

**NOTES FROM A HUMAN RESOURCES MEETING HELD WEDNESDAY, MAY 18,
2011 – 5:00 P.M. – ROCKVILLE CITY HALL**

The meeting was called to order by Chair Randy Volkmuth. Roll Call was taken and the following members were found to be present: Chair Volkmuth, Bill Becker, & Mayor Hagen. Absent: Jeff Howe.

Staff Members present were: Administrator/Clerk Rena Weber.
Jerry Schmitt,

Chair Volkmuth announced that the meeting had been called for the purpose of interviewing building officials.

- ◆ 5:00 p.m. – Inspectron, Inc. (Ron Wasmund)
- ◆ 5:30 p.m. – Inspection Services of Central MN, INC. (David Barsody)

Interviews were held with each firm. A review of the Building Official Comparison 2011 was held. (A copy is hereby attached and marked Exhibit A).

Motion by Mayor Hagen, second by Member Volkmuth, to recommend the council rehire the firm of Inspectron, Inc. for a 2 year period. Motion carried unanimously.

Review/discuss Fire Fighter status - Rena Weber reported that Dino Kremer is back in Iraq and is requesting a leave of absence. The Fire Department is concerned that his absence allows him to still earn credit for Fire Relief status; however, this may not be fair to the rest of the members.

Motion by Member Becker, second by Member Volkmuth, to recommend to give Dino Kremer until 6/30/11 time to re-certify his EMT status and also get his attendance back in line or least show he is making some sort of progress. Motion carried unanimously.

ADJOURNMENT Motion by Member Volkmuth, second by Member Becker, to adjourn the meeting at 5:53 p.m. Motion carried unanimously.

Submitted by
Rena Weber
Administrator/Clerk

BUILDING OFFICIAL - RFP COMPARISON MAY 2011			
INSPECTION SERVICES		INSPECTRON, INC.	
FEE		FEE	
70% OF BP FEES		65% OF BP FEES	
90% OF PLAN REVIEW FEES		100% OF PLAN REVIEW	
90% OF PLUMBING/MECH		60% OF PLUMBING/MECH	
100% FIXED PERMIT			
100% RENTAL PROPERTIES			
ADDN'L WORK		ADDN'L WORK	
\$60/HR		\$60/HR - ZONING ENFORCEMENT	
		\$60/HR - OUTSIDE OF B.P.	
		\$60/HR RENTAL HOUSING	
		INCLUDES TRAVEL, COMMUNICATIONS, TOOLS, INS.	
EXAMPLE		EXAMPLE	
Single Family Dwelling		Single Family Dwelling	
Valuation 100,000		Valuation 100,000	
Building Permit (City of Rockville Fee Schedule)	550.00	Building Permit (City of Rockville Fee Schedule)	550.00
Plan Review (65% Plan Review)	357.50	Plan Review (65% Plan Review)	357.50
State Surcharge (.0005% of permit valuation)	50.00	State Surcharge (.0005% of permit valuation)	50.00
Total Paid by Applicant	957.50	Total Paid by Applicant	957.50
Distribution of fees		Distribution of fees	
State of Minnesota Surcharge	50.00	State of Minnesota Surcharge	50.00
Building Permit \$550.00 x 70%	385.00	Building Permit \$550.00 x 65%	357.50
Plan Review \$357.50 x 90%	321.75	Plan Review \$357.50 x 100%	357.50
Inspection Services of Central Minnesota Inc.	706.75	Inspectron, Inc.	715.00
City of Rockville	200.75	City of Rockville	192.50
Total	957.50	Total	957.50
EXAMPLE		EXAMPLE	
Fixed permit (Re-roof, Re-siding, Windows-same size)		Fixed permit (Re-roof, Re-siding, Windows-same size)	
Building Permit	25.00	Building Permit	25.00
State Surcharge	5.00	State Surcharge	5.00
Total Paid by Applicant	30.00	Total Paid by Applicant	30.00
Distribution of fees		Distribution of fees	
State of Minnesota Surcharge	5.00	State of Minnesota Surcharge	5.00
Building Permit (100% Fixed Permit)	25.00	Building Permit (65% fixed Permit)	16.25
Inspection Services of Central Minnesota Inc.	25.00	Inspection, Inc.	16.25
City of Rockville	0.00	City of Rockville	8.75
Total	30.00	Total	30.00
EXAMPLE		EXAMPLE	
Plumbing/Mechanical Permit (Residential-New Single Family Dwelling)		Plumbing/Mechanical Permit (Residential-New Single Family Dwelling)	
Plumbing Permit	75.00	Plumbing Permit	75.00
State Surcharge	5.00	State Surcharge	5.00
Total Paid by Applicant	80.00	Total Paid by Applicant	80.00
Distribution of fees		Distribution of fees	
State of Minnesota Surcharge	5.00	State of Minnesota Surcharge	5.00
Plumbing Permit (90% Plumbing Permit)	67.50	Plumbing Permit (60% Plumbing Permit)	45.00
Inspection Services of Central Minnesota Inc.	67.50	Inspection, Inc.	45.00
City of Rockville	7.50	City of Rockville	30.00
Total	80.00	Total	80.00

NOTES FROM A FINANCE COMMITTEE MEETING HELD WEDNESDAY, MAY 18, 2011 – ROCKVILLE CITY HALL – 6:15 P.M.

The meeting was called to order by Chair Susan Palmer. Roll Call was taken and the following members were found to be present: Chair Palmer, Mayor Hagen, Randy Volkmuth & Duane Willenbring. Absent: None

Also present: Administrator/Clerk Rena Weber, Bill Becker, Jeff Howe & Jerry Schmitt.

BANK AND INVESTMENT RECONCILIATION – A review of the April 2011 bank reconciliation and investment balance was done.

Motion by Mayor Hagen, second by Member Volkmuth, to recommend approval of the reports as presented. Motion carried unanimously.

2011 ROAD IMPROVEMENT PROJECTS/COSTS – Rick Hansen had provided his list of road improvement projects with the estimated cost:

1. Pave 245th St (120X21) \$3654.00
(blowout)
2. Pave Burg St (80X23) \$2666.00
(blowout)
3. Pave Lena Lane (50X22) \$1529.00
(blowout, band aid fix)
4. Reconstruct Lena Lane (1029X22) \$70,000.00 estimate
Assess 6 homeowners
5. Reconstruct Ahles Road (1400ft) \$119,000.00

Total \$196,849.00

If the Council wishes to move ahead with the two reconstruct projects I recommend starting the 429 process immediately as we are already into the middle of May.

Discussion was held regarding the fund 215 balance and how this would be paid. It was determined that with the fund 215, the water tower rent and assessments the project should be looked at.

Motion by Member Volkmuth, second by Member Willenbring, to recommend this plan to the council for action. Motion carried unanimously.

Chair Palmer indicated that she met with the staff and KDV to review the preliminary audit results.

ADJOURNMENT – ***Motion by Member Volkmuth, second by Mayor Hagen, to adjourn the meeting at 6:20 p.m. Motion carried unanimously.***

Submitted by
Rena Weber-Administrator/Clerk