

**MINUTES - BENSON CITY COUNCIL REGULAR MEETING  
CITY HALL  
APRIL 7, 2025**

The meeting was called to order at 5:30 p.m. by Mayor Evenson. Members present: Jack Evenson, Nancy Maanum, Eric Payne, Dan Enderson and Gary Landmark. Members Absent: None. Also present: City Clerk Valerie Alsaker, Director of Finance Lisa Kent, Public Works Director Jeff Reuss, City Manager Rob Wolfington, CEDA Representatives Hillary Tweed and Maddie Petrick, City Attorney Stephen Kowal, Matt Skaret, Jon Hawley, Todd Hagen with Ehlers, Mike Amborn with Rodeberg & Berryman, Inc., Cherie Stielow, Derek Shemon and Reed Anfinson.

The Council recited the Pledge of Allegiance.

The Mayor asked for any changes to the agenda. The Hawley Properties Variance Application for 1925 Robert Street was added to the agenda. It was moved by Maanum, seconded by Payne and carried unanimously to approve the amended agenda.

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

- March 17, 2025 City Council Minutes
- January 27, 2025 EDA Minutes
- AE2S: WWTF Facility Plan - \$2,097.25 Balance: \$31,650.23
- Rodeberg & Berryman, Inc. – 18<sup>th</sup> St. N. Project - \$19,260.00 Bal - \$34,450.00
- Rodeberg & Berryman, Inc. – Cottage Square - \$8,100.00 – Bal - \$2,447.00
- Charter Communications Channel Updates
- Gambling License - Benson Golf Club – July 13, 2025
- Electronic transfers:
  - Payroll: March 20, 2025 - \$102,439.48 & April 3, 2025 - \$124,822.01
  - Journal Entries: February 2025 - \$2,431,572.38

The Mayor called for anyone with unscheduled business, to which there was no one.

Staff announcements: Alsaker reminded everyone of the City Council Special Election tomorrow. The Mayor welcomed new City Manager Matt Skaret to the City, and thanked Gary Landmark for all his service and willingness to step in and fill the vacated Council seats over the last year.

Tweed approached and presented two quotes for services for the Armory project. The quotes are for construction testing services. This expense was included in the Armory bid. Inspections are required for earthwork, concrete work, structural steel along with administrative services. Quotes came in as follows: American Engineering Testing - \$17,414.00 and Chosen Valley Testing, Inc. came in at \$8,871.00. After discussion, it was moved by Maanum, seconded by Enderson and carried unanimously to approve the quote from Chosen Valley Testing, Inc. at a cost of \$8,871.00. Tweed reminded everyone of the ground breaking ceremony at the Armory April 10, 2025 at 2:00 p.m. Tentative construction start date is scheduled for May 7, 2025.

Next Jon Hawley with Hawley Properties approached with a variance for a side yard setback. They are building a townhome on a single home lot at 1925 Robert Street to be built closer than allowed by ordinance on the west side-yard. The building will be built about 4' from the property line. The Mayor said at the noon Planning Commission meeting today, the Planning Commission recommended approval. City Attorney Kowal discussed the findings of facts as follows:

1. Reasonableness:  
The Planning Commission felt the property will be used in a reasonable manner. By placing a townhome on the lot, he cannot meet ordinance setbacks or square footage required, but they felt this should be allowed in this case.
2. Uniqueness:  
The Planning Commission said the landowner's problem is unique to the property, not caused by the landowner do to the shape of the lot.
3. Essential Character:  
Granting the variance will not alter the essential character of the locality as it is a residential area. There are other townhouses in the development.
4. Light and air to adjacent property will not be restricted by the townhouse build.
5. There will be no safety concerns whether by fire or increased congestion in the public streets.
6. Planning Commission also found there will not be any decrease to property values in the area as a result of the townhouse build.

It was then moved by Landmark, seconded by Payne and carried unanimously to approve the variance request to Hawley Properties as presented.

Next Todd Hagen with Ehler's Associates and Kent approached the Council to discuss bonds for upcoming projects. Hagen said he is here today to discuss the presale report, provide an explanation of the process, present information and resolutions to bond for projects in the amount of \$4.125 million. He presented the presale information to Council first, along with the finance and timeline schedules which were included in the packet. He said he will be back on May 5, 2025 for a Public Hearing on the tax abatement bonds for the pool repairs and the Armory remodel, which will be paid with tax revenues. There will also be a Public Hearing on May 5, 2025 for the Street Reconstruction Plan. This gives citizens the chance to perform a reverse referendum on the bonding if they do not approve. Hagen discussed the General Obligation Bond which will include the 12<sup>th</sup> St. S. & 18<sup>th</sup> St. N. sewer and water and street reconstruction as well as the water tower rehabilitation. Hagen explained the bond is not like a loan, it needs State authorization to bond, and will be a 20 year repayment term. The water tower payments will be made out of the water revenues, the 12th Street & 18<sup>th</sup> Street projects payments will all be paid with taxes. Finally, Hagen discussed a resolution authorizing appointing Bond Trust Services Corporation as a fiscal agent with outstanding and future bond obligations, which will allow for easier administrative services.

After discussion Councilmember Payne offered the following resolution:

**RESOLUTION PROVIDING FOR THE SALE OF  
\$4,125,000 General Obligation Bonds, Series 2025A  
(RESOLUTION NO. 2025-07)**

A. WHEREAS, the City Council of the City of Benson, Minnesota (the "City") has heretofore determined that it is necessary and expedient to issue the City's \$4,125,000 General Obligation Bonds, Series 2025A (the "Bonds"), to finance projects as described in the Official Statement to be prepared by Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"); and

B. WHEREAS, the City has retained Ehlers, as its independent municipal advisor for the Bonds in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9).

NOW, THEREFORE, BE IT RESOLVED by the City of Benson, Minnesota, as follows:

1. Authorization. The City Council hereby authorizes Ehlers to assist the City for the sale of the Bonds.
2. Meeting; Proposal Opening. The City Council shall meet at 5:30 P.M. on June 16, 2025, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

Councilmember Maanum seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Landmark, Payne, Enderson, Maanum. NAYES: None. Thereupon the Mayor declared Resolution 2025-07 duly passed and adopted.

Councilmember Enderson offered the following resolution:

**RESOLUTION CALLING A PUBLIC HEARING ON THE PROPOSAL TO ADOPT A STREET RECONSTRUCTION PLAN AND THE INTENT TO ISSUE GENERAL OBLIGATION STREET RECONSTRUCTION BONDS  
(RESOLUTION 2025-08)**

WHEREAS, the City of Benson, Minnesota (the "City"), proposes that it is the best interest of the City to issue and sell general obligation street reconstruction bonds pursuant to Minnesota Statutes, Section 475.58, subdivision 3b, as amended (the "Act"), to finance the cost of street reconstruction projects, as described in the proposed street reconstruction plan described below, a copy of which is on file in the City Clerk's office; and

WHEREAS, pursuant to the Act, the City is authorized to issue and sell general obligation street reconstruction bonds to finance street reconstruction under the circumstances and within the limitations set forth in the Act; and the Act provides that street reconstruction projects may be financed with general obligation street reconstruction bonds, following adoption of a street reconstruction plan, after a public hearing on the street reconstruction plan and on the issuance of general obligation street reconstruction bonds and other proceedings conducted in accordance with the requirements of the Act; and

WHEREAS, pursuant to the Act, the City has undertaken to prepare a five year street reconstruction plan for calendar years 2025 through 2029, which describes the streets to be reconstructed, the estimated costs and any planned reconstruction of other streets in the City, including the issuance of general obligation street reconstruction bonds under the Act (the "Plan"), to determine the funding strategy for street reconstruction projects.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Benson, Minnesota, as follows:

A. Public Hearing. The Council hereby determines to call for and to hold a public hearing on the Plan and the issuance of general obligation street reconstruction bonds thereunder at a meeting of the Council to be held on May 5, 2025, the public hearing shall commence at 5:30 p.m.

B. Publication. The staff of the City is hereby authorized and directed to cause the Notice of Public Hearing which is attached to this Resolution to be published in the City's official newspaper not less than 10 days nor more than 28 days prior to the scheduled public hearing date.

Councilmember Payne seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Landmark, Payne, Enderson, Maanum. NAYES: None. Thereupon the Mayor declared Resolution 2025-08 duly passed and adopted.

Councilmember Landmark offered the following resolution:

**RESOLUTION CALLING FOR A PUBLIC HEARING  
ON PROPOSED PROPERTY TAX ABATEMENTS  
(RESOLUTION 2025-09)**

BE IT RESOLVED by the City Council (the "Council") of the City of Benson, Minnesota (the "City"), as follows:

1. Recitals.

(a) Minnesota Statutes, Sections 469.1812 through 469.1815, as amended, both inclusive, authorize the City, upon satisfaction of certain conditions, to grant an abatement of all or a part of the taxes levied by the City on real property within its boundaries.

(b) It is a legal requirement that the City hold a public hearing prior to adoption of a resolution granting any property tax abatements.

2. Hearing. A public hearing on the consideration of the property tax abatement will be held at the time and place set forth in the Notice of Hearing attached hereto as Exhibit A and hereby made a part hereof.

3. Notice. The City Clerk is hereby authorized and directed to cause notice of said hearing in substantially the form attached hereto as Exhibit A to be published once in a newspaper of general circulation in the City at least once more than 10 days but less than 30 days before the hearing. The newspaper must be one of general interest and readership in the City and not one of limited subject matter.

Councilmember Maanum seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Landmark, Payne, Enderson, Maanum. NAYES: None. Thereupon the Mayor declared Resolution 2025-09 duly passed and adopted.

Councilmember Enderson offered the following resolution:

**CITY OF BENSON, MINNESOTA  
RESOLUTION APPOINTING BOND  
TRUST SERVICES CORPORATION  
AS FISCAL AGENT IN CONNECTION  
WITH CERTAIN OUTSTANDING OBLIGATIONS**

**(RESOLUTION NO. 2025-10)**

WHEREAS, the City of BENSON, MINNESOTA (the “CITY”) has outstanding certain debt obligations described below (collectively, the “Obligations”);

- I. \$1,450,000 General Obligation Bonds, Series 2014A
- II. \$995,000 General Obligation Capital Improvement Plan Bonds, Series 2017B
- III. \$2,135,000 General Obligation Capital Notes, Series 2023A

WHEREAS, the Obligations were issued in book-entry-only form registered in the name of CEDE & CO. as nominee of The Depository Trust Company, New York, New York (“DTC”), and DTC acts as securities depository for the Obligations;

WHEREAS, the CITY Council deems it to be necessary, desirable and in the best interest of the CITY to appoint a new bank or trust company to serve as fiscal agent and to perform the duties of registrar, paying agent, transfer agent, authenticating agent and fiscal agent (the “Fiscal Agent”) for such Obligations; and

WHEREAS, U.S. Bank Trust Company, a national banking association, is currently acting as Fiscal Agent for the Obligations and deems it to be necessary, desirable and in the best interest of the CITY to appoint Bond Trust Services Corporation as successor Fiscal Agent for the Obligations.

NOW, THEREFORE, the CITY Council of the BENSON, MN, does resolve that:

Section 1. Appointment of Fiscal Agent. The principal of and interest on the Obligations shall be paid by Bond Trust Services Corporation, Roseville, Minnesota, which is hereby appointed as the CITY ’s Fiscal Agent (“BTSC”), pursuant to the provisions of Section Sec. 475.553, Minnesota Statutes, to be effective immediately upon adoption and approval as of the date of this resolution and upon compliance with all requirements to appoint a successor Fiscal Agent under the documents relating to the Obligations.

Section 2. Fiscal Agency Agreement. The Fiscal Agency Agreement between the CITY and BTSC shall be substantially in the forms attached hereto as Exhibit A and is hereby approved, and the CITY shall pay such fees and expenses of BTSC set forth in the Fiscal Agency Agreement. The CITY “City Clerk and Director of Finance” are hereby authorized to execute the Fiscal Agency Agreement.

Section 3. Notice of Appointment of Fiscal Agent. The officers of the CITY are authorized and directed to work with the CITY ’s financial advisor and dissemination agent, Ehlers & Associates, Inc., to provide notice of the appointment of the BTSC to DTC and to issue a material event notice regarding the appointment of the BTSC in accordance with the terms of the CITY continuing disclosure obligations with respect to the Obligations under Rule 15c2-12 of the Securities and Exchange Commission.

Councilmember Payne seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Landmark, Payne, Enderson, Maanum. NAYES: None. Thereupon the Mayor declared Resolution 2025-10 duly passed and adopted.

Mayor Evenson stated at this time the Council will be taking a tour of upcoming projects, and called for a recess at 6:03 p.m.

After the bus tour, the Mayor reconvened the meeting at 7:33 p.m.

Reuss approached the Council with purchase requests for the continued overhead to underground projects this summer. After discussion, it was moved by Landmark, seconded by Maanum and carried

unanimously to approve the purchase of transformer box pads, wire and parts from Border States in the amount of \$18,915.66. It was then moved by Payne, seconded by Maanum and carried unanimously to approve a bill from JT Services for poles, LED lights, and cabinets in the amount of \$30,728.00.

Reuss reviewed quotes taken for bituminous work on March 27, 2025. The following quotes were taken:

Ferguson Asphalt Paving	\$58,936.00 and grader work if needed - \$140.00/hr.
Joe Riley Construction	\$59,983.80 and grader work if needed - \$195.00/hr.
Central Specialties	\$74,446.50 and grader work if needed - \$595.50/hr.

After discussion it was moved by Enderson, seconded by Landmark and carried unanimously to approve the quote from Ferguson Asphalt Paving in the amount of \$58,936.00, and grader work if needed at a rate of \$140.00/hour.

Reuss as the Fire Chief said they have replaced the 1980 Engine 23 fire pumper, and would like to take it out to Zielsdorf Auction for sale. After discussion, it was moved by Maanum, seconded by Enderson and carried unanimously to sell the 1981 pumper at auction.

Next Mike Amborn approached to discuss engineering on 12<sup>th</sup> St. S., 18<sup>th</sup> St. N. and Phase III of Cottage Square. Staff felt it beneficial to bid these projects together in the interest of conserving engineering fees. Amborn presented the projects and fee. He said if Council approves going out for bids on these projects, he will advertise starting tomorrow, with bids back by April 29, 2025. He will then present the bids at the May 5, 2025 City Council meeting. It was moved by Enderson, seconded by Payne and carried unanimously to approve Rodeberg & Berryman go out for bids on the aforementioned projects.

Wolfington approached the Council to say he met with Tim Miller with MRES to revise the electrical rate study. He explained they reworked some previously projected projects and believe the new rate increase will come in at 5% each year over the next three years instead of the previously predicted double digit increase. He said Tim Miller will be at a June Council meeting to present the revised study.

Alsaker approached the Council to request a Special City Council meeting to canvass the April 8, 2025 Special Election. It was moved by Enderson, seconded by Payne and carried unanimously to set a special City Council meeting for Friday, April 11, 2025 at Noon in the City Council Chambers.

Councilmember Maanum offered the following resolution:

**CITY OF BENSON  
RESOLUTION ACCEPTING DONATIONS  
(RESOLUTION NO. 2025-11)**

**WHEREAS**, The City of Benson is generally authorized to accept gifts and bequests pursuant to Minnesota Statutes Section 465.03 and Minnesota Statutes Section 471.17 for the benefit of its citizens; and

**WHEREAS**, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

**Pilgrim Congregational Church-Shop with Cops Donation - \$500.00  
Dude's Tiling LLC – Fire Department Donation - \$105.00  
Shepherd of the Hills Church – Fire Department Donation - \$50.00**

**WHEREAS**, all such donations have been contributed to assist the various city departments and programs as allowed by law; and

**WHEREAS**, The City Council finds that it is appropriate to accept the donations offered.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BENSON, MINNESOTA, AS FOLLOWS:**

1. The donations described above are accepted and shall be used to benefit the departments listed above, as allowed by law.

Councilmember Enderson seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Landmark, Payne, Enderson, Maanum. NAYES: None. Thereupon the Mayor declared Resolution 2025-11 duly passed and adopted.

Wolfington approached the Council. He said at the adjournment of the Council meeting tonight, Matt Skaret will take over as City Manager. He said he has enjoyed his last 7 months as interim City Manager. He said he would be available for questions if they arise. He thanked the Council for the opportunity to serve, and wished Matt good luck. The Council thanked Wolfington for his service and for his innovative solutions for the community throughout the years. Wolfington thanked the Council and said he enjoyed working with the excellent staff.

There being no further business to come before the Council a motion was made by Landmark, seconded by Maanum and carried unanimously to adjourn the Council meeting at 7:46 p.m.

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Mayor

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City Clerk