

Approved Minutes
City Council Regular Session
July 8, 2013
Monday 7:00 p.m.

The regular session of the City Council, City of Renville, Minnesota was called to order on July 8, 2013 at 7:00 p.m. by Mayor Wertish

City Council Members present were Randy Johnson, Allen Rohlik, Dennis Ulrich, Shane Wohlman and Mayor Janette Wertish. Councilor Raye McKim 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 Ulrich seconded the motion. Motion carried 4 to 0. Mayor Wertish declared the motion adopted.

3. Approval of Minutes

Councilor Johnson moved approval of the June 24, 2013 Regular Council Meeting Minutes. Councilor Wohlman seconded the motion. Motion carried 4 to 0. Mayor Wertish declared the motion adopted.

4. Visitors to be Heard

- A. Chris Henjum, Coalition of Greater Minnesota Cities

Mr. Henjum was present to discuss outcomes from the 2013 legislative session.

5. Public Hearings - None

6. Committee/Staff Reports

- A. Administrator/Clerk Report

Administrator/Clerk Jordan McQuillen reported the following:

Jordan presented a revised 2012 Minnesota Pay Equity Report for approval.

Councilor Ulrich moved approval of the revised 2012 Minnesota Pay Equity Report. Councilor Wohlman seconded the motion. Motion carried 4 to 0. Mayor Wertish declared the motion adopted.

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

7. Action Items

A. Administrator/Clerk Resignation

Councilor Ulrich moved approval to accept a letter of resignation submitted by Administrator/Clerk Jordan McQuillen effective July 12, 2013. Councilor Wohlman seconded the motion. Motion carried 4 to 0. Mayor Wertish declared the motion adopted.

B. Interim Administrator/Clerk Appointment

Councilor Rohlik moved approval of accepting a proposal submitted by Paul McLaughlin to serve as an Interim Administrator/Clerk for a period of three months commencing July 1, 2013, and ending October 15, 2013, with the contract being reevaluated on or before October 15, 2013. The service to be provided include: Averaging 20 hours per week; attending all City Council Meetings and Committee Meetings with the exception of August 12, 2013; approval to be absent from August 7, 2013, through August 13, 2013. Compensation will follow the following guidelines: \$1,500.00 per payday with the first installment to be on July 15, 2013, and the final installment on October 15, 2013; No accumulation of vacation, holiday, or sick leave; no health care coverage; no cell phone compensation; no meeting compensation. Councilor Ulrich seconded the motion. Motion carried 4 to 0. Mayor Wertish declared the motion adopted.

C. Administrator/Clerk Job Advertisement

Councilor Ulrich moved approval to advertise the Administrator/Clerk position effective immediately with a closing date of August 2, 2013. Councilor Johnson seconded the motion. Motion carried 4 to 0. Mayor Wertish declared the motion adopted.

D. Authorization to update Signature Cards with Financial Institutions

Councilor Johnson moved approval to authorize Kari Gislason and Janette Wertish to be designated as the account representatives for the City of Renville, and for Kari Gislason and Janette Wertish to be the authorized individuals listed on account signature cards. Councilor Wohlman seconded the motion. Motion carried 4 to 0. Mayor Wertish declared the motion adopted.

E. Schedule HR Committee Meeting for August 5, 2013

Councilor Ulrich moved approval to schedule an August 5, 2013, HR Committee Meeting, with the time to be determined at a subsequent City

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

F. Scheduling Administrator/Clerk Interviews - Tabled

G. Scheduling Finalist Interviews - Tabled

H. Schedule July 2013 Public Works Meeting

Councilor Wohlman moved approval of scheduling a Public Works Committee meeting for Wednesday July 17, 2013, at 6:30 p.m. Councilor Ulrich seconded the motion. Motion carried 4 to 0. Mayor Wertish declared the motion adopted.

8. Discussion Items - None

9. Invoices payable

Councilor Johnson moved approval of the following invoices:

Check #	Name	Amount	Comments	Date
30102	SUNVOLD, NATHAN	222.35	Reimburse for Lodging and Meal	7/8/2013
30103	VOLUNTEER FIREFIGHTERS'	209.00	Fire Dept. Membership	7/8/2013
30104	AMERICAN WELDING & GAS INC.	95.00	FIRE DEPT FIRE EXT. MAINT	7/8/2013
30105	NCPERS MINNESOTA	128.00	Insurance	7/8/2013
30106	SUNVOLD, NATHAN	287.00	Flex plan reimbursement	7/8/2013
30107	VERIZON WIRELESS	116.42	Police Dept. Telephone	7/8/2013
30108	VOID	0.00	VOID	7/8/2013
30109	UNITED STATES POSTAL SERVICE	192.72	Postage - Utility Bills, Water	7/8/2013
30110	ICMA	50.00	Sunvold, Nathan #302283	7/8/2013
030111	AFLAC	111.06	Insurance	7/8/2013
030112	AMERICAN SOLUTIONS FOR BUSINES	229.60	Utility Bills Postage	7/8/2013
030112	AMERICAN SOLUTIONS FOR BUSINES	229.60	Utility Bills Postage	7/8/2013
030113	AMERIPRIDE SERVICES, INC	98.45	Community Center Contractual	7/8/2013
030114	ARVIG COMMUNICATION SYSTEMS	57.77	Public Works Internet	7/8/2013
030114	ARVIG COMMUNICATION SYSTEMS	57.76	City Hall Internet	7/8/2013
030114	ARVIG COMMUNICATION SYSTEMS	57.77	Police Dept. Internet	7/8/2013
030115	BENNETT TECHNOLOGIES, INC	48.09	Copier Service Contract	7/8/2013
030116	BIG COUNTRY 100.1 FM	195.00	City Marketing/Development	7/8/2013
030117	CASH	17.20	Postage, water	7/8/2013
030117	CASH	7.45	Postage, sewer	7/8/2013
030118	CENTURYLINK	82.03	Fire Dept. Telephone	7/8/2013
030118	CENTURYLINK	57.20	Sewer Dept. Telephone	7/8/2013
030118	CENTURYLINK	60.82	Library Telephone	7/8/2013
030118	CENTURYLINK	129.92	Water Dept. Telephone	7/8/2013
030118	CENTURYLINK	184.19	City Hall Telephone	7/8/2013
030118	CENTURYLINK	129.31	Police Telephone	7/8/2013
030118	CENTURYLINK	59.09	Public Works Telephone	7/8/2013
030119	CHAD MONSON EXCAVATING, LLC	9,794.56	2012 Dupont Avenue Improvement Project	7/8/2013

030120	CHIEF LAW ENFORCEMENT SUPPLY	52.03	Drug Tests, ID Chart	7/8/2013
030120	CHIEF LAW ENFORCEMENT SUPPLY	48.99	Stinger Spike System	7/8/2013
030121	DANUBE LUMBER SUPPLY	21.31	2 x 10's	7/8/2013
030122	DIAMOND VOGEL PAINTS	351.08	Traffic Paint	7/8/2013
030123	GENERAL FUND	500.00	Sewer Bookkeeping	7/8/2013
030123	GENERAL FUND	500.00	Water Bookkeeping	7/8/2013
030124	GOPHER STATE ONE-CALL, INC	17.40	Sewer Contractual	7/8/2013
030124	GOPHER STATE ONE-CALL, INC	17.40	Water Contractual	7/8/2013
030125	GREAT PLAINS NATURAL GAS	59.49	Fire Dept. Gas	7/8/2013
030125	GREAT PLAINS NATURAL GAS	18.80	Clerk Gas Service	7/8/2013
030125	GREAT PLAINS NATURAL GAS	21.37	Police Dept. Gas	7/8/2013
030125	GREAT PLAINS NATURAL GAS	16.92	Library Gas Service	7/8/2013
030125	GREAT PLAINS NATURAL GAS	105.62	Water Gas Service	7/8/2013
030125	GREAT PLAINS NATURAL GAS	26.95	Community Center	7/8/2013
030125	GREAT PLAINS NATURAL GAS	57.11	Sewer Gas Service	7/8/2013
030126	HAWKINS INC.	809.80	Water Supplies	7/8/2013
030127	LANG S AUTOMOTIVE CENTER, INC.	12.28	Parts & Supplies - Parks	7/8/2013
030127	LANG S AUTOMOTIVE CENTER, INC.	314.17	Parts & Supplies - Streets	7/8/2013
030127	LANG S AUTOMOTIVE CENTER, INC.	11.21	Parts & Supplies - FD	7/8/2013
030128	LMC INSURANCE TRUST	6,556.76	LMC Insurance Trust	7/8/2013
030128	LMC INSURANCE TRUST	791.41	LMC Insurance Trust	7/8/2013
030128	LMC INSURANCE TRUST	791.33	LMC Insurance Trust	7/8/2013
030128	LMC INSURANCE TRUST	3,165.25	LMC Insurance Trust	7/8/2013
030129	MAYNARD S FOOD CENTER	3.20	CC Supplies	7/8/2013
030130	MCQUILLEN, JORDAN	27.48	AFLAC Deduction reimburse	7/8/2013
030130	MCQUILLEN, JORDAN	304.52	Reimburse for lodging for LMC Conf in St. Paul	7/8/2013
030131	MVTL LABORATORIES, INC.	387.00	Sewer Testing	7/8/2013
030132	NAT ASSOC OF SCHOOL RES OFFICE	495.00	Resource Officer Course	7/8/2013
030133	NORTH SHORE ANALYTICAL, INC.	440.00	WWT Testing	7/8/2013
030134	RC HOSPITAL & CLINICS	41.00	Blood Alcohol Drawing Fee	7/8/2013
030135	RENCO PUBLISHING, INC.	116.38	Publishing	7/8/2013
030136	RENVILLE CO.HEARTLAND EXPRESS	1,985.00	Public Transit Services	7/8/2013
030137	RENVILLE SALES INC.	(16.03)	Credit for Trimmer Head	7/8/2013
030137	RENVILLE SALES INC.	429.88	Echo Trimmer & Delavan Pump	7/8/2013
030138	SHENANIGANZ	600.00	Police Dept. Rental	7/8/2013
030139	SMITH PLUMBING & HEATING	1,485.00	Machine Time & Labor 212 & 5th Street	7/8/2013
030140	SW/WC SERVICE COOPERATIVES	717.75	Medical Insurance-Jodi	7/8/2013
030140	SW/WC SERVICE COOPERATIVES	414.25	Medical Insurance-Jodi	7/8/2013
030140	SW/WC SERVICE COOPERATIVES	1,132.00	Medical Insurance-Sewer	7/8/2013
030140	SW/WC SERVICE COOPERATIVES	3,091.00	Medical Insurance-Police	7/8/2013
030140	SW/WC SERVICE COOPERATIVES	1,132.00	Medical Insurance-Street	7/8/2013
030140	SW/WC SERVICE COOPERATIVES	1,132.00	Medical Insurance-Water	7/8/2013
030141	TOTAL COMPLIANCE SOLUTIONS, IN	117.50	Drug Testing	7/8/2013
030142	UNIVAR USA INC	2,565.00	Insect Control	7/8/2013
030143	OLIVIA HARDWARE, INC	260.94	Park Supplies	7/8/2013
030143	OLIVIA HARDWARE, INC	12.80	Furniture Polish - CC	7/8/2013
030143	OLIVIA HARDWARE, INC	9.61	Weed Prevent	7/8/2013
030144	VOSIKA SEWER SERVICE	352.07	3 Portable Toilets	7/8/2013
030145	WERTISH, JANETTE	352.01	Reimburse for Lodging, Meal at LMC Conference	7/8/2013
030146	XCEL ENERGY	148.52	Fire Dept. Electric	7/8/2013

030146	XCEL ENERGY	5,000.92	Sewer Electric	7/8/2013
030146	XCEL ENERGY	1,543.53	Water Electric	7/8/2013
030146	XCEL ENERGY	568.92	Community Center	7/8/2013
030146	XCEL ENERGY	357.23	Library Electric	7/8/2013
030146	XCEL ENERGY	396.92	City Hall Electric	7/8/2013
030146	XCEL ENERGY	84.57	Park Electric	7/8/2013
		TOTAL:	52,862.01	

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

Councilor Ulrich moved approval of payment of an application for payment submitted by SEH for Knife River Corporations work performed for the 2013 Dupont Avenue Mill and Overlay Project. The application for payment is in the amount of \$137,099.76. Councilor Rohlik seconded the motion. Motion carried 4 to 0. Mayor Wertish declared the motion adopted.

9. Mayors Notes

- Mayor Wertish thanked Administrator/Clerk Jordan McQuillen for his service.

10. Adjourn

Councilor Rohlik moved to adjourn the Meeting at 7:41 p.m. Councilor Johnson seconded the motion. Motion carried 4 to 0.

Dated at Renville, Minnesota this 8th day of July, 2013.

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Jordan McQuillen, Administrator/Clerk