

**Approved Minutes**

**Public Hearing to Consider a Vacation to the West and South of Block 16 in the F.O. Gold's Addition**

**October 13, 2014**

**Monday 6:45 p.m.**

Pursuant to due call and notice thereof, the City Council of the City of Renville met for a public hearing to consider the vacation of the following: an area 60' feet wide by 460 feet located on 3<sup>rd</sup> Street SW, starting at Elm Avenue and continuing south. Also, an area on 3<sup>rd</sup> 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.

The public hearing was called to order on October 13, 2014 at 6:45 p.m. by Mayor Wertish

Mayor Janette Wertish and Council Members Shane Wohlman, Raye McKim, Dennis Ulrich, Randy Johnson and Allen Rohlik were present. City Administrator/Clerk Kari Gislason, Lloyd Zabel and Robert Swanson were also present.

Letters were sent to 18 surrounding property owners. One property owner responded and she does not have any issues with the vacation of the property.

At the hearing, no public comments were received.

A motion to recommend approval of the vacation was made by Al Rohlik and seconded by Shane Wohlman. The motion carried 5 to 0.

A motion to close the public hearing was made by Al Rohlik and seconded by Randy Johnson. The motion carried 5 to 0. The Public Hearing closed at 6:50 p.m.

Dated at Renville, Minnesota, this 13<sup>th</sup> day of October, 2014

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

ATTEST:

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

**Approved Minutes  
City Council Regular Session  
October 13, 2014  
Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on October 13, 2014 at 7:00 p.m. by Mayor Wertish

City Council Members present were Raye McKim, Shane Wohlman, Al Rohlik, Randy Johnson and Dennis Ulrich. Also present were Mayor Janette Wertish, City Administrator/Clerk Kari Gislason and Police Chief Ben Dehmlow.

**1. Pledge of Allegiance**

**2. Approval of Agenda**

A motion was made by Randy Johnson and seconded by Shane Wohlman to approve the agenda with the addition of Action Item: 9g. Vacation of Street. The motion carried 5 to 0.

**3. Approval of Minutes**

A motion was made by Al Rohlik and seconded by Raye McKim to approve the minutes of the Sept. 22, 2014 meeting. The motion carried 5 to 0.

**4. Invoices Payable**

A motion was made by Dennis Ulrich to approve the following invoices:

Check #	Name	Amount	Comments	Date
31153	ICMA	\$50.00	Sunvold, Nathan #302283	9/22/2014
31154	UNITED STATES POSTAL SERVICE	\$196.86	Postage - Utility	9/30/2014
31155	AEI	\$120.23	Repairs - scanner	10/1/2014
31156	AFLAC	\$51.52	Insurance	10/1/2014
31157	AMERICAN WELDING & GAS INC.	\$55.00	Fire Extinguisher Maintenance-	10/1/2014
31158	FOREMOST PROMOTIONS	\$390.00	Reflective Halloween Bags	10/1/2014
31159	MID-AMERICAN RESEARCH CHEMICAL	\$238.80	Ice Melter Plus	10/1/2014
31160	MN HWY SAFETY AND RESEARCH CTR	\$396.00	Class & Vehicle Fee - Aaron SI	10/1/2014
31161	MVTL LABORATORIES, INC.	\$231.25	Sewer Testing	10/1/2014
31162	NCPERS MINNESOTA	\$80.00	Insurance	10/1/2014
31163	RENVILLE CO. AUDITOR-TREAS.	\$2,799.65	Property Taxes - 2nd Half 2014	10/1/2014
31164	USABLE LIFE	\$102.08	Life Ins.	10/1/2014
31165	VERIZON WIRELESS	\$106.97	Police Dept. Telephone	10/1/2014
31166	VOID	\$0.00		10/6/2014
31167	WEIN, ALICE	\$25.97	Utility Refund	10/1/2014
31168	PETERSON, PETER	\$561.14	Flex Plan Reimbursement	10/6/2014
31169	WULF, ANGELA	\$163.04	Flex Plan Reimbursement	10/6/2014
31170	ICMA	\$50.00	Sunvold, Nathan #302283	10/6/2014
31171	ALCOHOL AND GAMBLING ENFORCE.	\$20.00	Buyer's Card fee - pd. By Char	10/8/2014
031172	ANDERSON LARSON HANSON & SAUND	\$4,265.00	Attorney Fees	10/13/2014
	Admin=\$159.00, Police=\$4106.00			
031173	ARVIG COMMUNICATION SYSTEMS	\$43.82	Police Dept. Internet	10/13/2014
031173	ARVIG COMMUNICATION SYSTEMS	\$43.81	Public Works Internet	10/13/2014
031173	ARVIG COMMUNICATION SYSTEMS	\$43.81	City Hall Internet	10/13/2014

031173	ARVIG COMMUNICATION SYSTEMS	\$43.81	Sewer Internet	10/13/2014
031174	BANYON DATA SYSTEMS, INC	\$795.00	Banyon Support	10/13/2014
031174	BANYON DATA SYSTEMS, INC	\$795.00	Banyon Support	10/13/2014
031174	BANYON DATA SYSTEMS, INC	\$795.00	Banyon Support	10/13/2014
031175	CENTURYLINK	\$222.61	City Hall Telephone	10/13/2014
031175	CENTURYLINK	\$139.31	Police Dept. Telephone	10/13/2014
031175	CENTURYLINK	\$60.88	Sewer Dept. Telephone	10/13/2014
031175	CENTURYLINK	\$62.73	Public Works Telephone	10/13/2014
031175	CENTURYLINK	\$65.09	Library Telephone	10/13/2014
031175	CENTURYLINK	\$86.48	Fire Dept. Telephone	10/13/2014
031175	CENTURYLINK	\$137.19	Water Dept. Telephone	10/13/2014
031176	CHRIS KNIGHT EXCAVATING & DEMO	\$3,500.00	Demo shed at 516 E. Park Ave.	10/13/2014
031177	COMMUNITY ELECTRIC	\$80.64	Light bulbs	10/13/2014
031178	CO-OP COUNTRY FARMERS ELEV	\$139.95	Fertilizer, roundup, chemicals - Cemetery	10/13/2014
031178	CO-OP COUNTRY FARMERS ELEV	\$139.95	Fertilizer, roundup, chemicals - Parks	10/13/2014
031179	DEHMLow, BEN	\$153.04	Camera & Camera Box	10/13/2014
031180	ED DAVIS BUSINESS MACHINES INC	\$119.22	Office Supplies	10/13/2014
031181	EXCEL OVERHEAD DOOR	\$675.85	Garage Doors	10/13/2014
031182	FARMERS CO-OP OIL CO	\$504.79	Street Dept. Repair	10/13/2014
031182	FARMERS CO-OP OIL CO	\$141.23	Fire Dept. Gas	10/13/2014
031182	FARMERS CO-OP OIL CO	\$602.40	Police Dept. Gas	10/13/2014
031182	FARMERS CO-OP OIL CO	\$901.36	Street Dept. Gas	10/13/2014
031182	FARMERS CO-OP OIL CO	\$46.60	Police Dept. Repair	10/13/2014
031182	FARMERS CO-OP OIL CO	\$100.00	Cemetery Gas	10/13/2014
031183	GENERAL FUND	\$500.00	Water Bookkeeping	10/13/2014
031183	GENERAL FUND	\$500.00	Sewer Bookkeeping	10/13/2014
031184	GOPHER STATE ONE-CALL, INC	\$21.75	Sewer Contractual	10/13/2014
031184	GOPHER STATE ONE-CALL, INC	\$21.75	Water Contractual	10/13/2014
031185	GREAT PLAINS NATURAL GAS	\$21.73	Community Center	10/13/2014
031185	GREAT PLAINS NATURAL GAS	\$21.37	Police Dept. Gas	10/13/2014
031185	GREAT PLAINS NATURAL GAS	\$15.18	Clerk Gas Service	10/13/2014
031185	GREAT PLAINS NATURAL GAS	\$340.06	Water Gas Service	10/13/2014
031185	GREAT PLAINS NATURAL GAS	\$85.87	Sewer Gas Service	10/13/2014
031185	GREAT PLAINS NATURAL GAS	\$13.64	Library Gas Service	10/13/2014
031185	GREAT PLAINS NATURAL GAS	\$31.37	Fire Dept. Gas	10/13/2014
031186	H&L MOTORS	\$141.08	Switch for Truck	10/13/2014
031187	HAWKINS INC.	\$1,047.10	Wastewater Supplies	10/13/2014
031187	HAWKINS INC.	\$1,807.76	Water Supplies	10/13/2014
031188	LANG S AUTOMOTIVE CENTER, INC.	\$179.96	Ford Brake Repairs	10/13/2014
031188	LANG S AUTOMOTIVE CENTER, INC.	\$127.31	Street Dept. Supplies	10/13/2014
031189	LMC INSURANCE TRUST	\$6,947.75	General WC Insurance	10/13/2014
031189	LMC INSURANCE TRUST	\$1,056.00	Fire WC Insurance	10/13/2014
031189	LMC INSURANCE TRUST	\$898.25	Water WC Insurance	10/13/2014
031189	LMC INSURANCE TRUST	\$3,254.25	Sewer WC Insurance	10/13/2014
031190	MAC QUEEN EQUIPMENT INC.	\$699.58	Street Sweeper parts	10/13/2014
031191	MAIN STREET BAR & GRILL	\$700.00	Police Dept. Rent	10/13/2014
031192	MAYNARD S FOOD CENTER	\$11.13	Community Center Supplies	10/13/2014
031193	MN PIPE & EQUIPMENT	\$366.69	Water Supplies	10/13/2014
031194	M-R SIGN CO., INC.	\$89.34	Street Signs	10/13/2014
031195	MVTL LABORATORIES, INC.	\$192.50	Sewer Testing	10/13/2014
031195	MVTL LABORATORIES, INC.	\$636.50	Sewer Testing	10/13/2014
031195	MVTL LABORATORIES, INC.	\$192.50	Sewer Testing	10/13/2014
031195	MVTL LABORATORIES, INC.	\$113.25	Sewer Testing	10/13/2014
031195	MVTL LABORATORIES, INC.	\$604.75	Sewer Testing	10/13/2014
031195	MVTL LABORATORIES, INC.	\$95.25	Sewer Testing	10/13/2014

031196	OLIVIA HARDWARE INC.	\$178.52	Supplies - Parks	10/13/2014
031197	RC HOSPITAL & CLINICS	\$86.00	Blood Alcohol Testing	10/13/2014
031198	RENCO PUBLISHING, INC.	\$93.30	Publishing - Vacation of Property, City wide Clean up	10/13/2014
031199	RENVILLE CO.HEARTLAND EXPRESS	\$1,985.00	Public Transit Services	10/13/2014
031200	SCHMOLL S WELDING INC.	\$281.95	Man hole cover	10/13/2014
031201	SCHROEDER, GARRET	\$183.75	Street Dept. Maintenance	10/13/2014
031202	SW/WC SERVICE COOPERATIVES	\$1,132.00	Medical Insurance-Water	10/13/2014
031202	SW/WC SERVICE COOPERATIVES	\$1,132.00	Medical Insurance-Sewer	10/13/2014
031202	SW/WC SERVICE COOPERATIVES	\$414.25	Medical Insurance-Jodi	10/13/2014
031202	SW/WC SERVICE COOPERATIVES	\$1,132.00	Medical Insurance-Street	10/13/2014
031202	SW/WC SERVICE COOPERATIVES	\$3,091.00	Medical Insurance-Police	10/13/2014
031202	SW/WC SERVICE COOPERATIVES	\$717.75	Medical Insurance-Jodi	10/13/2014
031203	TOTAL GLASS INC.	\$7.89	Fire Ext. Glass	10/13/2014
031204	TWIN CITIES & WESTERN RAILROAD	\$304.57	Site Lease-Sewer	10/13/2014
031205	VERIZON WIRELESS	\$70.02	Police Dept. Telephone	10/13/2014
031206	XCEL ENERGY	\$86.75	Park Electric	10/13/2014
031206	XCEL ENERGY	\$129.65	Fire Dept. Electric	10/13/2014
031206	XCEL ENERGY	\$2,140.59	Street Electric	10/13/2014
031206	XCEL ENERGY	\$269.30	Library Electric	10/13/2014
031206	XCEL ENERGY	\$428.86	Community Center	10/13/2014
031206	XCEL ENERGY	\$1,444.90	Water Electric	10/13/2014
031206	XCEL ENERGY	\$4,513.05	Sewer Electric	10/13/2014
031206	XCEL ENERGY	\$299.22	City Hall Electric	10/13/2014
	<b>Total</b>	<b>\$61,199.07</b>		

Shane Wohlman seconded the motion. The motion carried 5 to 0.

## 5. Monthly Financials:

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

## 6. Public Comments: none

## 7. Committee/Staff Reports

### A. Public Works

Dennis Ulrich, Shane Wohlman, Pete Peterson, Janette Wertish, and Kari Gislason were present at the Oct. 1, 2014 meeting.

- Duininck quote for street patching and repairs: Public Works Director advised they would like Duininck to do the prep work. City staff will load and haul concrete and asphalt off the site. Total for the project would then be \$11,325.

A motion was made by Raye McKim and seconded by Shane Wohlman to approve the Duininck patching and street repair quote for \$11,325. The motion carried 5 to 0.

- K & M driveway/curb and gutter project: K & M is doing some repairs to their parking and driveway on the south side of their main building. As they are making these repairs, they would also like to put in new curb and gutter. Costs for the curb and gutter portion is \$500. Committee recommends paying \$250 for the curb and gutter

A motion was made to pay \$250 for K & M's Curb and Gutter Project. The motion carried 5 to 0.

- Downtown sidewalk snow removal: Reviewed snow removal policy for downtown sidewalks, business owners are responsible for cleaning snow on sidewalks in front of their businesses. If they need assistance there are local contractors who may be able to help.
- Darrin Shemon replacement: Darrin Shemon is moving out of Renville. We will need to find a replacement for him on the committee.
- WWT Dechlorination Project: New MPCA regulations will soon be required regarding dechlorinating water. This will require an update to the WWT plant. City Staff will be meeting with SEH to get further details. Kari reported she and Pete Peterson and Nate Sunvold had met with SEH. She will bring the proposal to the next Public Works meeting for further discussion.

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

## **B. City Administrator/Clerk**

Kari Gislason reported the following:

- Larry Penke has given his notice, effective 12/31/14. Will discuss this further at the next HR meeting.
- Kari requested setting up a date for an HR meeting. HR meeting will take place Monday, Nov. 10 at 1:00.
- Kari thanked Chief Dehmlow for updating the PD policy manual. Part of the benefits of the new Lexipol system we are using are ongoing updates - it will be updated on a continual basis. She did not print copies of the manual as it is over 300 pages, but will email to council members if they are interested in reviewing.
- Kari reported she is getting more details DEED Demolition Loan.
- The city did not receive the grant for the firefighters equipment, hopefully we can submit again
- Canvassing Board Meeting, needs to take place between November 7 and Nov 14. Council set 6:30 pm Monday, Nov 10 as the date for the Canvassing Board meeting. Public hearings will follow.
- Kari asked about date for budget meeting. Council will meet to discuss the budget November 24; this meeting will follow regular council meeting.
- SWMNHP update: 4 residential apps, 0 commercial apps

A motion was made by Dennis Ulrich and seconded by Randy Johnson to approve the City Administrator/Clerk's report as presented. The motion carried 5 to 0.

## **8. Discussion Items**

### **A. Police Department Coverage:**

Recently discussions have taken place regarding the 2014 part time police budget as well as desired police department coverage. Until recently, the department has been operating under 24/7 coverage. The 2014 part time budget is \$22,000.00, year-to-date spend is \$21,985.50. Chief Dehmlow requested guidance on his part time budget, and at the Sept. 8 council meeting Council advised Chief to stay within the budget and schedule as needed to do this. In order to stay within budget, part-time hours for the remainder of the year have been eliminated. This has led to additional coverage by full time officers and also a reduction in hours covered. Coverage for vacations, holidays, military leave and increased calls have all contributed to the increase in part time hours.

Ben Dehmlow gave an update on police coverage needs and options for the remainder of 2014 were discussed.

A motion was made by Raye McKim and seconded by Dennis Ulrich to add \$14,000 from the School Resource Officer Program to the 2014 part time Police Department budget. Voting in favor: Dennis Ulrich, Raye McKim, Shane Wohlman and Randy Johnson. Voting against: Al Rohlik. The motion carried 4 to 1.

## **B. MDH Lead/Copper Report**

Council was given a copy of the Lead/Copper Tap Water Monitoring Report letter. Renville's water system has not exceeded the action level for lead and has exceeded the action level for copper. Notification was made to persons at the sites which were tested.

## **9. Action Items**

### **A. Set date for Public Hearing in order to consider issuance of Main Street Bar and Grill Liquor Licenses and Main Street Bar and Grill Variance request:**

A motion to schedule a public hearing for 6:45 pm Monday, November 10 to consider issuance of Main Street Bar and Grill Liquor Licenses and Main Street Bar and Grill Variance request was made by Dennis Ulrich and seconded by Raye McKim. The motion carried 5 to 0.

### **B. Set Date for Public Hearing in order to consider Karen Zieske's variance request:**

No action taken as no variance needed as the structure not a permanent structure - no cement foundation.

### **C. Industrial Wastewater Discharge Permits: Rembrandt & SMBSC**

A motion to approve the industrial Wastewater Discharge Permit for Rembrandt was made by Al Rohlik and seconded by Randy Johnson. The motion carried 5 to 0.

A motion to approve the industrial Wastewater Discharge Permit for SMBSC was made by Al Rohlik and seconded by Shane Wohlman. The motion carried 5 to 0.

### **D. Police Department Lease:**

Ann Johnson and Charlie Reid recently purchased the building at 221 Main Street where the police department office is located. Because of this, the lease needs to be updated. Additionally, the council discussed maintenance items which are included in the lease. Council would especially like to see mold issue addressed and also would like the verbage of 90 days written notice changed to 30 days written notice.

Council voted to approve the lease with noted changes 5 to 0. However, as no motion or second were made, lease needs to be executed at the October 27 council meeting.

**E. Authorize additional check signer**

A motion to authorize Janette Wertish, Kari Gislason and Jodi Tisdell as check signers was made by Al Rohlik and seconded by Dennis Ulrich. The motion carried 5 to 0.

**F. 522 3<sup>rd</sup> Street NW, Parcel #36-03265-00**

A motion was made by Raye McKim and seconded by Dennis Ulrich to approve purchasing 522 3<sup>rd</sup> Street NW from Renville County for \$500.

Voting in favor: Dennis Ulrich, Raye McKim, Shane Wohlman and Randy Johnson. Voting against: Al Rohlik. The motion carried 4 to 1.

**G. Vacation of Street**

A motion was made by Randy Johnson and seconded by Shane Wohlman to vacate the following: an area 60' feet wide by 460 feet located on 3<sup>rd</sup> Street SW, starting at Elm Avenue and continuing south. Also, an area on 3<sup>rd</sup> 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. The motion carried 5 to 0.

**10. Mayor's Report**

Minnesota Manufacturing Week is October 20 - 24. Mayor Wertish acknowledged and thanked Rembrandt Enterprises, K & M Manufacturing (Great Northern) and Southern Minnesota Beet Sugar Cooperative for demonstrating advanced technologies, state of the art facilities and fast-paced work environments.

She also advised people to take extended illnesses seriously and to be alert concerning Ebola symptoms.

**11. Adjourn**

A motion was made by Randy Johnson and seconded by Al Rohlik to adjourn the meeting. The motion carried 5 to 0. Meeting was adjourned at 8:40 p.m.

Dated at Renville, Minnesota this 13<sup>th</sup> day of October, 2014.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

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