

**Approved Minutes  
City Council Regular Session  
September 12, 2016  
Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on September 12, 2016 at 7:00 p.m. by Mayor Wertish

City Council Members present were Jeremy Hinderks, Brent Dahl, Jeff Pike, Al Rohlik and Shane Wohlman. Also present were Mayor Janette Wertish and City Administrator/Clerk Kari Gislason. Brandon Howard, Justin Black, Chloe Winterhalter, Nelida Marcus and Scott Tedrick were present in the audience.

**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. August 22, 2016 Regular Meeting

A motion was made by Al Rohlik and seconded by Jeremy Hinderks to approve the minutes of the August 22, 2016 Regular Council Meeting. The motion carried 5 to 0.

**4. Invoices Payable**

Check #	Name	Amount	Comments	Date
32698	ICMA	\$50.00	Sunvold, Nathan #302283	8/24/2016
32699-32701	VOID	\$0.00	Banyon Printer Issue	8/30/2016
32702	MN AWWA	\$35.00	N. Sunvold Waterworks school	8/30/2016
32703-32711	VOID	\$0.00	Banyon Printer Issue	8/30/2016
32712	GREAT PLAINS NATURAL GAS	\$25.51	Community Center	8/31/2016
32712	GREAT PLAINS NATURAL GAS	\$52.04	Sewer Gas Service	8/31/2016
32712	GREAT PLAINS NATURAL GAS	\$148.36	Water Gas Service	8/31/2016
32712	GREAT PLAINS NATURAL GAS	\$25.15	Police Dept. Gas	8/31/2016
32712	GREAT PLAINS NATURAL GAS	\$31.51	Fire Dept. Gas	8/31/2016
32712	GREAT PLAINS NATURAL GAS	\$22.94	Library Gas Service	8/31/2016
32712	GREAT PLAINS NATURAL GAS	\$36.54	Clerk Gas Service	8/31/2016
32713	HASLER FINANCIAL SERVICES	\$137.26	Postage Machine Lease	8/31/2016
32714	NCPERS MINNESOTA	\$112.00	Insurance	8/31/2016
32715	TWIN CITIES & WESTERN RAILROAD	\$380.90	Site Lease-Sewer	8/31/2016
32716	UNITED STATES POSTAL SERVICE	\$104.89	Postage - Utility	8/31/2016
32716	UNITED STATES POSTAL SERVICE	\$104.89	Postage - Utility	8/31/2016
32717	USABLE LIFE	\$30.45	Life Ins.	8/31/2016
32717	USABLE LIFE	\$12.26	Life Ins.	8/31/2016
32717	USABLE LIFE	\$21.03	Life Ins.	8/31/2016
32717	USABLE LIFE	\$21.02	Life Ins.	8/31/2016

32717	USABLE LIFE	\$21.03	Life Ins.	8/31/2016
32718	DEREK TONN	\$300.00	Course Designer - Frisbee Golf	8/31/2016
32719	ICMA	\$50.00	Sunvold, Nathan #302283	9/6/2016
32720	A&T SEPTIC & EXCAVATING	\$250.00	Camera City Sewer Line - <b>Flood Issue</b>	9/12/2016
32721	AEI	\$189.00	new router and installation	9/12/2016
32722	AFLAC	\$51.52	Insurance	9/12/2016
32723	ALEX AIR APPARATUS, INC.	\$183.72	Fire Dept - Supplies	9/12/2016
32724	ANDERSON LARSON HANSON & SAUND	\$5,850.00	Attorney Fees	9/12/2016
	Admin=\$1,056.00, PD=\$4,794.00			
32725	ARVIG COMMUNICATION SYSTEMS	\$45.90	Police Dept. Internet	9/12/2016
32725	ARVIG COMMUNICATION SYSTEMS	\$47.85	Fire Hall Internet	9/12/2016
32725	ARVIG COMMUNICATION SYSTEMS	\$66.90	City Hall Internet	9/12/2016
32725	ARVIG COMMUNICATION SYSTEMS	\$38.40	Public Works Internet	9/12/2016
32725	ARVIG COMMUNICATION SYSTEMS	\$44.90	Sewer Internet	9/12/2016
32726	CENTURYLINK	\$87.95	Police Dept. Telephone	9/12/2016
32726	CENTURYLINK	\$62.25	Sewer Dept. Telephone	9/12/2016
32726	CENTURYLINK	\$61.96	Public Works Telephone	9/12/2016
32726	CENTURYLINK	\$64.77	Library Telephone	9/12/2016
32726	CENTURYLINK	\$155.84	City Hall Telephone	9/12/2016
32726	CENTURYLINK	\$138.18	Water Dept. Telephone	9/12/2016
32727	CHRIS KNIGHT EXCAVATING & DEMO	\$700.00	Dig up, fix, backfill sewer pipe by K&M - <b>Flood Issue</b>	9/12/2016
32728	CLARKE MOSQUITO CONTROL	\$2,636.20	Biomist Mosquito Spray	9/12/2016
32728	CLARKE MOSQUITO CONTROL	\$2,636.20	Biomist Mosquito Spray	9/12/2016
32729	COMMUNITY ELECTRIC	\$42.29	Light bulb - Welcome Sign	9/12/2016
32730	CO-OP COUNTRY FARMERS ELEV	\$95.96	pramitol & roudup - parks	9/12/2016
32731	DANUBE LUMBER SUPPLY	\$38.99	Supplies - WWTP	9/12/2016
32732	FARMERS CO-OP OIL CO	\$1,125.19	Street Dept. Gas	9/12/2016
32732	FARMERS CO-OP OIL CO	\$343.86	Police Dept. Gas	9/12/2016
32732	FARMERS CO-OP OIL CO	\$210.76	Fire Dept. Gas	9/12/2016
32733	GENERAL FUND	\$500.00	Water Bookkeeping	9/12/2016
32733	GENERAL FUND	\$500.00	Sewer Bookkeeping	9/12/2016
32734	GOPHER STATE ONE-CALL, INC	\$54.00	Sewer Contractual	9/12/2016
32734	GOPHER STATE ONE-CALL, INC	\$54.00	Water Contractual	9/12/2016
32735	HAWKINS INC.	\$197.85	Water Supplies	9/12/2016
32736	LANG S AUTOMOTIVE CENTER, INC.	\$67.44	Street Dept supplies	9/12/2016
32736	LANG S AUTOMOTIVE CENTER, INC.	\$122.57	Street Dept parts	9/12/2016
32736	LANG S AUTOMOTIVE CENTER, INC.	\$28.98	Sewer Dept supplies	9/12/2016
32737	LEAGUE OF MINNESOTA CITIES	\$30.00	Mayor's Membership Dues	9/12/2016
32737	LEAGUE OF MINNESOTA CITIES	\$1,414.00	Membership Dues 2016-17	9/12/2016
32738	MAC QUEEN EQUIPMENT INC.	\$1,110.55	Street Dept Supplies	9/12/2016
32739	MACS	\$931.81	Shop supplies	9/12/2016
32739	MACS	\$365.49	Water Pump - <b>Flood Issue</b>	9/12/2016
32740	MAIN STREET BAR & GRILL	\$700.00	PD Building Rent	9/12/2016
32741	MAYNARD S FOOD CENTER	\$16.61	Supplies - Water Dept.	9/12/2016
32741	MAYNARD S FOOD CENTER	\$40.37	Supplies - CC	9/12/2016
32742	MINNESOTA DEPT OF HEALTH	\$922.00	Well Maintenance Permit	9/12/2016
32743	MN PIPE & EQUIPMENT	\$4,278.05	Water repairs - <b>Flood Issue</b>	9/12/2016
32744	MVTL LABORATORIES, INC.	\$195.75	Sewer Testing	9/12/2016
32744	MVTL LABORATORIES, INC.	\$228.50	Sewer Testing	9/12/2016
32744	MVTL LABORATORIES, INC.	\$269.75	Sewer Testing	9/12/2016

32744	MVTL LABORATORIES, INC.	\$29.50	Water Testing	9/12/2016
32745	NORTH SHORE ANALYTICAL, INC.	\$440.00	WWT Testing	9/12/2016
32746	NORTHERN BUSINESS PRODUCTS	\$28.16	Office supplies	9/12/2016
32747	PRINSCO	\$92.64	WWTP Repairs - <b>Flood Issue</b>	9/12/2016
32748	RENCO PUBLISHING, INC.	\$189.24	Publishing	9/12/2016
32749	SCHMOLL S WELDING INC.	\$323.67	repair water pump housing	9/12/2016
32750	SCHROEDER, GARRET	\$150.00	Street Dept. Maintenance	9/12/2016
32751	SW/WC SERVICE COOPERATIVES	\$1,090.00	Medical Insurance-Sewer	9/12/2016
32751	SW/WC SERVICE COOPERATIVES	\$293.50	Medical Insurance-Jodi	9/12/2016
32751	SW/WC SERVICE COOPERATIVES	\$4,066.50	Medical Insurance-Police	9/12/2016
32751	SW/WC SERVICE COOPERATIVES	\$1,090.00	Medical Insurance-Water	9/12/2016
32751	SW/WC SERVICE COOPERATIVES	\$796.50	Medical Insurance-Jodi	9/12/2016
32751	SW/WC SERVICE COOPERATIVES	\$1,090.00	Medical Insurance-Street	9/12/2016
32752	VERIZON WIRELESS	\$121.10	Police Dept. Telephone	9/12/2016
32752	VERIZON WIRELESS	\$63.08	Street Dept. Telephone	9/12/2016
32753	WERTISH AUTO AND TRUCK REPAIR	\$172.52	FD - Replace backup lights on tanker	9/12/2016
32754	WEST CENTRAL COMMUNICATIONS	\$15.00	Pager/radio program & test	9/12/2016
32755	XCEL ENERGY	\$4,739.30	Sewer Electric	9/12/2016
32755	XCEL ENERGY	\$1,415.50	Water Electric	9/12/2016
32755	XCEL ENERGY	\$650.91	Community Center Electric	9/12/2016
32755	XCEL ENERGY	\$408.70	Library Electric	9/12/2016
32755	XCEL ENERGY	\$454.11	City Hall Electric	9/12/2016
32755	XCEL ENERGY	\$70.63	Park Electric	9/12/2016
32755	XCEL ENERGY	\$170.77	Fire Dept. Electric	9/12/2016
32755	XCEL ENERGY	\$91.83	PD Electric	9/12/2016
32755	XCEL ENERGY	\$184.04	Street Electric	9/12/2016
<b>Total</b>		<b>\$47,156.29</b>		

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

## 5. Monthly Financials:

A motion was made by Shane Wohlman and seconded by Jeremy Hinderks to approve the monthly financials. The motion carried 5 to 0.

## 6. Public Comments:

A. Justin Black

Justin Black and Chloe Winterhalter from SEH attended the council meeting in order to provide information regarding a proposed topographical survey storm survey analysis to review localized flooding along Dupont Avenue.

## 7. Committee Staff Reports

A. Public Safety

**Public Safety Meeting**  
**5:30 pm Tuesday, August 22, 2016**

- Chief Howard's Report: Chief Howard reported there will be a couple members of the fire department going through training this winter. He reported the training burn at 113 NW 3<sup>rd</sup> Street went well.
- The city is seeking bids for the fire department SCBA's
- The MN Board of Firefighter Training and Education Funds has a record amount of funding available for the fiscal year 17. They are encouraging departments to use the funding.
- Chief Slagter's Report was reviewed.

# **RENVILLE POLICE DEPARTMENT**

107 Dupont Ave. NE, PO Box 509

Renville, MN 56284

Office: 320-329-3419

## **RENVILLE POLICE DEPARTMENT MONTHLY ACTIVITY REPORT**

**May 2016**

### Activity

**140 Calls for Service**  
(2015 = 86, 2014 = 199, 2013 = 120)

### Coverage

744 total hours in the month.

65% Covered On Duty  
35% Unpaid On Call  
0% No Coverage

Hours Covered = 100% coverage via on-duty or on-call.

0 hours with no coverage.

0 calls handled by other agencies.

0 of which no RPD officer on duty or on call.

### Budget

May (41.66%)

0 Hours of Part-time coverage used.

PT budget used YTD = 4.2% (-37.46%)

Total Budget used YTD = 38.4% (-3.26%)

# RENVILLE POLICE DEPARTMENT

107 Dupont Ave. NE, PO Box 509

Renville, MN 56284

Office: 320-329-3419

## RENVILLE POLICE DEPARTMENT MONTHLY ACTIVITY REPORT

June 2016

### Activity

**136 Calls for Service**

(2015 = 105, 2014 = 167, 2013 = 145)

### Coverage

720 total hours in the month.

69% Covered On Duty

31% Unpaid On Call

0% No Coverage

Hours Covered = 100% coverage via on-duty or on-call.

0 hours with no coverage.

0 calls handled by other agencies.

0 of which no RPD officer on duty or on call.

### Budget

June (50%)

22 Hours of Part-time coverage used.

PT budget used YTD = 8.6% (-41.4%)

Total Budget used YTD = 45.94% (-4.06%)

# RENVILLE POLICE DEPARTMENT

107 Dupont Ave. NE, PO Box 509

Renville, MN 56284

Office: 320-329-3419

## RENVILLE POLICE DEPARTMENT MONTHLY ACTIVITY REPORT

July 2016

### Activity

**121 Calls for Service**

(2015 = 110, 2014 = 179, 2013 = 123)

### Coverage

744 total hours in the month.

63% Covered On Duty

37% Unpaid On Call

0% No Coverage

Hours Covered = 100% coverage via on-duty or on-call.

0 hours with no coverage.

1 calls handled by other agencies.

0 of which no RPD officer on duty or on call.

### Budget

July (58.33%)

52 Hours of Part-time coverage used.

PT Budget used YTD = 14.8% (-43.53%)

Total Budget used YTD = 53.44% (-4.89%)

- Discussed the fact that there is a level three predatory offender residing in the city. Concerns were raised about notification to the public. Discussed ideas for notification in the future. One suggestion is to use the Code Red system for disseminating information to community members.
- Chief Slagter has completed a draft of the Civil Defense Plan. Will need to meet and review further with fire department, ambulance, public works and city administrator.
- Discussed ways to reach community members for notifications as with the recent water issues. Not everyone is on facebook. Discussed utilizing the Code Red system for these type of notifications also as well as using radio PSA's. Civil defense plan will also include protocol for emergency notification.

Next Public Safety meeting will be in November

A motion was made by Al Rohlik and seconded by Jeremy Hinderks to approve the Public Safety Report as presented. The motion carried 5 to 0.

## **B. Public Works**

### **Public Works Meeting 5:30 September 7, 2016**

- 4 letters were sent out regarding nuisance issues on properties. Property owners were given an opportunity to be heard at the Public Works meeting. Two of the four issues have been resolved and no one attended the council meeting in order to discuss the nuisances.

A motion was made by Jeremy Hinderks and seconded by Shane Wohlman to move forward with abating and citing property owners for the nuisances. The motion carried 5 to 0.

- Adam Zaske attended the meeting in order to discuss a bill he received for a water main repair. The bill is for \$401.35. He does not feel the bill should be his responsibility as it happened in the boulevard, and is most likely caused by issues from a boulevard tree. Discussion took place about the present water and sewer line policies. Also, discussed having a policy or ordinance in place for boulevard maintenance and responsibilities including trees.

Committee recommends paying for ½ of the expense.

A motion was made by Al Rohlik and seconded by Shane Wohlman to pay ½ of Adam Zaske's water main repair. The motion carried 4 to 1 with Councilmembers Shane Wohlman, Al Rohlik, Jeremy Hinderks and Jeff Pike voting Aye and Councilmember Brent Dahl voting Nay.

- Chris Knight will be demoing the foundation at 113 NW 3<sup>rd</sup> Street for \$3000. Committee suggested checking on potential landfill savings due to blight removal.

*Chris will keep track of any discounts he receives at the landfill and will credit the city.*

- Reviewed estimates for demoing structures on 108 NW 2<sup>nd</sup> Street and 702 N Main. Will check to see if either location could be a training burn and also if anyone may be interested in utilizing the lumber or relocating the garage at 108 NW 2<sup>nd</sup> Street.
- Discussed the recommendations on the annual MDH report.
- City Administrator recently contacted two inspectors and received pricing for inspecting the CCFE building the city is purchasing. Both quotes are for \$400 and are for inspecting components such as roofing, structure, electrical, plumbing, and heating. Neither inspector does chemical or ground testing.

The committee does not feel an inspection is necessary.

- Nate, Pete and Kari met with Jason Sprague and Justin Black from SEH regarding water tank maintenance services. This can be discussed further at budgeting sessions. Nate, Pete and Kari also discussed the latest water issues with Justin and he is going to put together some recommendations.

A motion was made by Jeremy Hinderks and seconded by Brent Dahl to accept the proposal from SEH for a topographical survey storm survey. The motion carried 5 to 0.

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

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

#### **City Administrator/Clerk Report:**

**09/12/2016**

- City locations will be switching to Light Beam as an internet provider.
- Kari and Janette recently attended the Economic Futures Workshop. The workshop looked at different industries in the community and the effects they have on the

economy as well as the effects they have on influencing people's decision to live in the community.

A motion was made by Jeff Pike and seconded by Jeremy Hinderks to approve the City Administrator/Clerk Report as presented. The motion carried 5 to 0.

## **8. Discussion Items**

**A. Upcoming Meeting(s):** EDA: 12:15 Wednesday, Sept. 21

### **B. Community Center Coffeemaker**

The coffeemaker in the Community Center is out of order. There are electric percolators available in the kitchen until it is fixed or a new one is installed. Will discuss further at the next EDA meeting.

**C. Thank You's** from the Red Cross and McLagan Daycare were included in the council packets.

### **D. FLSA Changes**

The new Fair Labor Standards Act will go into effect December 1, 2016. This affects exempt status and overtime pay. This will be discussed further at the next HR committee meeting.

A motion was made by Jeremy Hinderks and seconded by Al Rohlik to schedule an HR meeting for 12:15 pm Wednesday, September 28. The motion carried 5 to 0.

## **9. Action Items**

### **A. Hold Third Reading of Ordinance 2016-01: Opting-Out of Temporary Health Care Dwellings**

A motion was made by Jeff Pike and seconded by Jeremy Hinderks to hold the third reading of Ordinance 2016-01: Opting-Out of Temporary Health Care Dwellings. The motion carried 5 to 0.

### **B. Accept Third Reading of Ordinance 2016-01: Opting-Out of Temporary Health Care Dwellings**

A motion was made by Jeremy Hinderks and seconded by Shane Wohlman to accept the third reading of Ordinance 2016-01: Opting-Out of Temporary Health Care Dwellings. The motion carried 5 to 0.

### **C. Hold Third Reading of Ordinance 2016-02: Amending Council Salaries**

A motion was made by Brent Dahl and seconded by Jeremy Hinderks to hold the third reading



of Ordinance 2016-02: Amending Council Salaries. The motion carried 5 to 0.

**D. Accept Third Reading of Ordinance 2016-02: Amending Council Salaries**

A motion was made by Jeremy Hinderks and seconded by Brent Dahl to accept the third reading of Ordinance 2016-02: Amending Council Salaries. The motion carried 5 to 0.

**E. Purchase Agreement CCFE Property**

A motion was made by Jeff Pike and seconded by Jeremy Hinderks to approve the Purchase Agreement for \$65,000 for the property described in Exhibit A. The motion carried 5 to 0.

**F. 2017 Health Insurance Renewal Rates**

A motion was made by Jeff Pike and seconded by Brent Dahl to accept the 2017 Health Insurance Renewal Rates. The motion carried 5 to 0.

**G. Fire Department Equipment Bid**

One bid was received for the fire department equipment. The bid was submitted by Alex Air Apparatus for the amount of \$34,900 for the compressor and \$88,550 for the SCBA's for a total of \$123,450.

A motion was made by Brent Dahl and seconded by Jeff Pike to approve the Alex Air Apparatus bid in the amount of \$123,450 for the fire department equipment. The motion carried 5 to 0.

**H. Resolution 12-16: In Support of Boarder to Boarder Broadband Development Grant Application**

**CITY OF RENVILLE  
RESOLUTION 12-16  
IN SUPPORT OF BOARDER TO BOARDER BROADBAND  
DEVELOPMENT GRANT APPLICATION**

WHEREAS, the State of Minnesota has made available grant dollars for the expansion of broadband service to areas of Minnesota that are unserved or underserved.

WHEREAS, broadband infrastructure promotes economic development and is critical to the provision of access to health care, emergency services and commerce in rural areas.

WHEREAS, broadband infrastructure is a critical component to local government in providing for the public health, safety and welfare of its citizens in this area.

BE IT RESOLVED, that the City of Renville in Minnesota supports a grant application in partnership with other public and private entities for the State of Minnesota Broadband development Boarder to Boarder Infrastructure Grant Program to be submitted by September 30, 2016.

Passed and adopted this 12th day of September 12, 2016, by the City Council of Renville, Minnesota.

This resolution was offered by: Jeremy Hinderks

This resolution was seconded by: Jeff Pike

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

Voting against: none

Attest:

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Janette Wertish, Mayor

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Kari Gislason, City Admin./Clerk

### **I. Set date for Truth-In-Taxation Hearing**

A motion was made by Jeremy Hinderks and seconded by Al Rohlik to schedule the Truth-In-Taxation hearing for 6:45 pm Monday, December 12. The motion carried 5 to 0.

### **10. Mayor's Report**

Mayor Wertish thanked the group who planned the Renville County 150<sup>th</sup> anniversary celebration. She also reminded the community about the upcoming Spooktacular Celebration October 29. In addition, she asked members of the community to contact City Hall to report any street lights that are not working.

Councilmember Dahl reported that he has heard good comments about the police department and the newest officer. He also requested community members try to keep their dogs quiet at night.

Council requested the owners of the ice cream and taco truck relocate to a different location. Also, discussed having port-a-potties available for the Spooktacular event.

### **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 8:25 pm.

Dated at Renville, Minnesota this 12th day of September, 2016.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

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