

**MINUTES OF THE REGULAR MEETING  
COMMON COUNCIL  
April 10, 2017**

The Common Council of the City of Rensselaer met on April 10, 2017 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 Jeff Cover with the First Presbyterian 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, Ernest Watson, Jr; City Attorney Mike Riley; Cemetery Supt. Kevin Cochran; Park Supt. Joe Effinger; Fire Chief and Building Commissioner Kenny Haun; Police Chief Jeff Phillips; 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; Caitlin Sievers with the Rensselaer Republican.

Also in attendance were: Robert Schenk with Rensselaer Adventures; Stace Pickering with C/I Insurance; Jeff Cover with the First Presbyterian Church.

The minutes of the March 27, 2017 council meeting were presented. There was a motion by Barton, and second by Hollerman, to approve the minutes as presented. The motion passed unanimously.

**Citizen Comments:** Cemetery Supt. Cochran said a young man from Los Angeles has been at the cemetery and he's looking for his family. The family he's looking for is Warner.

**Resolution 09-2017, Gas Tracker:** Lockridge told council that the gas tracker reflects a 12¢ decrease per 100 cubic feet. There was a motion by Hollerman, second by Odle, to approve Resolution 09-2017 as presented. The motion passed unanimously.

**69KV Breaker for Watt Substation:** Miller presented quotes received by IMPA Service Corp for the 69KV breaker for the Watt Substation. The quotes are as follows:

Anixter Power solutions	\$36,953.00
Siemens Industry	\$35,105.00

It was recommended to accept the quote from Siemens Industry. There was a motion by Cover, second by Watson, to accept the quote from Siemens Industry. The motion passed unanimously.

**Update of Policies and Procedures:** Bretzinger asked council to appoint a committee to review and update the Policies and Procedures ordinance. It hasn't been done in over five years and there are three amendments to that ordinance. Odle said he has been working with the mayor, Riley, Caldwell with the SBOA and most of the department heads on a credit card ordinance. He's hoping to have an ordinance ready at the next meeting. Riley has a sample ordinance from the City of Washington and he's been making adjustments along with Odle and Wood. Barton asked who would be accountable and Odle said they were looking at each department having its own account so each department head would be. Bretzinger said Odle may want to check with the bank because when she talked to them six months ago they wanted one person accountable. Odle said each department head would be responsible for his/her credit card. Bretzinger said when she talked to Caldwell about this he said if the card were used for a meeting registration and the employee didn't attend then the city couldn't pay the cancellation fee. Who would be responsible? Odle said if it were something beyond the employees control there isn't a fee but if they just up and decided not to go then the employee would be responsible. Wood asked President of the Council Cover to establish a committee. Cover appointed Odle and Hollerman along with each superintendent or his/her designee along with Riley to the committee. There was a motion by Watson, second by Cover, to accept the committee suggested by Cover and update the policy. The motion passed unanimously.

**Committee Reports:** There were none.

**Administrative Comments:**

**Barton** thanked the street department for picking up yard waste so quickly.

**Bretzinger** had nothing.

**Cover** thanked Daniels on behalf of the Christian Church for installing check valve. He added that if anyone is interested in the school board opening they need to apply by the next meeting.

**Hollerman** had nothing

**Odle** asked about St. Joseph's not mowing the yard and fields. Phillips said they send a letter and it would probably go to the Board of Directors.

Watson had nothing.  
Wood had nothing.

**Claims Approval:** The claims were presented for payment. There was a motion by Odle, second by Hollerman, to approve the claims. The motion passed unanimously.

**Superintendents Reports:**

**Building Dept.:** Haun had nothing.

**Cemetery Dept.:** Cochran asked that any donations for the wall be made through the county VA office.

**Electric Dept.:** Miller had nothing. Larson had nothing. Grow had nothing.

**Fire Dept.:** Haun said they're busy working on the Little 500. They will also be doing their boot drive that day.

**Gas Dept.:** Carol Lockridge said that their Open House is April 28<sup>th</sup> from 11:00 a.m. to 2:00 p.m.

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

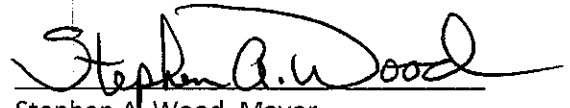
**Police Dept.:** Phillips said April 13<sup>th</sup> will be a Tech Review meeting at 8:00 for the police station.

**Street, Sanitation, Sewage and Water Dept.:** Daniels said Walsh & Kelly is starting on Grace Street tomorrow. Lockridge said they are meeting with Town and Country to finish Drexel Parkway project. Clean up week is May 1 through May 5.

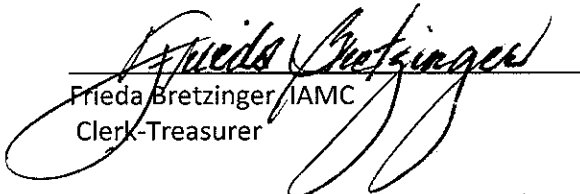
**Utility Office:** Smart had nothing.

Pickering said the property and casualty policies for the city are from five insurance companies. C/I does business with all five companies and they are familiar with them. It's been four years since they looked at policies. He would like to go out and get quotes from other markets and come back with recommendations. Odle asked when they do that if they lock other people out from getting quotes. Pickering said typically they give out one quote to one agent. Odle said he just wanted to make it fair to anyone in the community. Pickering said he finds that these companies give better rates if they're only working with one agent. Pickering will provide a summary of what he receives from the insurance companies. Wood also said he'd like to talk to Pickering and Lockridge about the Main Street project. Pickering said for 2017 they'd like to put a walking path in Milroy Park and would like to see how much the city could help on the project. There was a motion by Cover, second by Barton, to have Pickering get quotes. The motion passed unanimously.

There being nothing more to come before council, there was a motion by Odle, second by Hollerman, to adjourn. The motion passed unanimously and the meeting was adjourned at 6:32 p.m.

  
Stephen A. Wood, Mayor

Attest:

  
Frieda Bretzinger, IAMC  
Clerk-Treasurer