

**Approved Minutes
City Council Regular Session
October 9th, 2017
Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on October 9th, 2017 at 7:00 p.m. by Mayor Wertish

City Council Members present were Jeremy Hinderks, Jeff Pike, Shane Wohlman, and Brent Dahl. Also present were Mayor Janette Wertish, City Administrator/Clerk Jessica Gorman, Nelida Marcus, Jody Wertish, Scott Walker, Kathy Ridl, & Scott Tedrick.

1. Pledge of Allegiance

2. Approval of Agenda

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

3. Approval of Minutes

A motion was made by Jeff Pike and seconded by Jeremy Hinderks to approve the minutes of the September 25, 2017 Regular Council Meeting. The motion carried 4 to 0.

4. Invoices Payable

Check #	Name	Amount	Comments	Date
33506	UNITED STATES POSTAL SERVICE	\$103.36	Utility Postage	9/28/2017
33506	UNITED STATES POSTAL SERVICE	\$103.36	Utility Postage	9/28/2017
33507	OFFICE OF THE TX ATTNY GENERAL	\$314.77	Rem ID 0011520455200641465	10/2/2017
33508	AMERIPRIDE SERVICES, INC	\$134.76	Community Center Contractual	10/9/2017
33509	ARVIG COMMUNICATION SYSTEMS	\$3.48	Public Works Internet	10/9/2017
33509	ARVIG COMMUNICATION SYSTEMS	\$3.47	Sewer Internet	10/9/2017
33510	BANYON DATA SYSTEMS, INC	\$795.00	Banyon Support	10/9/2017
33510	BANYON DATA SYSTEMS, INC	\$795.00	Banyon Support	10/9/2017
33510	BANYON DATA SYSTEMS, INC	\$795.00	Banyon Support	10/9/2017
33511	BHE RENEWABLES	\$2,482.97	Sewer Electric	10/9/2017
33512	BRIGGS AND MORGAN, INC.	\$6,016.95	Professional services to set up GO Bond 2017A	10/9/2017
33513	CLARKE MOSQUITO CONTROL	\$2,725.00	Biomist Mosquito Spray	10/9/2017
33514	COMMUNITY ELECTRIC	\$27.00	Checked wiring, voltage & amps at WWTP	10/9/2017
33514	COMMUNITY ELECTRIC	\$184.38	Replace light on city sign	10/9/2017
33515	FIRST SYSTEMS TECHNOLOGY, INC.	\$435.00	Verification of flow meter-WWTP	10/9/2017
33516	GOPHER STATE ONE-CALL, INC	\$12.15	Water Contractual	10/9/2017
33516	GOPHER STATE ONE-CALL, INC	\$12.15	Sewer Contractual	10/9/2017
33517	GREAT PLAINS NATURAL GAS	\$34.35	Clerk Gas Service	10/9/2017
33517	GREAT PLAINS NATURAL GAS	\$21.57	Library Gas Service	10/9/2017
33517	GREAT PLAINS NATURAL GAS	\$23.96	Community Center Gas Service	10/9/2017
33517	GREAT PLAINS NATURAL GAS	\$23.00	Police Dept. Gas Service	10/9/2017
33517	GREAT PLAINS NATURAL GAS	\$35.02	Fire Dept. Gas Service	10/9/2017
33517	GREAT PLAINS NATURAL GAS	\$96.12	Water Gas Service	10/9/2017
33517	GREAT PLAINS NATURAL GAS	\$59.73	Sewer Gas Service	10/9/2017

33517	GREAT PLAINS NATURAL GAS	\$23.00	Park Gas Service	10/9/2017
33518	HACH COMPANY	\$21.64	Wastewater Supplies	10/9/2017
33518	HACH COMPANY	\$36.10	Water Supplies	10/9/2017
33519	HAWKINS INC.	\$858.61	Water Supplies	10/9/2017
33520	HILLYARD FLOOR CARE SUPPLY	\$27.71	Community Center Supplies	10/9/2017
33521	LANG S AUTOMOTIVE CENTER, INC.	\$157.94	FD - Repairs	10/9/2017
33521	LANG S AUTOMOTIVE CENTER, INC.	\$127.86	Street Dept - Repairs/Maint.	10/9/2017
33521	LANG S AUTOMOTIVE CENTER, INC.	\$64.79	Street Dept - Supplies	10/9/2017
33522	LOFFLER	\$77.35	Copier Service Contract	10/9/2017
33523	MAIN STREET BAR & GRILL	\$700.00	PD Building Rent	10/9/2017
33524	MAYNARD S FOOD CENTER	\$3.54	Supplies - City Hall	10/9/2017
33524	MAYNARD S FOOD CENTER	\$11.18	CC Supplies	10/9/2017
33525	MIDWEST FIRE EQUIP.& REPAIR CO	\$630.00	Annual pump service - '96 Freightliner & '77 Ford	10/9/2017
33526	MVTL LABORATORIES, INC.	\$342.50	Sewer Testing	10/9/2017
33526	MVTL LABORATORIES, INC.	\$257.50	Sewer Testing	10/9/2017
33526	MVTL LABORATORIES, INC.	\$288.50	Sewer Testing	10/9/2017
33526	MVTL LABORATORIES, INC.	\$270.50	Sewer Testing	10/9/2017
33527	NCPERS MINNESOTA	\$64.00	Insurance	10/9/2017
33528	RENVILLE CO AUDITOR-TREAS.	\$8,782.60	Property Taxes - 2nd half 2017	10/9/2017
33529	RENVILLE FIRE RELIEF ASSN.	\$3,592.68	FD Supplemental State Aid	10/9/2017
33529	RENVILLE FIRE RELIEF ASSN.	\$14,847.55	FD State Aid	10/9/2017
33530	RENVILLE SALES INC.	\$200.10	Public Works repairs	10/9/2017
33531	SMITH PLUMBING & HEATING	\$390.00	Curb Stop repair - 210 3rd St.	10/9/2017
33532	VERIZON WIRELESS	\$51.06	Police Dept. Telephone	10/9/2017
33532	VERIZON WIRELESS	\$63.06	Street Dept. Telephone	10/9/2017
33533	XCEL ENERGY	\$1,823.34	Sewer Electric	10/9/2017
33533	XCEL ENERGY	\$1,420.54	Water Electric	10/9/2017
33533	XCEL ENERGY	\$330.58	Community Center Electric	10/9/2017
33533	XCEL ENERGY	\$207.57	Library Electric	10/9/2017
33533	XCEL ENERGY	\$230.63	City Hall Electric	10/9/2017
33533	XCEL ENERGY	\$78.74	Park Electric	10/9/2017
33533	XCEL ENERGY	\$142.63	Fire Dept. Electric	10/9/2017
33533	XCEL ENERGY	\$234.11	Street Electric	10/9/2017
33533	XCEL ENERGY	\$85.93	PD Electric	10/9/2017
33534	ZEMPEL DEC INC.	\$4,950.00	Paint Community Center/City Hall	10/9/2017
996899E	LIGHTBEAM INTERNET	\$40.00	Internet - Fire Hall	9/28/2017
996899E	LIGHTBEAM INTERNET	\$40.00	Internet - City Hall	9/28/2017
996899E	LIGHTBEAM INTERNET	\$40.00	Internet - Street Dept	9/28/2017
996899E	LIGHTBEAM INTERNET	\$40.00	Internet - PD	9/28/2017
996899E	LIGHTBEAM INTERNET	\$40.00	Internet - WWTP	9/28/2017
996900E	MINNESOTA DEPT. OF REVENUE	\$504.11	State Withholding Tax	10/2/2017
996901E	INTERNAL REVENUE SERVICE	\$1,169.26	FWH	10/2/2017
996901E	INTERNAL REVENUE SERVICE	\$1,747.42	FICA/Medicare	10/2/2017
996902E	PUBLIC EMPLOYEES RETIREMENT	\$2,757.34	PERA	10/2/2017
996903E	ICMA	\$50.00	Sunvold, Nathan #302283	10/2/2017
Total		\$63,059.52		

A motion was made by Jeff Pike and seconded by Jeremy Hinderks to approve the invoices payable. The motion carried 4 to 0.

5. Monthly Financials

A motion was made by Shane Wohlman and seconded by Jeff Pike to approve monthly financials. The motion carried 4 to 0.

6. Public Comment

Community members attended the meeting to comment on the Tobacco Ordinance.

7. Committee/Staff Reports

A. Public Safety Committee

Public Safety Minutes

9-27-17 5:30pm

Attendance: Aaron Slagter, David Grund, Laura Rosen, Nelida Marcus, Mayor Janette Wertish, Brandon Howard, Jeff Pike, Brent Dahl and Jessica Gorman

RPD updates

July and August police department statistics were discussed. Call volume was slightly higher for these months this year than seen in 2015 and 2016.

Warning have also been given out to vehicles that are commonly parked facing the wrong direction for the side of the street the car is located.

Civil Defense plan updates

The civil defense plan is nearing completion. Aaron discussed the plans purpose which is to act as a managment guideline to city officials under a gamit of disaster scenarios. There will be possible table top exercises/drills for city officials to work through at later stages after completion.

Squad Car

The new squad car needed for 2018 was hoped to be a chevy sedan. Chevy is no longer making the polic sedan and a chevy tahoe would be the only chevy based option available at an estimated 10K more than expected. In terms of police department vehicles, Ford is also know for police vehicles. The ford interceptor would be about 28K where as the Tahoe is 40K, all before outfitting. The group discussed local options for purchase, cost and styles of multiple vehicles. Aaron is going to look into if warranties would carry on 2017 chevy models versus 2018 which are more limited and additional options for each manufacturer overall.

Siren

The committee discussed the old dinner & curfew whistle. Some community members miss it and the want to know if its possible to bring back the whistle. It is unclear if the old whistle from atop the flower shop is still operational. Jessica will see if the city still has access to a working whistle or he ability to utilize a whistle in town for futher consideration.

Update: The administrator is still gathering whistle information for the group but did receive feedback from city staff after the meeting regarding past complaints from families with small children affected by the later curfew whistle. This will be discussed at the next public safety meeting.

Meetings

The group did show interest in getting back on a quarterly meeting schedule. If this is desired by council a next meeting date will need to be set around the last week of November or first week of December.

A motion was made by Jeremy Hinderks and seconded by Shane Wohlman to approve the Public Safety Committee Report. The motion carried 4 to 0.

B. City Administrator's Report

City Administrators Report 10-9-17

The new owners of the **MinAqua** building have been determined to go forward with the original use for purchase as which was agricultural storage of equipment and fertilizers for local farming industry. The renovations to the building are continuing.

A **Renville city Liquor License holder** was under investigation for a possible recent compliance violation however the case was dismissed per Renville County Sheriffs. The city has no required course of action due the dismissal.

The **2018 Industrial Waste water permit contracts** are with the two local industrial users for signing, Rembrandt and SMBSC. This should be in the October 23rd council packets.

I have distributed a copy of a **letter from SEH** with this report that serves as an amendment to the project Manager Agreement and serves to explain the cost they are carrying as part of design corrections to the WWTF.

The **public works committee** helped devised further criteria to assess the two contractors able to do an overlay to the existing customer **counter** in city hall. After going through the answers of both contractors my recommendation to council would be to utilize AP Premier for the work that was quoted at \$350 dollars.

A motion was made by Jeremy Hinderks and seconded by Brent Dahl to approve the City Administrator's Report. The motion carried 4 to 0.

Public Works Committee Minutes 10-4-17 5:30pm

Attendance: Mayor Janette Wertish, Adam Zaske, Shane Wohlman, Nate Sunvold, Dennis Ulrich, and Jessica Gorman

WWTF UV Change order

The design issue regarding the change order was explained. The administrator discussed a letter submitted to the city by SEH that details the cost SEH is covering and the lesser cost to the city due to the overall adjustment in the project. The letter serves as an amendment to the pricing agreement for project management with SEH and details the cost removed from that agreement.

Blind and Customer Counter Quotes

Blinds

The least invasive and most cost effective option for the blinds was presented which would be using the existing hardware in place and swap out the “vaner” themselves. Pricing was obtained through Menard’s who would do the custom cutting as well and the labor would be done by public works. The estimated cost would be \$260. The group recommends this purchase.

Counter

The group discussed options for the front office customer counter that included overlays as well as removal and replacement and a counter painting. An overlay appears to be the best option per the contractors consulted and the public works committee.

2 contractor estimates on the counter both came in at \$350. These estimates were both for an overlay to the existing counter, samples were reviewed by the group. The estimated completion time in both cases is 3 days.

The group liked the work of both contractors and formulated questions for the two contractors to help council determine the best course. The questions to be answered covered topics such as length of experience in this type of counter work, warranties, contractor credentials, etc. The administrator will obtain this feedback.

A motion was made by Brent Dahl and seconded by Jeremy Hinderks to approve the Public Works Committee Report. The motion carried 4 to 0.

8. Discussion Items

- Renville City Tobacco Ordinance

9. Action Items

- A motion was made by Jeremy Hinderks and seconded by Jeff Pike to accept the bid from AP Premier to replace the customer counter for \$350. The motion carried 4 to 0.
- A motion was made by Jeremy Hinderks and seconded by Jeff Pike to accept the draft of the Tobacco Ordinance. The motion was rescinded by Jeremy Hinderks.
- A motion was made by Jeff Pike and seconded by Shane Wohlman to approve the Street Closure request for Spooktacular. The motion carried 4 to 0.
- A motion was made by Brent Dahl and seconded by Jeremy Hinderks to replace the crosswalk sign on Hwy 212 and 3rd Street. The motion carried 4 to 0.

9. Mayor's Report

A motion was made by Jeremy Hinderks and seconded by Shane Wohlman to approve the Mayor's report. The motion carried 4 to 0.

10. Adjourn

A motion was made by Jeremy Hinderks and seconded by Brent Dahl to adjourn the meeting. The motion carried 4 to 0. Meeting was adjourned at 8:10 p.m.

Dated at Renville, Minnesota this 9th October, 2017

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Jessica Gorman, City Administrator/Clerk