

**MINUTES - BENSON CITY COUNCIL REGULAR MEETING  
CITY HALL  
DECEMBER 16, 2024**

The meeting was called to order at 5:30 p.m. by Mayor Evenson. Members present: Jack Evenson, Nancy Maanum and Gary Landmark. Members Absent: Dan Enderson. Also present: City Clerk Valerie Alsaker, Director of Finance Lisa Kent, Public Works Director Elliot Nelson, City Manager Rob Wolfington, City Attorney Stephen Kowal, CEDA Representative Hillary Tweed, Police Chief Ian Hodge and Reed Anfinson.

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 Maanum, seconded by Landmark and carried unanimously to approve the agenda.

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

- December 2, 2024 City Council Minutes
- July 22, 2024 Park Board Minutes
- November 18, 2024 Cemetery Board Meeting
- October 7, 2024 Planning Commission Meeting
- Swift County HRA & RDA Merger Discussions
- Charter Channel Changes
- Charter Franchise Fee Payment
- Scott Collins Application for Park Board Member
- Electronic Transfers:
  - Payroll: November 28, 2024 - \$97,997.45
  - Journal Entries – November 2024 - \$4,458,383.98

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

No one was present to give the Golf Club Report.

It was moved by Maanum, seconded by Landmark and carried unanimously to approve appointing Hillary Tweed to the Hospital District Board.

Wolfington presented information from MRES and WAPA outlining the S-1 Power Sale Agreement (S-1) and the WAPA Drought adder increases for 2025. He went on to say he is working with MRES on our electric rates study, to rework some of the study that will reflect about a 4% increase in electric rates for the City of Benson. We should have that part of the study back by spring of 2025.

Nelson approached to present some revisions to the Cemetery Policies. One change is the City will contract for columbarium engraving, and other changes allow cemetery stone bases to be no larger than the width of the grave, and where the stone can be placed on the grave. After discussion, it was

moved by Landmark, seconded by Maanum and carried unanimously to approve the Cemetery Policy changes as presented.

Nelson presented the final pay request from Stantec Engineering on the Wastewater Treatment plant project. He said he met with Stantec per Council direction, and came to an agreement for a \$20,000 deduction to the project engineering costs. It was then moved by Maanum, seconded by Landmark and carried unanimously to approve the final pay request to Stantec Engineering for the Wastewater Treatment plant project engineering services in the amount of \$32,640.28.

Hodge approached with a capital authorization request to purchase eight new Taser10 tasers for the department. He said our current Tasers are a Taser 2, and are outdated. He said the cost of the Tasers will be spread over five years, for an annual cost of \$7,978.40, starting in 2025. He is asking to move forward with the request to lock in the 2024 prices. Several training cartridges are included in the cost and \$2,500 in training is part of the expense. After discussion, it was moved by Landmark, seconded by Maanum and carried unanimously to approve the Capital Authorization request for eight new Taser 10 tasers and training for a total amount of \$39,892.00, spread out over five years beginning in 2025.

Kent approached to present the Bad Debt list. It was moved by Maanum, seconded by Landmark and carried unanimously to write off the annual Utility Fund bad debt list for 2024 in the amount of \$10,235.12.

Councilmember Landmark offered the following resolution:

**RESOLUTION SETTING ASSESSMENTS FOR CURRENT SERVICES  
BY THE CITY OF BENSON, MINNESOTA FOR 2024 PAYABLE 2025  
(RESOLUTION NO. 2024-30)**

BE IT RESOLVED, by the Benson City Council that the following assessments for 2024 as prepared by the City Manager are hereby approved and made a part thereof; and,

BE IT FURTHER RESOLVED, that the assessments hereinafter noted shall be submitted to the County Auditor on or before December 18, 2024 and placed on the tax roll for collection with the taxes collectable in 2025.

<b>Charges</b>	<b>Name &amp; Mailing Address</b>	<b>Legal Description &amp; Parcel No.</b>	<b>Amount Due</b>
Mowing Charges 316 12 <sup>th</sup> St S	Susan McCall PO BOX 751303 Pataluma, CA 94975	1 <sup>st</sup> Railway Add Blk 3 Parcel #23-0337-000	\$160.31
Weed Removal 1428 Atlantic Ave	Noe Saul Cruz Flores 921 W. 54 <sup>th</sup> St Los Angeles, CA 90037	Benson (Original) Blk 33 Parcel #23-0209-000	\$192.38
Mowing Charges 1610 Minnesota Ave	Nancy Arne 265 HWY 29 NE Benson, MN 56215	McKinney's 2 <sup>nd</sup> Add Blk 4 Parcel #23-0492-000	\$384.75

Clean Overgrown bushes 209 9 <sup>th</sup> St N	Michael Buerskin 209 9 <sup>th</sup> St N Benson, MN	Benson (Original) Blk 3 Parcel #23-0015-000	\$620.00
Water Meter frost plate replaced 1705 Pacific Ave	Jennifer Miller 1925 McKinney Ave Benson, MN	H.W. Stones Add to Benson Blk 49 Parcel # 23-0542-000	\$120.00
Totals			\$1,477.44

Councilmember Maanum seconded the foregoing resolution and the following vote was recorded:  
 AYES: Evenson, Landmark, Maanum. NAYES: None. Thereupon the Mayor declared Resolution 2024-30 duly passed and adopted.

It was moved by Maanum, seconded by Landmark and carried unanimously to approve the first City Council meeting on January 2, 2025 at 5:30 p.m., and approve the following dates as City Council meeting dates for 2025:

- |                    |                    |
|--------------------|--------------------|
| January 2          | July 7             |
| January 13         | July 21            |
| February 3         | August 4           |
| February 18 (Tues) | August 18          |
| March 3            | September 2 (Tues) |
| March 17           | September 15       |
| April 7            | October 6          |
| April 21           | October 20         |
| May 5              | November 3         |
| May 19             | November 17        |
| June 2             | December 1         |
| June 16            | December 15        |

It was moved by Landmark, seconded by Maanum and carried unanimously to approve the bills and warrants in the amount of \$416,426.41.

Councilmember Maanum offered the following resolution:

**CITY OF BENSON  
 RESOLUTION ACCEPTING DONATIONS  
 (RESOLUTION NO. 2024-31)**

**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:

**Appleton Ridge Runners – Fire Department Donation - \$200**  
**Velde Moore LTD – Cemetery Donation - \$2,500**  
**Benson Lions Club – Beautify Benson Donation - \$500**  
**Agralite Electric Trust – Kid Day Donation - \$2,000**

**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 Landmark seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Landmark, Maanum. NAYES: None. Thereupon the Mayor declared Resolution 2024-31 duly passed and adopted.

Councilmember Landmark offered the following resolution:

**RESOLUTION AUTHORIZING AN INTERFUND LOAN FOR ADVANCE OF CERTAIN COSTS IN CONNECTION WITH TAX INCREMENT FINANCING DISTRICT NO. 8 (RESOLUTION 2024-32)**

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

Section 1. Background.

1.01. The City has approved the establishment of Tax Increment Financing District 8: Nelson Townhomes Project (the “TIF District”) within Municipal Development District No. 4 (the “Project Area”) and has adopted a Tax Increment Financing Plan (the “TIF Plan”) for the purpose of financing certain improvements within the Project Area.

1.02. The City has determined to pay for certain costs identified in the TIF Plan consisting of site planning, interest, and administrative costs (collectively, the “Qualified Costs”), which costs may be financed on a temporary basis from City funds available for such purposes.

1.03. Under Minnesota Statutes, Section 469.178, Subd. 7, the City is authorized to advance or loan money from the City’s general fund or any other fund from which such advances may be legally authorized, in order to finance the Qualified Costs.

1.04. The City intends to reimburse itself for the Qualified Costs from tax increments derived from the TIF District in accordance with the terms of this resolution (which terms are referred to collectively as the “Interfund Loan”).

Section 2. Terms of Interfund Loan.

2.01. The City hereby authorizes the advance of up to \$50,000 from the General fund or so much thereof as may be paid as Qualified Costs. The City shall reimburse itself for such advances from Available Tax Increment (defined below) together with interest at the rate of 4%, which does not exceed the greater of the rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 as of the date the loan is authorized. Interest accrues on the principal amount from the date of each tranche.

2.02. Principal and interest (“Payments”) on the outstanding Interfund Loan balance shall be paid annually on each December 31 (each a “Payment Date”), commencing on the first Payment Date on which the City has Available Tax Increment (defined below), or on any other dates determined by the City Manager, through the date of last receipt of tax increment from the TIF District.

2.03. Payments on this Interfund Loan are payable solely from “Available Tax Increment,” which shall mean, on each Payment Date, tax increment available after other obligations have been paid, or as determined by the City Manager, generated in the preceding twelve (12) months with respect to the property within the TIF District and remitted to the City by Swift County, all in accordance with Minnesota Statutes, Sections 469.174 to 469.1794, all inclusive, as amended. Payments on this Interfund Loan may be subordinated to any outstanding or future bonds, notes or contracts secured in whole or in part with Available Tax Increment, and are on parity with any other outstanding or future interfund loans secured in whole or in part with Available Tax Increment.

2.04. The principal sum and all accrued interest payable under this Interfund Loan are pre-payable in whole or in part at any time by the City without premium or penalty. No partial prepayment shall affect the amount or timing of any other regular payment otherwise required to be made under this Interfund Loan.

2.05. This Interfund Loan is evidence of an internal borrowing by the City in accordance with Minnesota Statutes, Section 469.178, Subd. 7, and is a limited obligation payable solely from Available Tax Increment pledged to the payment hereof under this resolution. This Interfund Loan and the interest hereon shall not be deemed to constitute a general obligation of the State of Minnesota or any political subdivision thereof, including, without limitation, the City. Neither the State of Minnesota, nor any political subdivision thereof shall be obligated to pay the principal of or interest on this Interfund Loan or other costs incident hereto except out of Available Tax Increment, and neither the full faith and credit nor the taxing power of the State of Minnesota or any political subdivision thereof is pledged to the payment of the principal of or interest on this Interfund Loan or other costs incident hereto. The City shall have no obligation to pay any principal amount of the Interfund Loan or accrued interest thereon, which may remain unpaid after the final Payment Date.

2.06. Before the latest decertification of any tax increment financing district from which the interfund loan is to be repaid, the City may modify or amend the terms of this Interfund Loan, in writing, by resolution of the City Council, including a determination to forgive the outstanding principal amount and accrued interest to the extent permissible under law.

Section 3. Effective Date. This resolution is effective upon the date of its approval.

Councilmember Maanum seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Landmark, Maanum. NAYES: None. Thereupon the Mayor declared Resolution 2024-32 duly passed and adopted.

Councilmember Maanum offered the following resolution:

**RESOLUTION ADOPTING SEWER RATES  
(RESOLUTION NO. 2024-33)**

WHEREAS, a review of current sewer revenues and expenses was conducted; and

WHEREAS, the water consumptions are falling which has a negative impact on revenues needed to cover fixed and variable expenses in the sewer fund; and

WHEREAS, the City Council has determined that the 2024 sewer rates were not adequate to meet the operating costs and debt service amounts for this fund.

NOW THEREFORE BE IT RESOLVED that the following water rates are adopted effective January 1, 2025:

	<b><u>SEWER</u></b>	
	<b>Current</b>	<b>2025</b>
<b>Unit Rate</b>	<b>\$8.25</b>	<b>\$8.50</b>
<b>Minimum Charge</b>	<b>\$41.25</b>	<b>\$42.50</b>

Councilmember Landmark seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Landmark, Maanum. NAYES: None. Thereupon the Mayor declared Resolution 2024-33 duly passed and adopted.

Councilmember Landmark offered the following resolution:

**RESOLUTION ADOPTING WATER RATES  
(RESOLUTION NO. 2024-34)**

WHEREAS, a review of current water revenues and expenses was conducted; and

WHEREAS, the water consumptions are falling which has a negative impact on revenues needed to cover fixed and variable expenses in the water funds; and

WHEREAS, the City Council has determined that the 2024 water rates were not adequate to meet the operating costs and debt service amounts for this fund.

NOW THEREFORE BE IT RESOLVED that the following water rates are adopted effective January 1, 2025:

	<b><u>WATER</u></b>	
<b>RESIDENTIAL</b>	<b>Current</b>	<b>2025</b>
Service Charge	\$28.00	\$29.00
Consumption Rates		
0-3 Units	\$ 2.75	\$ 2.90
4-7 Units	\$ 3.00	\$ 3.15
Over 7 Units	\$ 3.25	\$ 3.40

**COMMERCIAL**

Service Charge		
5/8" – 1" Meters	\$34.00	\$36.00
1¼" – 2" Meters	\$46.00	\$48.00
Larger than 2" Meters	\$78.00	\$79.00
Consumption Rate	\$ 3.00	\$ 3.15

Councilmember Maanum seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Landmark, Maanum. NAYES: None. Thereupon the Mayor declared Resolution 2024-34 duly passed and adopted.

Councilmember Maanum offered the following resolution:

**RESOLUTION ADOPTING GARBAGE RATES  
(RESOLUTION NO. 2024-35)**

WHEREAS, a review of current garbage revenues and expenses was conducted; and

WHEREAS, the garbage hauling and tipping costs have increased, which have a negative impact on the ability of the revenues to cover operating expenses; and

WHEREAS, the City Council has determined that the 2024 garbage rates were not adequate to meet the operating costs for this fund.

NOW THEREFORE BE IT RESOLVED that the following garbage rates are adopted effective January 1, 2025:

**GARBAGE CART RATES**

	<b>Current</b>	<b>2025</b>
35 Gallon Cart -per month	\$12.00	\$13.00
64 Gallon Cart -per month	\$16.00	\$17.00
96 Gallon Cart -per month	\$22.00	\$23.00

Councilmember Landmark seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Landmark, Maanum. NAYES: None. Thereupon the Mayor declared Resolution 2024-35 duly passed and adopted.

Councilmember Landmark offered the following resolution:

**RESOLUTION TO APPROVE BUDGETED TRANSFERS  
(RESOLUTION NO. 2024-36)**

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 2024 in order to fund certain projects or programs.

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

	<b>Budgeted</b>	<b>Transferred</b>
From Cemetery Perpetual Care to General Fund	1,000	1,038
From General Fund to Concrete Projects	40,000	40,000
<b>TOTAL</b>	<b>41,000</b>	<b>41,038</b>

Councilmember Maanum seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Landmark, Maanum. NAYES: None. Thereupon the Mayor declared Resolution 2024-36 duly passed and adopted.

Councilmember Maanum offered the following resolution:

**RESOLUTION TO APPROVE TRANSFER FROM LIBRARY ENDOWMENT FUND  
(RESOLUTION NO. 2024-37)**

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 \$204.04 in interest during 2024, and

WHEREAS, the City Council has budgeted to transfer interest earnings in an amount of \$300.00.

NOW, THEREFORE BE IT RESOLVED that the \$204.04 interest earned be transferred from the Library Endowment Fund to the operating Library Fund to help cover the costs of capital equipment.

Councilmember Landmark seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Landmark, Maanum. NAYES: None. Thereupon the Mayor declared Resolution 2024-37 duly passed and adopted.

Councilmember Maanum offered the following resolution:

**RESOLUTION AUTHORIZING TRANSFER OF XCEL ENERGY GRANT DOLLARS FOR  
ECONOMIC DEVELOPMENT PURPOSES  
(RESOLUTION 2024-38)**

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:

<b>Name</b>	<b>Budget</b>	<b>Transfer Out</b>
2020 Deferred Maintenance	\$1,442,600	\$32,640.28

**NOW, THEREFORE, BE IT RESOLVED** that \$32,640.28 as itemized on the attached invoices to be transferred from the NSP Grant Fund to the Sewer Fund.

Councilmember Landmark seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Landmark, Maanum. NAYES: None. Thereupon the Mayor declared Resolution 2024-38 duly passed and adopted.

Councilmember Maanum offered the following resolution:

**RESOLUTION ADOPTING FINAL 2024 PROPERTY  
TAX LEVY, COLLECTIBLE IN 2025  
(RESOLUTION NO. 2024-39)**

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 2025, upon the taxable property in the City of Benson, for the following purposes:

General Fund Levy	\$460,262
Police Personnel	1,000,738
Library Fund Levy	165,674
G.O. CIP Bonds 2014 – Street Garage	69,990
G.O. CIP Bonds 2017 – Police Department	86,956
G.O Equipment Bond 2023-Police Depart	<u>14,469</u>
<b>TOTAL</b>	<b>1,798,089</b>

Councilmember Landmark seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Landmark, Maanum. NAYES: None. Thereupon the Mayor declared Resolution 2024-39 duly passed and adopted.

Councilmember Landmark offered the following resolution:

**RESOLUTION CERTIFYING THE FINAL GENERAL AND LIBRARY OPERATING BUDGET  
AND GENERAL CAPITAL OUTLAY BUDGET  
FOR THE CALENDAR YEAR 2025 FOR THE CITY OF BENSON, MINNESOTA  
(RESOLUTION NO. 2024-40)**

BE IT RESOLVED, that the Final General and Library Operating Budget and General Capital Outlay Budget for the City of Benson, Minnesota, for the fiscal year beginning January 1, 2025 and ending December 31, 2025 is hereby approved.

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

<b>Revenues</b>	
Taxes - General Fund	1,461,000
Taxes – Library	165,674
State Grants and Aids	1,653,053

Other Revenues	<u>959,339</u>
<b>Total Revenues</b>	<b>4,239,066</b>

**Expenditures**

General Government	496,825
Public Safety	1,651,121
Highways, Streets and Roads	928,150
Parks and Recreation	632,675
Public Transit	12,000
Library	187,908
Capital Outlay	97,000
Other Expenditures	<u>233,387</u>
<b>Total Expenditures</b>	<b>4,239,066</b>

**Excess (Deficiency) of Revenues over Expenditures** **\$0**

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.

Councilmember Maanum seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Landmark, Maanum. NAYES: None. Thereupon the Mayor declared Resolution 2024-40 duly passed and adopted.

Kent presented the enterprise fund budgets and 10-year capital improvement plan. After discussion, it was moved by Landmark, seconded by Maanum and carried unanimously to approve the Utility Budget as presented.

Next Kent presented the following budgets:

- Library Endowment Fund
- Concrete Projects Fund
- Small Cities Grant Fund 2005
- Small Cities Grant Fund 2017
- Garbage Collection Fund
- Liquor Fund
- Perpetual Care Cemetery
- Storm Water Fund
- Xcel Grant Budget
- Small Cities Grant Fund 2009
- Tax Increment Financing District #8
- Small Cities Grant Fund 2020

After discussion, it was moved by Landmark, seconded by Maanum and carried unanimously to approve the 2025 budgets as presented.

There being no further business to come before the Council a motion was made by Maanum, seconded by Landmark and carried unanimously to adjourn the Council meeting at 5:53 p.m.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk