

**Approved Minutes**

**Public Hearing:** The Purpose of the Public Hearing is to consider the proposal that the City abate property taxes levied by the City

**August 10, 2015**

**Monday 6:45 p.m**

Pursuant to due call and notice thereof, the City Council of the City of Renville met to receive public comment to consider that the City abate property taxes levied by the City on the property identified as tax parcel numbers (the "Property"):

36-06285-00, 36-06290-00, 36-06295-00, 36-06375-00,  
36-06300-00, 36-06320-00, 36-00360-00, 36-06370-00

The property tax abatement is being considered for the Farmer's Co-op Oil Company project. The total amount of the taxes proposed to be abated by the City on the Property for up to a six-year period, commencing 2017 and ending 2022, is estimated to be not more than \$100,000. Granting the Abatement is in the public interest because it will increase or preserve tax base of the City and provide employment opportunities.

The public hearing was called to order on August 10, 2015 at 6:45 p.m. by Mayor Wertish.

Mayor Janette Wertish and Council Members Shane Wohlman, Jeff Pike, Al Rohlik and Brent Dahl were present. City Administrator/Clerk Kari Gislason was also present. Councilmember Jeremy Hinderks joined the meeting at 6:56 p.m.

No audience members were present.

A motion to close the public hearing was made by Al Rohlik and seconded by Brent Dahl. The motion carried 5 to 0. The Public Hearing closed at 6:58 p.m.

Dated at Renville, Minnesota, this 10th day of August, 2015

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

ATTEST:

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

**Approved Minutes  
City Council Regular Session  
August 10, 2015  
Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on August 10, 2015 at 7:00 p.m. by Mayor Wertish

City Council Members present were Jeff Pike, Jeremy Hinderks, Brent Dahl, Shane Wohlman and Al Rohlik Also present were Mayor Janette Wertish and City Administrator/Clerk Kari Gislason. Present in the audience were Cory Eischens and Rich Schrupp.

**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 5 to 0.

**3. Approval of Minutes**

A motion was made by Jeff Pike and seconded by Brent Dahl to approve the minutes of the July 27, 2015 Regular Council Meeting. 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
31846	ICMA	\$50.00	Sunvold, Nathan #302283	7/27/2015
31847	UNITED STATES POSTAL SERVICE	\$209.65	Postage - Utility	7/31/2015
31848	DANUBE LUMBER SUPPLY	\$15.57	CC Supplies	8/5/2015
31849	GISLASON, KARI	\$74.80	Antivirus Renewal	8/5/2015
31850	GREAT PLAINS NATURAL GAS	\$226.28	Fire Dept. Gas	8/5/2015
31851	SUNVOLD, NATHAN	\$338.12	Lodging & Fuel for Training	8/5/2015
031852	AFLAC	\$51.52	Insurance	8/10/2015
031853	AMERICAN SOLUTIONS FOR BUSINES	\$218.15	Utility Bills Postage	8/10/2015
031853	AMERICAN SOLUTIONS FOR BUSINES	\$218.15	Utility Bills Postage	8/10/2015
031853	AMERICAN SOLUTIONS FOR BUSINES	\$204.61	AP Checks	8/10/2015
031854	ANDERSON LARSON HANSON & SAUND	\$1,820.55	Attorney Fees	8/10/2015
	Admin=\$36.00, Police=\$1784.55			
031855	AQUAFIX, INC.	\$334.17	Bug Juice - Wastewater	8/10/2015
031856	ARVIG COMMUNICATION SYSTEMS	\$40.90	Fire Hall Internet	8/10/2015
031856	ARVIG COMMUNICATION SYSTEMS	\$37.95	Sewer Internet	8/10/2015
031856	ARVIG COMMUNICATION SYSTEMS	\$66.90	City Hall Internet	8/10/2015
031856	ARVIG COMMUNICATION SYSTEMS	\$31.45	Public Works Internet	8/10/2015

031856	ARVIG COMMUNICATION SYSTEMS	\$38.95	Police Dept. Internet	8/10/2015
031857	CASH	\$39.97	General Postage	8/10/2015
031857	CASH	\$69.89	Water Dept. Postage	8/10/2015
031857	CASH	\$8.95	Street Dept. Postage	8/10/2015
031857	CASH	\$18.50	WW Dept. Postage	8/10/2015
031857	CASH	\$7.00	Return of Recycle Bin	8/10/2015
031858	CENTURYTEL	\$69.87	Library Telephone	8/10/2015
031858	CENTURYTEL	\$72.67	Police Dept. Telephone	8/10/2015
031858	CENTURYTEL	\$61.01	Public Works Telephone	8/10/2015
031858	CENTURYTEL	\$118.52	Water Telephone	8/10/2015
031858	CENTURYTEL	\$148.39	City Hall Telephone	8/10/2015
031858	CENTURYTEL	\$60.26	Sewer Telephone	8/10/2015
031859	COMMUNITY ELECTRIC	\$238.00	Service Pumps & Floats - WWT	8/10/2015
031859	COMMUNITY ELECTRIC	\$90.48	Replace motor bearing - WWT	8/10/2015
031859	COMMUNITY ELECTRIC	\$89.90	CC Supplies	8/10/2015
031860	CRIMESTAR CORPORATION	\$300.00	Records Management System Annual Support	8/10/2015
031861	DIAMOND VOGEL PAINTS	\$290.10	Yellow Traffic Paint	8/10/2015
031862	GENERAL FUND	\$500.00	Water Bookkeeping	8/10/2015
031862	GENERAL FUND	\$500.00	Sewer Bookkeeping	8/10/2015
031863	GOPHER STATE ONE-CALL, INC	\$32.68	Sewer Contractual	8/10/2015
031863	GOPHER STATE ONE-CALL, INC	\$32.67	Water Contractual	8/10/2015
031864	HACH COMPANY	\$52.86	Wastewater Repair	8/10/2015
031865	HAWKINS INC.	\$1,200.32	Wastewater Chemicals	8/10/2015
031866	LANG S AUTOMOTIVE CENTER, INC.	\$28.98	Supplies - PD	8/10/2015
031866	LANG S AUTOMOTIVE CENTER, INC.	\$23.32	Supplies - Sewer Dept.	8/10/2015
031866	LANG S AUTOMOTIVE CENTER, INC.	\$306.59	Supplies - Street Dept.	8/10/2015
031866	LANG S AUTOMOTIVE CENTER, INC.	\$5.99	Supplies - Fire Dept.	8/10/2015
031867	MAC QUEEN EQUIPMENT INC.	\$2,566.63	Repairs - Street Dept.	8/10/2015
031868	MAIN STREET BAR & GRILL	\$700.00	PD Building Rent	8/10/2015
031869	MAYNARD S FOOD CENTER	\$14.25	CC Supplies	8/10/2015
031869	MAYNARD S FOOD CENTER	\$13.40	Parks Supplies	8/10/2015
031870	MENARDS	\$35.43	Supplies - Hard hats, safety shirts	8/10/2015
031871	METERING & TECHNOLOGY SOLUTION	\$2,784.61	Water Meter - Farmer's Co-op Oil	8/10/2015
031872	MN PUBLIC FACILITIES AUTHORITY	\$13,000.00	PFA Loan Principal	8/10/2015
031872	MN PUBLIC FACILITIES AUTHORITY	\$1,455.30	PFA Loan Interest	8/10/2015
031872	MN PUBLIC FACILITIES AUTHORITY	\$120,000.00	PFA Loan Principal	8/10/2015
031872	MN PUBLIC FACILITIES AUTHORITY	\$2,035.00	PFA Loan Interest	8/10/2015
031872	MN PUBLIC FACILITIES AUTHORITY	\$24,056.17	PFA Loan Principal	8/10/2015
031872	MN PUBLIC FACILITIES AUTHORITY	\$1,209.54	PFA Loan Interest	8/10/2015
031873	MVTL LABORATORIES, INC.	\$287.75	Sewer Testing	8/10/2015
031873	MVTL LABORATORIES, INC.	\$25.00	Water Testing	8/10/2015
031873	MVTL LABORATORIES, INC.	\$559.75	Sewer Testing	8/10/2015
031874	NCPERS MINNESOTA	\$80.00	Insurance	8/10/2015
031875	NORTH SHORE ANALYTICAL, INC.	\$440.00	WWT Testing	8/10/2015
031876	OLIVIA HARDWARE INC.	\$36.99	Supplies - Water Dept.	8/10/2015
031876	OLIVIA HARDWARE INC.	\$29.99	Supplies - Parks	8/10/2015
031877	RENCO PUBLISHING, INC.	\$47.45	Publishing	8/10/2015
031878	RENVILLE SALES INC.	\$66.36	Supplies - Street Dept.	8/10/2015
031878	RENVILLE SALES INC.	\$4.50	throttle handle - Fire Dept.	8/10/2015

031878	RENVILLE SALES INC.	\$159.80	Equipment Repair Supplies - Street Dept.	8/10/2015
031879	STEVEN J HINDERKS	\$132.00	Filters - Wastewater Dept.	8/10/2015
031880	SW/WC SERVICE COOPERATIVES	\$664.50	Medical Insurance-Jodi	8/10/2015
031880	SW/WC SERVICE COOPERATIVES	\$1,047.00	Medical Insurance-Sewer	8/10/2015
031880	SW/WC SERVICE COOPERATIVES	\$1,047.00	Medical Insurance-Water	8/10/2015
031880	SW/WC SERVICE COOPERATIVES	\$1,047.00	Medical Insurance-Street	8/10/2015
031880	SW/WC SERVICE COOPERATIVES	\$3,141.00	Medical Insurance-Police	8/10/2015
031880	SW/WC SERVICE COOPERATIVES	\$382.50	Medical Insurance-Jodi	8/10/2015
031881	TACTICAL SOLUTIONS, INC.	\$62.00	Certification of Radar Units	8/10/2015
031882	VERIZON WIRELESS	\$57.10	Street Dept. Telephone	8/10/2015
031882	VERIZON WIRELESS	\$70.02	Police Dept. Telephone	8/10/2015
031882	VERIZON WIRELESS	\$50.85	Police Dept. Telephone	8/10/2015
031883	XCEL ENERGY	\$5,126.44	Sewer Electric	8/10/2015
031883	XCEL ENERGY	\$190.03	Street Electric	8/10/2015
031883	XCEL ENERGY	\$138.95	Fire Dept. Electric	8/10/2015
031883	XCEL ENERGY	\$77.17	Park Electric	8/10/2015
031883	XCEL ENERGY	\$329.58	City Hall Electric	8/10/2015
031883	XCEL ENERGY	\$296.62	Library Electric	8/10/2015
031883	XCEL ENERGY	\$472.42	Community Center Electric	8/10/2015
031883	XCEL ENERGY	\$1,338.68	Water Electric	8/10/2015
	<b>Total</b>	<b>\$193,623.42</b>		

Jeremy Hinderks seconded the motion. The motion carried 5 to 0.

## 5. Monthly Financials

A motion was made by Jeff Pike and seconded by Brent Dahl to approve the monthly financials. The motion carried 5 to 0.

## 6. Public Comments - none

## 7. Committee/Staff Reports

### A. Public Works

#### Public Works Meeting

5:30 August 5, 2015

- Abandoned/Junk Vehicles:  
Renville PD compiled a list of junk vehicles. The present list has 21 vehicles.  
*The committee recommends moving forward with the process to get these removed.*
- Water/Sewer Rates:  
Reviewed information regarding water and sewer rates. Request was made for plugging in rate scenarios to see what additional revenues will be generated. Will be discussed further at upcoming budget meetings.

- **SEH Revised Proposal for Main Street Properties:**  
Discussed the latest SEH proposal for the properties on Main Street. SEH reduced their fees from \$12,400 to \$8,800. Discussed the possibility of handling the process without utilizing SEH. Suggestion was made to offer them \$8,000 to handle the project.  
*City Administrator/Clerk contacted SEH and they have agreed to \$8,000. A revised proposal is included in the packet.*

A motion was made by Shane Wohlman and seconded by Jeff Pike to approve the SEH proposal offering engineering assistance in demoing the city-owned properties on Main Street in the amount of \$8,000.00 The motion carried 5 to 0.

- **Curfew Siren:** Discussed history of the curfew siren. Siren was removed in 2010. The committee discussed ways to inform the public of the 10:30 curfew: newspaper ad, social media, poster, and distributing information through the school.
- There is a meeting regarding the condition of the jail building on Thursday, August 6. City Administrator plans on attending.
- The Mayor and Public Works Director recently toured the city and compiled a list of items that should be cleaned up. The committee recommends sending a letter out to the owner, and if the property is a rental property, also to the renter addressing the issues. The letter will include information about where the items can be disposed and the fact that If the items are not removed, the city will order dumpsters for the clean up and bill the property owner for the dumpster.
- There has been a request for building a storage unit in a R1 zone. The committee did not see an issue with this person applying for a variance or conditional use permit for the building.
- Farmer's Coop Oil has requested a reduced water rate at their new location.

*The committee recommends reviewing at a later date when there is more information regarding actual usage.*

- **2016 Public Works Staffing:**  
Discussed staffing for Public Works in 2016. Will discuss further at HR meeting and upcoming budget meetings. Looking at a possible retirement in 2016, no dates at this point.

- RCW is in the process of tiling the athletic field in Renville. During the process, it was discovered, tree roots have caused damage to some of the water and sewer lines. RCW is requesting \$947 for the repair of these lines.

*The committee recommends approving the \$947 request.*

A motion was made by Al Rohlik and seconded by Shane Wohlman to approve the RCW request of \$947 for repairs to water and sewer lines in the boulevard of the athletic field. The motion carried 5 to 0.

- There are large piles of egg packaging at Rembrandt. They will be grinding the packaging this week.
- There has been damage to the port-a-potties at the city parks. Public Works Director is going to have them removed for the season.

A motion was made by Jeremy Hinderks and seconded by Jeff Pike to approve the Public Works Report as presented. The motion carried 5 to 0.

## **B. HR**

### **HR Meeting 12:30 Thursday, August 6, 2015**

#### **Police:**

- Staffing/Coverage  
Committee discussed staffing and coverage for 2016. To facilitate the discussion, three different scenarios were presented - these are included in the packet. After discussing and considering coverage and scheduling needs, the RCW SRO position and the current activity report, the committee recommends the following be included in the 2016 budget:

<b>3 Full Time &amp; Limited Part Time</b>		
FT Chief	\$ 51,417.60	\$24.72/hr, 2080 hours/yr
FT Officer	\$ 49,753.60	\$23.92/hr, 2080 hours/yr
FT Officer	\$ 35,360.00	\$17.00/hr, 2080 hours/yr
Part Time	\$ 10,000.00	
	<b>\$ 146,531.20</b>	
Wages & Salaries	\$ 136,531.20	
Salaries Temporary	\$ 10,000.00	
PERA	\$ 23,738.05	
FICA	\$ 2,285.89	
Employee Insurance	\$ 28,000.00	
<b>Total:</b>	<b>\$ 200,555.14</b>	

It was pointed out that the FT Chief and the FT Officer positions are reflecting a wage increase and at this point no decisions have been reached regarding employee wages for 2016.

- Chief Position  
The committee recommends posting internally for the chief position

A motion was made by Al Rohlik and seconded by Jeremy Hinderks to post internally for the Police Chief position. The motion carried 5 to 0.

- Discussed utilizing another part time officer to cover some shifts. Also discussed posting internally or advertising for the 3<sup>rd</sup> full-time position. This will require further discussion.

### **RCW SRO Position:**

The committee recommends renewing the RCW SRO contract.

### **Public Works:**

- Staffing/Coverage for 2016  
Discussed the possible retirement in the Public Works department in 2016 and some possible staffing scenarios.

The committee recommends hiring an employee for 25-30 hours per week upon Public Works Director retirement - no date has been set.

A motion was made by Al Rohlik and seconded by Shane Wohlman to approve the HR report. The motion carried 5 to 0.

### **C. City Administrator/Clerk**

- Museum meeting regarding the jail:
  - Trying to get a price to see how much it will be to secure before winter
  - Jerry Freiborg is checking with RADC to see if grants available and Kari checking on legacy funding
  - Museum has limited funds
  - Insurance may be covering a portion of the repair
- Computer Server in City Hall: quote attached - for 2015 we did budget \$3000 in admin miscellaneous area and had looked at \$1700 for a server

A motion was made by Jeremy Hinderks and seconded by Jeff Pike to approve the purchase of a server for \$1750 and carbonite backup for the a cost of \$599/yr for city hall. The motion carried 5 to 0.

- Social Media Webinar: if anyone wants a link to the archive let Kari know.

Highlights from the webinar:

- Recommended separate email for city business for council/mayor
  - Establishing a policy for social media
- Music Booster 5k Run: heard it was a fun event
  - MAAC will be doing the asbestos removal August 24
  - Attended the annual health insurance coop meeting today, insurance increase is 4.1%
  - Kari requested scheduling another HR meeting

Next HR meeting will be held at 12:30 pm Monday, August 24

A motion was made by Shane Wohlman and seconded by Brent Dahl to approve the City Administrator/Clerk report as presented. The motion carried 5 to 0.

**8. Discussion Items - no discussion items**

**9. Action Items**

**A. RCW SRO Contract**

A motion was made by Jeremy Hinderks and seconded by Jeff Pike to approve the RCW SRO contract. The motion carried 5 to 0.

**B. Set date for next budget planning session**

Council discussed date for the next budget planning session: next budget planning session will be at 5:30 Wednesday, August 26

**C. Resolution 16:15: Approving Property Tax Abatements**

**CITY OF RENVILLE  
COUNTY OF RENVILLE  
STATE OF MINNESOTA**

**RESOLUTION NO. 16-15**



## RESOLUTION APPROVING PROPERTY TAX ABATEMENTS

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

1. Recitals. Farmers Coop Oil Company has requested property tax abatement in order to assist with expenses relating to constructing a convenience store located at 712 E Park Avenue in Renville. The Project will provide for an increase and preservation of tax base and provide employment opportunities, among other public benefits. The City proposes to use the abatement for the purposes provided for in the Abatement Law (as hereinafter defined), including the Project. The total amount of the taxes proposed to be abated by the City on the property for up to six (6) years is estimated to be not more than \$100,000 in total. The abatement will apply to the City's share of the property taxes (the "Abatement") derived from property identified as tax parcel numbers (the "Property"):

36-06285-00  
36-06290-00  
36-06295-00  
36-06375-00  
36-06300-00  
36-06320-00  
36-00360-00  
36-06370-00

(a) On the date hereof, the Council held a public hearing on the question of the Abatement, and said hearing was preceded by at least 10 days but not more than 30 days prior published notice thereof.

(b) The Abatement is authorized under Minnesota Statutes, Sections 469.1812 through 469.1815 (the "Abatement Law"), as amended.

2. Findings for the Abatement. The City Council hereby makes the following findings:

(a) The Council expects the benefits to the City of the Abatement to at least equal or exceed the costs to the City thereof.

(b) Granting the Abatement is in the public interest because it will increase or preserve tax base of the City and provide employment opportunities.

(c) The Property is not located in a tax increment financing district.

(d) In any year, the total amount of property taxes abated by the City by this and other resolutions, if any, does exceed ten percent of the net tax capacity of the City for the taxes payable year to which the abatement applies, or \$200,000, whichever is greater.

3. Terms of Abatement. The Abatement is hereby approved. The terms of the Abatement are as follows:

(a) The Abatement shall be for a six-year period and shall apply to the taxes payable in the years 2017 through 2022, inclusive.

(b) The City will abate an amount over the abatement term not to exceed \$100,000 of the City's share of the property tax amount which the City receives from the market value of the Property. Set abatement shall be as set forth below, not to exceed amounts noted.

<u>Year</u>	<u>\$ Amount</u>
2017	\$20,000
2018	\$20,000
2019	\$15,000
2020	\$15,000
2021	\$15,000
2022	\$15,000

(c) The Abatement shall be subject to all the terms and limitations of the Abatement Law.

Passed and adopted on this 10th day of August 2015, by the City Council of Renville, Minnesota.

This resolution was offered by: Jeff Pike

This resolution was seconded by: Brent Dahl

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

Voting against: none

Attest:

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

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

**10. Mayor's Report**

Mayor Wertish thanked everyone for their hard work and input at the first budget meeting.

**11. 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 8:00 p.m.

Dated at Renville, Minnesota this 10th day of August, 2015.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

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