

Approved Minutes
City Council Public hearing
February 11, 2013
Monday 6:45 p.m.

A public hearing of the City Council, City of Renville, Minnesota was called to order on February 11, 2013 at 6:45 p.m. by Mayor Wertish.

Council Members present were Shane Wohlman, Dennis Ulrich, Allen Rohlik and Mayor Janette Wertish. Councilor Randy Johnson arrived at 6:53 p.m. City Administrator/Clerk Jordan McQuillen was also present. No members of the public were present.

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

Administrator/Clerk Jordan McQuillen distributed a document prepared by Jennifer Prins, Director of Community Development for the Southwest Minnesota Housing Partnership (SWMHP).

SWMHP will be administering the Small Cities Development Program (SCDP) for the City of Renville. Jennifer reported the following:

Owner-occupied Homes:

0% deferred loans for up to 70% of repair costs. Owners are responsible for 30% of costs; there may be other 0% and low interest loan/grant programs to assist. SCDP loans have 10 year terms and are forgiven 10% per year. The unforgiven portion of the loan has to be repaid only if the house is sold or is no longer the owner's primary residence. Eligible repairs are for energy efficiency, health and safety improvements, accessibility, and lead hazard mitigation. Homeowners must meet income qualifications. To date, 29 eligible interested homeowners have submitted pre-applications. The proposal calls for 20 projects.

Budget: \$574,000 (\$520,000 repair loans at estimated \$18,200/project, \$54,000 administration at \$2,700/project)

Commercial Properties: Combination of 0% and low interest loans for up to 66% of repair costs. Owners are responsible for 34% of costs. From SCDP, funds for projects are divided evenly between 0% and low interest loans. This means that 33% of repair costs

can be paid with 0% deferred forgivable loan with a 10 year term. A second 33% can be paid with a loan at 0% below prime; regular payments are made during term. Eligible repairs are windows, doors/entry accessibility, brickwork/façade, and other permanent improvements for energy efficiency, structural stability, or accessibility. No income qualifications apply to this program. To date, 10 of 32 properties in the downtown target area have submitted pre-applications; six projects are proposed.

Budget: \$245,200 (\$225,000 repair loans at estimated \$25,000/project, \$22,200 administration at \$3,700/ project)

Relocation (temporary): Small grant (up to \$300 or actual costs, whichever is less) for relocation of a household if lead hazard mitigation requires the household to stay out of the house overnight. Budget: \$600 (\$600 in reimbursement for travel, hotel, etc. at \$300/eligible project, no administrative cost)
Renville's Application: Applications are evaluated based on need, impact, and cost effectiveness.

Need: Number of interested and eligible property owners, condition of properties.

Homeowner: Exterior condition survey estimated that 52% of homes could use SCDP-eligible repairs. 29 eligible homeowners submitted pre-applications.

Commercial: 10 commercial property owners with eligible repairs; exterior condition survey estimated that 17 of 32 properties would be eligible.

Impact: Number of units repaired compared to total units in an area.

Homeowner: 29 eligible homeowners submitted pre-applications. Competitive apps have 50% to 100% MORE pre-apps than projects proposed, so Renville can request 20 projects. 20 of an estimated 180 eligible properties is 11%. Given funding limits, 28 projects could be proposed if more homeowners were interested.

Commercial: 10 property owners submitted pre-applications. Renville can request 6 projects, for impact of 19%. Given funding limits, we could propose up to 18 projects if owners were interested.

Cost effectiveness: How SCDP funds are maximized to accomplish goals (reasonable cost estimates and portion of SCDP funds per project), amount of local contributions

- o Cost estimates based on SWMHP's other SCDP projects

- o Portion of SCDP funds per project encourages owner equity when possible, especially for commercial property owners. Administrative costs are less than 15% per project.
- o Renville City commitment of \$10,000

Councilor Rohlik moved to adjourn the Public Hearing at 6:59 p.m. Councilor Johnson seconded the motion. Motion carried 4 to 0.

Dated at Renville, Minnesota this 11th day of February, 2013.

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Jordan McQuillen, Administrator/Clerk

Approved Minutes
City Council Regular Session
February 11, 2013
Monday 7:00 p.m.

The regular session of the City Council, City of Renville, Minnesota was called to order on February 11, 2013 at 7:00 p.m. by Mayor Wertish

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

1. Pledge of Allegiance
2. Adopt the Agenda

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

3. Approval of Minutes

Councilor Wohlman moved approval of the January 28, 2013 Regular Council Meeting Minutes. Councilor Ulrich 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. Public Works Committee

Councilor Ulrich reported the following:

The Public Works committee met on February 6, 2013, in the Council Chambers at City Hall.

EQUIPMENT REPLACEMENT

The committee discussed options for replacing a 1996 John Deere F925 including mini tractors and skid-steers. City Staff currently use the F925 for snow removal on City property and can use it as a mower during the summer. The committee recommended that City Staff continue to develop a plan to fit the needs of the department.

2013 BRUSH AND COMPOST SITE

The committee recommended opening the brush site to the public for brush and compost dumping on April 15, 2013 and closing the site on November 15, 2013. The site was open from April 16 to November 16 in 2012.

PUBLIC WORKS DEPARTMENT UPDATE

Public Works Director Pete Peterson informed the committee that handicap accessible portable restroom facilities will be placed in City Parks in 2013. Pete also informed the committee that maintenance will take place on the east water tower in 2013. The inside will be inspected and the exterior will be cleaned.

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

B. Administrator/Clerk

Administrator/Clerk Jordan McQuillen reported the following:

- Jordan reported that a funding request was submitted by the Southwest Initiative Foundation for 2013. Jordan reported that as in 2012, \$1,250 was included in the budget for Southwest. Councilor Ulrich moved approval of committing \$1,205.00 to the Southwest Initiative Foundation. Councilor Johnson seconded the motion. The motion carried 4 to 0. Mayor Wertish declared the motion adopted.
- Jordan reported that an HR committee meeting will need to be scheduled.
- Jordan reported that the City entered into a "Consistent Marketing plan" with KOLV Radio on July 19, 2012. The plan advertises the Community Center, Sugar Beet Days, downtown businesses and other events as needed. The plan began on September 1, 2012, and will end on August 31, 2013.

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

7. Action Items

A. Renville Community Center Alcohol Beverage Provider Proposals

Administrator/Clerk Jordan McQuillen reported that requests for proposals were submitted to businesses that hold current On-Sale Liquor Licenses issued by the City of Renville. The deadline for submitting proposals was February 8, 2013, at 4:00 P.M.

One proposal was received. The proposal was submitted by Randy Johnson, owner of Shenaniganz, located at 345 N. Main Street in Renville. The proposal met all of the guidelines detailed in the Request for Proposals including a \$600.00 bid amount to serve as the exclusive Beverage Provider at the Renville Community Center during the period February 15, 2013 to February 28, 2014.

Councilor Rohlik moved approval of the proposal submitted by Randy Johnson designating Shenaniganz as the 2013 Renville Community Center Alcohol Beverage Provider. Councilor Wohlman seconded the motion. Motion carried 3 to 0 with Councilor Johnson abstaining from the vote. Mayor Wertish declared the motion adopted.

B. Renville Area Ducks Unlimited Application for Exempt Gambling Permit

Councilor Rohlik moved approval of the Renville Area Ducks Unlimited Application for Exempt Gambling Permit for an event at the Renville Community Center on March 8, 2013. Councilor Johnson seconded the motion. Motion carried 3 to 1. Voting in favor: Councilors Wohlman, Johnson & Rohlik. Voting against: Councilor Ulrich. Mayor Wertish declared the motion adopted.

C: Resolution 03-13: Resolution Identifying Slum and Blight

CITY OF RENVILLE
RESOLUTION 03-13

RESOLUTION IDENTIFYING "SLUM AND BLIGHTING CONDITIONS"

WHEREAS, The City of Renville is undertaking a program of downtown revitalization and redevelopment; and

WHEREAS, The City of Renville has identified a specific area hereafter referred to as the "target area" in which revitalization activities will occur; and

WHEREAS, The City of Renville has assessed the condition of buildings and the other characteristics of the target area and has determined that the area can be characterized as blighted by reasons of "dilapidation, obsolescence, overcrowding, faulty arrangement or design, lack of ventilation, light, and sanitary facilities, excessive land coverage of deleterious land use or obsolete layout or any combination of these factors, which are detrimental to the safety, health, morals, or welfare of the community" in accordance with M.S. 469.002, Sub.11.

FURTHERMORE, the Renville City Council has identified the existence of substandard residential units, the inability of commercial structures to meet codes, the general condition of deteriorating storefronts on the commercial buildings and the existence of dilapidated structures in the area as contributing to the slum and blighting conditions of the target area. As indicated on the attached map, 17 out of 32 buildings (54%) are substandard.

BE IT THEREFORE RESOLVED by the City Council of the City of Renville the area identified as the target area (see attached map) is characterized by conditions meeting the definition of "slum and blight".

Attest:

Janette Wertish, Mayor

Jordan McQuillen, City Admin./Clerk

The motion was seconded by Councilor Johnson. Councilor Ulrich seconded the motion. Motion carried 4 to 0. Mayor Wertish declared the motion adopted.

D: Resolution 04-14: Resolution in Support of Small Cities Development Program Project

CITY OF RENVILLE
RESOLUTION 04-13

RESOLUTION IN SUPPORT OF SMALL CITIES DEVELOPMENT PROGRAM
PROJECT

BE IT RESOLVED by the City Council of the City of Renville that the City of Renville will act as the legal sponsor for project(s) contained in the Minnesota Department of Employment and Economic Development Small Cities Development Program application to be submitted on February 28, 2013, and that the Mayor and the City Administrator/Clerk are hereby authorized to apply to the Minnesota Department of Employment and Economic Development for funding of this project on behalf of the City of Renville.

BE IT FURTHER RESOLVED the City of Renville has legal authority to apply for financial assistance, and the institutional, managerial, and financial capacity to ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of Renville has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the State, the City of Renville may enter into an agreement with the State of Minnesota, for the approved project(s), and that the City of Renville certifies that it will comply with all applicable laws and regulations as stated in all contract agreements.

NOW THEREFORE BE IT RESOLVED that the Mayor and the City Administrator/Clerk, or their successors in office, are hereby authorized to execute such agreements and amendments thereto, as are necessary to implement the project(s) on behalf of the applicant.

Attest: _____
Janette Wertish, Mayor

Jordan McQuillen, City Admin./Clerk

The motion was seconded by Councilor Ulrich. The motion was seconded by Councilor Wohlman. Motion carried 4 to 0. Mayor Wertish declared the motion adopted.

8. Discussion Items - None

9. Finances

A: Invoices payable

Councilor Wohlman moved approval of the following invoices:

Check	Name	Amount	Comments	Check Date
29784	ICMA	50.00	Sunvold, Nathan #302283	2/12/2013
29785	UNITED STATES POSTAL SERVICE	188.76	Postage - Utility Bills, Water	2/12/2013
29786	WEST CENTRAL SANITATION	51.71	Street Refuse	2/12/2013
029787	AFLAC	111.06	Insurance	2/12/2013
029788	ALEX AIR APPARATUS, INC.	699.01	Air Quality Test & Compressor Service	2/12/2013
029789	AMERIPRIDE SERVICES, INC	98.45	Community Center Contractual	2/12/2013
029790	ANDERSON LARS.HANSON & SAUND	150.00	Attorney Fees for Beckler/City Transaction	2/12/2013
029791	ANDERSON LARS. HANSON & SAUND	1,449.50	Attorney Fees	2/12/2013
029792	ARVIG COMMUNICATION SYSTEMS	39.10	Police Dept. Internet	2/12/2013
029792	ARVIG COMMUNICATION SYSTEMS	39.10	Public Works Internet	2/12/2013
029792	ARVIG COMMUNICATION SYSTEMS	39.10	City Hall Internet	2/12/2013
029793	BENNETT TECHNOLOGIES, INC	48.09	Copier Service Contract	2/12/2013
029794	BIG COUNTRY 100.1 FM	195.00	City Marketing/Development	2/12/2013
029795	CASH	2.00	Postage	2/12/2013
029795	CASH	1.39	Water	2/12/2013
029795	CASH	12.28	Postage	2/12/2013
029796	CENTURYLINK	82.12	Fire Dept. Telephone	2/12/2013
029796	CENTURYLINK	189.90	City Hall Telephone	2/12/2013
029796	CENTURYLINK	130.10	Water Dept. Telephone	2/12/2013
029796	CENTURYLINK	57.25	Public Works Telephone	2/12/2013
029796	CENTURYLINK	56.44	Sewer Dept. Telephone	2/12/2013

029796	CENTURYLINK	124.31	Police Dept. Telephone	2/12/2013
029796	CENTURYLINK	60.11	Library Telephone	2/12/2013
029797	DEHMLOW, BEN	40.00	Reimburse - NASRO Membership Fee	2/12/2013
029798	FARMERS CO-OP OIL CO	290.24	Repairs Plow Truck	2/12/2013
029798	FARMERS CO-OP OIL CO	119.60	Fire Dept. Gas	2/12/2013
029798	FARMERS CO-OP OIL CO	516.77	Police Dept. Gas	2/12/2013
029798	FARMERS CO-OP OIL CO	845.02	Street Dept. Gas	2/12/2013
029798	FARMERS CO-OP OIL CO	197.72	Generator Batteries	2/12/2013
029798	FARMERS CO-OP OIL CO	91.14	Propane for Warming House	2/12/2013
029799	GENERAL FUND	500.00	Sewer Bookkeeping	2/12/2013
029799	GENERAL FUND	500.00	Water Bookkeeping	2/12/2013
029800	GOPHER STATE ONE-CALL, INC	1.45	Water Contractual	2/12/2013
029800	GOPHER STATE ONE-CALL, INC	1.45	Sewer Contractual	2/12/2013
029801	GREAT PLAINS NATURAL GAS	366.87	Sewer Gas Service	2/12/2013
029801	GREAT PLAINS NATURAL GAS	211.54	Clerk Gas Service	2/12/2013
029801	GREAT PLAINS NATURAL GAS	190.39	Library Gas Service	2/12/2013
029801	GREAT PLAINS NATURAL GAS	303.21	Community Center	2/12/2013
029801	GREAT PLAINS NATURAL GAS	235.48	Police Dept. Gas	2/12/2013
029801	GREAT PLAINS NATURAL GAS	303.83	Fire Dept. Gas	2/12/2013
029801	GREAT PLAINS NATURAL GAS	1,042.08	Water Gas Service	2/12/2013
029802	H&L MOTORS	48.17	Oil Change 08 Chev Impala	2/12/2013
029803	LANG S AUTOMOTIVE CENTER, INC.	159.18	Maintenance Supplies - Streets	2/12/2013
029803	LANG S AUTOMOTIVE CENTER, INC.	57.68	Maintenance Supplies - Water	2/12/2013
029804	MAYNARD S FOOD CENTER	11.06	CC Cleaning Supplies	2/12/2013
029804	MAYNARD S FOOD CENTER	30.54	PD Batteries	2/12/2013
029805	MCFOA	35.00	MCFOA Membership	2/12/2013
029806	MINNESOTA POLLUTION CONTROL	1,450.00	Permit Fee	2/12/2013
029807	MVTL LABORATORIES, INC.	417.00	Sewer Testing	2/12/2013
029808	NCPERS MINNESOTA	128.00	Insurance	2/12/2013
029809	OLIVIA HARDWARE INC.	28.85	CC Primer	2/12/2013
029810	PETERSON, PETER	521.62	Flex Payment	2/12/2013
029811	RC HOSPITAL & CLINICS	41.00	Blood Alcohol Drawing Fee	2/12/2013
029812	RENCO PUBLISHING, INC.	471.56	Publishing	2/12/2013
029813	SHENANIGANZ	600.00	Police Dept. Rental	2/12/2013
029814	SLAGTER, AARON	234.36	Reimburse for hotel & meals at training	2/12/2013
029815	SPIEKER, JEREMY	40.59	Reimburse for meals at training	2/12/2013
029816	STREICHER S	335.60	PD Uniforms	2/12/2013
029817	SW/WC SERVICE COOPERATIVES	1,132.00	Medical Insurance-Street	2/12/2013
029817	SW/WC SERVICE COOPERATIVES	827.00	Medical Insurance-Jordan	2/12/2013
029817	SW/WC SERVICE COOPERATIVES	3,091.00	Medical Insurance-Police	2/12/2013
029817	SW/WC SERVICE COOPERATIVES	414.25	Medical Insurance-Jodi	2/12/2013
029817	SW/WC SERVICE COOPERATIVES	717.75	Medical Insurance-Jodi	2/12/2013
029817	SW/WC SERVICE COOPERATIVES	1,132.00	Medical Insurance-Sewer	2/12/2013
029817	SW/WC SERVICE COOPERATIVES	1,132.00	Medical Insurance-Water	2/12/2013
029818	TOTAL COMPLIANCE SOLUTIONS, IN	117.50	Drug Testing - Pete	2/12/2013
029819	USABLE LIFE	18.82	Life Ins.	2/12/2013
029819	USABLE LIFE	8.65	Life Ins.	2/12/2013
029819	USABLE LIFE	15.49	Life Ins.	2/12/2013

029819	USABLE LIFE	15.49	Life Ins.	2/12/2013
029819	USABLE LIFE	15.49	Life Ins.	2/12/2013
029820	VERIZON WIRELESS	52.04	Police Dept. Telephone	2/12/2013
029821	XCEL ENERGY	3,565.51	Street Electric	2/12/2013
029821	XCEL ENERGY	5,459.66	Sewer Electric	2/12/2013
029821	XCEL ENERGY	1,455.01	Water Electric	2/12/2013
029821	XCEL ENERGY	391.34	Community Center	2/12/2013
029821	XCEL ENERGY	245.73	Library Electric	2/12/2013
029821	XCEL ENERGY	273.03	City Hall Electric	2/12/2013
029821	XCEL ENERGY	147.81	Park Electric	2/12/2013
029821	XCEL ENERGY	137.25	Fire Dept. Electric	2/12/2013

Total: **34,606.60**

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

9. Mayors Notes

Mayor Wertish reminded business owners and residents to remove snow from sidewalks to ensure safe passage for customers and pedestrians.

10. Adjourn

Councilor Rohlik moved to adjourn the Council Meeting at 7:20 p.m. Councilor Johnson seconded the motion. Motion carried 4 to 0.

Dated at Renville, Minnesota this 11th day of February, 2013.

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Jordan McQuillen, Administrator/Clerk