

**MINUTES - BENSON CITY COUNCIL REGULAR MEETING
CITY HALL
FEBRUARY 6, 2023**

The meeting was called to order at 5:30 p.m. by Mayor Evenson. Members present: Dan Enderson, Gary Landmark, Mark Schreck, Chris Carruth & Jack Evenson. Members Absent: None. Also present: City Manager Rob Wolfington, Director of Finance Glen Pederson, Administrative Assistant Val Alsaker, CEDA Representative Hillary Tweed, Accounting Clerk Lisa Kent, Fire Chief Jeff Reuss, Police Chief Ian Hodge, Public Works Director Dan Gens, Mike Amborn from Rodeberg Berryman, Todd Hagen from Ehlers and Associates & Reed Anfinson. Telephonically Liza Donabauer from David Drown and Associates and Russell Olson.

The Council recited the Pledge of Allegiance.

The Mayor asked for any changes to the agenda. Two applications to the Airport Board and a gambling permit were added. It was moved by Enderson, seconded by Carruth and carried unanimously to approve the amended agenda.

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

- January 17, 2023 City Council Minutes
- Jill Hedman Application to the Library Board Term Expiring 12/31/2025
- Xcel Grant Quarterly Report
- Prairie 5 Sr. Nutrition Program Round Table Meeting 2/24/2023
- Charter Communications Channel Change
- Magney Construction Pay Request #6 – Clearwell - \$38,185.25-Bal to Finish-\$901,902.49
- Bolton & Menk – BBB Master Plan - \$20,400.00
- Bolton & Menk – WWTF Flood Protection - \$36,731.48-Bal to Finish-\$55,223.34
- Eaton – Load Management Control Boxes - \$33,169.68
- Electronic Transfers:
Payroll: January 26, 2023 - \$102,766.93
Journal Entries: December 2023 - \$12,250,473.68

There was no one with unscheduled business.

Todd Hagen with Ehler’s and Associates and Pederson approached the Council to discuss equipment bonding previously discussed. Hagen explained the bonding process. This bond is for equipment for the Police Department, Fire Department, Sewer, water and electric equipment. It will have a 10-year payback and by bundling we can hope for some low bids. It is a short-term bond which is appealing to investors. The Council discussed the investments and how bonding can help with cash flow. After discussion Councilmember Landmark offered the following resolution:

**RESOLUTION Providing for the Sale of
\$2,180,000 General Obligation Capital Notes, Series 2023A
(Resolution 2023-08)**

- A. WHEREAS, the City Council of the City of Benson, Minnesota has heretofore determined that it is necessary and expedient to issue the City’s \$2,180,000 General Obligation Capital Notes, Series 2023A (the “Notes”), to finance the acquisition of various capital equipment for the City; and

- B. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota (“Ehlers”), as its independent municipal advisor for the Notes in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

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

1. Authorization; Findings. The City Council hereby authorizes Ehlers to assist the City for the sale for the Notes.
2. Meeting: Proposal Opening. The City Council shall meet at 5:30 p.m. of March 6, 2023, for the purpose of considering proposals for and awarding the sale of the Notes.
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 Notes and to execute and deliver it on behalf of the City upon its completion.

Councilmember Schreck seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Schreck, Enderson, Landmark, Carruth. NAYES: None. Thereupon the Mayor declared Resolution 2023-08 duly passed and adopted.

Councilmember Schreck offered the following resolution:

**Resolution Determining the Necessity to Issue Not to Exceed
\$2,200,000 General Obligation Capital Notes of 2023
(RESOLUTION 2023-09)**

- A. WHEREAS, Minnesota Statutes, Sections 410.32 and 412.301, authorize the council to issue capital notes within existing debt limits for the purpose of purchasing capital equipment; and
- B. WHEREAS, said statute also provides that if the amount of the capital notes to be issued to finance such equipment exceeds 0.25% of the estimated market value of taxable property in the City, the capital notes shall not be issued for at least ten days after publication in the official newspaper of a council resolution determining to issue them; and if before the end of that time, a petition asking for an election on the proposition signed by voters equal to ten percent of the number of voters at the last regular municipal election is filed with the clerk, the capital notes shall not be issued until the proposition of their issuance has been approved by a majority of the votes cast on the question at a regular or special election; and
- C. WHEREAS, the council proposes to issue the capital notes for said purposes in an amount which exceeds 0.25% of the estimated market value of taxable property in the City; and

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

1. Purpose. That it is necessary and expedient for the City Council to issue General Obligation Capital Notes of 2023, pursuant to Minnesota Statutes, Sections 410.32 and 412.301, in an amount of not to exceed \$2,200,000 for financing the acquisition of various capital equipment for police, fire, water, electric, and sewer services in the City (the "Notes").

2. Amount. The amount of the Notes is hereby determined and declared to be more than 0.25% of the estimated market value of taxable property in the City.
3. Publication. The Clerk is authorized and directed to publish this resolution in the official newspaper of the City.
4. Time. At least ten days shall elapse after publication in the official newspaper of the City of this resolution before the Notes may be issued.

Councilmember Carruth seconded the foregoing resolution and the following vote was recorded: AYES: Evenson, Schreck, Enderson, Landmark, Carruth. NAYES: None. Thereupon the Mayor declared Resolution 2023-09 duly passed and adopted.

Mike Amborn with Rodeberg & Berryman, Inc. gave a presentation on public improvements and the special assessment process. Wolfington said he invited Amborn to give the presentation for Council consideration based on a previous request for more information. The Mayor thanked Amborn for his presentation.

Next Liza Donabauer from David Drown Associates appeared telephonically to update the City Council on the City Manager search. She said there were 12 applicants for the position. She narrowed the field down to 5 who met the Council qualifications. One applicant already withdrew their application. She said at this point she would usually ask for the Council's top picks, but she asked the Council to forego this step and move all 4 applicants on to the interview process. Next was discussion on the schedule for the interviews. Donabauer asked if the City Council would be willing to approve a night stay in a local hotel. She said only one candidate coming from Michigan would require a hotel stay for 2 nights. Mileage allowance was also discussed to which the Council denied the mileage reimbursement request. Wolfington added one change to the interview schedule. There will be department heads and labor staff interviews as well. It was then moved by Schreck, seconded by Carruth and carried unanimously to have Donabauer extend an invitation to interview to the final 4 candidates. It was then moved by Schreck, seconded by Carruth and carried unanimously to approve the interview schedule as presented for February 21 & 22, 2023. It was moved by Schreck, seconded by Carruth and carried unanimously to approve 2 nights stay at a local hotel for the candidate from Michigan for room and tax.

It was moved by Landmark, seconded by Schreck and carried unanimously to approve the 2nd Reading of an Interim Ordinance to Establish a Moratorium on the Sale of Certain Cannabinoid and/or Cannabis Products Within the City of Benson.

Wolfington updated the Council on the 115KV powerline project from Appleton to Benson. He said there has been delays in negotiating routes and ownership of the lines. He said we will start to see activity ramping up on this powerline as permitting and planning are moving forward.

Wolfington said Prairie Five Rides have been leasing garage space from us at the street garage since they took over transit operations. They are asking to renew the annual lease for that garage space. After discussion it was moved by Enderson, seconded by Carruth and carried unanimously to approve the lease agreement for 2023 as presented.

Wolfington presented a State Office of Aeronautics contract for signature. The project is for updating the airport master plan. The Federal dollar commitment is \$111,150 which is 90% of the cost of the update. The State and the City of Benson must each commit 5% each. The City's share is \$6,175. It was moved by Schreck, seconded by Carruth to authorize Lisa Kent and the Mayor to sign the State Airport Fund Grant Agreement.

Next Gens approached the Council He presented a Capital Authorization Request for a new John Deere Mower. He said it is a 14 bushel dump mower. It goes over budget, but is very handy for smaller

jobs such as in the cemetery. He said the mower is also on the State bid list. After discussion, it was moved by Landmark, seconded by Carruth and carried unanimously to approve the purchase of a John Deere Z997R Diesel with a 14-bushel dump in the amount of \$26,525.00.

Next Gens presented a capital authorization request for a used 2006 John Deere bull dozer at a cost of \$68,000. He said we have the 1989 bulldozer we purchased used several years ago for \$20,000. Trade in on this will be \$18,000. After discussion, it was moved by Landmark, seconded by Schreck and carried unanimously to approve the purchase of a 2006 used John Deere 550J bulldozer at a cost of \$50,000 after trade-in.

Gens then presented a final capital authorization request for a new 2023 CASE loader/backhoe. Cost is \$135,546.04. This is also on the State bid. This backhoe is larger which will allow us to perform larger projects instead of contracting these services out. He went on to say we would trade in the CASE 580N smaller backhoe at a cost of \$52,006.80. After discussion, it was moved by Schreck, seconded by Carruth and carried unanimously to approve the purchase of the CASE 590N loader/backhoe at a cost after trade-in of \$83,539.24.

Wolfington discussed the Council Strategic Planning Session scheduled for March 10-11, 2023. It will be held at the Golf Club. He shared the meeting orchestration plans. Marcy Douglas will be conducting the event.

Wolfington said upon Director of Finance Glen Pederson's retirement, his position left a vacancy. The position was posted, interviews conducted and he made the recommendation to the personnel committee to appoint Lisa Kent as the Director of Finance and Valerie Alsaker as the City Clerk. After discussion, it was moved by Schreck, seconded by Enderson and carried unanimously to appoint Kent as the Director of Finance at an annual salary of \$86,500. It was then moved by Land mark, seconded by Carruth and carried unanimously to appoint Alsaker as the City Clerk at an annual salary of \$73,200. Wolfington stated they will assume their new duties on February 10, 2023.

It was moved by Schreck, seconded by Carruth and carried unanimously to appoint Gene Doscher and Kelly Lindblad to the Airport Commission with their terms expiring on December 31, 2025.

It was them moved by Landmark, seconded by Carruth and carried unanimously to approve a gambling permit for the Swift County Gobblers for March 24, 2023.

Mayor Evenson then presented a flag to Pederson and congratulated him for his 38 years of dedicated service to the City of Benson.

There being no further business to come before the Council a motion was made by Schreck, seconded by Carruth and carried unanimously to adjourn the Council meeting at 7:01 p.m.

Mayor

City Clerk