

Approved Minutes
City Council Regular Session
April 10, 2017
Monday 7:00 p.m.

The regular session of the City Council, City of Renville, Minnesota was called to order on April 10, 2017 at 7:00 p.m. by Mayor Wertish

City Council Members present were Adam Zaske, Jeff Pike, Shane Wohlman, Jeremy Hinderks, and Brent Dahl. Also present were Janette Wertish, City Administrator/Clerk Jessica Gorman, Interim City Administrator Paul McLaughlin, Charles Weber and Mark Harder.

1. Pledge of Allegiance

2. Approval of Agenda

A motion was made by Jeff Pike and seconded by Jeremy Hinderks to approve the agenda with the addition of extra invoices payable. The motion carried 5 to 0.

3. Approval of Minutes

A motion was made by Shane Wohlman and seconded by Brent Dahl to approve the minutes of the March 27, 2017 Regular Council Meeting. The motion carried 5 to 0.

4. Invoices Payable

Check #	Name	Amount	Comments
033163	SUNVOLD, NATHAN	\$56.09	Office Supplies - Shop
033164	UNITED STATES POSTAL SERVICE	\$99.45	Utility Postage
033164	UNITED STATES POSTAL SERVICE	\$99.45	Utility Postage
033165	RENVILLE COUNTY RECORDER	\$46.00	Alley Vacation
033166	LMC INSURANCE TRUST	\$3,294.82	Work Comp - General
033166	LMC INSURANCE TRUST	\$480.18	Work Comp - fire
033167	NCPERS MINNESOTA	\$80.00	Insurance
033168	SUNVOLD, NATHAN	\$355.17	Mileage & lodging for training - N. Sunvold
033169	212-DRIVING SCHOOL	\$180.00	PARENT CLASS
033170	AFLAC	\$27.72	Insurance
033171	AMERICAN WELDING & GAS INC	\$77.59	WATER FIRE EXT MAINT
033171	AMERICAN WELDING & GAS INC	\$77.59	FIRE DEPT FIRE EXT. MAINT
033171	AMERICAN WELDING & GAS INC	\$77.59	SEWER FIRE EXT MAINT
033171	AMERICAN WELDING & GAS INC	\$77.59	STREET FIRE EXT MAINT
033171	AMERICAN WELDING & GAS INC	\$77.59	POLICE DEPT FIRE EXT. MAINT
033172	AMERIPRIDE SERVICES, INC	\$134.28	Community Center Contractual
033173	CENTURYLINK	\$65.43	Library Telephone
033173	CENTURYLINK	\$0.00	Fire Dept. Telephone
033173	CENTURYLINK	\$144.90	City Hall Telephone
033173	CENTURYLINK	\$60.70	Public Works Telephone
033173	CENTURYLINK	\$61.12	Sewer Dept. Telephone
033173	CENTURYLINK	\$84.06	Police Dept. Telephone

033173	CENTURYLINK	\$137.66	Water Dept. Telephone
033174	CHRIS KNIGHT EXCAVATING & DEMO	\$1,125.00	DIG DITCH
033174	CHRIS KNIGHT EXCAVATING & DEMO	\$1,125.00	DIG/CAP SEWER LINE
033175	GENERAL FUND	\$500.00	Water Bookkeeping
033175	GENERAL FUND	\$500.00	Sewer Bookkeeping
033176	GOPHER STATE ONE-CALL, INC	\$4.72	Sewer Contractual
033176	GOPHER STATE ONE-CALL, INC	\$4.73	Water Contractual
033177	GREAT PLAINS NATURAL GAS	\$299.51	Sewer Gas Service
033177	GREAT PLAINS NATURAL GAS	\$160.79	Clerk Gas Service
033177	GREAT PLAINS NATURAL GAS	\$100.96	Library Gas Service
033177	GREAT PLAINS NATURAL GAS	\$112.20	Community Center
033177	GREAT PLAINS NATURAL GAS	\$164.03	Police Dept. Gas
033177	GREAT PLAINS NATURAL GAS	\$143.60	Fire Dept. Gas
033177	GREAT PLAINS NATURAL GAS	\$22.68	Park Gas Service
033177	GREAT PLAINS NATURAL GAS	\$468.04	Water Gas Service
033178	HAWKINS INC.	\$1,009.34	Water Supplies
033178	HAWKINS INC.	\$575.42	SEWER SUPPLIES
033179	LANG S AUTOMOTIVE CENTER, INC.	\$397.49	STREET SUPPLIES
033180	MACS	\$7.59	SEWER SUPPLIES
033181	MAIN STREET BAR & GRILL	\$700.00	PD RENT
033182	MAYNARD S FOOD CENTER	\$8.99	PD SUPPLIES
033182	MAYNARD S FOOD CENTER	\$55.82	CC SUPPLIES
033183	MENARDS	\$161.34	STREET SUPPLIES
033183	MENARDS	\$57.98	SEWER SUPPLIES
033183	MENARDS	\$7.99	WATER SUPPLIES
033184	MVTL LABORATORIES, INC.	\$234.50	Sewer Testing
033185	NORTHERN BUSINESS PRODUCTS	\$15.98	OFFICE SUPPLIES
033186	RENCO PUBLISHING, INC.	\$73.84	Publishing
033187	RENVILLE FIRE RELIEF ASSN.	\$1,000.00	REIMBURSE FIRE RELIEF
033188	SMITH PLUMBING & HEATING	\$600.00	REPLACE FIRE HYDRANT
033188	SMITH PLUMBING & HEATING	\$425.00	CURB STOP
033188	SMITH PLUMBING & HEATING	\$265.35	CC DISHWASHER HOOKUP
033189	TEAM LABORATORY CHEMICAL CORP.	\$700.00	50 BAGS ROAD PATCH
033190	XCEL ENERGY	\$61.44	Police Electric
033190	XCEL ENERGY	\$0.00	Sewer Electric
033190	XCEL ENERGY	\$1,465.39	Water Electric
033190	XCEL ENERGY	\$359.85	Community Center
033190	XCEL ENERGY	\$225.94	Library Electric
033190	XCEL ENERGY	\$251.05	City Hall Electric
033190	XCEL ENERGY	\$74.44	Park Electric
033190	XCEL ENERGY	\$107.80	Fire Dept. Electric
033190	XCEL ENERGY	\$418.05	Street Electric
Total		\$19,786.83	

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

5. Monthly Financials

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

6. Committee/Staff Reports

A. HR Committee

HR COMMITTEE MINUTES

4-5-17

Attendance: Janette Wertish, Jessica Gorman, Paul McLaughlin, Jeremy Hinderks, Adam Zaske

The HR committee met to discuss the transition of positions in the Public works department pending Pete Peterson's retirement. It was proposed to the HR committee that Nate Sunvold become the Public Works Director effective June 1st 2017. It was also proposed that Matt Roxburg become the Assistant Public Works Director effective June 1st 2017. The movement would open a public works maintenance worker position that would be posted, interviewed, reviewed and offer made in the month of May 2017. There would be a salary review of all 3 positions at the end of a 6 months probationary period on 12/1/17.

The wages would be:

Employee	Hourly Wage Proposed
Nate S.	29.64
Matt R.	23.50
New Hire	\$16.00 + hourly

A motion was made by Shane Wohlman and seconded by Brent Dahl to approve the HR Committee report. The motion carried 5 to 0.

Public Works Committee

Minutes

4-5-17

Attendance: Jeanette Wertish, Jessica Gorman, Adam Zaske, Shane Wohlman, Pete Peterson, Jon Driggs, Lloyd Zabel, Dennis Ulrich

- **Update on Waste Water UV filtration project** - Pete Peterson detailed the UV project length lasting up to 6 weeks and starting in August 2017. Jessica explained the project cost including the bid awarded and project oversight by SEH which will require a bond of \$325,000.

- **Ditch pumps** - Pete explained a recent process where a storm sewer line was recently excavated and water flow has greatly improved in the ditch due to this fix. The review of ditch pumps by SEH will be held off to determine the full return on ditch efforts by the public works department.
- **Community Center LED light quotes** - A second quote was submitted by J & R electric. The quote came in at \$33,105 prior to rebate. The light quantity difference between quotes was questioned by the group. A way to compare more accurately the two quotes is to be offered at the next meeting.
- **Community Center tables & chairs** - Some of our current community center chairs have seat damage. To have the seats recovered the cost would be \$35 a chair. To replace a chair the cost is approximately \$65. It was requested that a count be obtained of chairs needing the most immediate attention. Also it was suggested that several chairs could be removed from the council chambers and utilized as those seats are rarely fully utilized. The cost of chair replacements over the next several years is to be reviewed further.
- **Community Center overall review** - Areas of the community center building are in need of improvement. Immediate areas of focus were determined as possible chair and table replacement, interior painting of facility, “eifs” repair and cleaning around entrance and landscaping. Inside water fountain replacement or repair was also sought as a point of focus. Cost of these areas will be determined for review and a timeline for budgeting will be determined.
- **Flies** - Jessica gave an update on the reported high volume of flies in the area. The county department of health has been contacted and has been and will continue to interview residents and business owners in the areas where the reports are coming from. They have also begun investigating possible sources of the fly concentration in and around Rembrandt.
- **Water Tower** - Due to aesthetic concerns over the water tower on the east side of town, information will be pulled for the next meeting that explains cleaning costs and process for the tower.
- **Alley off main (behind credit union)** - The alley in question is not blacktopped. Gravel does not stay on the alley way and the corresponding black top is deteriorating. The credit union may be doing black top work on their premises and it was requested if this can be looked at further in conjunction with that project if it goes forward.

A motion was made by Jeremy Hinderks and seconded by Jeff Pike to approve the Public Works Committee report. The motion carried 5 to 0.

7. City Administrator/Clerk Report

Administrators Report 4-10-17

Local Banks UV funding Proposals

- Due to the size of the bond, Northland securities recommended last week that the city also consider local smaller institution financing.
- Dawson credit union is not interested in the project.
- 1st Security and F&M banks are currently determining if they want to generate a proposal.

Reminder of Clean Up Days

- Clean up dates were published in the Register on April 6th. The ad will run in the shopper on April 14th as well.
- Dates are 4/20 10am-7pm, 4/21 10am-4pm, and 4/22 8am-2pm
- Flyers are available at city hall

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

8. Action Items

A motion was made by Brent Dahl and seconded by Jeff Pike to change Nate Sunvold's wage to \$29.64/hour effective June 1, 2017. The motion carried 5 to 0.

A motion was made by Brent Dahl and seconded by Shane Wohlman to change Matt Roxberg's wage to \$23.50/hour effective June 1, 2017. The motion carried 5 to 0.

A motion was made by Jeff Pike and seconded by Shane Wohlman to publish and fill the Public Works Maintenance position with a starting wage of \$16+/hour. The motion carried 5 to 0.

A motion was made by Jeff Pike and seconded by Adam Zaske to approve the sale of 108 NW 2nd Street to Mark Harder for \$700. The motion carried 5 to 0.

A motion was made by Adam Zaske and seconded by Brent Dahl to approve the sale of 702 N. Main Street to Mark Harder for \$300. The motion carried 5 to 0.

9. Mayor's Report

A motion was made by Shane Wohlman and seconded by Jeff Pike to approve the Mayor's report. The motion carried 5 to 0.

10. Adjourn

A motion was made by Jeff Pike and seconded by Brent Dahl to adjourn the meeting. The motion carried 5 to 0. Meeting was adjourned at 7:44 p.m.

Dated at Renville, Minnesota this 10th April, 2017

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Jessica Gorman, City Administrator/Clerk