

**Approved Minutes
City Council Regular Session
January 23, 2023
Monday 6:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on January 23, 2023 at 6:00 p.m. by Mayor Wertish.

City Council Members present were Alma Gasca, Dave Grund, Pete Peterson, David Van Hove, Jr., & Adam Zaske. Also present were Mayor Janette Wertish & City Administrator/Clerk Shane Wohlman. Also in attendance were the following: Fire Chief Aaron Haen, Police Officer Matt Lindbo, County Commissioner David Hamre, Deputy Clerk Angi Wulf, Barbara Stone, Anna Van Hove, David Van Hove, III, Abigail Van Hove, Laurie Varpness, Nelida Marcus, Anthony Carruth, Bill Sietsema, Dave Feldman, Tom Shurer, Wanda Knapper, Paul Knapper, Brad Veglahn, Jeff Filipek, SanJuanita Lopez, Jodene Crawford, Karly Boody, Rachel Frerich, & Scott Tedrick with the Register.

1. Pledge of Allegiance

2. Approval of Agenda

A motion was made by Adam Zaske and seconded by Dave Grund to approve the agenda. Ayes: Gasca, Peterson, & Van Hove.

3. Approval of Minutes

a. A motion was made by Adam Zaske and seconded by Alma Gasca to approve the minutes of the January 9, 2023 Council Meeting. Ayes: Grund, Peterson, & Van Hove.

4. Invoices Payable

Check #	Name	Amount	Account	Comments	Date
501076	ANDERSON LARSON HANSON & SAUND	\$14.00	E 101-41610-101 Wages and Salaries	Attorney Fees - Admin	1/10/2023
501076	ANDERSON LARSON HANSON & SAUND	\$667.50	E 101-41610-101 Wages and Salaries	Attorney Fees - PD	1/10/2023
501077	APPLIANCE REPAIR CENTER INC	\$658.70	E 101-45400-221 Repair/Maint. Equipment	Repair Dishwasher	1/10/2023
501078	AXON ENTERPRISE, INC.	\$1,500.00	E 101-42100-240 Small Tools & Minor Equip	Body Cameras Starter	1/10/2023
501078	AXON ENTERPRISE, INC.	\$23,499.96	E 101-42100-240 Small Tools & Minor Equip	Body Cameras	1/10/2023
501079	BADGER METER, INC.	\$20.20	E 602-49450-229 Contractual Service	Beacon Serv Hosting	1/10/2023
501079	BADGER METER, INC.	\$20.19	E 601-49400-229 Contractual Service	Beacon Serv Hosting	1/10/2023
501080	BHE RENEWABLES	\$64.46	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	1/10/2023
501080	BHE RENEWABLES	\$128.92	E 101-42100-380 Utility Services (GENERAL)	PD Electric	1/10/2023
501080	BHE RENEWABLES	\$818.72	E 601-49400-381 Utilities	Water Electric	1/10/2023
501080	BHE RENEWABLES	\$6,654.44	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	1/10/2023
501080	BHE RENEWABLES	\$263.70	E 101-45400-380 Utility Services (GENERAL)	Community Center Electric	1/10/2023
501080	BHE RENEWABLES	\$128.92	E 101-45500-380 Utility Services (GENERAL)	Library Electric	1/10/2023
501081	COALITION OF GREATER MINNESOTA	\$1,111.33	E 601-49400-433 Dues and Licensing	Membership 2023	1/10/2023
501081	COALITION OF GREATER MINNESOTA	\$325.00	E 101-49260-433 Dues and Licensing	2023 Voluntary Assessment	1/10/2023
501081	COALITION OF GREATER MINNESOTA	\$1,111.33	E 602-49450-433 Dues and Licensing	Membership 2023	1/10/2023
501081	COALITION OF GREATER MINNESOTA	\$1,111.34	E 101-49260-433 Dues and Licensing	Membership 2023	1/10/2023
501082	FARM RITE EQUIPMENT	\$199.49	E 101-43100-221 Repair/Maint. Equipment	Street Dept supplies	1/10/2023
501082	FARM RITE EQUIPMENT	\$98.71	E 101-43100-221 Repair/Maint. Equipment	Street Dept supplies	1/10/2023
501083	FARMERS CO-OP OIL CO	\$148.74	E 101-42200-212 Gas and Oil	Fire Dept. Gas	1/10/2023
501083	FARMERS CO-OP OIL CO	\$572.89	E 101-42100-212 Gas and Oil	Police Dept. Gas	1/10/2023

501083	FARMERS CO-OP OIL CO	\$3,451.27	E 101-43100-212 Gas and Oil	Street Dept. Gas	1/10/2023
501083	FARMERS CO-OP OIL CO	\$876.00	E 101-42100-221 Repair/Maint. Equipment	PD Repairs	1/10/2023
501083	FARMERS CO-OP OIL CO	\$187.00	E 101-43100-221 Repair/Maint. Equipment	Street Dept repairs	1/10/2023
501084	GOPHER STATE ONE-CALL, INC	\$0.67	E 601-49400-229 Contractual Service	Water Contractual	1/10/2023
501084	GOPHER STATE ONE-CALL, INC	\$0.68	E 602-49450-229 Contractual Service	Sewer Contractual	1/10/2023
501085	GOVOFFICE LLC	\$550.00	E 101-49260-437 Other Miscellaneous	Email Service (11)	1/10/2023
501086	GREAT PLAINS NATURAL GAS	\$122.43	E 101-41400-380 Utility Services (GENERAL)	Clerk Gas Service	1/10/2023
501086	GREAT PLAINS NATURAL GAS	\$244.86	E 101-45500-380 Utility Services (GENERAL)	Library Gas Service	1/10/2023
501086	GREAT PLAINS NATURAL GAS	\$500.84	E 101-45400-380 Utility Services (GENERAL)	Community Center	1/10/2023
501086	GREAT PLAINS NATURAL GAS	\$244.86	E 101-42100-380 Utility Services (GENERAL)	Police Dept. Gas	1/10/2023
501086	GREAT PLAINS NATURAL GAS	\$341.61	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Gas	1/10/2023
501086	GREAT PLAINS NATURAL GAS	\$1,334.21	E 601-49400-381 Utilities	Water Gas Service	1/10/2023
501086	GREAT PLAINS NATURAL GAS	\$776.35	E 602-49450-387 Utilities-Wastewater Plan	Sewer Gas Service	1/10/2023
501086	GREAT PLAINS NATURAL GAS	\$23.00	E 101-45200-380 Utility Services (GENERAL)	Park Gas Service	1/10/2023
501086	GREAT PLAINS NATURAL GAS	\$327.56	E 101-43100-380 Utility Services (GENERAL)	Street Gas Service	1/10/2023
501087	HAWKINS INC.	\$10.00	E 601-49400-219 General Supplies-Maint.	Water Supplies	1/10/2023
501088	LARKIN TREE CARE & LANDSCAPING	\$1,335.00	E 101-43100-229 Contractual Service	Grind stumps, remove spruce & ash at cemetery	1/10/2023
501088	LARKIN TREE CARE & LANDSCAPING	\$5,775.00	E 101-46100-229 Contractual Service	Grind stumps, remove spruce & ash at cemetery	1/10/2023
501089	LITTLE FALLS MACHINE, INC.	\$698.74	E 101-43100-221 Repair/Maint. Equipment	Street Dept repairs	1/10/2023
501090	LOFFLER	\$165.64	E 101-41400-229 Contractual Service	Copier Service Contract	1/10/2023
501091	MN STATE FIRE DEPT ASSOC.	\$175.00	E 101-42200-433 Dues and Licensing	Membership 2023	1/10/2023
501092	MVTL LABORATORIES, INC.	\$161.81	E 602-49450-229 Contractual Service	Sewer Testing	1/10/2023
501093	NATIONWIDE GLASS OF WILLMAR	\$261.00	E 101-45400-221 Repair/Maint. Equipment	Repair front entrance	1/10/2023
501094	NORTHLAND SECURITIES, INC.	\$495.00	E 101-49260-433 Dues and Licensing	Annual Paying Agent Fee	1/10/2023
501094	NORTHLAND SECURITIES, INC.	\$11,073.75	E 312-48000-611 Bond Interest	Interest 2021A	1/10/2023
501094	NORTHLAND SECURITIES, INC.	\$50,000.00	E 312-48000-601 Debt Srv Bond Principal	Principal 2021A	1/10/2023
501095	RENCO PUBLISHING, INC.	\$117.88	E 101-41100-351 Legal Notices Publishing	Publishing-Deputy Clerk Ad	1/10/2023
501096	RENVILLE CO. SHERIFF S DEPT.	\$1,000.00	E 101-42100-433 Dues and Licensing	2023 LETG Software Maintenance	1/10/2023
501097	RENVILLE COUNTY HIGHWAY	\$2,231.59	E 101-43100-219 General Supplies-Maint.	Deicing Salt	1/10/2023
501098	SCHROEDER, GARRET	\$375.00	E 101-43100-229 Contractual Service	Street Dept. Maintenance	1/10/2023
501099	VERIZON WIRELESS	\$70.02	E 101-42100-321 Telephone	Police Dept. Telephone	1/10/2023
501100	XCEL ENERGY	\$76.01	E 101-45200-380 Utility Services (GENERAL)	Park Electric	1/10/2023
501100	XCEL ENERGY	\$155.31	E 601-49400-381 Utilities	Water Electric	1/10/2023
501100	XCEL ENERGY	\$492.92	E 101-43100-380 Utility Services (GENERAL)	Street Electric	1/10/2023
501101	APPLIANCE REPAIR CENTER INC	\$645.00	E 101-45400-221 Repair/Maint. Equipment	Repair coffee maker	1/18/2023
501102	COMMUNITY ELECTRIC	\$7,805.00	E 602-49450-530 Sewer Line	North Lift station panel replacement	1/18/2023
501103	FLOW CONTROL AUTOMATION	\$5,429.79	E 601-49400-221 Repair/Maint. Equipment	Swing Check Valve	1/18/2023
501104	MVTL LABORATORIES, INC.	\$161.81	E 602-49450-229 Contractual Service	Sewer Testing	1/18/2023
501105	NORTHLAND SECURITIES, INC.	\$435.00	E 101-49260-433 Dues and Licensing	Annual Disclosure Filing	1/18/2023
501106	SEHRM	\$3,240.00	E 101-49260-303 Engineering Fees	2022 Co Ditch Hydraulic review	1/18/2023
501107	STAR GROUP, LLC	\$186.54	E 101-43100-221 Repair/Maint. Equipment	Street Dept repairs/maint.	1/18/2023
501107	STAR GROUP, LLC	\$131.35	E 101-43100-219 General Supplies-Maint.	Street Dept supplies	1/18/2023
501108	WEST CENTRAL SANITATION	\$17.55	E 101-43100-229 Contractual Service	Street Refuse	1/18/2023
501108	WEST CENTRAL SANITATION	\$35.92	E 602-49450-229 Contractual Service	WWT Refuse	1/18/2023
501109	WOHLMAN, SHANE	\$120.00	E 101-41300-433 Dues and Licensing	MN Notary renewal	1/18/2023
501109	WOHLMAN, SHANE	\$34.95	E 101-41400-201 Office Supplies	Notary stamp	1/18/2023

997946E	MACS	\$28.71	E 602-49450-219 General Supplies-Maint.	Sewer Dept supplies	1/9/2023
997947E	MINNESOTA DEPT. OF REVENUE	\$1,114.79	G 101-21720 State Withholding	State Withholding Tax	1/6/2023
997948E	INTERNAL REVENUE SERVICE	\$2,303.25	G 101-21710 Federal Withholding Tax	FWH	1/6/2023
997948E	INTERNAL REVENUE SERVICE	\$2,737.22	G 101-21730 FICA Tax Withholding	FICA/Medicare	1/6/2023
997949E	PUBLIC EMPLOYEES RETIREMENT	\$4,860.01	G 101-21740 PERA	PERA	1/6/2023
997950E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	1/6/2023
997954E	MINNESOTA DEPT. OF REVENUE	\$1,248.00	G 602-20800 Sales Tax	Sales Tax - 2022 4th Qtr	1/18/2023
TOTAL		\$153,354.44			

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to approve the invoices payable. Ayes: Gasca, Grund, & Peterson.

5. Public Comment

6. Committee/Staff Reports

a. HR Committee

HR Minutes
January 10, 2023
6:00 p.m.
City Council Chambers

Present: Mayor Janette Wertish, City Admin. Shane Wohlman, Council Members Alma Gasca, Dave Grund, and Deputy Clerk Angi Wulf

We interviewed Brad Veglahn, and we all feel he would be a great asset to the City of Renville. It is our recommendation that we offer the Deputy City Clerk position to him starting at \$24.00 hr, pending reference and background checks, with the minimum 6-month probationary period.

Respectfully,
Dave Grund

A motion was made by David Van Hove, Jr. and seconded by Pete Peterson to approve the HR Committee Report. Ayes: Gasca, Grund, & Zaske.

b. EDA

City of Renville EDA Committee

Meeting Minutes

January 18, 2023, 6:00 pm

Present: Janette Wertish, Adam Zaske, Pam Kjersten, Anna Van Hove, Laurie Varpness, Pete Peterson, and Shane Wohlman

Not present: Cassie Novotny, Jon Driggs, Doug Froke, and Nate Reuss

Next meeting: April 19, 2023

Business Spotlight: Olivia Hospital & Clinics. The new president of OHC, Nathan Pulscher was present. Nathan began in early December and brings experience in strategic planning, operations, and clinic services. The past 6 years Nathan was vice president in Stillwater which is also a part of HealthPartners. He grew up in Sturgis, SD and held leadership

positions in 2 hospitals in SD prior to Stillwater. Nathan is looking forward to working with Renville and exploring new possibilities.

Jasmine Frias with Southwest MN Housing Partnership attended remotely. She gave an overview of the Partnership and proposed a Housing Action Workshop event. The half-day workshop would be geared for Renville and separate from any activity with the County. Commitments from Renville would include 3-5 stakeholders to attend, completing a housing readiness questionnaire, and a cost of \$2,000. The committee requested some additional information and timeframes to discuss at the next meeting before making a decision.

The committee elected Pam Kjersten as Chairperson and Laurie Varpness as Vice-Chair.

The MN River Valley Scenic Byway Alliance sent a 2022 Annual Report which included a 2023 funding request. The committee recommends to the Council to approve the \$150.00 funding request for 2023.

Administrator Update:

- Thanked the committee members that helped deliver the holiday tins to all the businesses.
- The Methodist Church has been added to the LOIS site.
- Presented a legislative update on the 2023 CGMC Economic Development Policies that are being proposed at the Capital.
- Discussed the Greater MN Business Development Public Infrastructure (BDPI) Grant Program and the opportunities that this program could bring to the Industrial Park.
- Reviewed the updated Renville Business Incentives flier.

Submitted by Shane Wohlman

A motion was made by Alma Gasca and seconded by Dave Grund to approve the EDA Report. Ayes: Peterson, Van Hove, & Zaske.

c. City Administrator

City Administrator Report January 23, 2023

- * The 2022 annual report of the Charter Commission has been provided to the city attorney and filed with the District Court.
- * The new township fire contracts for 2023 have been completed and are ready for the annual meeting.
- * The city has received the new property/casualty insurance renewal information from the LMCIT for 2023.
- * The liquor providers for the Community Center events have both submitted their new contracts for 2023.
- * Ray Cook with Silversmith Asset Management provided an initial start-up training course for all staff on Thursday the 12th. Each department was able to spend individualized training time with Ray to focus on their specific needs.
- * John Sullivan with Great Lakes Environmental Infrastructure Center (GLEIC) has started on the sewer and water rate analysis for the city.
- * 100, 200, and 700 National Incident Management System (NIMS) training was held on Monday, January 16th. There was a total of 34 people that attended between the City Council, FD, PD, First Responders, County Commissioner Hamre, and the SMBSC Safety Manager.
- * The D-Link Smart Switch needed to be replaced at City Hall. This switch ties everything with internet capabilities to the main server. The new one is bigger with expansion for future needs.
- * Last week, during the monthly test run of the WWTP generator, it was discovered that it was not operational. A temporary back-up generator has been brought in and connected, if needed. Replacement parts are being expedited and it is anticipated that the current one will be back on-line by the end of this week or early next week.

* Custodian Report: A pulley came loose on the ride-on vacuum cleaner and frayed the belt. Hillyard is ordering a replacement belt to take care of the noise issue. The coffee maker is back up and running again in the kitchen.

***Upcoming Meetings & Important Dates:

- 1/25 Shane Mtg. 10:00 a
- 1/26 Emergency Management Mtg. 10:30 a
- 2/6 Fire Relief Annual Mtg. 7:00 p
- 2/13 City Council Mtg. 6:00 p

A motion was made by Alma Gasca and seconded by David Van Hove, Jr. to approve the Administrator’s Report. Ayes: Grund, Peterson, & Zaske.

9. Discussion Items

- a. MN Pollution Control Ag-Urban Partnership Forum.

10. Action Items

A motion was made by Adam Zaske and seconded by Pete Peterson to approve the HR Committee recommendation to hire Brad Veglahn as the Deputy City Clerk. Ayes: Gasca, Grund, & Van Hove.

A motion was made by David Van Hove, Jr. and seconded by Alma Gasca to approve the EDA Committee recommendation to support MRVSBA for \$150.00. Ayes: Grund, Peterson, & Zaske.

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to send a \$540.47 payment for car repairs to Chris Hoffman. Ayes: Gasca, Grund, & Peterson.

A motion was made by Adam Zaske and seconded by Pete Peterson to approve the Gambling Permit for Ducks Unlimited. Ayes: Gasca, Grund, & Van Hove.

11. Mayor’s Report

The Mayor presented the State of the City.

A motion was made by Adam Zaske and seconded by Dave Grund to approve the Mayor’s report. Ayes: Gasca, Peterson, & Van Hove.

12. Adjourn

A motion was made by Adam Zaske and seconded by Alma Gasca to adjourn the meeting. Ayes: Grund, Peterson, & Van Hove. Meeting was adjourned at 6:38 p.m.

Dated at Renville, Minnesota this 23rd day of January, 2023

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Shane Wohlman, City Administrator/Clerk