

**Approved Minutes  
City Council Meeting  
Monday, September 9, 2024  
6:06 p.m.**

A 2025 Budget Session was held prior to the Regular Council Meeting at 4:00 pm.

City Council Members present were: Mayor Janette Wertish, Alma Gasca, Pete Peterson, Dave Grund, David Van Hove, Jr., and Adam Zaske. City Administrator Shane Wohlman was also present.

A Work Session was held prior to the Regular Council Meeting at 5:00 pm.

City Council Members present were: Mayor Janette Wertish, Alma Gasca, Pete Peterson, Dave Grund, David Van Hove, Jr., and Adam Zaske. Justin Black with SEH and City Administrator Shane Wohlman were also present.

The regular session of the City Council, City of Renville, Minnesota was called to order on September 9, 2024, at 6:06 pm by Mayor Janette Wertish.

City Council Members present were: Mayor Janette Wertish, Alma Gasca, Pete Peterson, Dave Grund, David Van Hove, Jr., and Adam Zaske. Justin Black with SEH and City Administrator Shane Wohlman were also present. Also in attendance were Renville County Register's Scott Tedrick both remotely and later in person, and Renville resident Faye Schmidt.

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Approval of Agenda**

A motion was made by Adam Zaske and seconded by Dave Grund to approve the agenda with the addition of item f. Mexican Independence Day Food Vendor Permits under Discussion Items and items i. Assessment Policy and j. Set Next Budget Meeting under Action Items. Ayes: Alma Gasca, David Van Hove, Jr., and Pete Peterson.

**4. Public Hearings**

Public Hearings were opened for comments for 3 variances: Roberto Ramirez at 710 Main St. N., Humberto Ramirez Jr. at 718 Main St. N., and Anita Hieng at 108 2<sup>nd</sup> St. SE. Faye Schmidt was the only resident who had a question regarding the fence at 108 2<sup>nd</sup> St. SE.

A motion was made by David Van Hove, Jr. and seconded by Dave Grund to close the public hearings at 6:15 pm. Ayes: Adam Zaske, Pete Peterson, and Alma Gasca.

**5. Approval of Minutes**

A motion was made by Alma Gasca and seconded by Pete Peterson to approve the City Council minutes from the August 26, 2024, Council Meeting. Ayes: Dave Grund, David Van Hove, Jr., and Adam Zaske.

## 6. Invoices Payable

a.

Check#	Name	Amount	Account	Comments	Date
502272	BALDERSTON AUTO REPAIR & TIRE	\$75.54	E 101-42100-221 Repair/Maint. Equipment	Oil Change	8/27/2024
502273	CHRIS KNIGHT EXCAVATING & DEMO	\$86,058.00	E 400-49100-246 Watermain	South Main Extension	8/27/2024
502274	DAKOTA SUPPLY GROUP, INC	\$962.91	E 602-49450-401 Repairs/Maint Buildings-Equip	16" Repair Clamp	8/27/2024
502274	DAKOTA SUPPLY GROUP, INC	\$1,059.35	E 601-49400-221 Repair/Maint. Equipment	Pipe/Repair Sleeve	8/27/2024
502275	DETCO	\$263.14	E 101-43100-219 General Supplies-Maint.	Bust Loose Spray	8/27/2024
502276	HAWKINS INC.	\$10.00	E 601-49400-219 General Supplies-Maint.	Chlorine Cylinder	8/27/2024
502277	LOCATORS & SUPPLIES, INC	\$121.27	E 101-43100-219 General Supplies-Maint.	Flags/Wire	8/27/2024
502277	LOCATORS & SUPPLIES, INC	\$121.27	E 601-49400-219 General Supplies-Maint.	Flags/Wire	8/27/2024
502277	LOCATORS & SUPPLIES, INC	\$121.28	E 602-49450-219 General Supplies-Maint.	Flags/Wire	8/27/2024
502278	MINNESOTA DEPT OF HEALTH	\$1,409.00	E 601-49400-436 Licenses & Permits	Water Supply Connection Fee	8/27/2024
502279	MVTL LABORATORIES, INC.	\$222.11	E 602-49450-229 Contractual Service	Sewer Testing	8/27/2024
502280	PIONEERLAND LIBRARY SYSTEM	\$7,106.00	E 101-45500-229 Contractual Service	Library Services	8/27/2024
502281	QUADIENT	\$104.85	E 101-41400-229 Contractual Service	Postage Equipment Rental	8/27/2024
502282	UNITED STATES POSTAL SERVICE	\$155.68	E 602-49450-201 Office Supplies	Postage	8/27/2024
502282	UNITED STATES POSTAL SERVICE	\$155.68	E 601-49400-201 Office Supplies	Postage	8/27/2024
502283	VERIZON WIRELESS	\$41.23	E 101-43100-321 Telephone	Street Dept. Telephone	8/27/2024
502284	WEST CENTRAL SANITATION	\$24.40	E 101-41400-437 Other Miscellaneous	Tags	8/27/2024
502285	BADGER METER, INC.	\$46.80	E 602-49450-229 Contractual Service	Beacon MBL	9/4/2024
502286	BHE RENEWABLES	\$137.93	E 101-41400-380 Utility Services (GENERAL)	City Hall	9/4/2024
502286	BHE RENEWABLES	\$1,782.62	E 601-49400-381 Utilities	Water	9/4/2024
502286	BHE RENEWABLES	\$564.25	E 101-45400-380 Utility Services (GENERAL)	Community Center	9/4/2024
502286	BHE RENEWABLES	\$13,473.30	E 602-49450-387 Utilities-Wastewater Plan	Wastewater	9/4/2024
502286	BHE RENEWABLES	\$275.86	E 101-45500-380 Utility Services (GENERAL)	Library	9/4/2024
502286	BHE RENEWABLES	\$275.86	E 101-42100-380 Utility Services (GENERAL)	Police Department	9/4/2024
502287	COMMUNITY ELECTRIC	\$190.00	E 101-43100-229 Contractual Service	Troubleshoot light poles by Caseys	9/4/2024
502287	COMMUNITY ELECTRIC	\$5,083.16	E 601-49400-221 Repair/Maint. Equipment	VFD Install on Well	9/4/2024
502287	COMMUNITY ELECTRIC	\$108.38	E 101-45400-401 Repairs/Maint Buildings-Equip	Hallway Bulb Replacement	9/4/2024
502288	FARM-RITE EQUIPMENT, INC.	\$809.49	E 101-43100-221 Repair/Maint. Equipment	Air/Oil/Fuel Filters	9/4/2024
502288	FARM-RITE EQUIPMENT, INC.	\$10,670.96	E 400-49100-263 Public Works Equipment	84" GRADER ATTACHMENT	9/4/2024
502289	GREAT PLAINS NATURAL GAS	\$23.00	E 101-45200-380 Utility Services (GENERAL)	Park Gas Service	9/4/2024
502289	GREAT PLAINS NATURAL GAS	\$19.74	E 101-45500-380 Utility Services (GENERAL)	Library Gas Service	9/4/2024
502289	GREAT PLAINS NATURAL GAS	\$9.87	E 101-41400-380 Utility Services (GENERAL)	Clerk Gas Service	9/4/2024
502289	GREAT PLAINS NATURAL GAS	\$40.37	E 101-45400-380 Utility Services (GENERAL)	Community Center	9/4/2024

502289	GREAT PLAINS NATURAL GAS	\$19.74	E 101-42100-380 Utility Services (GENERAL)	Police Dept. Gas	9/4/2024
502289	GREAT PLAINS NATURAL GAS	\$25.48	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Gas	9/4/2024
502289	GREAT PLAINS NATURAL GAS	\$83.62	E 601-49400-381 Utilities	Water Gas Service	9/4/2024
502289	GREAT PLAINS NATURAL GAS	\$47.86	E 602-49450-387 Utilities-Wastewater Plan	Sewer Gas Service	9/4/2024
502289	GREAT PLAINS NATURAL GAS	\$23.00	E 101-43100-380 Utility Services (GENERAL)	Street Gas Service	9/4/2024
502290	GREATER COMMUNITY CREDIT UNION	\$48.70	E 101-41400-201 Office Supplies	Poster Board	9/4/2024
502290	GREATER COMMUNITY CREDIT UNION	\$19.92	E 101-43100-201 Office Supplies	Pens/Sharpies	9/4/2024
502290	GREATER COMMUNITY CREDIT UNION	\$68.49	E 101-43100-219 General Supplies-Maint.	Sprayer Supples/Parts	9/4/2024
502290	GREATER COMMUNITY CREDIT UNION	\$477.00	E 101-41300-331 Travel/Seminar Course	Coalition Conference	9/4/2024
502290	GREATER COMMUNITY CREDIT UNION	\$44.94	E 101-45400-221 Repair/Maint. Equipment	Batteries	9/4/2024
502290	GREATER COMMUNITY CREDIT UNION	\$43.79	E 101-45400-219 General Supplies-Maint.	Thermostat Boxes	9/4/2024
502290	GREATER COMMUNITY CREDIT UNION	\$15.62	E 101-45400-219 General Supplies-Maint.	Carry Caddy	9/4/2024
502290	GREATER COMMUNITY CREDIT UNION	\$19.91	E 601-49400-201 Office Supplies	Pens/Sharpies	9/4/2024
502290	GREATER COMMUNITY CREDIT UNION	\$18.24	E 101-41400-201 Office Supplies	Kleenex Stock	9/4/2024
502290	GREATER COMMUNITY CREDIT UNION	\$87.90	E 101-43100-219 General Supplies-Maint.	Filter Assembly/Return Valve	9/4/2024
502290	GREATER COMMUNITY CREDIT UNION	\$57.99	E 101-49000-219 General Supplies-Maint.	Heavy Duty Weed Whip String	9/4/2024
502290	GREATER COMMUNITY CREDIT UNION	\$1.58	E 101-41400-201 Office Supplies	HDMI Adapter	9/4/2024
502290	GREATER COMMUNITY CREDIT UNION	\$372.99	E 601-49400-219 General Supplies-Maint.	Alarm Lock	9/4/2024
502290	GREATER COMMUNITY CREDIT UNION	\$26.18	E 101-43100-219 General Supplies-Maint.	Painting Accessories	9/4/2024
502290	GREATER COMMUNITY CREDIT UNION	\$19.91	E 602-49450-201 Office Supplies	Pens/Sharpies	9/4/2024
502290	GREATER COMMUNITY CREDIT UNION	\$103.47	E 101-43100-219 General Supplies-Maint.	Airless Pump/Filters	9/4/2024
502291	INNOVATIVE	\$6.24	E 101-41400-201 Office Supplies	Clipboards	9/4/2024
502291	INNOVATIVE	\$50.84	E 601-49400-201 Office Supplies	Ink	9/4/2024
502291	INNOVATIVE	\$50.84	E 602-49450-201 Office Supplies	Ink	9/4/2024
502292	INTERSTATE POWERSYSTEMS	\$533.00	E 101-45400-229 Contractual Service	Annual PM Service	9/4/2024
502292	INTERSTATE POWERSYSTEMS	\$785.00	E 602-49450-229 Contractual Service	Annual PM Service	9/4/2024
502292	INTERSTATE POWERSYSTEMS	\$818.00	E 601-49400-229 Contractual Service	Annual PM Service	9/4/2024
502293	MENARDS	\$74.62	E 101-45400-219 General Supplies-Maint.	Towels, Tape, Rugs & Links	9/4/2024
502294	MN FIRE SERVICE CERT. BOARD	\$262.50	E 101-42200-414 Fire Dept. Training	FF I & II Recertification	9/4/2024
502295	MVTL LABORATORIES, INC.	\$289.84	E 602-49450-229 Contractual Service	Sewer Testing	9/4/2024
502296	OLIVIA TIRE & SERVICE INC.	\$240.00	E 101-43100-221 Repair/Maint. Equipment	Payloader Service Call	9/4/2024
502297	TWIN CITIES & WESTERN RAILROAD	\$500.49	E 602-49450-229 Contractual Service	Site Lease-Sewer	9/4/2024
502298	WINSTED SOLAR, LLC	\$1,885.67	E 602-49450-387 Utilities-Wastewater Plan	Sewer	9/4/2024
502298	WINSTED SOLAR, LLC	\$708.53	E 601-49400-381 Utilities	Water	9/4/2024
502298	WINSTED SOLAR, LLC	\$34.31	E 101-45200-380 Utility Services (GENERAL)	Park/Signage	9/4/2024

502298	WINSTED SOLAR, LLC	\$18.61	E 101-41400-380 Utility Services (GENERAL)	City Hall	9/4/2024
502298	WINSTED SOLAR, LLC	\$37.21	E 101-45500-380 Utility Services (GENERAL)	Library	9/4/2024
502298	WINSTED SOLAR, LLC	\$76.12	E 101-42100-380 Utility Services (GENERAL)	Police Department	9/4/2024
502298	WINSTED SOLAR, LLC	\$37.21	E 101-45400-380 Utility Services (GENERAL)	Community Center	9/4/2024
502298	WINSTED SOLAR, LLC	\$154.57	E 101-42200-380 Utility Services (GENERAL)	Fire Department	9/4/2024
502298	WINSTED SOLAR, LLC	\$206.70	E 101-43100-380 Utility Services (GENERAL)	Street Department	9/4/2024
502299	ZIEGLER	\$2,254.43	E 101-43100-221 Repair/Maint. Equipment	Payloader Repairs	9/4/2024
800833	OESTREICH, CINDY	\$150.00	G 101-21760 Hospitalization/Medical Ins	HSA	8/1/2024
998387E	MINNESOTA DEPT. OF REVENUE	\$1,117.27	G 101-21720 State Withholding	State Withholding Tax	8/28/2024
998388E	INTERNAL REVENUE SERVICE	\$2,015.20	G 101-21710 Federal Withholding Tax	FWH	8/28/2024
998388E	INTERNAL REVENUE SERVICE	\$3,085.00	G 101-21730 FICA Tax Withholding	FICA/Medicare	8/28/2024
998389E	PUBLIC EMPLOYEES RETIREMENT	\$4,692.36	G 101-21740 PERA	PERA	8/28/2024
998396E	XCEL ENERGY	\$31.80	E 101-45200-380 Utility Services (GENERAL)	Park Electric	8/31/2024
998396E	XCEL ENERGY	\$0.00	E 601-49400-381 Utilities	Water Electric	8/31/2024
998396E	XCEL ENERGY	\$0.00	E 101-45400-380 Utility Services (GENERAL)	Community Center	8/31/2024
998396E	XCEL ENERGY	\$0.00	E 101-42100-380 Utility Services (GENERAL)	PD Electric	8/31/2024
998396E	XCEL ENERGY	\$40.91	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Electric	8/31/2024
998396E	XCEL ENERGY	\$0.00	E 101-45500-380 Utility Services (GENERAL)	Library Electric	8/31/2024
998396E	XCEL ENERGY	\$7.51	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	8/31/2024
998396E	XCEL ENERGY	\$0.00	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	8/31/2024
998396E	XCEL ENERGY	\$2,288.42	E 101-43100-380 Utility Services (GENERAL)	Street Electric	8/31/2024
998397E	WEST CENTRAL SANITATION	\$35.92	E 602-49450-229 Contractual Service	WWT Refuse	9/3/2024
998397E	WEST CENTRAL SANITATION	\$17.55	E 101-43100-229 Contractual Service	Street Refuse	9/3/2024
998398E	FIRST SECURITY BANK	\$4.00	E 101-49260-437 Other Miscellaneous	NSF Charge	9/3/2024
998399E	NORTH COUNTRY PROCESSING	\$72.93	E 101-49260-437 Other Miscellaneous	CC Service Fees - August 2024	9/3/2024
998401E	MIDCO	\$123.67	E 602-49450-321 Telephone	Sewer Dept	9/4/2024
998401E	MIDCO	\$61.50	E 101-49260-722 Internet Fees & Updates	City Hall Internet	9/4/2024
998401E	MIDCO	\$20.37	E 101-41400-321 Telephone	City Hall Fax	9/4/2024
998401E	MIDCO	\$22.03	E 101-45500-321 Telephone	Library Phone	9/4/2024
998401E	MIDCO	\$139.85	E 601-49400-321 Telephone	Water Dept	9/4/2024
998401E	MIDCO	\$73.39	E 101-42200-321 Telephone	Fire Dept	9/4/2024
998401E	MIDCO	\$130.46	E 101-42100-321 Telephone	PD Phone & Internet	9/4/2024
998401E	MIDCO	\$76.62	E 101-41400-321 Telephone	City Hall Phone	9/4/2024
998401E	MIDCO	\$20.00	E 101-45400-380 Utility Services (GENERAL)	Fire Alarm	9/4/2024
	<b>Total</b>	<b>\$156,401.12</b>			

A motion was made by Adma Zaske and seconded by Alma Gasca to approve the payables. Ayes: Pete Peterson, David Van Hove, Jr., and Dave Grund.

## **7. Monthly Financials**

A motion was made by Adam Zaske and seconded by Dave Grund to approve the monthly financials. Ayes: David Van Hove, Jr., Pete Peterson, and Alma Gasca.

## **8. Public Comments**

a. none

## **9. Committee/Staff Reports**

a.

### City Administrator Report September 9, 2024

\* Handout- We met with Julie Jelen who is the Senior Loss Control Consultant from the LMC Insurance Trust on August 27<sup>th</sup>. The main topic was to cover information regarding employee wellbeing. She also provided us with copies of the annual Property/Casualty and Work Comp Analyses.

\* The water plant has received a new electronic lockset for the main entry door. This will eliminate one key that the department must have, along with improving security.

\* On September 5<sup>th</sup>, the PW Director and I met with Robyn Hoerr from MN Rural Water to get started on the Wellhead Protection Implementation Evaluation Report. This is required to be completed every 2.5 years during the 10-year WHP implementation to remain compliant with the MN Department of Health. The MN DOH is in the process of finalizing changes to the program audit process by which public water system activities are monitored. They would like to see a minimum of 75% of the implementation measures that were projected to be completed by the current date to be considered in compliance. Robyn stated that the city has a very good start on the implementation measures by completing some of the bigger tasks (well transducers, sharing information with MDH on well vulnerability, obtaining cost estimates for security fencing, rehabbing city wells 3 & 4, etc.) already. The bulk of the other tasks can be handled by administration through the city's website and letters to the proper agencies.

\* Genealogical and Library Update: (Summary) Sprinkler head activated in the genealogical room on August 28<sup>th</sup> at 3:09 pm. Water flowed for approximately 12 minutes before it could be shut off. The Insurance Adjuster has given the go ahead to replace the carpet in both areas for sure. Insurance deductible is \$2,500. Carpet color?

\* Reminders- 1. A copy of the next Renville County EDA Lunch & Learn about Foster Care is included in your packet. 2. An HR meeting is scheduled for tomorrow at 3:45 pm.

**\*\*\*Upcoming Meetings & Important Dates:**

- 9/10 Renville County Comprehensive Plan Mtg. Noon-2:00
- 9/10 HR Committee 3:45
- 9/11 Renville County Roadway Safety Plan Mtg. Noon-3:00
- 9/18 Public Works/Public Safety Committee 5:30
- 9/23 Regular Council Meeting 6:00

A motion was made by Adam Zaske and seconded by Pete Peterson to approve the City Administrator's Report.  
Ayes: David Van Hove, Jr., Dave Grund, and Alma Gasca.

**10. Discussion Items**

- a. Justin Black, SEH, MPCA Permit Variance Assistance Proposal.
- b. Community Center Lighting bid. The council reviewed the bid and discussed the Grant Application available for this project.
- c. 813 Main Street North Property Offer. An offer has been presented in the amount of \$4,000.
- d. Main Street South Project Related Costs. Chris Knight application for payment for sanitary sewer in the amount of \$27,930.00
- e. Zoning Permit issued for Alysia & Randy Alderman's fence.
- f. David Van Hove, Jr. presented information pertaining to the Transient Merchant Permits required for the Independence Day celebration explaining that he will verify that all food vendors will have a food permit.

A motion was made by Adam Zaske and seconded by Dave Grund to waive the Transient Merchant Permits provided David is checking for food permits. Ayes: Pete Peterson and Alma Gasca. Abstain: David Van Hove, Jr.

**11. Action Items**

- a.- c. A motion was made by Adam Zaske and seconded by David Van Hove, Jr to approve the Variance Requests for Robert Ramirez, Humberto Ramirez, and Anita Hieng. Ayes: Pete Peterson, Dave Grund, and Alma Gasca.
- d. A motion was made by David Van Hove, Jr. and seconded by Pete Peterson to approve the proposal for Variance Assistance from SEH at \$10,000. Ayes: Alma Gasca, Adam Zaske, and Dave Grund.
- e. A motion was made by Pete Peterson and seconded by Adam Zaske to approve the Community Center LED Lighting project through Community Electric for \$17,980.00. Ayes: Dave Grund, Alma Gasca, and David Van Hove, Jr.
- f. A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to pursue the CIF Grant through the county related to the lighting project. Ayes: Dave Grund, Pete Peterson, and Alma Gasca.

g. A motion was made by David Van Hove, Jr. and seconded by Dave Grund to accept Steve Wohlman's offer of \$4,000 on the 813 Main Street North property and to allow the Mayor and City Administrator to sign the necessary closing documents, sale by quit claim deed, and the purchaser pays the recording fees. Ayes: Pete Peterson, Alma Gasca, and Adam Zaske.

h. A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to approve Sullivan's Electric payment of \$25,960.00 for development fees on the Main Street South project. Ayes; Alma Gasca, Pete Peterson, and Dave Grund.

i. A motion was made by Alma Gasca and seconded by David Van Hove, Jr. to approve the Application for Payment #2 to Chris Knight Excavation in the amount of \$27,930.00 for the sanitary sewer portion of the South Main Street Project. Ayes: Dave Grund, Adam Zaske, and Pete Peterson.

j. A motion was made by Alma Gasca and seconded by David Van Hove, Jr. to approve the CAT payloaders lease with the \$1 balloon option. Ayes: Dave Grund, Adam Zaske, and Pete Peterson.

k. A motion was made by Pete Peterson and seconded by Dave Grund to allow the City Administrator and Justin Black to draft a 30% Assessment Policy. Ayes: Alma Gasca, Adam Zaske, and David Van Hove, Jr.

l. A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to set a Budget meeting prior to the Council meeting on Monday, September 23, 2024 beginning at 5:00 pm. Ayes: Pete Peterson, Dave Grund, and Alma Gasca.

## **12. Mayor's Report**

The mayor expressed her thanks to the council for hanging in there after a long night of meetings.

A motion was made by Adam Zaske and seconded by Pete Peterson to approve the Mayors report. Ayes: Dave Grund, Alma Gasca, and David Van Hove, Jr.

## **13. Adjourn**

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to adjourn the meeting at 6:56 p.m. Ayes: Alma Gasca, Pete Peterson, and Dave Grund.

Dated at Renville, Minnesota this 9<sup>th</sup> day of September 2024.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

BY \_\_\_\_\_ Shane Wohlman, City Administrator