

**MINUTES OF THE REGULAR MEETING  
COMMON COUNCIL  
August 13, 2018**

The Common Council of the City of Rensselaer met on August 13, 2018 in regular session in Council Chambers of City Hall. Mayor Stephen Wood called the meeting to order at 6:00 p.m. followed by invocation offered by Council Member Scott Barton and Rev. Debbie Voss with the Burr Oak Mennonite Church and the Pledge of Allegiance.

Answering roll call were: Mayor Stephen Wood; Clerk-Treasurer Frieda Bretzinger; Council Members Scott Barton, Bill Hollerman, Rick Odle; George Cover; City Attorney Mike Riley; Cemetery Supt. Kevin Cochran; Park Supt. Joe Effinger; Building Commissioner and Fire Chief Kenny Haun; Police Chief Matt Anderson; Utility Office Manager Heather Smart; Gas Supt. Carol Lockridge; Electric Manager of Operations Steve Miller; Electric Lead Line Foreman Lenny Larson; Electric Plant Supt. Claude Grow; Street Supt. Andy Daniels; Project Coordinator Jerry Lockridge. Nick Fiala with the Rensselaer Republican arrived after roll call. Absent were: Council Member Ernest Watson, Jr.

Also in attendance were: Robert Schenk with Rensselaer Adventures; Stace Pickering with C/I; Rev. Debbie Voss with the Burr Oak Mennonite Church, Julie Suhr representing St. Joseph's College Alumni, Randy Denton.

The minutes of the July 23, 2018 council meeting were presented. There was a motion by Hollerman, second by Odle, to approve the minutes as presented. The motion passed by majority, with Watson absent.

**Citizen Comments and Presentation of Petitions: Octoberfest:** Pickering asked for the street closing of Van Rensselaer on Sep 22 for Octoberfest. There was a motion by Cover, second by Hollerman, to approve the street closing. The motion passed by majority, with Watson absent. **St. Joseph's College Alumni:** Julie Suhr said October 6<sup>th</sup> will be the SJC Homecoming at Brookside Park. She requested alcohol in the park. There was a motion by Barton, second by Hollerman, to approve the request. The motion passed by majority, with Watson absent. **Street Closing Requests:** Anderson had a request for Emilie Street east of Scott Street closed from 11:30 a.m. to 2:30 p.m. and Harrison Street on the south side of the courthouse from 3:00 p.m. to 5:00 p.m. Both closures are for this Saturday. There was also a request for Susan Street to be closed from Weston Street to McKinley Avenue on August 26<sup>th</sup> at the request of St. Augustine's. There was a motion by Cover, second by Hollerman, to approve the request. The motion passed by majority, with Watson absent.

**Ordinance 14-2018, Amendment to Ordinance 14-2017 Policies and Procedures:** The amendment was presented reflecting a change to a per diem \$75.00 for meals during travel. There was a motion by Hollerman, second by Cover, to approve Ordinance 14-2018 as presented. The motion passed by majority, with Watson absent.

**Resolution 19-2018, Gas Tracker:** Lockridge said the tracker reflected a 2¢ decrease per 100 cf. There was a motion by Barton, second by Hollerman, to approve the resolution. The motion passed by majority, with Watson absent.

**Cemetery Deed Requests:** Bretzinger said two cemetery deed requests were submitted by Supt. Cochran. They are for John Sr. and Judi Davis and for Denny Conley. There was a motion by Hollerman, second by Barton, to approve the cemetery deeds. The motion passed by majority, with Watson absent.

**Cemetery Supt. Request for Part-Time Help:** Cochran requested permission to hire part-time help to input records in the computer system at the cemetery. He would like someone to come in a couple of days a week. There was a motion by Cover, second by Odle, to approve the request. The motion passed by majority, with Watson absent.

**BIS Recording Software:** Bretzinger said she sent information to council regarding new recording equipment for council chambers. A representative from BIS Recording Software would like to be put on the August 27<sup>th</sup> agenda for a presentation. This would involve TV monitors mounted to walls for presenters and in the future we could even possibly broadcast our meetings over the internet. There was a motion by Barton, second by Cover, to allow BIS representatives to do a presentation. The motion passed by majority, with Watson absent.

**Parks for People:** Pickering said they've raised over \$1.2. He asked that the Future Development Fund be used to start with the project. Wood said the amount pledged to the park project was \$89,900.00.

There was a motion by Odle, second by Cover, to allow the money to start being used for the park improvement project. The motion passed by majority, with Watson absent.

**Policies and Procedures Change:** Bretzinger said she has a claim submitted for an employee to attend an APPA Conference at Walt Disney World in Orlando, Florida. She submitted a claim for reimbursement of airfare and Disney World Resort charges that she charged to her personal credit card but the conference is not until November. Bretzinger contacted the State Board of Accounts and Caldwell said they would not take exception to the advance travel reimbursement of charges as long as it was put in our travel policy that it could be paid in advance and that if the employee did not attend the meeting, they would pay the city back for all charges. Smart asked if the city would pay for travel insurance. Riley didn't think the city should be purchasing that. Riley said it should be understood that if they make plans and can't attend then they are responsible to reimburse the city. There was a motion by Odle, second by Cover, to allow this expense to be reimbursed on the personal credit card but from now on travel expenses for reservations will be charged to a city credit card. The motion passed by majority, with Watson absent.

**Air Conditioner/ Heater Replacement:** Lockridge had a quote from Ziese Plumbing and Heating for \$6,505 to replace the unit above the mayor's office. There was a motion by Cover, second by Odle, to approve the work. The motion passed by majority, with Watson absent.

**Public Relations Request:** Carol Lockridge asked for up to \$250.00 from Public Relations Fund to throw a retirement party for Doug Wilcox on August 22 from 1:00 to 3:00 p.m. in Council Chambers. There was a motion by Barton, second by Odle, to approve the request. The motion passed by majority, with Watson absent.

**Mayor's Holiday:** Wood said council did not vote on the Mayor's Holiday as decided at the last meeting. There was a motion by Hollerman, second by Odle, to approve the Mayor's Holiday on August 31<sup>st</sup>. The motion passed by majority, with Watson absent.

**Administrative Comments:**

Barton enjoyed the city picnic.

Bretzinger had nothing.

Cover had nothing.

Hollerman had nothing.

Odle had nothing.

Wood thanked everyone for the city picnic.

**Claims Approval:** The claims were presented for payment. Bretzinger also asked for approval to pay a claim to IDEM for \$30.00. This is for a WWTP operator certification examination. There was a motion by Hollerman, second by Odle, to approve the claims. The motion passed by majority, with Watson absent.

**Superintendents Reports:**

**Building Dept:** Haun had nothing.

**Cemetery Dept.:** Cochran thanked council for the part-time employee.

**Electric Dept.:** Miller had nothing. Larson was thankful for picnic. Grow had nothing.

**Fire Dept.:** Haun said mutual aid is so much better with new set up at new police station.

**Gas Dept.:** Lockridge had nothing.

**Legal Dept.:** Riley had nothing.

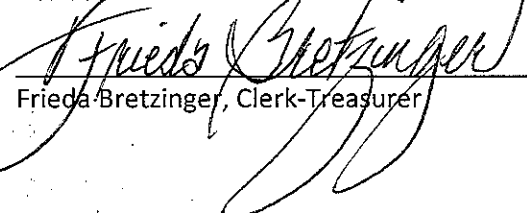
**Park Dept.:** Effinger had nothing.

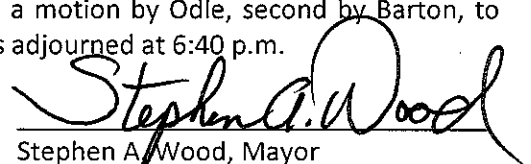
**Police Dept.:** Anderson said they are moved into the new building and are working on minor problems right now. He wants to bring up a job title change and pay scale change in dispatch.

**Street, Sanitation, Sewage and Water Dept.:** Daniels rerouted across the solar park. Lockridge said the Water Well and Transmission Line Project are on hold for right now waiting for the well house.

There being nothing more to come before council, there was a motion by Odle, second by Barton, to adjourn. The motion passed unanimously and the meeting was adjourned at 6:40 p.m.

Attest:

  
Frieda Bretzinger, Clerk-Treasurer

  
Stephen A. Wood, Mayor