

**Approved Minutes
City Council Regular Session
September 8, 2014
Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on September 8, 2014 at 7:00 p.m. by Mayor Wertish

City Council Members present were Raye McKim, Dennis Ulrich, Shane Wohlman and Al Rohlik. Also present were Mayor Janette Wertish, City Administrator/Clerk Kari Gislason, Darrin and Kaylynn Shemon and Michele Clarke from the SWMNHP. Randy Johnson was absent.

1. Pledge of Allegiance

2. Approval of Agenda

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

3. Approval of Minutes

A motion was made by Dennis Ulrich and seconded by Raye McKim to approve the minutes of the August 25, 2014 meeting. The motion carried 4 to 0.

4. Invoices Payable

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

Check #	Name	Amount	Comments	Date
31093	ICMA	\$50.00	Sunvold, Nathan #302283	8/25/2014
31094	UNITED STATES POSTAL SERVICE	\$196.86	Postage - Utility	8/29/2014
031095	AFLAC	\$51.52	Insurance	9/8/2014
031096	ARVIG COMMUNICATION SYSTEMS	\$43.81	Sewer Internet	9/8/2014
031096	ARVIG COMMUNICATION SYSTEMS	\$43.81	City Hall Internet	9/8/2014
031096	ARVIG COMMUNICATION SYSTEMS	\$43.81	Public Works Internet	9/8/2014
031096	ARVIG COMMUNICATION SYSTEMS	\$43.82	Police Dept. Internet	9/8/2014
031097	ATCO	\$339.88	2 cases of Quickies	9/8/2014
031098	DANUBE LUMBER SUPPLY	\$910.17	Supplies - Parks	9/8/2014
031098	DANUBE LUMBER SUPPLY	\$26.38	Supplies - Street	9/8/2014
031099	ED DAVIS BUSINESS MACHINES INC	\$93.46	Office Supplies	9/8/2014
031100	FAIRFAX VETERINARY CLINIC, LTD	\$90.00	Animal Control	9/8/2014
031101	GENERAL FUND	\$500.00	Sewer Bookkeeping	9/8/2014
031101	GENERAL FUND	\$500.00	Water Bookkeeping	9/8/2014
031102	GREAT PLAINS NATURAL GAS	\$11.31	Library Gas Service	9/8/2014
031102	GREAT PLAINS NATURAL GAS	\$12.55	Clerk Gas Service	9/8/2014
031102	GREAT PLAINS NATURAL GAS	\$44.79	Sewer Gas Service	9/8/2014
031102	GREAT PLAINS NATURAL GAS	\$21.37	Police Dept. Gas	9/8/2014
031102	GREAT PLAINS NATURAL GAS	\$22.74	Fire Dept. Gas	9/8/2014
031102	GREAT PLAINS NATURAL GAS	\$18.00	Community Center	9/8/2014
031102	GREAT PLAINS NATURAL GAS	\$275.81	Water Gas Service	9/8/2014

031103	HACH COMPANY	\$21.54	Water Supplies	9/8/2014
031104	HAWKINS INC.	\$25.00	Water Supplies	9/8/2014
031105	HILLYARD FLOOR CARE SUPPLY	\$261.08	Community Center Supplies	9/8/2014
031106	INTERSTATE POWERSYSTEMS	\$799.03	Generator Repairs	9/8/2014
031106	INTERSTATE POWERSYSTEMS	\$834.29	Generator Repairs	9/8/2014
031107	LANG S AUTOMOTIVE CENTER, INC.	\$37.98	Fire Supplies	9/8/2014
031107	LANG S AUTOMOTIVE CENTER, INC.	\$163.58	Street Supplies	9/8/2014
031108	LEAGUE OF MINNESOTA CITIES	\$1,335.00	Membership Dues	9/8/2014
031108	LEAGUE OF MINNESOTA CITIES	\$30.00	Mayor's Membership Dues	9/8/2014
031109	MAYNARD S FOOD CENTER	\$26.42	CC Supplies	9/8/2014
031110	MINNESOTA DEPT OF HEALTH	\$922.00	Well Maintenance Permit	9/8/2014
031111	MVTL LABORATORIES, INC.	\$192.50	Sewer Testing	9/8/2014
031111	MVTL LABORATORIES, INC.	\$95.25	Sewer Testing	9/8/2014
031111	MVTL LABORATORIES, INC.	\$328.50	Sewer Testing	9/8/2014
031112	NCPERS MINNESOTA	\$96.00	Insurance	9/8/2014
031113	OLIVIA HARDWARE INC.	\$51.97	Supplies - Parks	9/8/2014
031113	OLIVIA HARDWARE INC.	\$56.47	Supplies - CC	9/8/2014
031114	PIONEERLAND LIBRARY SYSTEM	\$10,078.50	Library Services	9/8/2014
031115	QUILL CORPORATION	\$180.74	Office Supplies	9/8/2014
031115	QUILL CORPORATION	\$11.75	Office Supplies	9/8/2014
031116	RENCO PUBLISHING, INC.	\$363.23	Publishing	9/8/2014
031116	RENCO PUBLISHING, INC.	\$97.50	Envelopes	9/8/2014
031117	STAYE RENTAL	\$700.00	Police Dept. Building Rent	9/8/2014
031118	SW/WC SERVICE COOPERATIVES	\$1,132.00	Medical Insurance-Street	9/8/2014
031118	SW/WC SERVICE COOPERATIVES	\$1,132.00	Medical Insurance-Water	9/8/2014
031118	SW/WC SERVICE COOPERATIVES	\$1,132.00	Medical Insurance-Sewer	9/8/2014
031118	SW/WC SERVICE COOPERATIVES	\$414.25	Medical Insurance-Jodi	9/8/2014
031118	SW/WC SERVICE COOPERATIVES	\$717.75	Medical Insurance-Jodi	9/8/2014
031118	SW/WC SERVICE COOPERATIVES	\$3,091.00	Medical Insurance-Police	9/8/2014
031119	USABLE LIFE	\$20.45	Life Ins.	9/8/2014
031119	USABLE LIFE	\$28.48	Life Ins.	9/8/2014
031119	USABLE LIFE	\$20.44	Life Ins.	9/8/2014
031119	USABLE LIFE	\$20.45	Life Ins.	9/8/2014
031119	USABLE LIFE	\$12.26	Life Ins.	9/8/2014
031120	VERIZON WIRELESS	\$58.26	Street Dept. Telephone	9/8/2014
031120	VERIZON WIRELESS	\$52.71	Police Dept. Telephone	9/8/2014
031121	VOSIKA SEWER SERVICE	\$352.07	Vosika Sewer Service	9/8/2014
031122	XCEL ENERGY	\$389.45	City Hall Electric	9/8/2014
031122	XCEL ENERGY	\$4,986.17	Sewer Electric	9/8/2014
031122	XCEL ENERGY	\$1,428.33	Water Electric	9/8/2014
031122	XCEL ENERGY	\$338.54	Library Electric	9/8/2014
031122	XCEL ENERGY	\$62.69	Park Electric	9/8/2014
031122	XCEL ENERGY	\$123.06	Fire Dept. Electric	9/8/2014
031122	XCEL ENERGY	\$539.15	Community Center	9/8/2014
	Total	\$ 36,099.93		

Shane Wohlman seconded the motion. The motion carried 4 to 0.

5. Monthly Financials:

A motion was made by Dennis Ulrich and seconded by Shane Wohlman to approve the monthly financials. The motion carried 4 to 0.

6. Public Comments:

A. **Darrin and Kaylynn Shemon** were in the audience to address any questions the council had regarding the offer they made for the purchase of 516 E Park. They are uncertain of future plans for the property but would like to renovate the home. They estimate this to be a 3-5 year project.

7. Committee/Staff Reports

A. Public Works

- **SEH proposal:** Dan Ehrke presented two proposals to the committee. One for a Space Needs Study which included an option for a Mechanical and Electrical Assessment and one for a Capital Improvement Plan. Committee would like to discuss further with full council.

Copies of both proposals were included in the packet.

Council decided to hold off on the Capital Improvement Plan and the Mechanical and Electrical Assessment portion of the Space Needs Study.

A motion to enter an agreement with SEH to conduct a Space Needs Study not to exceed \$6750 was made by Dennis Ulrich and seconded by Raye McKim. The motion carried 4 to 0.

- **Lloyd Zabel's request:** Lloyd Zabel is requesting the city vacate the streets which are highlighted on the attached diagram. Committee would like to add Lloyd's request to Monday's agenda.
- **516 E Park Avenue:**
 1. Cistern not an issue
 2. Shemon proposal - Committee discussed the proposal and this will be discussed further at Monday's council meeting.

Proposal From
Darrin and Kaylynn Shemon
To Renville City

This proposal is from Darrin and Kaylynn Shemon and is intended to initiate discussion and/or finalize a decision from Renville City. Our proposal includes:

- All of 516 Park Ave home and land.
- All of Lot adjacent to 516 Park Ave that was originally part of 516 Park Ave prior to the split made by Renville City and put up for sealed bid.
- We understand that the City of Renville will remove the garage at 516 Park Ave, including clean up and filling in of pit below garage floor, at their cost.

Our proposal to the City of Renville is this:

- \$250 for both parcels including house in "AS-IS" condition.
- Offer includes any and all contents thereof.
- City of Renville to prepare transfer of title.
- City of Renville to advise us of any encumbrances, liens, judgments, etc. in regards to the above parcels to the best of their knowledge.
- City of Renville to assume any and all fees for the transfer and/or recording of all documents.
- Dual zoning of commercial and residential to be maintained for both parcels.

- City to maintain mowing for remainder of year.

Closing will be completed immediately upon the acceptance of the offer and preparation of the closing documents.

Respectfully submitted,

Darrin and Kaylynn Shemon

A motion was made by Dennis Ulrich and seconded by Al Rohlik to accept the proposal for 516 E Park as noted. The motion carried 4 to 0.

- **113 NW 3rd Street:** The committee would like to see if there is any interest in renovating the property. Kari will check on signs and other ways to market the property.
- **Brett Varpness request regarding water/sewer bill:** Brett Varpness requested the sewer portion of his water bill be forgiven. Committee recommends taking no action on this
- **Gerry Stevensen house plans** were shared for informational purposes.



- Add charges for garbage pickup if needed to next year's fee structure
Charges from West Central Sanitation for roll offs:
\$65.00 delivery fee
2 yd \$55
4 yd \$70
10 yd \$125
20 yd \$145
30 yd \$195
\$1.50/day rental after 10 days
Hourly rate of \$35

Committee recommends adding these to the 2015 fee structure

A motion was made by Raye McKim and seconded by Shane Wohlman to add these charges to the 2015 fee structure with the addition "per person" to the hourly rate. Motion carried 4 to 0.

- **Stop sign at the school:** Discussed safety concerns regarding a stop sign in front of RCW. Possible ideas to improve the issue: a stop ahead sign, a flashing sign, a crosswalk at the location. Pete will work with Ben on this.
- **2015 Safe Roads Grant:** The Renville Police Department is interested in participating in the 2015 Safe Roads Grant. Grant runs from Oct. 1, 2014 to Sept. 20, 2015. Committee has further questions about this including
 - How is it decided where the officers are posted/patrol?
 - Can our police officers stay within the city limits or just a few miles out of town or would they be required to be throughout the county like they were in 2012?

Discussed concerns about having our police officers out of town, additional wear and tear on vehicles and community perception of the program. Kari will check with Ben to find out the details and will discuss further with full council.

Kari did check with Chief Dehmlow and there is no requirement for the officers to be out of town.

- **Museum Painting project:** Revitalizing Renville group has been scraping. They are looking at painting the building soon.
- **Community Garden update:** Jerry Freiborg is uncertain about whether or not he will be doing a community garden next year.
- **Water/Sewer Rate Analysis:** The Midwest Assistance Program conducts free water/sewer rate analysis. Kari will contact them to get this set up for the city.
- **FFA signs:** Jason Steinwig, RCW FFA teacher, would like to have a sign posted on the Renville population signs that say Proud FFA Community and include the FFA emblem. The committee sees no issues with this, but the FFA will need to check with MNDot.

A motion was made by Raye McKim and seconded by Al Rohlik to approve the Public Works Report as presented. The motion carried 4 to 0.

B. Human Resources

The Human Resources Committee met to conduct Kari's review. They are pleased with her performance.

A motion was made by Dennis Ulrich and seconded by Shane Wohlman to approve the HR Report as presented. The motion carried 4 to 0.

C. City Administrator/Clerk

Kari Gislason reported the following:

- There have been many recent requests/concerns for housing in our community
- Police Department's PT budget - Chief Dehmlow has requested guidance regarding the fact that his part time police budget for 2014 is almost depleted.

Council advised he needs to stay within the budget and schedule as needed to do this.

- Kari met with Fritz Jager from the AmericInn last week to see what is involved in bringing their hotel franchise to a community. She will share the information at the next EDA meeting.

- Should be hearing from DEED soon regarding the Estum properties, mid September
- Kari will be gathering up information for a water/sewer rate analysis conducted through the Midwest Assistance Program.

A motion was made by Al Rohlik and seconded by Dennis Ulrich to approve the City Administrator/Clerk's report as presented. The motion carried 4 to 0.

8. Discussion Items

A. Renville Ambulance Service Information

Kari recently attended an informational meeting conducted by the Renville Ambulance Service regarding 2015 budget requests. Information from this meeting was included in the packets.

B. Blood Drive Thank You

Renville Volunteers sent a thank you note for the use of the Community Center for a recent bloodmobile

9. Action Items

A. Resolution 10-14 Support and Commitment to Traffic Safety: no action taken, will revisit at the next meeting making these changes to the resolution: correcting typo of August to September and adding language to the last section regarding staying within or no more than 2 miles out of Renville city limits

B. Resolution 11-14 A Resolution Setting a Public Hearing on a Vacation:

CITY OF RENVILLE
RESOLUTION 11-14
A RESOLUTION SETTING A PUBLIC HEARING ON A VACATION
THE CITY COUNCIL OF THE CITY OF RENVILLE, MINNESOTA DOES
HEREBY RESOLVE AS FOLLOWS

WHEREAS, the City Council desires to consider the vacation of the following: an area 60' feet wide by 460 feet located on 3rd Street NW, starting at Elm Avenue and continuing south. Also, an area on 3rd Street running east for 170 feet and is 80 feet in depth. These areas are to the west and south of block 16 in the F.O. Gold's Addition. See attached map.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF RENVILLE, COUNTY OF RENVILLE, MINNESOTA;

1. The Council will consider the vacation of such alley and a public hearing shall be held on such proposed vacation on the 13th day of October, 2014, before the City Council in City Hall located at 221 North Main Street at 6:45 p.m.
2. The City Administrator/Clerk is hereby directed to give published, posted and mailed notice of such hearing as required by law.

Passed and adopted on this 8TH day of September, 2014, by the City Council of Renville, Minnesota.

This resolution was offered by: Raye McKim

This resolution was seconded by: Shane Wohlman

Voting in favor: Dennis Ulrich, Al Rohlik, Raye McKim and Shane Wohlman

Voting against: none

Attest:

Janette Wertish, Mayor

Kari Gislason, City Admin./Clerk

C. MESERB Voluntary Assessment

A motion was made by Raye McKim and seconded by Dennis Ulrich to submit a voluntary assessment of \$208.80 to MESERB (Minnesota Environmental Science and Economic Review Board). The motion carried 4 to 0.

D. 420 and 410 NW 4th Street Bid

The city received one sealed bid of \$500 from Gerry Stevenson for the properties located at 420 and 410 NW 4th Street.

A motion to accept Gerry Stevenson's bid of \$500 for the properties located at 420 and 410 NW 4th Street was made by Al Rohlik and seconded by Raye McKim. The motion carried 4 to 0.

E. 2015 Health Insurance Renewal Rates

A motion to accept the 2015 health care renewal rate of \$765 for single coverage and \$1047 for family coverage was made by Dennis Ulrich and seconded by Shane Wohlman. The motion carried 4 to 0.

F. Hawk Creek Animal Shelter Agreement

A motion was made by Dennis Ulrich and seconded by Raye McKim to accept the Hawk Creek Animal Shelter Agreement. The motion carried 4 to 0.

10. **Mayor's Report**

Mayor Wertish shared some information she had found regarding the ice bucket challenge.

11. **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 8:00 p.m.

Dated at Renville, Minnesota this 8th day of September, 2014.

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Kari Gislason, City Administrator/Clerk

Approved Minutes

**Public Hearing: Public Comment on the Progress and Performance of the SWMNHP Grant Application
September 8, 2014
Monday 8:00 p.m.**

Pursuant to due call and notice thereof, the City Council of the City of Renville met for a public hearing to receive public comment on the progress and performance of the grant application that the City of Renville received from the Minnesota Department of Employment and Economic Development Small Cities Development Program for funds to rehabilitate low to moderate income, owner-occupied single family households and commercial rehabilitation. The public hearing was intended to provide citizens with an update about the program. All persons who may have an interest in the program were encouraged to attend the public hearing. The Public Hearing was held on September 8, 2014 at 8:00 p.m. in the Council Chambers of City Hall. Mayor Janette Wertish and Council Members Shane Wohlman, Raye McKim, Dennis Ulrich, and Allen Rohlik were present. City Administrator/Clerk Kari Gislason and Michele Clarke from the SWMNHP were also present.

No public comments were received. Michelle Clarke provided an update on participation in the program. At this point, there are three participants in the owner-occupied portion of the program and 0 participants in the commercial portion of the program. Additional participants are needed. Michele post card type mailing will be sent out offering assistance in filling out the paperwork for the program. She will be available for assistance here at the Community Center if she is able to set up at least three appointments.

A motion to close the public hearing was made by Al Rohlik and seconded by Shane Wohlman. The motion carried 4 to 0. The Public Hearing closed at 8:22 p.m.

Dated at Renville, Minnesota, this 8th day of September, 2014

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Kari Gislason, City Administrator/Clerk