

**Approved Minutes**  
**Public Hearing: Truth In Taxation Meeting**  
**December 9, 2013**  
**Monday 6:45 p.m.**

Pursuant to due call and notice thereof, the City Council of the City of Renville, Minnesota met for a Truth-in-Taxation Meeting on December 9, 2013 at 6:45 in the Council Chambers of City Hall. Mayor Janette Wertish and Council Members Raye McKim, Randy Johnson and Al Rohlik were present. City Administrator/Clerk Kari Gislason was also present. Council Member Dennis Ulrich joined the meeting at 6:49. Council Member Shane Wohlman was absent.

The purpose of the Truth-in-Taxation Meeting was to discuss and seek public comment on the City's proposed budget and property tax levy for 2014 and sales and use tax savings. No visitors were present.

The Public Hearing closed at 6:55 p.m.

Dated at Renville, Minnesota, this 9<sup>th</sup> day of December, 2013

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

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

**Approved Minutes**  
**City Council Regular Session**  
**December 9, 2013**  
**Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on December 9, 2013 at 7:00 p.m. by Mayor Wertish

City Council Members present were Dennis Ulrich, Randy Johnson, Raye McKim, Al Rohlik and Mayor Janette Wertish. City Administrator/Clerk Kari Gislason was also present. Council Member Shane Wohlman was absent.

1. Pledge of Allegiance
2. Approval of the Agenda

A motion was made by Dennis Ulrich and seconded by Al Rohlik to approve the agenda as presented. The motion carried 4 to 0.

A motion was made by Al Rohlik and seconded by Dennis Ulrich to approve the minutes of the meeting on November 25, 2013. The motion carried 4 to 0.

4. Invoices Payable

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

Check #	Name	Amount	Comments	Date
30424	SOUTHWEST MN HOUSING PARTNERSH	1987.00	Deed #1 - Admin	12/10/2013
30425	UNITED STATES POSTAL SERVICE	185.79	utility bill postage	12/10/2013
30426	ICMA	50.00	Sunvold, Nathan #302283	12/10/2013
30427	MINNESOTA DEPT. OF HEALTH	23.00	Class B License - Nate Sunvold	12/10/2013
30428	A.H. HERMEL CO.	188.84	Community Center Supplies	12/10/2013
30429	AFLAC	51.52	Insurance	12/10/2013
30430	ARVIG COMMUNICATION SYSTEMS	37.88	Public Works Internet	12/10/2013
30430	ARVIG COMMUNICATION SYSTEMS	57.89	Police Dept. Internet	12/10/2013
30430	ARVIG COMMUNICATION SYSTEMS	77.88	City Hall Internet	12/10/2013
30430	ARVIG COMMUNICATION SYSTEMS	57.89	Sewer Internet	12/10/2013
30431	AUTO COLLISION & COLOUR	363.25	replace door pins and handles on 99 chev 3500	12/10/2013
30432	BARGEN INC.	15,680.00	Infared patches and sealant	12/10/2013
30433	BENNETT TECHNOLOGIES, INC	48.09	Copier Service Contract	12/10/2013
30434	CENTURYLINK	83.49	Fire Dept. Telephone	12/10/2013
30434	CENTURYLINK	145.46	Police Dept. Telephone	12/10/2013
30434	CENTURYLINK	59.16	Library Telephone	12/10/2013
30434	CENTURYLINK	58.05	Sewer Dept. Telephone	12/10/2013
30434	CENTURYLINK	60.83	Public Works Telephone	12/10/2013
30434	CENTURYLINK	132.84	Water Dept. Telephone	12/10/2013
30434	CENTURYLINK	213.17	City Hall Telephone	12/10/2013
30435	COUNTRY ROSE FLORAL & GIFTS	100.00	BRIDAL/PROMOTE CC	12/10/2013
30436	DANUBE LUMBER SUPPLY	25.54	sheetrock, joint compound, screws, tape	12/10/2013
30437	GENERAL FUND	500.00	Sewer Bookkeeping	12/10/2013
30437	GENERAL FUND	500.00	Water Bookkeeping	12/10/2013
30438	GOPHER STATE ONE-CALL, INC	5.80	Sewer Contractual	12/10/2013
30438	GOPHER STATE ONE-CALL, INC	5.80	Water Contractual	12/10/2013
30439	GREAT PLAINS NATURAL GAS	94.15	Library Gas Service	12/10/2013
30439	GREAT PLAINS NATURAL GAS	149.94	Community Center	12/10/2013
30439	GREAT PLAINS NATURAL GAS	335.54	Water Gas Service	12/10/2013
30439	GREAT PLAINS NATURAL GAS	152.16	Police Dept. Gas	12/10/2013
30439	GREAT PLAINS NATURAL GAS	104.61	Clerk Gas Service	12/10/2013
30439	GREAT PLAINS NATURAL GAS	118.97	Fire Dept. Gas	12/10/2013
30439	GREAT PLAINS NATURAL GAS	295.31	Sewer Gas Service	12/10/2013
30440	HAGEN FARMS INC	1,000.00	haul loads of sand	12/10/2013
30441	HANSON SILO COMPANY	7,107.19	light poles	12/10/2013
30442	HEIMAN INC.	264.85	phos. Check	12/10/2013
30443	ICS HEALY-RUFF	28,181.87	Telemetry upgrade-Water Plant Controls	12/10/2013
30444	KIBBLE EQUIPMENT, INC.	7.98	FD Supplies	12/10/2013
30445	LANG S AUTOMOTIVE CENTER, INC.	33.61	Parts & Supplies, Sewer	12/10/2013
30445	LANG S AUTOMOTIVE CENTER, INC.	277.63	Parts & Supplies, Streets	12/10/2013
30446	LINDQUIST, PAULETTE	435.25	2013 Elf Grant	12/10/2013
30447	MAILFINANCE	178.59	Lease	12/10/2013

30448	MARCUS WELL, INC.	400.00	1.5 hp motor	12/10/2013
30449	MN BUREAU OF CRIMINAL APPREHEN	75.00	DMT-G Recertification Course	12/10/2013
30450	MN DEPT OF LABOR AND INDUSTRY	70.00	2 Pressure Vessels	12/10/2013
30451	MVTL LABORATORIES, INC.	1,321.00	Sewer Testing	12/10/2013
30452	MWOA	25.00	MWOA Subscription	12/10/2013
30453	NCPERS MINNESOTA	128.00	Insurance	12/10/2013
30454	RENVILLE SALES INC.	191.31	delavan 5 GPM pump	12/10/2013
30455	SCHROEDER, GARRET	157.50	Street Dept. Maintenance	12/10/2013
30456	SHENANIGANZ	600.00	Police Dept. Rental	12/10/2013
30457	SULLIVAN ELECTRIC	508.12	MOVED/ADDED OUTLETS FOR GRASS RIG	12/10/2013
30458	SW/WC SERVICE COOPERATIVES	414.25	Medical Insurance-Jodi	12/10/2013
30458	SW/WC SERVICE COOPERATIVES	3,091.00	Medical Insurance-Police	12/10/2013
30458	SW/WC SERVICE COOPERATIVES	1,132.00	Medical Insurance-Street	12/10/2013
30458	SW/WC SERVICE COOPERATIVES	1,132.00	Medical Insurance-Water	12/10/2013
30458	SW/WC SERVICE COOPERATIVES	1,132.00	Medical Insurance-Sewer	12/10/2013
30458	SW/WC SERVICE COOPERATIVES	717.75	Medical Insurance-Jodi	12/10/2013
30459	TISDELL, JODI	563.08	HEALTHCARE REFUND	12/10/2013
30460	TOTAL COMPLIANCE SOLUTIONS, IN	75.00	Drug Testing	12/10/2013
30460	TOTAL COMPLIANCE SOLUTIONS, IN	75.00	MN MVR Annual Check	12/10/2013
30461	TREMCO PRODUCTS, INC	206.90	2 Anti Theft Systems-1 Ford & 1 Chev	12/10/2013
30462	UNITED STATES POSTAL SERVICE	49.50	UTILITY POSTAGE	12/10/2013
30462	UNITED STATES POSTAL SERVICE	49.50	UTILITY POSTAGE	12/10/2013
30463	VERIZON WIRELESS	54.89	Police Dept. Telephone	12/10/2013
30463	VERIZON WIRELESS	58.15	Street Dept. Telephone	12/10/2013
30464	WEST CENTRAL COMMUNICATIONS	338.12	Radio & Install New Fire Truck	12/10/2013
30464	WEST CENTRAL COMMUNICATIONS	36.34	BATTERY MINITOR V NIMH	12/10/2013
30465	XCEL ENERGY	4,840.91	Sewer Electric	12/10/2013
30465	XCEL ENERGY	1,274.05	Water Electric	12/10/2013
30465	XCEL ENERGY	356.40	Community Center	12/10/2013
30465	XCEL ENERGY	223.79	Library Electric	12/10/2013
30465	XCEL ENERGY	248.66	City Hall Electric	12/10/2013
30465	XCEL ENERGY	92.23	Park Electric	12/10/2013
30465	XCEL ENERGY	121.77	Fire Dept. Electric	12/10/2013
30465	XCEL ENERGY	0.00	Street Electric	12/10/2013
30466	ZIEGLER	260.22	SHOP PUMP/BELT/PARTS	12/10/2013

**TOTAL: 79,456.26**

Randy Johnson seconded the motion. The motion carried 4 to 0.

## 5. Monthly Financials

A motion was made by Raye McKim and seconded by Randy Johnson to approve the monthly financials. The motion carried 4 to 0.

## 6. Public Comments

Allison Girres, Olivia/Renville/Fairfax Head Librarian and Shirley Buesing, Friends of the Library Member, were present. Allison gave a presentation about possible future updates to the Renville Library. Most of the changes will be cosmetic with some minor construction taking place. She will update the council as plans become more concrete. Shirley reported that she applied for a \$5000 Education, Science and Libraries Grant through Pioneer Seeds. The funds could be used for the remodeling project.

## 7. Committee/Staff Reports

### A. Public Works Committee Report:

- SEH's proposal: SEH presented a proposal for a Capital Improvement Plan for city streets and city owned utilities. The committee decided it may be a good idea down the road but to hold on this for now as we will be limited on the amount of projects we will be implementing in the next few years.
- DEED Grant for Bart's properties: Kari is checking into the Deed Grant as a possibility for the Bart's properties in case redeveloping them is not realistic.
- Sidewalk cleaning: The committee discussed keeping city involvement to a minimum on sidewalk cleaning in order to allow local businesses to earn revenue and to minimize liability. The city will be cleaning the Bart Estum properties. Additionally, Kari will draft a letter to the business owners with a reminder of the ordinance.
- Building and equipment at SMBSC: This will be discussed further once we know more about Minaqua's situation.
- Date for Jan meeting: Regularly scheduled Public Works meeting date falls on January 1. If we do not have much to discuss, may cancel the January meeting.

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

### B. Human Resources Report:

- Kari recommended hiring Angi Wulf for the Accounting Tech position. She and Jodi interviewed her and think she would be a good fit for the position. The HR Committee recommends hiring Angi Wulf at a starting wage of \$12.50/hr with a performance review after 90 days.

A motion was made to hire Angi Wulf for the Accounting Tech position at a starting wage of \$12.50/hr with a performance review after 90 days was made by Raye McKim and seconded by Dennis Ulrich. The motion carried 4 to 0.

- The committee performed Kari Gislason's ninety day performance review. The committee discussed her performance and recommends increasing her salary to \$45,000.

A motion to raise Kari Gislason's salary from \$42,000 to \$45,000 was made by Raye McKim and seconded by Randy Johnson. The motion carried 4 to 0.

- Kari had checked with Loffler Companies to see if volume discounts were available by purchasing two copiers but the price is as competitive as it gets. For now, just getting the Police Department copier and hopefully, the office copier will keep working.
- The committee is leaving it to Kari's discretion about whether or not to have the office open Christmas Eve Day.

A motion to approve the Human Resources Report as presented was made by Randy Johnson and seconded By Dennis Ulrich. The motion carried 4 to 0.

C. City Administrator/Clerk Report:

Kari Gislason reported the following:

- Kari researched some details regarding increasing council wages. The Minnesota Statute says no change in salary shall take effect until after the next succeeding municipal election.
- Christmas Eve hours at City Hall will be from 8 - noon.
- The box to enter listings on Channel 3 is not working.
- Thanks to the Revitalizing Renville group for a great Winterfest Event
- Kari talked with Ray Davy regarding an Agra-Waste Energy project they would like to develop in Industrial Park. As the project moves forward, he may be requesting a public hearing to answer any questions the community may have.

A motion to approve the City Administrator/Clerk Report as presented was made by Dennis Ulrich and seconded by Randy Johnson. The motion carried 4 to 0.

8. Discussion Items

A. Police Department Lease: The council discussed the Police Department and Shenaniganz lease. The landlord has requested an increase of \$600/\$700 month with a 6-month time frame on the lease. The city is requesting some improvements be considered.

B. 2012A Bond Debt Service Schedule: The 2012A Bond Debt Service Schedule was reviewed. The bond refunded three other bonds with the last payment scheduled for 12/01/2017. This is earlier than the bonds had previously matured, but the tradeoff is accelerated payments during this time frame. Spending over the next few year's needs to be conservative, and we may need to look at increasing the levy for 2015.

C. Budget Changes: Kari presented a list of changes that have been discussed regarding the 2014 budget. Final budget will be approved at the December 30<sup>th</sup> meeting.

9. Action Items

A. Annual Liquor License Renewals

A motion to approve Shenaniganz 2014 Liquor Licenses of \$50 for Off Sale, \$2000 for On Sale and \$25 for Sunday was made by Al Rohlik and seconded by Dennis Ulrich. The motion carried 3 to 0. Council Member Johnson abstained from the vote

A motion to approve Bart's Place 2014 Liquor Licenses of \$2000 for On Sale and \$25 for Sunday was made by Dennis Ulrich and seconded by Al Rohlik. The motion carried 4 to 0.

B. Levy Resolution 12-13:

**CITY OF RENVILLE  
RESOLUTION 12-13**

**RESOLUTION APPROVING 2013 TAX LEVY, COLLECTABLE IN 2014**

BE IT RESOLVED, by the City Council of the City of Renville, County of Renville, Minnesota, that the following sums of money be levied for the current year, collectable in 2014 upon the taxable property in the City of Renville, for the following purposes:

General	\$285,000.00
Local Improvements	\$200,000.00
Improvement Bonds	\$119,000.00
Water	<u>\$80,000.00</u>
 Total Levy	 \$684,000.00

The City Administrator/Clerk is hereby instructed to transmit a certified copy of this resolution to the Auditor of Renville County, Minnesota.

Passed and adopted this 9<sup>th</sup> day of December, 2013, by the City Council of Renville, Minnesota.

This resolution was offered by: Dennis Ulrich

This resolution was seconded by: Raye McKim

Voting in favor: Randy Johnson, Al Rohlik, Dennis Ulrich and Raye McKim

Voting against: None

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Janette Wertish, Mayor

ATTEST:

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Kari Gislason, City Admin./Clerk

C. Revitalizing Renville Variance Request:

A motion to approve the Revitalizing Renville's Noise Variance Request was made by Raye McKim and seconded by Al Rohlik. The motion carried 4 to 0.

10. Mayor's Report

- Mayor Wertish thanked the Revitalizing Renville group for the efforts in decorating Main Street and for the recent Winterfest event. Other members of the council also had very positive comments on what the group is doing for Renville. She also thanked Kari for doing a good job and thanked the staff for staying within their budgets.

11. Adjourn

A motion was made by Allen Rohlik and seconded by Randy Johnson to adjourn the meeting. The motion carried 4 to 0. Meeting was adjourned at 7:59 p.m.

Dated at Renville, Minnesota this 9th day of December, 2013.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

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