposed streetscape and park elements described later in this report. The lighting manufacturer could modify the fixture to look similar to that shown in Figure 3-10.

The City should carefully work with the lighting manufacturer to ensure that the light fixtures and poles are compatible with the City’s holiday decorations and that fixtures and poles will not preclude the City installing flower baskets or banners on the poles.



Photograph 3-A: Twin Prairie (Sternberg)

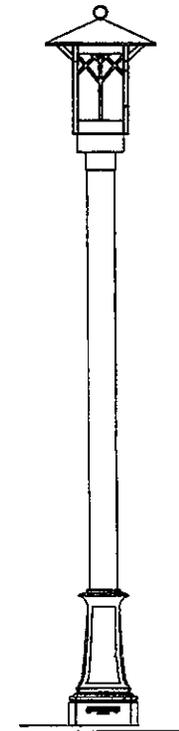


Figure 3-9: Single Prairie (Sternberg)

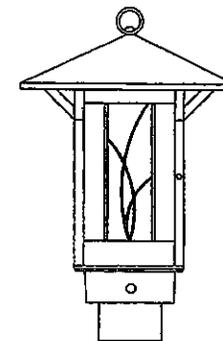


Figure 3-10: Alternate Fixture

12/17/13

Val
 Please include
 on Jan 2 cc agenda
 Thanks
 Prof

2014 Safety Training Classes

MONTH	DATE	TRAINER	PROGRAM	DEPARTMENTS TO ATTEND
January	Jan. 9, 2014 1 PM	RISC	AWAIR/Right-to-Know-Global Harmonization	Public Works
February	Feb. 13, 2014 1 PM	RISC	Lock-Out Tag-Out	Public Works
March	Mar. 11, 2014 9 AM	MRES – Dave Johnson	High Voltage Electric Safety	All Employees
March	TBD	ACMC	Audios	
April	April 14, 2014 10 AM	State Patrol	Hazardous Vehicle Identification	All Employees
May	May 1, 2014 8 AM	MMUA	Defensive Driving	Public Works
	Tail Gate Safety Picnic May TBD			All Employees
June	Off for Summer			
July	Chat & Chew - TBD			
August	Off for Summer			
September	Sept. 25, 2013 11 AM	MN Safety Council	Traffic Control /Close Calls- Near Misses	Public Works
October	Oct. 2, 2014 8 AM	MMUA	Back Safety – Slips, Trips, Falls	Public Works
October	TBD		Snow Plow Rodeo	
November	TBD ¹⁷	ACMC	Health Fair	All Employees
December	Dec. 19 , 2014 10 AM	City Manager	Layout Inspection	Public Works