

**Approved Minutes  
City Council Regular Session  
February 23, 2015  
Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on February 23, 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 Jeff Pike to approve the agenda. The motion carried 5 to 0.

**3. Approval of Minutes**

A motion was made by Shane Wohlman and seconded by Brent Dahl to approve the minutes of the Feb. 9, 2015 Regular Council Meeting with one correction: under action item 9B changing Jeremy Wertish to Jeremy Hinderks. The motion carried 5 to 0.

**4. Invoices Payable**

A motion was made by Brent Dahl to approve the following invoices:

Check #	Name	Amount	Comments	Date
31483	ICMA	\$50.00	Sunvold, Nathan #302283	2/9/2015
31484	MN PUBLIC FACILITIES AUTHORITY	\$28,756.01	PFA Loan	2/9/2015
31485	MN DNR WATERS - OMB	\$332.62	Water Use Permit	2/10/2015
31486	LMC INSURANCE TRUST	\$20,670.00	WC Insurance	2/18/2015
31487	SOUTHWEST MN HOUSING PARTNERSH	\$2,518.00	Deed Payment #13	2/18/2015
031488	AMERICAN SOLUTIONS FOR BUSINES	\$224.06	PR Checks	2/23/2015
031489	ANDERSON LARSON HANSON & SAUND	\$1,447.50	Attorney Fees	2/23/2015
	Admin=\$24.00, Police=\$1423.50			
031490	AUTO COLLISION & COLOUR	\$257.27	Replace Windshield in '91 GMC	2/23/2015
031490	AUTO COLLISION & COLOUR	\$138.58	Replace handle '01 Sterling	2/23/2015
031491	CENTURYLINK	\$85.30	Fire Dept. Telephone	2/23/2015
031491	CENTURYLINK	\$62.23	Library Telephone	2/23/2015
031491	CENTURYLINK	\$59.78	Public Works Telephone	2/23/2015
031491	CENTURYLINK	\$134.78	Water Dept. Telephone	2/23/2015
031491	CENTURYLINK	\$200.67	City Hall Telephone	2/23/2015
031491	CENTURYLINK	\$59.09	Sewer Dept. Telephone	2/23/2015
031492	COMMUNITY ELECTRIC	\$1,128.00	Install Security Cameras	2/23/2015
031493	DANUBE AUTO WORKS	\$125.00	Tow Charger to Renville PD	2/23/2015
031494	DEHMLow, BEN	\$58.64	Rug & Shop Vac	2/23/2015

031494	DEHMLow, BEN	\$179.55	Booster Seats	2/23/2015
031495	ED DAVIS BUSINESS MACHINES INC	\$32.48	Ink cartridges - Water Dept.	2/23/2015
031495	ED DAVIS BUSINESS MACHINES INC	\$32.48	Ink cartridges - Street Dept.	2/23/2015
031495	ED DAVIS BUSINESS MACHINES INC	\$8.65	Adding Machine paper	2/23/2015
031495	ED DAVIS BUSINESS MACHINES INC	\$1.74	Binder clips	2/23/2015
031496	FARMERS CO-OP OIL CO	\$197.58	Park Dept. Gas	2/23/2015
031496	FARMERS CO-OP OIL CO	\$769.40	Street Dept. Gas	2/23/2015
031496	FARMERS CO-OP OIL CO	\$406.08	Police Dept. Gas	2/23/2015
031496	FARMERS CO-OP OIL CO	\$45.71	Fire Dept. Gas	2/23/2015
031497	LEAGUE OF MINNESOTA CITIES	\$50.00	Elected Officer Training - Jeff Pike	2/23/2015
031497	LEAGUE OF MINNESOTA CITIES	\$315.00	Leadership Conference - Brent Dahl	2/23/2015
031497	LEAGUE OF MINNESOTA CITIES	\$20.00	Safety & Loss Control Workshop - Ben Dehmlow	2/23/2015
031498	LOCKMAN INC.	\$21.99	Community Center Keys	2/23/2015
031499	LOFFLER	\$32.02	Copier Service Contract	2/23/2015
031500	MAILFINANCE	\$178.59	Lease Postage Machine	2/23/2015
031501	MINNESOTA DEPT OF HEALTH	\$922.00	Well Maintenance Permits	2/23/2015
031502	MINNESOTA POLLUTION CONTROL	\$300.00	Wastewater Training - Matt Roxberg	2/23/2015
031503	MINNESOTA POLLUTION CONTROL	\$15.00	Wastewater Exam - Matt Roxberg	2/23/2015
031504	MVTL LABORATORIES, INC.	\$251.75	Sewer Testing	2/23/2015
031504	MVTL LABORATORIES, INC.	\$29.50	Water Testing	2/23/2015
031504	MVTL LABORATORIES, INC.	\$233.75	Sewer Testing	2/23/2015
031505	RENVILLE CO AUDITOR-TREAS.	\$115.60	Publishing Election	2/23/2015
031505	RENVILLE CO AUDITOR-TREAS.	\$59.50	Ballots	2/23/2015
031506	RENVILLE-SIBLEY COOPERATIVE	\$1,281.88	Water Electric	2/23/2015
031507	SCHROEDER, GARRET	\$75.00	Street Dept. Maintenance	2/23/2015
031508	SEHRCM	\$2,700.00	Space Needs Study	2/23/2015
031508	SEHRCM	\$265.00	Cenex Station Site Plan Review	2/23/2015
031509	STEVEN J HINDERKS	\$164.95	Replace Thermostat in Warming house	2/23/2015
031510	STRUNC, AL	\$600.00	6 months storage for Fire Truck	2/23/2015
031511	VERIZON WIRELESS	\$70.04	Police Dept. Telephone	2/23/2015
031512	WATER CONSERVATION SERVICE	\$153.75	Call to locate leak	2/23/2015
031513	WEST CENTRAL SANITATION	\$17.55	Street Refuse	2/23/2015
031513	WEST CENTRAL SANITATION	\$34.16	WWT Refuse	2/23/2015
031513	WEST CENTRAL SANITATION	\$34.16	WWT Refuse	2/23/2015
031513	WEST CENTRAL SANITATION	\$34.16	WWT Refuse	2/23/2015
031513	WEST CENTRAL SANITATION	\$17.55	Street Refuse	2/23/2015
031513	WEST CENTRAL SANITATION	\$17.55	Street Refuse	2/23/2015
031514	XCEL ENERGY	\$2,248.67	Street Electric	2/23/2015
	<b>Total</b>	<b>\$68,240.32</b>		

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

**5. Public Comments:** none

**6. Committee/Staff Reports**

**A. Public Safety**

- Police Department:

- Ben shared a variety of information which included.
  - 2014 Yearly Activity Report - Ben provided details on this report and answered questions the committee had. He also discussed the increase in the number of mental health issues the pd handles and how forfeitures are handled.
  - Events and Subtype - types of calls the PD handles
  - A copy of the citation and warning the PD uses was shared and explained with the committee. These are now done electronically.

The committee also discussed crosswalks, bicycles being ridden on sidewalks and the signs which are posted regarding stating no skateboards or bicycles on the sidewalks.

- Fire Department:
  - The committee was asked the committee for feedback regarding any possible issues with disconnecting the phone in the fire hall. The fire department would like to disconnect the phone as it is seldom used. They are also looking at connecting internet at the fire hall for completing reports and also possible training opportunities. The committee agrees it would be a good idea to disconnect the phone and connect internet service at the fire hall.

A motion was made by Al Rohlik and seconded by Shane Wohlman to disconnect the phone and connect the internet at the fire hall. The motion carried 5 to 0.

- Brandon updated the committee on the shared services grant that is being conducted county wide. He and Aaron Haen and Kari met with the consultants that are compiling data. They answered questions the consultants had and also gave them a tour of the fire hall.
- Brandon informed the committee that the fire department had submitted a FEMA grant for self-contained breathing apparatuses and a compressor; the grant is for approximately \$143,000. This is the second time the fire department has applied for the grant, and they have again utilized the RADC to assist with the grant.
- Presently, the fire department and ambulance use the same paging tones. The fire department will be switching to a different paging tone.
- Additional Items - Shakopee Public Safety Grants - grant monies are available from the Shakopee Mdewakanton Sioux Community for public safety needs. The police department may be applying for the grant. If interested, the ambulance and fire department could also submit applications.

A motion was made by Al Rohlik and seconded by Jeremy Hinderks to approve the Public Safety Committee Report as presented. The motion carried 5 to 0.

## **B. EDA**

- The committee discussed the recent Farmers Coop Oil TIF request. An application has been turned in and Northland has provided a preliminary projected tax increment. More details are being compiled regarding the request.

*After the meeting Kari has had further discussions with Tammy Omdal. Details are on the attached council memo were discussed further.*

A motion was made by Al Rohlik and seconded by Shane Wohlman to adopt the following TIF policy: The developer shall be responsible to pay any legal, consultant fees and related costs incurred by the City in reviewing applications for TIF or Abatement and preparation of plans and agreements. After initial review, a fee deposit of \$15,000 will be required to proceed with formal review. The fee will be used toward cost of services provided in the preparation of legal documents and agreements. Unused fees will be refunded; projects that demand services in excess of the fee shall be required to reimburse the City for the additional expenses. The motion carried 5 to 0.

A motion was made by Brent Dahl and seconded by Al Rohlik to proceed with the formal review of the Cenex TIF application if Cenex wishes to move forward and provides the deposit. The motion carried 5 to 0.

- The committee reviewed the following information regarding Abatement and TIF for the city buildings on Main Street

### Option 1:

The option that gives you the most flexibility would be to approve an abatement area (to allow for the issuance of the GO abatement bonds for sale to the State) that does not include the parcels with the buildings to be removed. The Council would need to make the findings for a redevelopment TIF district prior to demolition of the buildings. This would preserve the authority for three years to establish a redevelopment TIF district for a new development. If three years passes without new development than the authority to establish a redevelopment TIF district will have expired.

### Option 2:

If the Council approves a property tax abatement area that includes the redevelopment parcels and you remove the buildings, then you will not be able to consider a redevelopment TIF district at a later date to assist with a new development. The Council may decide this is acceptable

because they may not want to provide tax increment assistance to a new development. If that is the case, then the property tax abatement option is the most efficient.

### **Steps in moving forward with option 1**

- Council will need to approve an abatement area. Lots of flexibility on the actual abatement area, can be adjacent parcels but does not have to be. Want to include areas that will **not** be TIF in the future as has to be designated one or the other - abatement **or** TIF. Also, the total for the parcels that are chosen will need to cover about \$10,000/yr in tax base.
  - Need to have the buildings deemed substandard by a building inspector - city's expense
  - Then have three years to establish TIF district
  - This option also offers other possibilities for improvements w/in city limits i.e. road improvement by Cenex
  - Establish baseline property value
  - Agreement with Northland:
    - Services for Property Tax Abatement scope of services not to exceed \$5,365
    - Services for Redevelopment TIF District scope of services not to exceed \$1,110
- Total: \$6475**

The committee recommends proceeding with option 1 and approving the Northland agreement for an amount not to exceed \$6475.00.

A motion was made by Shane Wohlman and seconded by Jeremy Hinderks to proceed with option 1 and also approving the Northland agreement for an amount not to exceed \$6475.00 for the city owned (former Estum) buildings on Main Street. The motion carried 5 to 0.

- Farmer's Market: The 2014 Renville farmers market was held Sundays from 12 - 4 in the shelter at Memorial Park. Kari asked the committee for feedback regarding the market. She will check with the vendors and see what day and time work for them as well.

A motion was made by Jeremy Hinderks and seconded by Al Rohlik to approve the EDA Report as presented. The motion carried 5 to 0.

### **C. Human Resources**

On February 10, 2015, the HR Committee interviewed two candidates for the Community Center Custodian position. The committee recommends hiring Jeff Pike.

A motion to approve hiring Jeff Pike for the Community Center Custodian position was made by Al Rohlik and seconded by Jeremy Hinderks. The motion carried 4 to 0. Jeff Pike abstained from the vote.

As approved by the council Nov. 10, the starting wage will be \$14.00/hr with a 90 day performance review increasing to \$15.00/hr based upon performance.

Kari will check with Jeff to see if he is available to begin employment Feb. 25.

A motion was made by Shane Wohlman and seconded by Jeremy Hinderks to approve the Human Resource Report as presented. The motion carried 5 to 0.

#### **D. City Administrator/Clerk**

Kari Gislason reported the following:

- East Ridge tenants have a concern with Midcontinent rates. The city is under a contract with Midcontinent until 2019 so they asked that their concerns are considered when the next contract is negotiated.
- She asked to set a date for the next HR meeting

The meeting is scheduled for Monday, March 9<sup>th</sup> at 12:30.

- For the youth valentine's dinner, the new water heater is worked well, no issues with running out of hot water in the kitchen.
- She is meeting with Mike Hennen tomorrow to discuss FEMA grant info possibilities
- She informed the council the price to get the lights on Main Street metered is \$1,304

A motion was made by Al Rohlik and seconded by Brent Dahl to get the lights metered for a cost not to exceed \$1304. The motion carried 5 to 0.

A motion was made by Al Rohlik and seconded by Shane Wohlman to approve the City Administer/Clerk Report as presented. The motion carried 5 to 0.

#### **7. Discussion Items - none**

#### **8. Action Items**

#### **A. Spread the Word to End the Word Proclamation**

PROCLAMATION  
RECOGNIZING MARCH 4, 2015  
AS "SPREAD THE WORD TO END THE WORD" NATIONAL AWARENESS DAY

WHEREAS, Spread the Word to End the Word is an ongoing effort by Special Olympics to raise the consciousness of society about the dehumanizing and hurtful effects of the word "retard(ed)" and encourage people to pledge to stop using the "R-word"; and

WHEREAS, the Spread the Word to End the Word campaign is intended to get schools, communities and organizations to rally and pledge their support to help create communities of inclusion and acceptance of people with intellectual and developmental disabilities;

THEREFORE, I, Janette Wertish, Mayor of the City of Renville, do hereby proclaim March 4, 2015, as "Spread the Word to End the Word" National Awareness Day.

Date: February 23, 2015

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Janette Wertish, Mayor

A motion to approve this proclamation was made by Shane Wohlman and seconded by Jeff Pike. The motion carried 5 to 0.

**B. Resolution 04-15: Calling for a Public Hearing on Proposed Property Tax Abatements**

CITY OF RENVILLE  
COUNTY OF RENVILLE  
STATE OF MINNESOTA  
RESOLUTION 04-15  
**RESOLUTION CALLING FOR A PUBLIC HEARING ON  
PROPOSED PROPERTY TAX ABATEMENTS**

BE IT RESOLVED by the City Council (the "Council") of the City of Renville, Minnesota (the "City"), as follows:

1. Recitals.
  - (a) Minnesota Statutes, Sections 469.1812 through 469.1816, as amended, both inclusive, authorize the City, upon satisfaction of certain conditions, to grant an abatement of all or a part of the taxes levied by the City on real property within its boundaries.
  - (b) It is a legal requirement that the City hold a public hearing prior to adoption of a resolution granting any property tax abatements.
2. Hearing. A public hearing on the consideration of the property tax abatement will be held at the time and place set forth in the Notice of Hearing attached hereto as Exhibit A and hereby made a part hereof.
3. Notice. The City Administrator/Clerk is hereby authorized and directed to cause notice of said hearing in substantially the form attached hereto as Exhibit A to be given one publication in a newspaper of general circulation in the City at least 10 days but not more than 30 days before the hearing. The newspaper must be one of general interest and readership in the City, and the notice must be published at least once.

Passed and adopted on this 23<sup>rd</sup> day of February 2015, by the City Council of Renville, Minnesota.

This resolution was offered by: Brent Dahl

This resolution was seconded by: Jeff Pike

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

Voting against: none

Attest:

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

\_\_\_\_\_  
Kari Gislason, City Admin./Clerk

CITY ADMINISTRATOR/CLERK'S CERTIFICATE

I, the undersigned, being the duly qualified and acting Administrator of the City of Renville, Minnesota (the "City"), DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of the City, duly called and held on the date therein indicated, insofar as such minutes relate to the calling of a public hearing on a proposed property tax abatement.

WITNESS my hand this \_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
City Administrator/Clerk  
Renville, Minnesota



EXHIBIT A  
CITY OF RENVILLE  
NOTICE OF PUBLIC HEARING  
REGARDING PROPOSED PROPERTY TAX ABATEMENTS

NOTICE IS HEREBY GIVEN that the City Council of the City of Renville, Minnesota, will hold a public hearing at a meeting of the Council beginning at 6:45 p.m., on Monday, March 23, 2015, to be held at the Renville City Hall Council Chambers located at 221 North Main Street, Renville, Minnesota, on the proposal that the City abate property taxes levied by the City on the property identified as tax parcel numbers (the "Property"):

The total amount of the taxes proposed to be abated by the City on the Property for up to a \_\_\_\_\_ year period is estimated to be not more than \$\_\_\_\_\_. The City Council will consider the property tax abatement for the \_\_\_\_\_ project located at \_\_\_\_\_ in the City.

The City proposes to issue General Obligation Tax Abatement Bonds in the amount not to exceed \$\_\_\_\_\_ to finance the \_\_\_\_\_ project.

All interested persons may appear at the March 23, 2015 public hearing and present their views orally or in writing.

**9. Mayor's Report**

Mayor Wertish congratulated Jeff Pike on his new position. She also mentioned she is looking forward to spring.

Councilmember Brent Dahl thanked the city for the opportunity to attend the recent LMC council training and shared some highlights from the training.

**10. 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 7:55 p.m.

Dated at Renville, Minnesota this 26th day of February, 2015.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

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