

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

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

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

1. Pledge of Allegiance
2. Adopt the Agenda

Councilor Wohlman moved approval of the agenda. Councilor Johnson seconded the motion. Motion carried 5 to 0. Mayor Wertish declared the motion adopted.

3. Approval of Minutes

Councilor Ulrich moved approval of the February 25, 2013 Regular Council Meeting Minutes. Councilor McKim seconded the motion. Motion carried 5 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 Wohlman reported the following:

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

Property Located at 430 North Main

The committee discussed a survey submitted by Bonnema Surveys Inc for the City owned property located at 430 North Main. The property is approximately 25 feet wide and 75 feet long. The estimated market value for the property

is \$2000.00. The cost of the survey was \$1992.75. The committee recommended that the City Council declare the property as surplus land to be sold.

City-Owned Land

The committee discussed possible uses for additional parcels of City-owned land. Three parcels were identified:

Parcel A:

200 COLFAX AVE NE 36-01035-00 BRATSCH'S REARR W 20' OF
S 100' OF LOT A & S 100' OF LOT B BLK 10

The committee recommended declaring the parcel located at 200 Colfax Ave NE as surplus land to be sold.

Parcel B:

410 4TH ST NW 36-03360-00 PARSON 2ND ADD LOTS 2 &
3 BLK 18

420 4TH ST NW 36-03370-00 PARSON 2ND ADD LOTS 4 TO
8 BLK 18

The property located at 410 & 420 is vacant but is utilized for snow storage during the winter.

Parcel C:

113 HWY 6 SW 36-00430-00 URBAN S 220' OF W 435' &
40'X 188' TRACT ALL IN LOT 1 IN NW4 OF NW4 8 115 36 2.37AC

The committee discussed the current use of the land at 113 HWY 6 SW. Public Works Director Pete Peterson told the committee that adding a service road through the parcel would improve access to the Waste Water Treatment Plant. The committee also discussed the possibility of utilizing the property for additional purposes such as snow storage, land rental or a community garden.

Councilor McKim Moved approval of declaring the parcel located at 200 COLFAX AVE NE, identified as parcel 36-01035-00, and described as BRATSCH'S REARR W 20' OF S 100' OF LOT A & S 100' OF LOT B BLK 10 and the parcel located at 430 N Main, identified as parcel 36-00571-00, and described as ORIGINAL PLAT E 75' OF S 20' OF LOT 4 & E 75' OF N 5' OF LOT 5 BLK 3 to be declared as surplus property to be sold by soliciting bids, with the City reserving the right to reject any and all bids. Councilor Ulrich seconded the motion. Motion carried 5 to 0. Mayor Wertish declared the motion adopted.

Councilor McKim moved approval of the Public Works Committee report. Councilor Rohlik seconded the motion. Motion carried 5 to 0. Mayor Wertish declared the motion adopted.

B. HR Committee

Councilor McKim reported the following:

The HR Committee met on March 1, 2013, at City Hall.

Public Safety

Police Chief Ben Dehmlow was present to discuss the topic of public safety. Ben has been in contact with officials from Renville County West School to discuss the topic of safety in the school. Preliminary discussions have begun to explore the possibility of implementing some type of school resource officer. Ben and Administrator/Clerk Jordan McQuillen will continue discussions with officials from RCW and present at the next HR committee meeting.

Councilor McKim moved approval of Police Chief Ben Dehmlow and Administrator/Clerk Jordan McQuillen continuing discussions with Administrators from Renville County West School on the topic of School Resource Officer roles. Councilor Wohlman seconded the motion. Motion carried 5 to 0. Mayor Wertish declared the motion adopted.

Community Center

Jordan updated the committee on maintenance performed at the community center. A current part-time seasonal worker will be providing assistance at the community center for routine maintenance during the next six weeks.

Purchasing

Jordan updated the committee on current City spending practices. The City does not currently have a credit card, but Jordan requested that one be obtained for purchases. Jordan will research options for securing a credit card and report back to the HR committee at the next meeting. Councilor Rohlik moved approval of the HR Committee report. Councilor Wohlman seconded the motion. Motion carried 5 to 0. Mayor Wertish declared the motion adopted.

C. Administrator/Clerk

Administrator/Clerk Jordan McQuillen reported the following:

City Website

Jordan reported that the City website has been updated. The website provider, GovOffice, allows users to customize the design and layout of websites at no charge to the user. The website address remains unchanged.

Small Cities Development Program Application

The Small Cities Development Program Application was successfully submitted by the Southwest Minnesota Housing Partnership on February 28, 2013. DEED will announce their decision in late May or early June of 2013.

Surplus Property

Jordan will be compiling a list of property that the City will be disposing of. The list will be presented to the Council at the March 25, 2013, meeting.

Councilor Ulrich moved approval of the Administrator/Clerk report. Councilor Johnson seconded the motion. Motion carried 5 to 0. Mayor Wertish declared the motion adopted.

7. Action Items - None

8. Discussion Items

A. City Owned Property

Administrator/Clerk Jordan McQuillen reported that City Staff will continue to evaluate the use of City owned land.

9. Invoices payable

Councilor McKim moved approval of the following invoices:

Check #	Name	Amount	Comments	Date
29837	RDO TRUCK CENTER	674.25	Parts for Street Plow	3/12/2013
29838	ICMA	50.00	Sunvold, Nathan #302283	3/12/2013
29839	VOID CHECK	0.00	Void Check	3/12/2013
29840	UNITED STATES POSTAL SERVICE	184.80	Postage - Utility Bills, Sewer	3/12/2013
29841	VOID CHECK	0.00	Void Check	3/12/2013
29842	PETERSON, PETER	285.00	Reimburse Truck Parts	3/12/2013
029843	AFLAC	111.06	Insurance	3/12/2013
029844	AMERIPRIDE SERVICES, INC	98.45	Community Center Contractual	3/12/2013
029845	ANDERSON LARS HANSON & SAUND	1,735.00	Attorney Fees	3/12/2013
029846	ARVIG COMMUNICATION SYSTEMS	76.48	Public Works Internet	3/12/2013
029846	ARVIG COMMUNICATION SYSTEMS	76.47	City Hall Internet	3/12/2013

029846	ARVIG COMMUNICATION SYSTEMS	76.48	Police Dept. Internet	3/12/2013
029847	BENNETT TECHNOLOGIES, INC	48.09	Copier Service Contract	3/12/2013
029848	BIG COUNTRY 100.1 FM	195.00	City Marketing/Development	3/12/2013
029849	BONNEMA SURVEYS INC.	1,992.75	10143100229	3/12/2013
029850	BRATSCH, KRIS	80.15	Telephone for Library	3/12/2013
029851	CENTURYLINK	182.00	City Hall Telephone	3/12/2013
029851	CENTURYLINK	130.04	Water Dept. Telephone	3/12/2013
029851	CENTURYLINK	82.09	Fire Dept. Telephone	3/12/2013
029851	CENTURYLINK	58.17	Public Works Telephone	3/12/2013
029851	CENTURYLINK	57.11	Sewer Dept. Telephone	3/12/2013
029851	CENTURYLINK	125.49	Police Dept. Telephone	3/12/2013
029851	CENTURYLINK	58.92	Library Telephone	3/12/2013
029852	FARMERS CO-OP OIL CO	180.81	Repair '91 GMC	3/12/2013
029852	FARMERS CO-OP OIL CO	555.35	Police Dept. Gas	3/12/2013
029852	FARMERS CO-OP OIL CO	0.00	Fire Dept. Gas	3/12/2013
029852	FARMERS CO-OP OIL CO	2,341.91	Street Dept. Gas	3/12/2013
029852	FARMERS CO-OP OIL CO	47.03	Generator Repair	3/12/2013
029853	GENERAL FUND	500.00	Sewer Bookkeeping	3/12/2013
029853	GENERAL FUND	500.00	Water Bookkeeping	3/12/2013
029854	GOBLIRSCH TIRE CENTER/OLIVIA	1,724.19	Payloader Tires	3/12/2013
029855	GOPHER STATE ONE-CALL, INC	2.90	Sewer Contractual	3/12/2013
029855	GOPHER STATE ONE-CALL, INC	2.90	Water Contractual	3/12/2013
029856	GOVCONNECTION, INC	2,293.62	3 HP Computers - City Office	3/12/2013
029856	GOVCONNECTION, INC	609.38	3 Office Pkgs for Computers	3/12/2013
029857	GREAT PLAINS NATURAL GAS	1,095.02	Water Gas Service	3/12/2013
029857	GREAT PLAINS NATURAL GAS	230.00	Library Gas Service	3/12/2013
029857	GREAT PLAINS NATURAL GAS	366.30	Community Center	3/12/2013
029857	GREAT PLAINS NATURAL GAS	233.67	Police Dept. Gas	3/12/2013
029857	GREAT PLAINS NATURAL GAS	292.43	Fire Dept. Gas	3/12/2013
029857	GREAT PLAINS NATURAL GAS	288.00	Sewer Gas Service	3/12/2013
029857	GREAT PLAINS NATURAL GAS	255.57	Clerk Gas Service	3/12/2013
029858	HAGEN FARMS INC	1,700.00	Feb 2013 Snow Removal	3/12/2013
029858	HAGEN FARMS INC	2,775.00	Dec 2012 Snow Removal	3/12/2013
029859	LANG S AUTOMOTIVE CENTER, INC.	491.96	Maintenance Supplies - Streets	3/12/2013
029859	LANG S AUTOMOTIVE CENTER, INC.	19.74	Maintenance Supplies - Water	3/12/2013
029860	MAYNARD S FOOD CENTER	6.09	Glass Plus - Comm Center	3/12/2013
029860	MAYNARD S FOOD CENTER	23.49	6 Bags Salt	3/12/2013
029861	MINNESOTA DEPT. OF HEALTH	922.00	Clean Water Fee	3/12/2013
029862	MN RURAL WATER ASSOCIATION	225.00	Annual Membership	3/12/2013
029863	MVTL LABORATORIES, INC.	200.00	Sewer Testing	3/12/2013
029863	MVTL LABORATORIES, INC.	29.50	Water Testing	3/12/2013
029864	NCPERS MINNESOTA	128.00	Insurance	3/12/2013
029865	RENCO PUBLISHING, INC.	32.00	Police Dept. Subscription	3/12/2013
029866	SCHROEDER, GARRET	187.50	Feb Snow Removal	3/12/2013
029867	SHENANIGANZ	600.00	Police Dept. Rental	3/12/2013
029868	SOUTHWEST MN HOUSING PARTNE	24.30	Tell Your Neighbor Mailing	3/12/2013
029869	SW/WC SERVICE COOPERATIVES	1,132.00	Medical Insurance-Water	3/12/2013
029869	SW/WC SERVICE COOPERATIVES	717.75	Medical Insurance-Jodi	3/12/2013

029869	SW/WC SERVICE COOPERATIVES	1,132.00	Medical Insurance-Sewer	3/12/2013
029869	SW/WC SERVICE COOPERATIVES	827.00	Medical Insurance-Jordan	3/12/2013
029869	SW/WC SERVICE COOPERATIVES	1,132.00	Medical Insurance-Street	3/12/2013
029869	SW/WC SERVICE COOPERATIVES	414.25	Medical Insurance-Jodi	3/12/2013
029869	SW/WC SERVICE COOPERATIVES	3,091.00	Medical Insurance-Police	3/12/2013
029870	THOMSON WEST	174.74	MN Criminal Law 2013 Pamphlet	3/12/2013
029871	WATER CONSERVATION SERVICE	743.16	NW 3rd Water Main Leak Locate	3/12/2013
029872	XCEL ENERGY	130.13	Fire Dept. Electric	3/12/2013
029872	XCEL ENERGY	5,387.62	Sewer Electric	3/12/2013
029872	XCEL ENERGY	1,398.20	Water Electric	3/12/2013
029872	XCEL ENERGY	325.06	Community Center	3/12/2013
029872	XCEL ENERGY	204.10	Library Electric	3/12/2013
029872	XCEL ENERGY	226.79	City Hall Electric	3/12/2013
029872	XCEL ENERGY	89.16	Park Electric	3/12/2013
		42,386.42		

Councilor Wohlman seconded the motion. Motion carried 5 to 0.
Mayor Wertish declared the motion adopted.

9. Mayors Notes

Mayor Wertish discussed technological improvements that could be implemented to improve the recording of City Council meetings.

10. Adjourn

Councilor Rohlik moved to adjourn the Meeting at 7:28 p.m.
Councilor Johnson seconded the motion. Motion carried 5 to 0.

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

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Jordan McQuillen, Administrator/Clerk