

Approved Minutes  
City Council Regular Session  
January 28, 2013  
Monday 7:00 p.m.

The regular session of the City Council, City of Renville, Minnesota was called to order on January 28, 2013 at 7:00 p.m. by Mayor Wertish

City Council Members present were Shane Wohlman, Raye McKim, Dennis Ulrich, Allen Rohlik and Mayor Janette Wertish. City Council Member Randy Johnson was absent. City Administrator/Clerk Jordan McQuillen was also present.

1. Pledge of Allegiance
2. Adopt the Agenda

Councilor Wohlman moved approval of the agenda. Councilor McKim seconded the motion. Motion carried 4 to 0. Mayor Wertish declared the motion adopted.

3. Approval of Minutes

Councilor Rohlik moved approval of the January 14, 2013 Regular Council Meeting Minutes. Councilor McKim seconded the motion. Motion carried 4 to 0. Mayor Wertish declared the motion adopted.

4. Visitors to be Heard - None
5. Public Hearings - None
6. Committee/Staff Reports

A. EDA Committee

Councilor Rohlik reported the following:

The EDA committee met on January 16, 2013, in the Council Chambers at City Hall.

RENVILLE COUNTY ECONOMIC LEVERAGING FUND (ELF) APPLICATIONS

A copy of the ELF application was distributed to committee members.

RENVILLE GRANT PROGRAM FOR STOREFRONT REHAB

The committee discussed the 2013 application for storefront rehab. The committee recommended committing no more than \$15,000 toward storefront rehab annually, with matching funds up to \$3,000.00 for pre-approved projects. The 2013 application will be presented to the City Council at the January 28, 2013, Regular Council Meeting.

#### EDA VISION SETTING/PLANNING

The committee discussed long-term projects and visions for the community that could enhance the economic environment in Renville in addition to projects that could improve the quality of life for residents.

Councilor Ulrich moved approval of the EDA Committee report. Councilor Wohlman seconded the motion. Motion carried 4 to 0. Mayor Wertish declared the motion adopted.

#### B. HR Committee

Councilor McKim reported the following:

The HR committee met on January 28, 2013, at City Hall.

#### PERSONNEL MANUAL

Administrator/Clerk Jordan McQuillen reported that he has started to review the personnel manual to ensure that it is current. Jordan will present any proposed changes to the HR committee for approval. The committee recommended updating the document to reflect the revised job titles, replacing "City Administrator" and "City Clerk" with "City Administrator/Clerk", as needed.

#### CITY HALL HOURS - DECEMBER 24

The Committee discussed City Hall's hours on December 24. December 24<sup>th</sup> fell on a Monday in 2012 and was open from 8:00 a.m. to 12:00 noon, but closed all day on Tuesday December 25. The committee recommended that the Administrator/Clerk make recommendations to the City Council on an annual basis to determine the best course of action.

#### 2013 MN CLERK AND FINANCE OFFICER ASSOCIATION (MCFOA) CONFERENCE

The committee recommended that Jordan attends the 2013 MCFOA Conference in St. Cloud on March 19-21, 2013.

Councilor Wohlman moved approval of the HR Committee report. Councilor Ulrich seconded the motion. Motion carried 4 to 0. Mayor Wertish declared the motion adopted.

#### C. Administrator/Clerk

Administrator/Clerk Jordan McQuillen reported the following:

- Pre-Applications are still being accepted for the Small Cities Development Program. Pre-Apps are available at City Hall and must be submitted by February 11, 2013.
- 2013 Pet Licenses are available for purchase at City Hall. Yearly licenses are \$8.00 per pet or \$30.00 for a lifetime license.

Councilor Ulrich moved approval of the Administrator/Clerk report. Councilor McKim seconded the motion. Motion carried 4 to 0. Mayor Wertish declared the motion adopted.

#### 7. Action Items

##### A. Renville Lions Club Temporary License Consideration

The Renville Lions Club submitted an application for a temporary permit for on-sale liquor for a March 2, 2013, wine tasting event. No action was taken.

##### B. City Council Vice Chair

Mayor Wertish called for nominations for City Council Vice President. Councilor McKim nominated Councilor Ulrich for the position of City Council Vice President. Councilor Wohlman seconded the motion. Mayor Wertish called for additional nominations for City Council Vice President, hearing none. Once more, Mayor Wertish called for nominations for City Council, hearing none.

#### 8. Discussion Items

##### A: Renville Community Center Beverage Provider Request for Proposals

Councilor Rohlik moved approval of the Renville Community Center Alcohol Beverage Provider Request for Proposal. Councilor Wohlman seconded the motion. Motion carried 4 to 0. Mayor Wertish declared the motion adopted.

9. Finances

A: Invoices payable

Councilor Ulrich moved approval of the following invoices:

Check #	Name	Amount	Description	Date
029758	DRIGGS, ART	1,823.62	Art Driggs ELF Funds & Abstrac	1/16/2013
029759	SUNVOLD, NATHAN	178.88	Reimburse Nate Sunvold for Mis	1/16/2013
029760	CRYTEEL TRUCK EQUIPMENT	162.98	Plow Parts	1/29/2013
029761	FARMERS CO-OP OIL CO	466.75	Police Dept. Gas	1/29/2013
029761	FARMERS CO-OP OIL CO	2,109.53	Street Dept. Gas	1/29/2013
029761	FARMERS CO-OP OIL CO	151.90	Propane Ice House	1/29/2013
029761	FARMERS CO-OP OIL CO	438.12	Maintenance/Supplies	1/29/2013
029761	FARMERS CO-OP OIL CO	257.12	Deisel for Generator	1/29/2013
029762	GOPHER STATE ONE-CALL, INC	50.00	Sewer Contractual Annuall Fee	1/29/2013
029762	GOPHER STATE ONE-CALL, INC	24.65	Water Contractual	1/29/2013
029762	GOPHER STATE ONE-CALL, INC	24.65	Sewer Contractual	1/29/2013
029762	GOPHER STATE ONE-CALL, INC	50.00	Water Contractual Annuall Fee	1/29/2013
029763	H&L MOTORS	975.70	Repairs '99 Chev C3500	1/29/2013
029763	H&L MOTORS	24.72	Thermostat '08 Impala	1/29/2013
029764	HACH COMPANY	175.54	Wastewater Supplies	1/29/2013
029764	HACH COMPANY	218.23	Water Supplies	1/29/2013
029765	HAWKINS INC.	1,532.17	Water Supplies	1/29/2013
029766	HILLYARD FLOOR CARE SUPPLY	123.01	Community Center Supplies	1/29/2013
029767	LMC INSURANCE TRUST	9,332.18	General Insurance	1/29/2013
029767	LMC INSURANCE TRUST	1,717.49	Water Insurance	1/29/2013
029767	LMC INSURANCE TRUST	1,869.48	Sewer Insurance	1/29/2013
029767	LMC INSURANCE TRUST	2,279.85	Fire Insurance	1/29/2013
029768	MAILFINANCE	54.98	Lease	1/29/2013
029769	MCQUILLEN, JORDAN	15.36	Reimburse for USBs	1/29/2013
029769	MCQUILLEN, JORDAN	120.00	Reimburse for Notary Fee	1/29/2013
029770	MINNESOTA DEPT OF HEALTH	150.00	Well Maintenance Permits	1/29/2013
029771	MN PUBLIC FACILITIES AUTHORITY	3,082.58	PFA Sewer Interest	1/29/2013
029771	MN PUBLIC FACILITIES AUTHORITY	1,712.70	PFA Water Interest	1/29/2013
029771	MN PUBLIC FACILITIES AUTHORITY	22,624.20	PFA Loan Principal	1/29/2013
029771	MN PUBLIC FACILITIES AUTHORITY	2,641.51	PFA Loan Interest	1/29/2013
029772	MN RURAL WATER ASSOCIATION	195.00	Training - Nate Sunvold	1/29/2013
029773	M-R SIGN CO., INC.	274.28	12 Green Posts	1/29/2013
029774	MVTL LABORATORIES, INC.	468.00	Sewer Testing	1/29/2013
029774	MVTL LABORATORIES, INC.	29.50	Water Testing	1/29/2013
029775	NORTHLAND SECURITIES, INC.	435.00	Continuing Disclosure Report	1/29/2013
029776	QUILL CORPORATION	406.10	Office Chair	1/29/2013
029776	QUILL CORPORATION	4.17	Vacuum Belt	1/29/2013
029777	RENVILLE CO. SHERIFF S DEPT.	1,000.00	Police Dept Software Maintenance	1/29/2013
029778	RENVILLE SALES INC.	235.12	Kit for Street Truck	1/29/2013
029779	RENVILLE-SIBLEY COOPERATIVE	1,756.38	Hot Water Heat	1/29/2013
029779	RENVILLE-SIBLEY COOPERATIVE	1,006.44	Water Electric	1/29/2013
029780	SCHMOLL S WELDING INC.	450.37	Pipes/Welding Street Dept	1/29/2013
029781	SCHROEDER, GARRET	375.00	Street Dept. Maintenance	1/29/2013
029782	SUNVOLD, NATHAN	104.00	Flex Plan Reimbursement	1/29/2013
029783	VERIZON WIRELESS	89.90	Police Dept. Telephone	1/29/2013

Councilor Wohlman seconded the motion. Motion carried 4 to 0.  
Mayor Wertish declared the motion adopted.

9. Mayors Notes

Mayor Wertish presented a State of the City address in addition to a list of short-term and long-term projects that could improve Renville.

10. Adjourn

Councilor Rohlik moved to adjourn the Council Meeting at 7:42 p.m. Councilor Wohlman seconded the motion. Motion carried 4 to 0.

Dated at Renville, Minnesota this 28<sup>th</sup> day of January, 2013.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

BY \_\_\_\_\_  
Jordan McQuillen, Administrator/Clerk