

**Approved Minutes  
City Council Regular Session  
February 9, 2015  
Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on February 9, 2015 at 7:00 p.m. by Mayor Wertish

City Council Members present were Al Rohlik, Jeff Pike, Jeremy Hinderks, Brent Dahl and Shane Wohlman. Also present were Mayor Janette Wertish and City Administrator/Clerk Kari Gislason.

**1. Pledge of Allegiance**

**2. Approval of Agenda**

A motion was made by Al Rohlik and seconded by Jeremy Hinderks to approve the agenda. The motion carried 5 to 0.

**3. Approval of Minutes**

A motion was made by Shane Wohlman and seconded by Al Rohlik to approve the minutes of the Jan. 27, 2015 Regular Council Meeting. The motion carried 5 to 0.

**4. Invoices Payable**

A motion was made by Al Rohlik to approve the following invoices:

Check #	Name	Amount	Comments	Date
31450	ICMA	\$50.00	Sunvold, Nathan #302283	1/26/2015
31451	LOFFLER	\$3,934.00	Copy Machine	1/29/2015
31452	UNITED STATES POSTAL SERVICE	\$191.76	Postage - Utility	1/29/2015
031453	AFLAC	\$51.52	Insurance	2/9/2015
031454	AMERIPRIDE SERVICES, INC	\$114.42	Community Center Contractual	2/9/2015
031455	ARVIG COMMUNICATION SYSTEMS	\$43.81	City Hall Internet	2/9/2015
031455	ARVIG COMMUNICATION SYSTEMS	\$43.81	Public Works Internet	2/9/2015
031455	ARVIG COMMUNICATION SYSTEMS	\$43.81	Police Dept. Internet	2/9/2015
031455	ARVIG COMMUNICATION SYSTEMS	\$43.82	Sewer Internet	2/9/2015
031456	AUTO COLLISION & COLOUR	\$257.79	Door Repairs - '99 Chevy 3500 HD	2/9/2015
031457	DANUBE LUMBER SUPPLY	\$3.99	Water Supplies	2/9/2015
031457	DANUBE LUMBER SUPPLY	\$220.74	Wastewater Supplies	2/9/2015
031457	DANUBE LUMBER SUPPLY	\$108.28	Park Supplies	2/9/2015
031458	GENERAL FUND	\$500.00	Sewer Bookkeeping	2/9/2015
031458	GENERAL FUND	\$500.00	Water Bookkeeping	2/9/2015
031459	GOPHER STATE ONE-CALL, INC	\$2.90	Water Contractual	2/9/2015
031459	GOPHER STATE ONE-CALL, INC	\$2.90	Sewer Contractual	2/9/2015
031460	GREAT PLAINS NATURAL GAS	\$196.80	Library Gas Service	2/9/2015
031460	GREAT PLAINS NATURAL GAS	\$307.34	Police Dept. Gas	2/9/2015
031460	GREAT PLAINS NATURAL GAS	\$218.68	Clerk Gas Service	2/9/2015

031460	GREAT PLAINS NATURAL GAS	\$313.42	Community Center Gas Service	2/9/2015
031460	GREAT PLAINS NATURAL GAS	\$1,237.99	Water Gas Service	2/9/2015
031460	GREAT PLAINS NATURAL GAS	\$476.29	Sewer Gas Service	2/9/2015
031460	GREAT PLAINS NATURAL GAS	\$378.82	Fire Dept. Gas	2/9/2015
031461	HACH COMPANY	\$572.48	Wastewater Supplies	2/9/2015
031462	HILLYARD FLOOR CARE SUPPLY	\$152.20	Community Center Supplies	2/9/2015
031463	LANG S AUTOMOTIVE CENTER, INC.	\$12.98	Park Supplies	2/9/2015
031463	LANG S AUTOMOTIVE CENTER, INC.	\$47.45	Fire Dept. Supplies	2/9/2015
031463	LANG S AUTOMOTIVE CENTER, INC.	\$383.25	Shop Supplies	2/9/2015
031463	LANG S AUTOMOTIVE CENTER, INC.	\$15.49	PD Supplies	2/9/2015
031464	LEAGUE OF MINNESOTA CITIES	\$425.00	PATROL subscription	2/9/2015
031465	MAIN STREET BAR & GRILL	\$700.00	Police Building Rent	2/9/2015
031466	MAYNARD S FOOD CENTER	\$15.49	Supplies - PD	2/9/2015
031467	MN PIPE & EQUIPMENT	\$335.06	Water Supplies	2/9/2015
031467	MN PIPE & EQUIPMENT	\$66.65	Water Supplies	2/9/2015
031468	MN STATE FIRE DEPT ASSOC.	\$135.00	2015 MSFDA Membership Dues	2/9/2015
031469	MVTL LABORATORIES, INC.	\$487.75	Sewer Testing	2/9/2015
031469	MVTL LABORATORIES, INC.	\$251.75	Sewer Testing	2/9/2015
031469	MVTL LABORATORIES, INC.	\$29.50	Water Testing	2/9/2015
031469	MVTL LABORATORIES, INC.	\$174.50	Sewer Testing	2/9/2015
031470	NCPERS MINNESOTA	\$80.00	Insurance	2/9/2015
031471	NORTHLAND SECURITIES, INC.	\$435.00	Continuing Disclosure Reporting	2/9/2015
031472	QUILL CORPORATION	\$42.74	PDF Converter	2/9/2015
031473	RENCO PUBLISHING, INC.	\$532.44	Publishing	2/9/2015
031474	RENVILLE CO AUDITOR-TREAS.	\$121.00	Special Assessment Charges	2/9/2015
031475	RENVILLE COUNTY HIGHWAY	\$35.34	Plow Bolts	2/9/2015
031476	STEVEN J HINDERKS	\$125.00	Drain Repairs at 521 SW 2nd Street	2/9/2015
031476	STEVEN J HINDERKS	\$101.76	CC Bathroom Repairs	2/9/2015
031477	SW/WC SERVICE COOPERATIVES	\$1,047.00	Medical Insurance-Sewer	2/9/2015
031477	SW/WC SERVICE COOPERATIVES	\$382.50	Medical Insurance-Jodi	2/9/2015
031477	SW/WC SERVICE COOPERATIVES	\$2,859.00	Medical Insurance-Police	2/9/2015
031477	SW/WC SERVICE COOPERATIVES	\$664.50	Medical Insurance-Jodi	2/9/2015
031477	SW/WC SERVICE COOPERATIVES	\$1,047.00	Medical Insurance-Water	2/9/2015
031477	SW/WC SERVICE COOPERATIVES	\$1,047.00	Medical Insurance-Street	2/9/2015
031478	T.A. LAURITSEN	\$375.00	Jet Sewer - 521 SW 2nd Street	2/9/2015
031479	UNITED STATES POSTAL SERVICE	\$110.00	First Class Mailing Fee	2/9/2015
031479	UNITED STATES POSTAL SERVICE	\$110.00	First Class Mailing Fee	2/9/2015
031480	USABLE LIFE	\$20.45	Life Ins.	2/9/2015
031480	USABLE LIFE	\$20.45	Life Ins.	2/9/2015
031480	USABLE LIFE	\$20.44	Life Ins.	2/9/2015
031480	USABLE LIFE	\$28.48	Life Ins.	2/9/2015
031480	USABLE LIFE	\$12.26	Life Ins.	2/9/2015
031481	WEST CENTRAL SANITATION	\$416.28	Tax Assessed Refuse Paid	2/9/2015
031482	XCEL ENERGY	\$142.14	Fire Dept. Electric	2/9/2015
031482	XCEL ENERGY	\$89.85	Park Electric	2/9/2015
031482	XCEL ENERGY	\$281.30	City Hall Electric	2/9/2015
031482	XCEL ENERGY	\$253.17	Library Electric	2/9/2015
031482	XCEL ENERGY	\$403.21	Community Center	2/9/2015
031482	XCEL ENERGY	\$1,693.13	Water Electric	2/9/2015

031482	XCEL ENERGY	\$6,349.49	Sewer Electric	2/9/2015
	<b>Total</b>	<b>\$31,893.37</b>		

Shane Wohlman seconded the motion. The motion carried 5 to 0.

### 5. Monthly Financials

A motion was made by Brent Dahl and seconded by Jeff Pike to approve the monthly financials. The motion carried 5 to 0.

### 6. Public Comments: none

### 7. Committee/Staff Reports

#### A. Public Works

- Scott Clemenson attended the meeting to address concerns with parking and sewer at 521 SW 2nd. He also has concerns about the condition of 2<sup>nd</sup> Street near his home.
- The city recently purchased 522 3rd St NW. Discussed options for the property. Kari will check on pricing to demo the house on the property.
- Casey's is considering a site just outside of city limits for a store. They are requesting the frontage portion of the parcel be annexed into city limits. City Administrator/Clerk has discussed the possibility of annexing the property with Mark Erickson, Renville County Director of Environment and Community Development. The County will require the entire property be annexed into the city limits, not just the frontage portion. If the city annexes the entire portion, the present property owner could request a subdivision of the parcel. Casey's is also requesting water and sewer lines be extended to the site. Further details will be needed regarding the water and sewer request. The committee recommends annexing the entire parcel into city limits.

A motion was made by Shane Wohlman and seconded by Al Rohlik to approve the Public Works Committee recommendation and annex the entire parcel into city limits. The motion carried 5 to 0.

- Great Plains will be upgrading the gas lines in Renville. The attached map shows potential upgrades for 2015. Great Plains will contact residents regarding the project and will also be in touch with them regarding any down time. Down time will be minimal.
- The committee discussed the FCOC tif request. The city may be able to tie in road improvements to the project. More information will be needed from FCOC in order to provide a preliminary estimate of tax increment.
- Community Electric has been working on a plan and the quote for metering the downtown street lights.
- Rembrandt has some questions regarding elevated walkways for their proposed expansion. City staff will contact them for further details.
- Maria Ramirez recently attended a council meeting to address the bill she had due to a water leak in her home. As the water has gone through the meter, the committee feels the

bill is the responsibility of the homeowner. City staff will work out a payment arrangement with Ms. Ramirez.

A motion was made by Al Rohlik and seconded by Brent Dahl to forgive ½ the sewer charge that was incurred due to the leak - amount to be forgiven is \$883.22. Voting aye: Al Rohlik, Brent Dahl, Shane Wohlman. Voting nay: Jeremy Hinderks and Jeff Pike. The motion carried 3 to 2.

- Public Works Director, Pete Peterson has reported the warming house at the skating rink has been locked up due to vandalism issues. The skating rink can still be used. It was suggested a volunteer could monitor the warming house during certain hours.

A motion was made by Al Rohlik and seconded by Jeff Pike to approve the Public Works report as presented. The motion carried 5 to 0.

#### B. Human Resources

- Looking at another phone line or rollover of a present line for after-hours/non-emergency issues.
- Committee discussed a \$20/per phone cell phone allowance for the three police officers as they are required to possess and use a cell phone for city business. Most of this expense will be offset by the recent elimination of the fax land line. Committee recommends a \$20 cell phone allowance per full time officer

A motion was made by Al Rohlik and seconded by Jeremy Hinderks to provide a monthly \$20 cell phone allowance for each full time police officer. The motion carried 5 to 0.

- The HR committee will be conducting two interviews for the Community Center Custodian position Feb. 10
- The HR Committee recommends making the following change to the employee personnel policy:  
Compensatory Time. Authorized overtime work will usually be compensated for by allowing the employee time off. Compensatory time shall accrue only after the employee has worked forty hours in any one-week period and for police employees after ~~forty three~~ (43) eighty six (86) hours in any ~~one-week~~ two-week period.

A motion was made by Al Rohlik and seconded by Brent Dahl to make the noted changes to the employee personnel policy. The motion carried 5 to 0.

A motion was made by Al Rohlik and seconded by Shane Wohlman to approve the Human Resources Report as presented. The motion carried 5 to 0.

## C. City Administrator/Clerk

Kari Gislason reported the following:

- Reminder: City Hall is closed 2/16/15 for President's Day
- Had a nice turnout for the Arvig meeting last week. Arvig presenters provided maps of where fiber is in Renville and also provided a price list for local businesses
- Brandon Howard, Aaron Haen and I met with the consultants from Emergency Services Consulting, International last week regarding the shared service grant Renville County received

A motion was made by Shane Wohlman and seconded by Jeremy Hinderks to approve the City Administrator/Clerk report as presented. The motion carried 5 to 0.

## 8. Discussion Items

### A. Jon Driggs Zoning Permit -

A copy of the approved zoning permit for Jon Driggs for a post frame building at 405 Park Avenue West was shared with the council.

### B. CCT (Central Community Transit) Thank You -

A thank you letter from the CCT for a financial contribution was shared with the council.

## 9. Action Items

### A. Set Date for Public Hearing for Farmer's Co-op Oil Rezone Request

Farmers Co-op Oil has applied for a rezoning permit to change the zoning of Lots 1, 2, and 3 of Block 4 in Renville Estates from a R1 classification to a B2 classification.

A motion was made by Shane Wohlman and seconded by Brent Dahl to set a public hearing for 6:45 Monday March 9 in order to consider the rezoning request.

### B. Approve Pay Equity Report

A motion was made by Brent Dahl and seconded by Jeremy Hinderks to approve the 2015 Pay Equity Report. The motion carried 5 to 0.

### C. Establish Excavation Permit Fee

Discussion took place regarding establishing an excavation permit fee for communications and utility companies who require excavations within the city.

A motion to establish an excavation permit fee was made by Jeremy Hinderks and seconded by Shane Wohlman. The motion carried 5 to 0.

The actual fee and instances when the fee will be required will be discussed further.

**D. Resolution 03-15: Adopting the Renville County All-Hazard Mitigation Plan**

**CITY OF RENVILLE  
RESOLUTION 03-15  
RESOLUTION ADOPTING THE  
RENVILLE COUNTY ALL-HAZARD MITIGATION PLAN**

WHEREAS, the City of Renville has participated in the hazard mitigation planning process as established under the Disaster Mitigation Act of 2000, and

WHEREAS, the Act establishes a framework for the development of a multi-jurisdictional County Hazard Mitigation Plan; and

WHEREAS, the Act as part of the planning process requires public involvement and local coordination among neighboring local units of government and businesses; and

WHEREAS, the Renville County Plan includes a risk assessment including past hazards, hazards that threaten the County, an estimate of structures at risk, a general description of land uses and development trends; and

WHEREAS, the Renville County Plan includes a mitigation strategy including goals and objectives and an action plan identifying specific mitigation projects and costs; and

WHEREAS, the Renville County Plan includes a maintenance or implementation process including plan updates, integration of the plan into other planning documents and how Renville County will maintain public participation and coordination; and

WHEREAS, the Plan has been shared with the Minnesota Division of Homeland Security and Emergency Management and the Federal Emergency Management Agency for review and comment; and

WHEREAS, the Renville County All-Hazard Mitigation Plan will make the county and participating jurisdictions eligible to receive FEMA hazard mitigation assistance grants; and

WHEREAS, this is a multi-jurisdictional Plan and cities that participated in the planning process may choose to also adopt the County Plan.

NOW THEREFORE BE IT RESOLVED that the City of Renville supports the hazard mitigation planning effort and wishes to adopt the Renville County All-Hazard Mitigation Plan.

Passed and adopted on this 9<sup>th</sup> day of February, 2015, by the City Council of Renville, Minnesota.

This resolution was offered by: Shane Wohlman

This resolution was seconded by: Jeff Pike

Voting in favor: Shane Wohlman, Jeff Pike, Al Rohlik, Brent Dahl and Jeremy Hinderks

Voting against: none

Attest:

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Janette Wertish, Mayor

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Kari Gislason, City Admin./Clerk

## **E. Changes to Community Center Liquor Rules/Policies**

### **Community Center Policy**

#### **Was:**

6. **Alcohol** liability insurance shall be carried and liquor shall be served only by Stoney Creek.

a. Stoney Creek must be contacted 30 days in advance in order to schedule bartenders to provide a full service bar for dances and receptions. (Call City of Renville for more information)

#### **Changes:**

6. **Alcohol** liability insurance shall be carried and liquor shall be served by these approved providers: Bart's Place, Main Street Bar & Grill, and Stoney Creek. It is the renter's responsibility to choose a provider and confirm date and details with provider. Provider must be contacted at least 30 days in advance in order to schedule bartenders to provide a full service bar for dances and receptions. Renter should also contact City Hall at 320-329-8366 to let staff know which provider will be serving alcohol at the event.

If all three providers are unavailable, event can be held without alcohol. Or, renter may choose to cancel event and will be refunded any fees paid. The City of Renville will not be held responsible if liquor providers are unavailable.

A motion was made by Brent Dahl and seconded by Al Rohlik to make the changes to the Community Center Liquor Policy as noted. The motion carried 5 to 0.

**10. Mayor's Report**

Mayor Wertish wished everyone a Happy Valentine's Day and also congratulated the Renville County Register for the awards they received from the Minnesota Newspaper Association.

**11. Adjourn**

A motion was made by Al Rohlik and seconded by Jeremy Hinderks to adjourn the meeting. The motion carried 5 to 0. Meeting was adjourned at 8:08 p.m.

Dated at Renville, Minnesota this 9th day of February, 2015.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

BY \_\_\_\_\_  
Janette Wertish, Mayor

ATTEST:

BY \_\_\_\_\_  
Kari Gislason, City Administrator/Clerk