

**MINUTES - BENSON CITY COUNCIL REGULAR MEETING
CITY HALL
DECEMBER 7, 2020**

The meeting was called to order at 5:30 p.m. by Mayor Collins. Members present telephonically: Jack Evenson, Terri Collins, Mark Schreck, Jon Buyck & Lucas Olson. Members Absent: None. Also present: City Manager Rob Wolfington, Director of Finance Glen Pederson, Attending telephonically are Tom Traen and Reed Anfinson.

The Council recited the Pledge of Allegiance.

The Mayor asked for any changes to the agenda. The Mayor moved Minnesota Interim COVID-19 Vaccination Plan from the Consent Agenda to a regular agenda item. Wolfington asked to add the Benson Golf Course business and to also move the Truth in Taxation hearing from 5:30 p.m. to 6:00 p.m. It was moved by Evenson, seconded by Schreck and carried unanimously to approve the amended agenda.

It was moved by Schreck, seconded by Evenson and carried unanimously to approve the following items on the consent agenda:

- November 23, 2020 City Council Minutes
- November 30, 2020 Special City Council Minutes
- October 19, 2020 EDA Minutes
- Brenan Kent – Library Board term ending December 31, 2023
- 2021 Cigarette License Renewals for Benson Food Shop, Holiday Station, Darold's SuperValu, Glacial Plans and Dollar Store.

Electronic Transfers:

Payroll: \$96,648.71

The Mayor asked for anyone with unscheduled business. Tom Traen with the Benson Golf Club asked to address the Council. He said the Golf Club lost out on several events because of COVID-19. However, he said junior memberships are up to 33, there are a total of 226 memberships, greens fees are up \$11,000, cart revenues are up \$10,000. All said and done, they estimate their losses to be \$40,000. Every year he said they receive monies from the City for equipment, and monies to apply toward their budgeted expenses. He is here today to ask for the \$35,000 budgeted for the Golf Club for 2020. Wolfington reminded the Council the Golf Club received a budgeted amount of \$25,000 earlier this year for equipment purchases. It was moved by Buyck, seconded by Evenson and carried unanimously to approve issuing \$35,000 to the Benson Golf Club.

Wolfington presented a Liability Coverage Waiver Form from the League of Minnesota Cities Insurance Trust. There is a statutory tort limit for liability for cities that purchase liability insurance from them. We have the option to waive the limit and purchase a higher liability policy from them. After discussion it was moved by Schreck, seconded by Buyck and carried unanimously to not waive the monetary limits on municipal tort liability established by Minn. Stat. §466.04.

Councilmember Buyck offered the following resolution:

**RESOLUTION TO APPROVE TRANSFER FROM LIBRARY ENDOWMENT FUND
(RESOLUTION NO. 2020-35)**

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 \$452.69 in interest during 2020, and

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

NOW, THEREFORE BE IT RESOLVED that the \$452.69 interest earned be transferred from the Library Endowment Fund to the operating Library Fund to help cover the costs of capital equipment.

Councilmember Schreck seconded the foregoing resolution and the following vote was recorded:
AYES: Evenson, Collins, Olson, Buyck, Schreck. NAYES: None. Thereupon the Mayor declared Resolution 2020-35 duly passed and adopted.

Councilmember Evenson offered the following resolution:

**RESOLUTION TO APPROVE BUDGETED TRANSFERS
(RESOLUTION NO. 2020-36)**

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 2020 in order to fund certain projects or programs.

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

	Budgeted	Transferred
From Cemetery Perpetual Care to General Fund	1,600	2,152
From General Fund to Concrete Projects	0	30,000
TOTAL	1,600	32,152

Councilmember Schreck seconded the foregoing resolution and the following vote was recorded:
AYES: Evenson, Collins, Olson, Buyck, Schreck. NAYES: None. Thereupon the Mayor declared Resolution 2020-36 duly passed and adopted.

Councilmember Evenson offered the following resolution:

**RESOLUTION TRANSFERRING AMOUNT DESIGNATED FOR FUTURE
CAPITAL OUTLAY TO THE GENERAL CAPITAL OUTLAY FUND
(RESOLUTION NO. 2020-37)**

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 2020 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:

Police Department	40,000
Fire Department	50,000
Street Department	200,000
Park	40,000
Armory	40,000
Airport	20,000
TOTAL	\$390,000

Councilmember Schreck seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Collins, Olson, Buyck, Schreck. NAYES: None. Thereupon the Mayor declared Resolution 2020-37 duly passed and adopted.

Councilmember Schreck offered the following resolution:

**RESOLUTION TRANSFERRING \$24,253 FROM THE EDA FUND AND \$12,326 FROM THE REVOLVING LOAN FUND TO THE GENERAL FUND
(RESOLUTION NO. 2020-38)**

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 \$24,253 from the EDA Fund and \$12,326 from the Revolving Loan Fund to the General Fund.

Councilmember Evenson seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Collins, Olson, Buyck, Schreck. NAYES: None. Thereupon the Mayor declared Resolution 2020-38 duly passed and adopted.

Councilmember Schreck offered the following resolution:

**RESOLUTION TRANSFERRING FUNDS FROM THE GENERAL FUND TO THE SANITARY SEWER COLLECTION FUND FOR THE THIRD OF THREE ANNUAL PAYMENTS FOR THE CONNECTION FEE OF SCANDI HAVEN VILLAGE
(RESOLUTION 2020-39)**

Whereas, a senior assisted living facility was built by Swift County-Benson Health Services, and,

Whereas, the City of Benson acknowledged the impact of having such a facility located within the City, and,

Whereas, the City was requested to participate in the funding of the project by reducing the cost of the building permit, and,

Whereas, a portion of the building permit is for utility fund connection fees that are an integral part of the rate setting for those services, and,

Whereas, the City agreed to waive the \$99,120 sewer connection fee and increase the property tax levy by one third that amount over a three-year period.

Now therefore be it resolved that the City Council approves a transfer from the General Fund to the Sanitary Sewer Fund in the amount of \$33,040.

Councilmember Evenson seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Collins, Olson, Buyck, Schreck. NAYES: None. Thereupon the Mayor declared Resolution 2020-39 duly passed and adopted.

Next Pederson approached the Council. He said he has 5 I-Pads previously used by the city council members that he has wiped clean and restored to the factory settings. Trading them in would only generate \$25 apiece. He suggested we find a use for them in the community and discussed talking to the school superintendent about home schooling needs. After discussion, it was moved by Olson, seconded by Schreck and carried unanimously to declare the I-Pads surplus equipment and give to the school. Next Pederson said he has some old survey equipment and drafting equipment from the civil engineer many years ago. He said they are operational as far as he knows and would like to sell it on K-Bid. After discussion, it was moved by Schreck, seconded by Buyck to approve selling the equipment through K-Bid. The following vote was taken: AYES: Olson, Schreck, Collins, Buyck. NAYES: None. ABSTAIN: Evenson and carried.

Wolfington presented a pay request from Molden Concrete. The bid in March for 2020 Concrete work was for \$31,000. However, the concrete work exceeded the bid amount that was approved by Council. There was additional apron work along 22nd Street South by the compost drop off. Wolfington recommended approval for payment as follows: \$34,516 out of the concrete fund, and \$14,430 out of Streets Capital Outlay. It was moved by Evenson, seconded by Olson and carried unanimously to approve the Molden Concrete bill in the amount of \$48,946.00.

Wolfington presented the bill for the demolition and disposal of Rob's Motel from Kennedy Excavating. The original bid was for \$41,798.00. When it came time to haul the ash to Glenwood, they no longer would accept the ash. Kennedy was forced to haul it to the Kandiyohi Landfill which cost an additional \$8,624. Wolfington said Swift County contributed \$7,500 to the demolition costs. It was moved by Evenson, seconded by Olson and carried unanimously to approve the Kennedy demolition bill for Rob's Motel in the amount of \$50,422.24

Wolfington said when the roofers replacing the roof on the power plant removed the rubber membrane, there was severe water damage to the roof, which caused some ceiling damage inside the power plant. After sampling the ceiling material, it was discovered there was asbestos in the ceiling. He presented 2 quotes for asbestos removal. One from MAAC, Inc. for \$64,400 with a 4-week removal time frame, and one from VCI Environmental for \$42,000 with a 2-week removal. After discussion it was moved by Evenson, seconded by Olson and carried unanimously to approve the quote from VCI Environmental in the amount of \$42,000.

Next Wolfington presented an executive summary draft from the State of Minnesota outlining the phased approach to the COVID-19 vaccination distribution, priority population distribution as well as program monitoring. Wolfington went on to say he listened to a White House briefing for Cities and Counties discussing the vaccination coming out, and plans for distribution of it. He said he visited with State representative Miller about the plan. He said the Swift County Emergency Manager and Countryside Public Health as to what resources will be needed once vaccinations begin. Wolfington asked if the Armory would be the best place for vaccinations, noting bidding to take the Armory down will begin in January, and posed the question should we postpone demolition of the Armory for one year. Olson said he is in favor with proceeding with the asbestos removal to make the space safer, and not opposed to postponing demolition. Schreck said there are many places vaccinations could take place such as school gymnasiums, and is in favor of sticking to the planned asbestos removal and moving forward with the demolition bidding process. Mayor Collins agreed, and asked if the Council should table this decision

until the next meeting, and at that time invite the Swift County Emergency Manager to attend the meeting to share what he knows. Evenson said he agrees with Olson, but it is unknown how the staffing will work administering the vaccines. Buyck agrees we should continue with our demolition plan for the Armory. It was moved by Buyck to ask the Emergency Manager, Countryside Public Health, the Clinic come to the next Council meeting and discuss what plans are in place for vaccinations. The motion was seconded by Schreck and the motion passed unanimously.

Mayor Collins opened the Truth in Taxation Hearing at 6:05 p.m. The City Manager presented a power point presentation outlining the purpose of the Truth in Taxation meeting, 2021 proposed property tax levy, the General Fund summary, revenue sources and general fund budget expenditures for 2020 and proposed for 2021. He ended with a list of priorities for 2021. The Mayor closed the Truth in Taxation Hearing at 6:34 p.m.

There being no further business to come before the Council a motion was made by Evenson, seconded by Schreck and carried unanimously to adjourn the Council meeting at 6:35 p.m.

Mayor

City Clerk