

**Approved Minutes
City Council Regular Session
March 24, 2014
Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on March 24, 2014 at 7:00 p.m. by Mayor Wertish

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

1. Pledge of Allegiance

2. Approval of Agenda

A motion was made by Al Rohlik and seconded by Shane Wohlman to approve the agenda. The motion carried 4 to 0.

3. Approval of Minutes

A motion was made by Dennis Ulrich and seconded by Shane Wohlman to approve the minutes of the March 10, 2014 meeting. The motion carried 4 to 0.

4. Invoices Payable

A motion was made by Raye McKim to approve the following invoices:

30687	212-DRIVING SCHOOL	340.00	Point of Impact Program	3/7/2014
30688	SUNVOLD, NATHAN	28.21	Flex Plan Reimbursement 2014	3/7/2014
30689	ICMA	50.00	Sunvold, Nathan #302283	3/10/2014
030690	AERATION INDUSTRIES INTL	62.00	Vortex Shield	3/25/2014
030691	ANDERSON LARSON HANSON & SAUND	2,641.50	Attorney Fees	3/25/2014
	Admin=\$1008.00, Police=\$1633.50			
030692	CENTURYLINK	132.80	Water Dept. Telephone	3/25/2014
030692	CENTURYLINK	196.79	City Hall Telephone	3/25/2014
030692	CENTURYLINK	59.12	Sewer Dept. Telephone	3/25/2014
030692	CENTURYLINK	59.49	Library Telephone	3/25/2014
030692	CENTURYLINK	83.69	Fire Dept. Telephone	3/25/2014
030692	CENTURYLINK	150.08	Police Dept. Telephone	3/25/2014
030692	CENTURYLINK	58.26	Public Works Telephone	3/25/2014
030693	CLARK EQUIPMENT CO.	5,418.80	Snowblower	3/25/2014
030694	COMMUNITY ELECTRIC	54.63	Generator cords	3/25/2014
030694	COMMUNITY ELECTRIC	47.03	Bay Light inspection and repair	3/25/2014
030694	COMMUNITY ELECTRIC	54.63	Generator cords	3/25/2014
030695	DEHMLow, BEN	20.75	MV Registration - 2014 Cop Car	3/25/2014
030695	DEHMLow, BEN	20.01	Fuel	3/25/2014
030695	DEHMLow, BEN	78.95	Batteries & Pepper Spray	3/25/2014
030696	DRIVER & VEHICLE SERVICES	12.00	New Police Car Plates	3/25/2014
030697	EMERGENCY MEDICAL PRODUCTS, IN	76.42	M2 Ratcheting Tourniquet	3/25/2014
030698	FARMERS CO-OP OIL CO	14.81	Fire Dept. Gas	3/25/2014
030698	FARMERS CO-OP OIL CO	599.02	Police Dept. Gas	3/25/2014

030698	FARMERS CO-OP OIL CO	1,804.30	Street Dept. Gas	3/25/2014
030698	FARMERS CO-OP OIL CO	467.00	Street Dept. Repairs	3/25/2014
030698	FARMERS CO-OP OIL CO	389.50	Park Gas - Warming Shed	3/25/2014
030699	GOPHER STATE ONE-CALL, INC	1.45	Water Contractual	3/25/2014
030699	GOPHER STATE ONE-CALL, INC	1.45	Sewer Contractual	3/25/2014
030700	HASLER FINANCIAL SERVICES	100.00	Postage Machine Lease	3/25/2014
030701	HAWKINS INC.	580.02	Water Supplies	3/25/2014
030702	HILLYARD FLOOR CARE SUPPLY	193.13	Community Center Supplies	3/25/2014
030703	MED-COMPASS	1,280.00	Fire dept. medical exams	3/25/2014
030704	MINNESOTA DEPT. OF HEALTH	922.00	Clean Water Fee	3/25/2014
030705	MVTL LABORATORIES, INC.	29.50	Water Testing	3/25/2014
030705	MVTL LABORATORIES, INC.	275.00	Sewer Testing	3/25/2014
030706	NIELSEN PLUMBING	323.13	Ambulance Water Repairs	3/25/2014
030707	OLIVIA HARDWARE INC.	8.99	CC Supplies	3/25/2014
030708	PIONEERLAND LIBRARY SYSTEM	10,078.50	Library Services	3/25/2014
030709	QUILL CORPORATION	156.32	PD - Office Supplies	3/25/2014
030710	RENVILLE-SIBLEY COOPERATIVE	1,284.75	Water Electric	3/25/2014
030710	RENVILLE-SIBLEY COOPERATIVE	128.11	Hot Water Heat	3/25/2014
030711	SCHROEDER, GARRET	375.00	Street Dept. Maintenance	3/25/2014
030712	STEVEN J HINDERKS	560.00	Water Repairs - Don Hiller Residence	3/25/2014
030713	TOTAL COMPLIANCE SOLUTIONS, IN	117.50	Drug Testing - Pete	3/25/2014
030713	TOTAL COMPLIANCE SOLUTIONS, IN	33.00	MN MVR Annual Check	3/25/2014
030714	VERIZON WIRELESS	61.03	Police Dept. Telephone	3/25/2014
030715	WEST CENTRAL SANITATION	34.16	WWT Refuse	3/25/2014
030715	WEST CENTRAL SANITATION	17.55	Street Refuse	3/25/2014
030716	XCEL ENERGY	22.50	Sewer Electric	3/25/2014
030716	XCEL ENERGY	2,394.22	Street Electric	3/25/2014
Total		\$ 31,897.10		

Al Rohlik seconded the motion. The motion carried 4 to 0.

5. Public Comments - none

6. Committee/Staff Reports

A. Human Resources

- Discussed Angi Wulf's 3-month performance. Kari reported she is doing a great job - she's great with customers, has caught on quickly, she's thorough and has a great attitude.

The committee recommends raising her salary from \$12.50/hr to \$14.00/hr.

A motion was made by Raye McKim and seconded by Al Rohlik to raise Angi Wulf's salary from \$12.50/hr to \$14.00/hr. The motion carried 4 to 0.

- Ben Dehmlow was present and gave a recap of the following PD updates:
 - 2013 COPS SRO Grant not awarded. Renville Police Department ranked 20th of 47 applicants in MN.
 - RCW School Resource Officer partnership is going well. Committee meeting prior to end of school year needed.
 - 2014 squad is here and being equipped. Recommend disposal of the 2002 and 2008 vehicles ASAP.
 - City of Sacred Heart LE update.

- Two new part-time officers have been hired.
- Emergency lights for the PD.
- RCSO has suspended their Driver Awareness Program.
- TASER's will be updated before summer.
- RPD hiring practices review. Application and background packet need changes. Upcoming training.
- POR - Presentation and news article on Predatory Offenders.
- 2013 Report

**RENVILLE POLICE DEPARTMENT
2013 YEAR END REPORT
1450 calls**

Total Calls by Type

74 Animal related (A)
 55 Community Policing
 55 Motorist Assist
 53 Information
 48 Miscellaneous (A)
 39 City Ordinance/Pub. Nuisance (A)
 33 Domestic/Family Dispute (A)
 31 Assists
 30 Welfare (A)
 28 Thefts (A)
 27 Suspicious (A)
 25 Alarms
 24 Backgrounds
 22 Disturbance/Fight (A)
 21 Civil (A)
 20 Harassment (A)
 11 Terr. Threats/CSC/Assault (A)
 17 Crashes (A)
 17 911 hang ups
 17 Physical Assist
 16 Property Damage (A)
 7 Burglary (A)
 3 Missing persons

Traffic Related Calls & Citations

450 Traffic Related Calls –Complaints and stops. 99.97% of not being stopped

Traffic Citations:
 53 for No DL, DAR, DAS
 43 No Insurance
 4 School Bus Violations
 47 Speed (26 DAP)
 4 DWI (2 from 911)

Other:
 8 Ordinance Citations

133 Citations issued (all calls)

18 cases filed by Long Form Complaint

28 Total Cases with an arrest.
 (poss. more than 1 per case)(mid 30's)

2013 Calls by Day of Week (1450)

Monday	195	13%
Tuesday	202	14%
Wednesday	212	15%
Thursday	190	13%
Friday	286	20%
Saturday	211	15%
Sunday	154	11%

2013 Calls by Time of Day (1450)

0000-0400	137	9%
0400-0800	53	4%
0800-1200	227	16%
1200-1600	349	24%
1600-2000	401	28%
2000-2359	293	20%

- Contracting for Policy management services with Lexipol.
- Public Safety Committee requested.
 - Direction on future plans for PD location
 - Other Long Term Planning for PD
 - Other tasks
- Liquor License application
- City Attorney Fees
- Discussed the liquor license application which will be used when applying for a **new** liquor license. The application will be used going forward and includes a \$500 investigation fee as stated in city ordinance.
- Need for a community survey was suggested as it has been a while since the last survey was conducted.

- Important to keep looking for a new location for the police department.
- Possible addition of a public safety committee

A motion was made by Al Rohlik and seconded by Shane Wohlman to approve the Human Resources Report as presented. The motion carried 4 to 0.

B. City Administrator/Clerk Report

Kari Gislason reported the following:

- The sessions at the MCFOA conference were very valuable.
- Negotiated reduced pricing with Arvig on our internet packages, will save us \$80/month.
- Water issues - have had about 4 houses and a couple of businesses with frozen pipes.
- Working on issues with Channel 3, should know more this week.
- New police car arrived last week.
- We are looking into selling the John Deere with the blower at Fitzner's spring auction.
- The city received a letter from the MPCA regarding the Main Stop site and the petroleum contamination at the site.

A motion was made by Dennis Ulrich and seconded by Raye McKim to approve the City Administrator/Clerk Report as presented. The motion carried 4 to 0.

7. Discussion Items - none

8. Action Items

A. 2014 Fire Department Contract - Ericson Township

A motion was made by Raye McKim and seconded by Al Rohlik to approve the 2014 Ericson Township Fire Department contract. The motion carried 4 to 0.

B. Terms of the sale for 403 NW Emerson Avenue

To follow are the official terms of the sale of real property commonly known as 403 NW Emerson Avenue, and particularly described as Lots 9 thru 13, Block 18 - Parson's 2nd Addition, Parcel #36-03380-00 Renville, Renville County, Minnesota.

- 1. Sale to occur by sealed bid.** Bids will be opened on May 9, 2014, at 10:00 a.m. Any bids received after the designated time for any reason or otherwise not in compliance with the bid requirements will not be considered.
- 2. Inspection.** The bidder is invited to inspect the property prior to submitting a bid. Failure to inspect property does not constitute grounds for the withdrawal of a bid after opening.
- 3. Condition and location of property.** The Property is offered for sale "as is" and "where is".
- 4. Consideration of bids.** All bids are firm and irrevocable for a period of fifteen days. The City reserves the right to reject any or all bids, and to waive any technical defects in bids. No specific bidding form is required, but all bids shall clearly state the name, address, and telephone number of the bidder.
- 5. Quit Claim Deed.** The City will not provide an abstract as the sale will be through quit claim deed.

6. **Zoning.** The property is zoned R-1.
7. **Risk of loss.** The City is responsible for reasonable care and protection of the property until the date specified for removal. All risks or loss, damage, or destruction from any cause whatsoever shall be borne by the Purchaser after passage of title.
8. **Closing.** Closing shall be as soon as practicable after the bid, but in any case within forty-five (45) days. Closing is to be at Renville City Hall. The Purchaser shall pay all closing costs. The City will provide quit claim deed. The Purchaser will be responsible for the recording costs and any title insurance Purchaser elects to obtain, together with any fees for professional services incurred by Purchaser.
9. **Minimum Bid.** The city has set a minimum bid price of \$1,000.
10. **Submission of Bid.** Bids shall be submitted prior to Friday, May 9 at 10:00 a.m.
Bids may be submitted to:

Renville City Administrator
221 North Main Street
PO Box 371
Renville, MN 56284

BIDS SHALL BE CLEARLY MARKED:

“BIDS FOR 403 NORTHWEST EMERSON AVENUE.”

If you have questions about the Property or the bidding process, contact City Hall by telephone at 320-329-8366.

A motion was made by Al Rohlik and seconded by Shane Wohlman to approve the Terms of sale for 403 NW Emerson Avenue. The motion carried 4 to 0.

9. Mayor's Report

Mayor Wertish reported the following:

- The Mayor is donating a prize for the most cleaned up property in Renville. The Revitalizing Renville Committee will be coordinating the contest.

10. Adjourn

A motion was made by Al Rohlik and seconded by Shane Wohlman to adjourn the meeting. The motion carried 4 to 0. Meeting was adjourned at 7:30 p.m.

Dated at Renville, Minnesota this 24th day of March, 2014.

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____

Janette Wertish, Mayor

ATTEST:

BY _____
Kari Gislason, City Administrator/Clerk