

DRAFT

**MINUTES - BENSON CITY COUNCIL REGULAR MEETING
CITY HALL
JULY 19, 2021**

The meeting was called to order at 5:30 p.m. by Mayor Collins. Members present: Terri Collins, Lucas Olson, Mark Schreck, Jack Evenson and Jon Buyck. Members Absent: None. Also present: Director of Finance Glen Pederson, CEDA Representative Hillary Tweed, Public Works Director Dan Gens, City Attorney Ben Wilcox, Anne Johnson, Kerry Wilcox, Jon Dokken, Diane Doscher and Pioneerland Librarian Andrew Kelton.

The Council recited the Pledge of Allegiance.

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

Mayor Collins asked to make a correction to the July 6, 2021 City Council Minutes to reflect a donation from Eric Payne from a \$200 donation to a \$2,000 donation. It was moved by Schreck, seconded by Evenson and carried unanimously to approve the following items on the consent agenda:

- July 6, 2021 City Council Minutes
- June 7, 2021 Planning Commission Minutes
- June 29, 2021 Armory Blue Ribbon Committee Minutes
- 2022 Pioneerland Library System Budget Request - \$94,811
- Electronic Transfers:
 - Journal Entries: June - \$2,004,770.69
 - Payroll: July 15, 2021 - \$131,570.61

There was no one with unscheduled business to come before the Council.

The Mayor opened the Public Hearing on Charter Changes for municipal elections at 5:31 p.m.

Anne Johnson with the Armory Blue Ribbon Committee approached the Council and presented the Committee report. She said the report contains information from the last 3 months of meetings. Included in the report is the architect report, committee minutes, history of the Armory and she identified the top uses for the Armory as Recreation, Emergency Management, Public Health, Governmental, Group Rentals and Community Classes. She also noted the financial section with possible funding sources to pay for renovations. The committee is hoping for the grant award which would allow for a very nice renovation. The Mayor thanked her for her presentation and the committee for all of their work.

Wilcox approached the Council with an amendment to the zoning ordinance for Council consideration for allowing a slaughter facility on property zoned I-1, I-2, I-3, B-2 & B-3. Mayor Collins said she wants to visit slaughter houses in other towns for more information on the operation of these facilities. After discussion it was moved by Evenson, and seconded by Buyck to approve the 1st Reading of an Ordinance to Amend Title XV: Land Usage, Chapter 154: Zoning; §§ 154.02 and 154.056 of the Benson City Code of 2003. The following vote was taken: AYES: Schreck, Collins, Buyck, Evenson. NAYS: None. ABSTAIN: Olson. It was then moved by Schreck, seconded by Evenson and carried unanimously to set a public hearing on the zoning change for August 16, 2021. The motion carried unanimously.

Gens approached with a pay request. With all the work on the trickling filter, it became apparent the doors to the trickling filter were not closing properly. Instead of trying to repair them, Gens felt new

ones would be better. It was moved by Olson, seconded by Evenson and carried unanimously to approve the pay request to Rubin Construction, LLC in the amount of \$7,751.63.

Gens asked the Council to start thinking about the possibility of water restrictions. With the lack of rain this year, many towns have put yard watering restrictions in place. Gens went on to say he would like to start advertising using DNR recommendations for watering such as what times and how much to water. He said this is also addressed in the City of Benson Ordinances. Olson asked if we have seen a draw down in our wells. Gens said they have seen a drop in the aquifer, but it isn't critical yet.

It was moved by Evenson, and seconded by Olson to approve a pay request from LandTeam Incorporated for engineering services for elevator demolition in the amount of \$5,737.56. The following vote was taken: AYES: Olson, Collins, Buyck, Evenson. NAYES: Schreck. The motion carried.

It was moved by Olson, seconded by Evenson to approve a pay request from LandTeam Incorporated for Gusty's Road engineering services in the amount of \$6,450.80. The following vote was taken: AYES: Olson, Collins, Buyck, Evenson. NAYES: Schreck. The motion carried.

Councilmember Olson offered the following resolution:

**RESOLUTION AUTHORIZING TRANSFER OF XCEL ENERGY GRANT DOLLARS FOR
ECONOMIC DEVELOPMENT PURPOSES
(RESOLUTION 2021-18)**

WHEREAS, the City Council of the City of Benson, County of Swift, State of Minnesota, received grant dollars from Northern State Power (Xcel Energy) as part of the Benson Power LLC biomass plant closing, and;

WHEREAS, these grant dollars are limited in use for the purposes of economic development, and;

WHEREAS, the Council has determined that Sanitary Sewer Collection and treatment improvements qualify as an economic development purpose, and;

WHEREAS, the following project is authorized use of grant dollars:

| Name | Budget | Transfer Out |
|----------------------------|---------------|---------------------|
| 2020 Deferred Maintenance | \$985,210.00 | \$157,679.02 |
| 2020 WWRP Flood Protection | \$964,794.00 | \$5,280.00 |

NOW, THEREFORE, BE IT RESOLVED that \$162,959.02 as itemized on the attached invoices to be transferred from the NSP Grant Fund to the Sewer Fund.

Councilmember Evenson seconded the foregoing resolution and the following vote was recorded: AYES: Schreck, Collins, Olson, Buyck, Evenson. NAYS: None. Thereupon the Mayor declared Resolution 2021-18 duly passed and adopted.

Pederson presented the June 2021 budget report. He said he will start the estimated budget numbers for the 2022 budget soon.

It was moved by Evenson, seconded by Schreck and carried unanimously to approve the bills and warrants in the amount of \$444,330.56.

Mayor Collins closed the public hearing at 5:49 p.m.

It was moved by Evenson, seconded by Buyck and carried unanimously to approve the 2nd

Reading of an Ordinance to Amend Section 2.05, Vacancies in the Council, and Section 4.01, the Regular Municipal Election, of the Charter of the City of Benson.

It was moved by Evenson, seconded by Olson and carried unanimously to approve the 2nd Reading of an Ordinance Providing for Special Elections to Fill Certain Vacancies in Elected Offices at Times Other Than the Regular City General Election.

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 5:50 p.m.

Mayor

City Clerk

**EDA MEETING
JUNE 14, 2021
12:00 P.M.**

Members Present: Jack Evenson, Mark Schreck, Stephanie Heinzig, Pat Hawley, Sheryl Madden, Dave Martin, Hillary Tweed, Rob Wolfington and Dan Enderson.

Members Absent: None.

Also Present: Reed Anfinson and Brian Samuelson.

Chairman Evenson called the meeting to order at 12:04 p.m.

It was moved by Madden seconded by Schreck and carried unanimously to approve the May 3, 2021 EDA minutes.

Tweed updated the EDA on the status of the CDBF-CV Grant application. She said she received an email last week from the grantor asking for clarification on a couple items in the grant. We will find out in July whether we get the grant.


Next Tweed said the loan committee met last week to consider a loan for the DeMarce Theater. The Young Marran's LLC met with the loan committee for a loan to modernize and remodel the theater. They would like to open October 1, 2021. The applicants have extensive experience in business management. They will have 1 full time job and 2 part time jobs. The manager will be moving to Benson. Owner equity in the project is 57%. The loan proposal is a \$40,000 forgivable loan at 2.5% over a 7 year period with 1/7th of the principal and interest being forgiven each year if a total of 260 showings occur annually. The BIDC is not participating in this loan. The Benson Area Community Foundation is contributing a \$15,000 grant, with the possibility of another \$5,000 in the fall round of grants. Enderson asked if the equipment is included in the sale. Tweed said yes. Wolfington added they will be applying for a food license and possible liquor license to serve wine. They will try different scenarios to bring business into the theater. He went on to say if the loan is approved today, the final approval will have to come from the City Council, as the funds will come from the Xcel Grant, and a special Council meeting will be held tomorrow noon. After discussion, it was moved by Heinzig, seconded by Martin and carried unanimously to approve the loan as presented.

Next the delinquent Grace & Thorns loan was discussed. The last payment was October 2019. A new ACH was set up to begin payments on the loan, which the first payment was not good. The balance on the loan is \$8,778.12. It was decided to have the City Attorney contact Graces and Thorn.

There being no other business, it was moved by Schreck, seconded by Madden and carried unanimously to adjourn the meeting at 12:18 p.m.

Chairman

Secretary



**MINUTES - BENSON PARK BOARD - REGULAR MEETING
MAY 24, 2021**

Present: MacKenzie Dokkebakken, Ron Hanson, Jack Evenson, and Doug Bangsund.
Absent: Mike Berreau.
Also Present: Public Works Director Dan Gens, City Manager Rob Wolfington and Kaleb Schwendemann.

The meeting was called to order at 12:02 p.m.

1. It was moved by Bangsund, seconded by Hanson and carried unanimously to approve the February 8, 2021 Park Board Minutes.
2. Wolfington shared the Benson Swimming pool will be open on June 7, 2021. It is later than usual because the life guards are all involved with graduation which is the June 4th weekend. Bangsund asked about the crack in the pool and if it has been fixed. Gens said it has not been fixed, and the pool is not losing water and the crack isn't getting bigger. He did say the pool is aging and the pool will need some remediation down the road. This year the kiddie pool was painted and under the slide was painted. Wolfington said the pool is 20 years old, and by the time the bonds are payed off, we may need to make some major repairs.
3. Wolfington discussed summer events coming up. He said the City collects lodging tax each year. From this fund, \$2,500 is used for the Bandfestival, \$2,500 is used for Rib Fest at the Golf Club and \$10,000 is used for Kid Day. Last year's revenues were down because of COVID-19. There is a meeting with the Kid Day Chair and Mayor tomorrow and one of the events will not get the usual donation. Wolfington also mentioned the railroad is planning on replacing the sinking 14th St. S. railroad crossing. He is hoping this will be done before the Bandfest Parade.
4. Next Wolfington discussed meetings on bringing a second 115 KV line into Benson. He said Missouri River Energy Services, Otter Tail Power, Great River Energy Services, City of Benson and Agralite have all been meeting to discuss the project. This new line will run from Appleton to Benson. It is planned for the line to come into the south west corner of town, run along the dog park, riding arena and along the wastewater plant to Pacific Ave. Then at this point the current plan is to double circuit this new line onto the existing 115 KV poles that runs east on Pacific Avenue to the current substation. The existing poles along Pacific Ave. will be replaced with taller poles. He said there will be some open houses for the public to come and see the project. He said the five partners involved in the project are going to submit an application to the MN PUC. This new line will be providing 2 independent power sources into town and we still have the power plant for back-up. This new line will be at no cost to the City. The horse arena, dog park and archery range should see minimal impact from the project.
5. Gens introduced Kaleb Schwendemann to the Park Board as the new Parks superintendent and cemetery sexton.
6. Wolfington shared there is a Blue Ribbon Committee along with Economic Development Specialist Hillary Tweed working on a grant for the Armory. It is a \$600,000 grant through the MN Community Development Block Grant COVID-19 (CDBG-CV). If we are awarded the grant, the City will have to match that and we will then have a \$1.2 million project in the Armory. Also if the City gets the grant, it has to be designated for an emergency shelter building, which all emergency situations take priority in the space. The space can also used for other events as well.
7. Wolfington said the elevator property was purchased last year. An engineering firm has been hired to handle demolition of the elevator. Hopefully we will see the peccs on that this summer with demolition to take place this fall.
8. There has been another grant the City applied for through AARP. The goal of the project for the grant is the green space between 11th & 12th Streets North along Atlantic Ave. the grant proposal is to install new lighting, possibly an electronic sign and charging stations for electric

cars.

9. Wolfington said the old Rob's Motel on Hwy 9 east next to Ambush park has been cleaned up. This particular piece of land is not in the City limits, however it abuts the City limits.
10. Wolfington said the flowers will start to go out on the streets next week. The Band Boosters will again water the flowers. Funding for the flowers are through the annual Mayor's Mingle event the Thursday before Kid Day Weekend.
11. Bangsund asked about the creamery building, and Wolfington said it is for sale and hopes the right owner comes along.

There being no additional items to come before the Board, it was moved by Hanson, seconded by Dokkebakken and carried unanimously to adjourn the meeting at 12:51 p.m.

Public Employees Retirement Association of Minnesota

60 Empire Drive, Suite 200
St. Paul, MN 55103-2088
Phone: 651-296-7460 or 1-800-652-9026
Website: www.mnpera.org



July 19, 2021

PERA ID:
3396-00

Governing Body and Fire Chief
Benson Fire Department

glen.pederson@co.swift.mn.us; rob.lee@co.swift.mn.us

In accordance with Minnesota Statutes 353G.08, I have determined the 2022 required contribution to cover your volunteer firefighters enrolled in the statewide volunteer firefighter plan. Any amount payable is due to PERA before December 31, 2022. Please refer to attached schedules for detailed information regarding the calculations.

| | |
|---|---------------------------|
| Service Pension Level: | \$1,500 |
| Overall Funding Balance For Current Calendar Year | \$125,512 |
| Funding Ratio | 123% |
| This account is considered to have: | Surplus Over Full Funding |

| | |
|--|------------|
| Financial Requirement at 12/31/2022 | \$23,509 |
| Reductions to the Financial Requirement: | (\$83,975) |

Required Contribution Due by 12/31/2022

None

Contributions to the statewide volunteer firefighter plan above and beyond any required contributions may be made at any time. Please contact me if you would like to make a voluntary contribution to your plan account.

On behalf of the statewide volunteer firefighter plan advisory board, I hereby direct you to distribute this report to your membership.

If you have any questions, please do not hesitate to contact me by phone (651-201-2666) or by email (sharyn.north@mnpera.org).

Sincerely,

A handwritten signature in cursive script that reads "Sharyn North".

Sharyn North
Accounting Officer Principal, PERA

1. Overall Funding Balance For Current Calendar Year

| Projection of Present Assets | 2021 |
|--------------------------------------|-------------------|
| Anticipated receipts (disbursements) | |
| Fire State Aid | \$ 34,769 |
| Fire Supplemental Aid | 7,415 |
| Supplemental Benefit Reimbursement | 1,000 |
| Voluntary Municipal Contribution | - |
| Required Municipal Contribution | - |
| Adjustment to Initial Asset Transfer | - |
| Net Investment Income | 36,321 |
| PERA Administrative Fee | (900) |
| Auditor/Accounting Fee | - |
| SBI Investment Fee | (30) |
| Benefit Payments | (7,680) |
| Net Change in Present Assets | <u>\$ 70,895</u> |
| Assets - Beginning 12/31/2020 | \$ 605,351 |
| Projected Assets - Ending 12/31/2021 | <u>\$ 676,246</u> |

Calculation of total accrued liability 12/31/2021

See attached member report \$ 550,733

Conclusion on overall funding balance:

| | |
|--|-------------------|
| Projected Present Assets 12/31/2021 | \$ 676,246 |
| Accrued Liability 12/31/2021 | <u>\$ 550,733</u> |
| Amount of surplus/(deficit) 12/31/2021 | <u>\$ 125,512</u> |
| Funding Ratio | 122.79% |

This account is considered to have:

Surplus Over Full Funding

2. Financial Requirement For Following Calendar Year

Calculation of total accrued liability 12/31/2022

See attached member report \$ 585,894

Calculation of the increase in total liability

| | | | |
|--------------------------------------|----|---------------|--|
| Total Accrued Liability 12/31/2022 | \$ | 585,894 | |
| Total Accrued Liability 12/31/2021 | \$ | 550,733 | |
| Amount increase in accrued liability | \$ | <u>35,160</u> | |

Calculation of administrative fees

Per member rate of \$30 \$ 900

Financial Requirement: Fully Funded

| | | | |
|-----------------------------|----|--------|-----|
| Increase in total liability | \$ | 35,160 | |
| Administrative fees | \$ | 900 | N/A |

Financial Requirement: Deficit From Full Funding

| | | | |
|-----------------------------|----|--------|-----|
| Increase in total liability | \$ | 35,160 | |
| Administrative fees | \$ | 900 | |
| Charge one-tenth of deficit | \$ | - | N/A |

Financial Requirement: Surplus Over Full Funding

| | | | |
|---|----|-------------|-----------|
| Increase in total liability | \$ | 35,160 | |
| Administrative fees | \$ | 900 | |
| Credit one-tenth of surplus if third year | \$ | (12,551.21) | \$ 23,509 |

Financial Requirement at 12/31/2022 \$ 23,509

3. Required Contribution of the Sponsoring Entity

Determination of the required contribution due by 12/31/2022

| | | | |
|--|----|-----------------|--|
| Financial Requirement at 12/31/2022 | \$ | 23,509 | |
| Reductions to the financial requirement: | | | |
| Fire State Aid Current Year @ 1.035 | \$ | (35,986) | |
| Supplemental State Aid Current Year | \$ | (7,415) | |
| 6% Interest on Projected Present Assets | \$ | <u>(40,575)</u> | |

Required Contribution Due by 12/31/2022 NONE

Name of Entity: Benson Fire Department

Calculation Date: July 19, 2021
 Prior Year 12/31/2020
 Current Year 12/31/2021

Note: Accrued Liability is based on factors such as age of member when joined the department, years to age 50, and years of service; may not equal payout amount.

| | |
|------------------------------------|-----------|
| Input: | |
| Prior Year Fire State Aid: | 33,593 |
| Prior Year Supplemental State Aid: | 7,415 |
| Prior Year Plan Assets | 605,351 |
| Current YTD Paid Benefits | 7,680 |
| Member Data | See Below |
| Number of Firefighters: | 30 |
| PERA Benefit Level: | \$ 1,500 |

| Accrued Liability | | |
|-------------------|-----------|------------|
| 12/31/2021 | Increase | 12/31/2022 |
| \$ 550,733 | \$ 35,160 | \$ 585,894 |

| Name | Status (Active or Deferred) | Birthdate (mm/dd/yyyy) | Fire Dept. Entry Date (mm/dd/yyyy) | Separation Date (If Deferred) | Ben Level at Separation (If Deferred) | Through 12/31/2021 | | Through 12/31/2022 | | Normal Cost (Change in Liability) |
|------------------------------|--------------------------------|---------------------------|--|-------------------------------------|---|---------------------|----------------------|---------------------|----------------------|---|
| | | | | | | Years of Service | Accrued Liability | Years of Service | Accrued Liability | |
| ASCHERMAN, TOM | Active | | 06/03/1998 | | | 24 | \$ 36,000 | 25 | \$ 37,500 | \$ 1,500 |
| BENSON, STEVEN J | Active | | 06/03/1998 | | | 24 | \$ 36,000 | 25 | \$ 37,500 | \$ 1,500 |
| BROESDER, DARYL | Active | | 06/06/2018 | | | 4 | \$ 3,570 | 5 | \$ 4,600 | \$ 1,030 |
| BUDDY, RYAN A | Active | | 06/06/2018 | | | 4 | \$ 3,570 | 5 | \$ 4,600 | \$ 1,030 |
| CARRUTH, CHRISTOPHER | Active | | 06/06/2018 | | | 4 | \$ 3,333 | 5 | \$ 4,295 | \$ 962 |
| DEHAAN, JEFFREY D | Active | | 05/04/1988 | | | 31 | \$ 46,500 | 32 | \$ 48,000 | \$ 1,500 |
| FOLEY, THOMAS R | Active | | 02/18/2015 | | | 7 | \$ 6,396 | 8 | \$ 7,542 | \$ 1,146 |
| GOLDEN, ADAM | Active | | 03/05/2014 | | | 8 | \$ 8,076 | 9 | \$ 9,377 | \$ 1,301 |
| HERMES, DAN | Active | | 02/18/2015 | | | 7 | \$ 6,849 | 8 | \$ 8,076 | \$ 1,227 |
| HILL, BRENT | Active | | 09/07/1988 | | | 33 | \$ 49,500 | 34 | \$ 51,000 | \$ 1,500 |
| HILL, MIKE | Active | | 10/04/2006 | | | 15 | \$ 14,804 | 16 | \$ 16,328 | \$ 1,524 |
| HOBERG, ROBERT | Active | | 11/01/2002 | | | 19 | \$ 24,814 | 20 | \$ 27,037 | \$ 2,224 |
| LARSON, PAUL W | Active | | 05/02/2012 | | | 10 | \$ 10,756 | 11 | \$ 12,217 | \$ 1,461 |
| LEE, ROBERT E | Active | | 11/01/2002 | | | 19 | \$ 27,548 | 20 | \$ 30,000 | \$ 2,452 |
| MATTHEISEN, MATTHEW J | Active | | 10/06/1993 | | | 27 | \$ 34,974 | 28 | \$ 37,622 | \$ 2,647 |
| MC VINUA, JASON D | Active | | 02/18/2015 | | | 7 | \$ 6,849 | 8 | \$ 8,076 | \$ 1,227 |
| MOTZKO, NATHAN | Active | | 07/01/2015 | | | 7 | \$ 5,741 | 8 | \$ 6,770 | \$ 1,028 |
| NOKLEBY, MARC T | Active | | 06/06/2018 | | | 4 | \$ 3,570 | 5 | \$ 4,600 | \$ 1,030 |
| PLUMHOFF, MARK | Active | | 11/01/2002 | | | 19 | \$ 27,548 | 20 | \$ 30,000 | \$ 2,452 |
| REUSS, JEFF | Active | | 01/17/2001 | | | 25 | \$ 37,500 | 26 | \$ 39,000 | \$ 1,500 |
| ROEMEN, SEAN | Active | | 01/01/2011 | | | 11 | \$ 12,217 | 12 | \$ 13,766 | \$ 1,549 |
| SCHAUER, JEREMY | Active | | 10/06/2004 | | | 17 | \$ 21,498 | 18 | \$ 23,550 | \$ 2,052 |
| SCHWAEGL, KALE | Active | | 07/01/2020 | | | 2 | \$ 1,681 | 3 | \$ 2,598 | \$ 917 |
| SCHWENDEMANN, KALEB | Active | | 10/03/2012 | | | 9 | \$ 8,756 | 10 | \$ 10,044 | \$ 1,287 |
| STATON, DALTON | Active | | 06/06/2018 | | | 4 | \$ 3,215 | 5 | \$ 4,143 | \$ 928 |
| TOLIFSON, DAVE | Active | | 01/06/2010 | | | 12 | \$ 13,766 | 13 | \$ 15,408 | \$ 1,642 |
| TOLIFSON, ERIC | Active | | 10/04/2006 | | | 15 | \$ 17,108 | 16 | \$ 18,869 | \$ 1,761 |
| VOLLAN, DAVID S | Active | | 03/03/1993 | | | 29 | \$ 43,500 | 30 | \$ 45,000 | \$ 1,500 |
| WILLIAMS, MARTY | Active | | 10/01/2017 | | | 4 | \$ 3,333 | 5 | \$ 4,295 | \$ 962 |
| Eight firefighters @ \$80/mo | active | | | | | | \$ 31,760 | 0 | \$ 24,080 | \$ (7,680) |
| | | | | | | | \$ 550,733 | | \$ 585,894 | \$ 35,160 |

per actuary rpt 2016

**Benson Fire Department
Total Projected Present Assets at December 31, 2021**

Anticipated receipts and disbursements during 2021:

| | | | |
|---|--|-----------|---------------|
| Fire State Aid | | | 34,769 |
| Fire Supplemental Aid | | | 7,415 |
| Supplemental Benefit Reimbursement | | | 1,000 |
| Voluntary Municipal Contribution | | | |
| Required Municipal Contribution | | | - |
| Adjustment to Initial Asset Transfer | | | - |
| Net Investment Income | | | 36,321 |
| PERA Administrative Fee | | | (900) |
| Auditor/Accounting Fee | | | - |
| SBI Investment Fee | | | (30) |
| Benefit Payments | | | (7,680) |
| Net Change in Total Present Assets | | \$ | 70,895 |

Total Present Assets - Beginning 12/31/2020

| | | | |
|---|----|---------|------------|
| Assets Per GASB 68 or Inv Activity Report | \$ | 605,351 | |
| [adjustments] | \$ | - | |
| | \$ | - | \$ 605,351 |

Total Projected Present Assets - Ending 12/31/2021 \$ 676,246

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 Eric Payne Address 712 12th St S

Telephone: Home 347-209-2725 Business _____ Zip 56215

How long have you been a resident of Benson? 7 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: City Carrier Name of Employer: United States Postal Service

I am a member of the following civic organizations: Friends of Libraries
and Lions Club

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:

I enjoy marketing as well as networking to help bridge the gap between existing members of the community along with new residents. I am a big picture person and as an outsider I see the greater potential this city possesses.

Do you have any additional comments? As a father of 3 young children I'm always looking to provide a positive environment for youth to come together and encourage each other towards impactful growth and development.

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

RETURN APPLICATION TO:

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

PERSONAL INFORMATION:

Name Mike Nicholas Address 302 19th St. N Benson

Telephone: Home 612-251-4502 Business _____ Zip 56215

How long have you been a resident of Benson? 2 months

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: Quality Manager Name of Employer: CRM

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:

Previous Planning Commission and Heritage Preservation Board member in Elk River, MN, (3 years each).

Master's degree in Public Administration w/ emphasis in leadership and economic development.

Do you have any additional comments? My wife & I are originally from Alexandria. (she was born in Benson!) We moved here as 'empty nesters' to get back to our small town roots. I want to be of service to my new home/Community.

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.

Glen Pederson

From: Shelly Eldridge <SEldridge@ehlers-inc.com>
Sent: Wednesday, June 16, 2021 2:50 PM
To: Glen Pederson
Subject: RE: 2020 TIF Report
Attachments: Decertify Resolution TIF 7 2021.docx; OSA Decert form TIF 7.pdf

Glen,
Attached find a draft resolution to be passed by the Council after the City has confirmation from the County Assessor's office that the parcels are tax exempt. That resolution, along with the completed and signed Confirmation of Decertified District form, should be sent to the County Auditor. The Confirmation of Decertified TIF District form has 2 dates and a signature to be filled in. The County should complete Part B and send to the OSA. If they send it back to you, send it to me and I can forward it to the OSA.

Please send me copies of both of the resolution and form when it goes to the County and I will forward them to the OSA on your behalf.

Let me know if you have questions.

Shelly

Shelly Eldridge, CIPMA
Senior Municipal Advisor
O: (651) 697-8504 | ehlers-inc.com



*Val -
Please ADD
to CC August*

This e-mail and any attachments may contain information which is privileged or confidential. If you are not the intended recipient, note that any disclosure, copying, distribution or use of the contents of this message is prohibited. If you have received this e-mail in error, please destroy it and notify us immediately by return e-mail or at our telephone number, 800-552-1171. Any views or opinions presented in this e-mail are solely those of the author and may not represent the views or opinions of Ehlers Companies.

From: Glen Pederson <glen.pederson@city.co.swift.mn.us>
Sent: Wednesday, June 16, 2021 2:03 PM
To: Shelly Eldridge <SEldridge@ehlers-inc.com>
Subject: Re: 2020 TIF Report

My IT guy says that the reason it didn't go through was that it had an RTF extension on the file name. If you save it as a true word document or pdf then it should go through.

Sent from my iPhone

On Jun 16, 2021, at 1:34 PM, Shelly Eldridge <SEldridge@ehlers-inc.com> wrote:

One page each. I think it went through, as I didn't get a bounce back. So, it should be there when you get back. I'll be at a conference next week, but, I believe I'll be able to get some work done from there if you have questions.

**CITY OF BENSON
COUNTY OF SWIFT
STATE OF MINNESOTA
A RESOLUTION DECERTIFYING**

**TAX INCREMENT FINANCING DISTRICT NO.7
OF THE CITY OF BENSON**

WHEREAS, on June 5, 2017, the City of Benson (the "City") created its Tax Increment Financing District No.7, (the "District") within its Development District No. 4 (the "Project"); and

WHEREAS, Minnesota Statutes, Section 469.174 to 469.179 authorizes the City Council to decertify a tax increment financing district on any date after all bonds and other obligations have been satisfied; and

WHEREAS, as of the decertification date no obligations have been incurred to which tax increment from the District have been pledged; and

WHEREAS, the parcels included in the District will be classified as tax exempt and no tax increment shall be generated, and

WHEREAS, the City desires by this resolution to decertify the District effective _____, 2021, by which all taxing jurisdictions will benefit from an increased tax base effective for taxes payable in 2022, and

WHEREAS, there have been no tax increment received and there will be no excess tax increment in the account for the District that will be returned to the County Auditor for redistribution to the regular taxing jurisdictions.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Benson that it acknowledges such action was taken by the County Auditor of Swift County to decertify the District as a tax increment district and to no longer remit tax increment from the District to the City.

DATED: _____

Mayor

ATTEST:

(Seal)

CONFIRMATION OF DECERTIFIED TIF DISTRICT

The auditors from the TIF, Investment & Finance Division of the Office of the State Auditor (OSA) are reviewing our compliance with requirements of the TIF Act relating to decertification of the following TIF district. Please complete the information requested below in Part A and then forward the form the the County Auditor to be certified in Part B. Once the information has been completed by both the authorized TIF representative and the County Auditor, please return the from to the TIF Division of the OSA at the address listed below:

**Office of the State Auditor - TIF, Investment & Finance Division
525 Park Street, Suite 500 St. Paul, MN 55103**

PART A. To be completed by the TIF authorized representative:

County Auditor/Treasurer's Name: Kim Saterbak, County Auditor Date: _____

County Name: Swift County Address: 301 14th Street N, Benson MN 56215

TIF Authority Name: City of Benson

TIF District # and Name: Tax Increment Financing District No. 7

TIF District Type: Housing TIF Plan Approval Date: 6/5/2017

Certification Request Date: 1/4/2018 Certification Date: 1/4/2018

Required Decertification Date: 12/31/2045 Based on: Statutory Maximum Duration

(Information to be confirmed by the County Auditor)

- 1. Actual decertification date: _____ 2. Date of first tax increment received: None
- 3. Final tax increment distribution date N/A and amount \$ 0
- 4. Amount of excess tax increment returned to the county, if any \$ 0.00 and date N/A

Please note: If the district is decertifying early, please forward a copy of the resolution with this form to the County Auditor and the TIF Division.

Signature: _____ Date: _____

Name and title of the TIF authorized representative: Glen Pederson, Finance Director

PART B: To be completed by the County Auditor or representative

On behalf of the County Auditor/Treasurer, I certify that the above information, specifically information provided in questions 1-4, is correct with the following exceptions, if any:

Signature: _____ Date: _____

Name and title of the county representative: _____

Phone _____ Exceptions? No Yes If yes, please describe below:

Rob Wolfington

From: Joni Livingston <Joni.Livingston@mrenergy.com>
Sent: Tuesday, July 27, 2021 9:37 AM
To: Joni Livingston
Subject: MISO Emergency Alert Information
Attachments: MISO Operating Procedures and MRES response.pdf

SWIFT COUNTY SECURITY NOTICE :

This email originated from an external sender. Use caution before clicking on any links or attachments.

Good morning MRES Members in the MISO Footprint,

Within the first half of 2021, our region experienced a couple of extreme weather conditions that elicited emergency alerts from your regional transmission organization (RTO), which is the Midcontinent Independent System Operator (MISO). MISO operates the energy market and controls electrical reliability for your region. This email outlines how MRES plans to coordinate escalating emergency alerts issued by MISO that may be sent in the future. **Please note that MRES, as an individual participant, does not control the RTO's declaration of a regional emergency, nor is the declaration by the RTO a function of MRES' individual power supply circumstances.**

When electric supply and demand cannot be balanced with normal procedures, RTOs begin emergency operations using different levels of Energy Emergency Alerts (EEAs). In other words, EEAs typically are issued to reduce the immediate level of demand for electricity because the demand for electricity exceeds power supply generation. These EEAs are critical to maintaining the reliability of the electric grid and to mitigate uncontrolled system-wide outages. MRES is responsible for notifying you of these EEAs. Below are the procedures we've developed:

- MRES will notify members who own generation in the MISO footprint when MISO issues a **Max Gen Event (Step 1)** or **EEA1**, which is declared when all available resources are in use, generators are instructed to start off-line resources, and the use of reserves is not yet implemented. Under a Max Gen Event Step 1, generation-owning members may be called upon to run their generation as requested by MISO.
- MRES will notify **ALL** members in the MISO footprint when an EEA reaches a **Max Gen Event (Step 2,3,4)** or **EEA2**, which is declared when MISO will use contingency reserves and prepare for possible firm-load shed. During this event, MISO will implement demand management programs, purchase emergency energy, and issue public appeals.

During a **Level 2 event**, all electrical utilities in the region are asked to encourage customers to voluntarily reduce electrical usage at designated times, as much as possible. If an EEA Level 2 is issued, MRES will send members a public service announcement that can be sent to the local radio station, along with social media posts to place on the utility's Facebook, Twitter and Instagram accounts.

****As of 5 a.m. today (July 27), MISO is in a capacity advisory for the MISO market footprint. That means there is the potential for limited operating capacity margins in the next 2-3 days, and that MISO is preparing to implement its emergency procedures, if necessary. At this time, there is no need to issue public appeals to conserve energy.****

I have attached MISO's operating procedures that serves as a general guide for MISO's emergency operations messaging (see page 2 of the document). If you have any questions about these alerts, please feel free to contact me.

Warm regards,
Joni

Joni Livingston
Vice President of Member Services & Communications
Missouri River Energy Services
PO Box 88920
Sioux Falls, SD 57109
Phone: 800-678-4042 office
Phone: 605-261-3637 cell
Email: joni.livingston@mrenergy.com

www.mrenergy.com

www.redrockhydroproject.com

www.brightenergysolutions.com



MISO's carefully designed operating procedures ensure reliability and predictable outcomes during emergency or abnormal operating situations.

Protecting Reliability

To maintain the reliability of the electric system, MISO operates under a set of carefully designed operating procedures that define system conditions and guide system operator actions in a variety of conditions.

These procedures empower MISO to quickly adjust to system conditions as they unfold. For example, extreme weather patterns or unexpected increases or decreases in available electric generation can affect the balance of supply and demand on the transmission system.

Did you know?

- To maintain reliability, Conservative and Emergency operating conditions require a successive series of remedial actions.
- MISO must implement emergency procedures to use demand management (load modifying) resources. There are more than 9,000 MW of these resources.

Operating Conditions

- **Normal Operations:** MISO's Normal Operating Procedures (NOPs) guide our operation of the bulk electric system and are used during normal grid operations or, in some instances, to prevent an emergency. NOPs mitigate risk, facilitate the reliable and efficient operation of the electric system, and ensure compliance with federal and state regulatory requirements, reliability standards, and MISO's Tariff and contractual agreements.
- **Abnormal Operations:** MISO utilizes Abnormal Operating Procedures (AOPs) for events that deviate from normal but do not put the electric system at risk. Examples include malfunctioning software systems or other infrastructure problems affecting MISO or its members. The procedures help mitigate further risk and may include, but are not limited to, the back-up process used when a particular system fails.
- **Conservative Operations:** If conditions warrant, MISO will carefully transition from normal operating conditions to Conservative Operations to prepare local operating personnel for a potential event, and to prevent a situation or event from deteriorating. During conservative operations, non-critical maintenance of equipment is suspended or in some cases, returned to service. Operating personnel throughout the affected area are also in a higher state of alert. Conservative operation declarations may be initiated due to system conditions including severe weather, hot/cold weather, or geo-magnetic disturbance warning.
- **Emergency Operations:** Emergency Operating Procedures (EOPs) guide system operator actions when an event occurs on the electric system that has the potential to, or actually does, negatively impact system reliability. Emergency Operating Procedures are communicated in escalating order as advisories, alerts, warnings, and events. Advisories are provided for situational awareness of potential limited operating capacity. Alerts define the affected area and call to temporarily suspend generation unit maintenance in the defined area. During warnings, MISO may require external capacity resources to be available, or may curtail non-firm energy sales. MISO issues Max Gen Events due to a shortage of capacity resources. **During Emergency Events, MISO utilizes Emergency Pricing, which affects ex-post pricing, not system commitment or dispatch. Emergency Pricing will only be implemented during Max Gen Warnings, and Events, which may be caused by forced outages, higher than projected load, or other circumstances.**

Reference Documents

Find MISO's Reliability Operating Procedures on the MISO website:

<https://www.misoenergy.org/markets-and-operations/reliability-information/reliability-operating-procedures/>

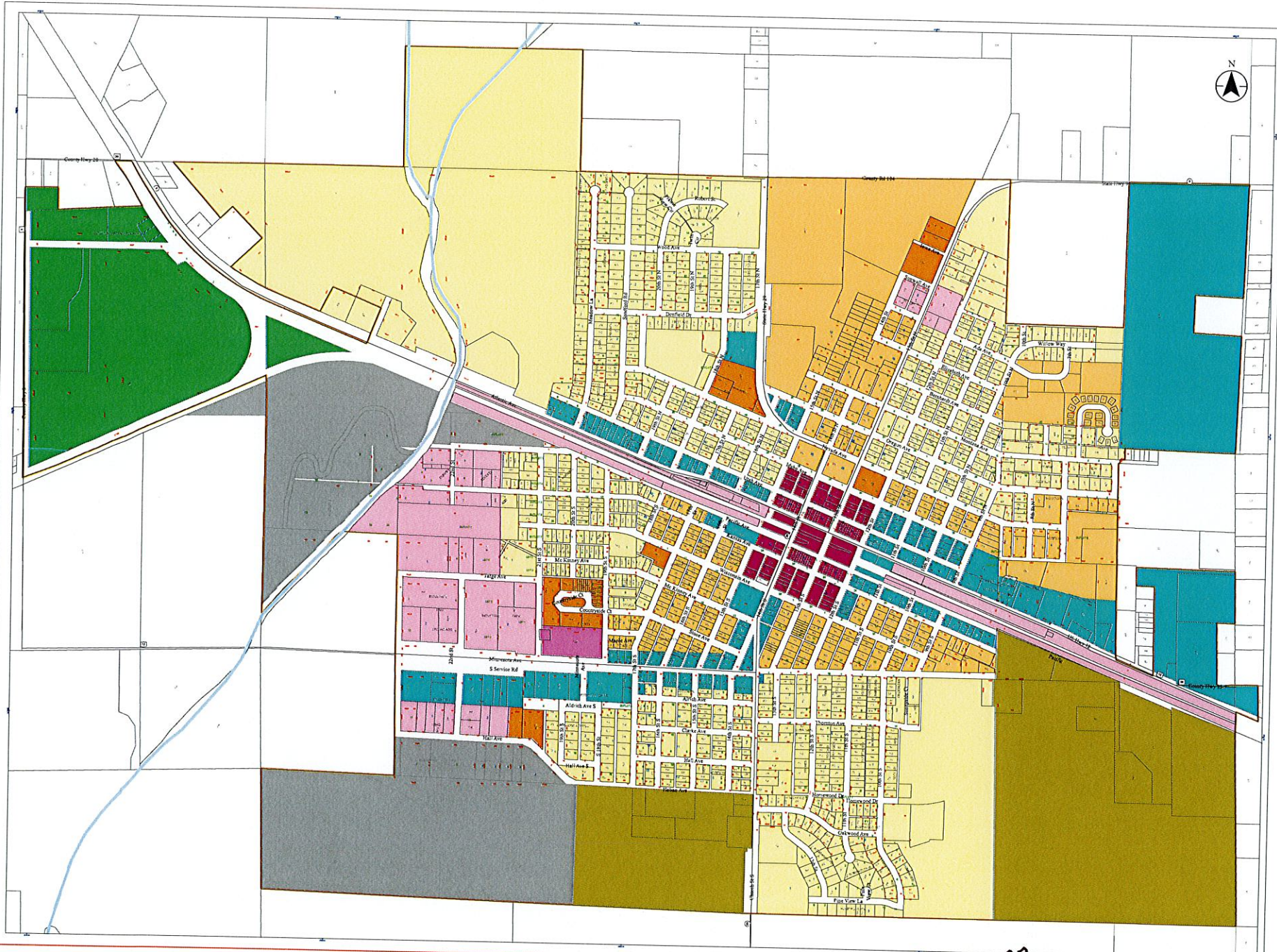


MISO Operating Procedures

General Guide to MISO's Emergency Operations Messaging

MISO's Emergency Operations messages define the area(s) involved, duration, and projections of system conditions. The table below is a summary, and does not replace or redefine MISO's Emergency Operations messages.

| Message | Communication Intent | Potential Member/MISO Actions |
|--|--|---|
| Conservative Operations Declaration | Alert for Situational Awareness: Reliability issue possible for defined area. | <ul style="list-style-type: none"> • Potentially suspend transmission maintenance • Review outage plans for deferral, cancellation |
| Hot Weather, Cold Weather or Severe Weather Alert | Alert for Situational Awareness: MISO could be approaching tight supply conditions. | <ul style="list-style-type: none"> • Review outage plans for deferral, cancellation |
| Capacity Advisory | Advisory for Situational Awareness: Potential for limited operating capacity margins (<5%) in the next 2-3 days. | <ul style="list-style-type: none"> • Update facility and generation outages, including de-rates • Update generation offers • Update Load Forecast Values • Update LMR Availability and Self Scheduled MW values • Update EDR offers |
| Transmission Advisory | Alert for Situational Awareness: Operational conditions may require emergency declarations; no specific actions required. | <ul style="list-style-type: none"> • Conditions may require a Local Transmission Emergency or a Transmission System Emergency declaration. |
| Min Gen Alert | Alert for Situational Awareness: MISO is forecasting a potential supply surplus. | <ul style="list-style-type: none"> • Prepare for de-commitment (taking generation off line), reduction in purchases or other actions |
| Max Gen Alert | Alert for Situational Awareness: MISO is forecasting a potential capacity shortage. | <ul style="list-style-type: none"> • Declare Conservative System Operations • Prepare for possible Max Gen Event |
| Max Gen Warning | Warning to Prepare for Possible Event | <ul style="list-style-type: none"> • Curtail non-firm exports • Schedule all available external resources into the MISO Market • Implement Emergency Pricing Offer Tier 1. This is an ex-post pricing change, and does not affect system commitment or dispatch. |
| Max Gen Event (Step 1) | Actions Taken to Preserve Operating Reserves: NERC Emergency Alert 1 **MRES to notify members who own generation | <ul style="list-style-type: none"> • All available resources in use • Generators instructed to start off-line resources. • Use of reserves not yet implemented. • Emergency Pricing Offer Tier 1 is still effective. |
| Max Gen Event (Steps 2, 3, 4) | Actions Taken to Preserve Firm Load: NERC Emergency Alert 2 (Step 3 declaration) **MRES to notify all members in the MISO footprint | <ul style="list-style-type: none"> • Implement demand management programs • Utilize Contingency Reserves • Purchase Emergency Energy • Issue Public Appeals • Prepare for possible firm load shed • Implement Emergency Pricing Offer Tier 2. This is an ex-post pricing change, and does not affect system commitment or dispatch. |
| Max Gen Event (Step 5) | Event Occurring: NERC Energy Emergency Alert 3 | <ul style="list-style-type: none"> • Shed firm load • Rolling brownouts or blackouts for defined area • Emergency Offer Tier 2 is still effective. |



CITY OF
BENSON MINNESOTA

Disclaimer: The City of Benson, MN, is not responsible for any errors or omissions in this map. The City of Benson, MN, is not responsible for any errors or omissions in this map. The City of Benson, MN, is not responsible for any errors or omissions in this map.



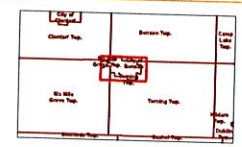
City of Benson, MN Zoning Map

April 2019

B2 —
B3 —
I1 —

| | | | |
|--|-------------------------------|--|--------------------------------|
| | A Agriculture | | I2 General Industrial |
| | B-1 Central Business District | | I3 Special Industrial |
| | B-2 General Business | | R-1 Low Density Residential |
| | B-3 Highway Business | | R-2 Medium Density Residential |
| | I-1 Limited Industrial | | R-3 High Density Residential |

0 375 750 1,125 1,500 Feet
1:5,000 Original document size of 2006 1 inch = 500 feet



**AN ORDINANCE TO AMEND TITLE XV: LAND USAGE, CHAPTER
154: ZONING; §§ 154.002 and 154.056 OF THE BENSON CITY CODE OF 2003**

The City of Benson does ordain:

Title XV, Chapter 154, § 154.002 (B) – *Definitions*, is hereby amended by adding the following paragraph:

SLAUGHTER FACILITY. A facility designed for the purpose of killing animals, skinning, dressing and cutting up of carcasses, wrapping for sale for human consumption with cooler and freezer storage and includes indoor confinement of animals while awaiting slaughter but shall not include any cooking or process related to processing plants such as smoking, curing or the manufacturing of meat by-products or any process related to rendering plants such as the manufacture of tallow, grease, glue, fertilizer or any other inedible product.

Title XV, Chapter 154, § 154.056 (B), INDUSTRIAL USES is hereby amended by adding the following line:

| DISTRICTS | A* | R-1* | R-2* | R-3* | B-1* | B-2* | B-3* | I-1* | I-2* | I-3* |
|--------------------|-----------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
| [...] | | | | | | | | | | |
| Slaughter Facility | N | N | N | N | N | C | C | P | P | P |

Mayor

Clerk

ATTEST as to form: _____

First Reading: _____

Second Reading: _____

Publication: _____