

**Approved Minutes  
City Council Regular Session  
January 27, 2020  
Monday 6:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on January 27, 2020 at 6:00 p.m. by Mayor Wertish.

City Council Members present were Adam Zaske, Laura Rosen, Jeff Pike, Alma Gasca and Dave Grund. Also present were Mayor Janette Wertish and City Administrator/Clerk Shane Wohlman. Present in the audience was Scott Tedrick from the Register, Jordan Zeller from Renville Co. EDA, Keith Herbs & Ethan Cox with Allie, LLC, Renville County Commissioner Rick Schmidt, Nathan Blad and Dr. Mark Ahlquist with RC Hospital & Clinics.

**1. Pledge of Allegiance**

**2. Approval of Agenda**

A motion was made by Jeff Pike and seconded by Adam Zaske to approve the agenda with the addition of 2..a. State of the City 2020. Ayes: Gasca, Grund & Rosen.

**a. 2020 State of the City**

A motion was made by Adam Zaske and seconded by Laura Rosen to approve the State of the City for 2020. Ayes: Gasca, Grund, & Pike.

**3. Approval of Minutes**

A motion was made by Adam Zaske and seconded by Laura Rosen to approve the minutes of the January 13, 2020 Public Hearing & the Regular Council Meeting. Ayes: Gasca, Grund, & Pike.

**4. Invoices Payable**

Check #	Name	Amount	Account	Comments	Date
035247	HILLYARD FLOOR CARE SUPPLY	\$472.05	E 101-45400-219 General Supplies-Maint.	Community Center Supplies	1/15/2020
035248	LOCATORS & SUPPLIES, INC	\$39.59	E 602-49450-219 General Supplies-Maint.	Reflective gear	1/15/2020
035253	WINSTED SOLAR, LLC	\$11.65	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	1/15/2020
035253	WINSTED SOLAR, LLC	\$47.50	E 101-43100-380 Utility Services (GENERAL)	Street Electric	1/15/2020
035253	WINSTED SOLAR, LLC	\$35.50	E 101-42200-380 Utility Services (GENERAL)	Fire Dept Electric	1/15/2020
035253	WINSTED SOLAR, LLC	\$10.49	E 101-45500-380 Utility Services (GENERAL)	Library Electric	1/15/2020
035253	WINSTED SOLAR, LLC	\$432.95	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	1/15/2020
035253	WINSTED SOLAR, LLC	\$162.67	E 601-49400-381 Utilities	Water Electric	1/15/2020
035253	WINSTED SOLAR, LLC	\$7.92	E 101-45200-380 Utility Services (GENERAL)	Parks Electric	1/15/2020
035253	WINSTED SOLAR, LLC	\$16.70	E 101-45400-380 Utility Services (GENERAL)	Community Center Electric	1/15/2020
035254	AMERICAN SOLUTIONS FOR BUSINES	\$12.89	E 101-41400-201 Office Supplies	Tax Forms	1/27/2020
035255	AMERIPRIDE SERVICES, INC	\$66.85	E 101-45400-229 Contractual Service	Community Center Contractual	1/27/2020
035256	COMMUNITY ELECTRIC	\$315.00	E 101-43100-221 Repair/Maint. Equipment	Light repair Main Street N	1/27/2020
035257	GOPHER STATE ONE-CALL, INC	\$25.00	E 601-49400-229 Contractual Service	Water Contractual - Annual Operator Fee	1/27/2020

035257	GOPHER STATE ONE-CALL, INC	\$25.00	E 602-49450-229 Contractual Service	Sewer Contractual - Annual Operator Fee	1/27/2020
035258	LANG S AUTOMOTIVE CENTER, INC.	\$71.47	E 101-43100-221 Repair/Maint. Equipment	Street Dept Repairs	1/27/2020
035259	MN DEPT OF EMLOY & ECONOMIC	\$829.39	E 410-41430-611 Bond Interest	Demo Bond Interest	1/27/2020
035259	MN DEPT OF EMLOY & ECONOMIC	\$12,500.00	E 410-41430-601 Debt.Srv Bond Principal	Demo Bond Principal	1/27/2020
035260	MVTL LABORATORIES, INC.	\$157.00	E 602-49450-229 Contractual Service	Sewer Testing	1/27/2020
035260	MVTL LABORATORIES, INC.	\$285.00	E 602-49450-229 Contractual Service	Sewer Testing	1/27/2020
035260	MVTL LABORATORIES, INC.	\$33.00	E 601-49400-229 Contractual Service	Water Testing	1/27/2020
035260	MVTL LABORATORIES, INC.	\$175.00	E 602-49450-229 Contractual Service	Sewer Testing	1/27/2020
035261	NCPERS MINNESOTA	\$80.00	G 101-21760 Hospitalization/Medical Ins	Insurance	1/27/2020
035262	NEOPOST	\$100.00	E 101-41400-201 Office Supplies	Postage	1/27/2020
035263	RENVILLE-SIBLEY COOPERATIVE	\$440.82	E 601-49400-381 Utilities	Water Electric	1/27/2020
035264	UNITED STATES POSTAL SERVICE	\$107.45	E 602-49450-201 Office Supplies	Utility Postage	1/27/2020
035264	UNITED STATES POSTAL SERVICE	\$107.45	E 601-49400-201 Office Supplies	Utility Postage	1/27/2020
035265	USABLE LIFE	\$10.90	E 101-41300-131 Employee Insurance	Life Ins.	1/27/2020
035265	USABLE LIFE	\$30.96	E 101-42100-131 Employee Insurance	Life Ins.	1/27/2020
035265	USABLE LIFE	\$7.26	E 101-43100-131 Employee Insurance	Life Ins.	1/27/2020
035265	USABLE LIFE	\$7.27	E 601-49400-131 Employee Insurance	Life Ins.	1/27/2020
035265	USABLE LIFE	\$7.27	E 602-49450-131 Employee Insurance	Life Ins.	1/27/2020
035265	USABLE LIFE	\$9.40	E 101-41400-131 Employee Insurance	Life Ins.	1/27/2020
035266	VERIZON WIRELESS	\$51.34	E 101-42100-321 Telephone	Police Dept. Telephone	1/27/2020
035266	VERIZON WIRELESS	\$53.59	E 101-43100-321 Telephone	Street Dept. Telephone	1/27/2020
035267	XCEL ENERGY	\$511.41	E 101-43100-380 Utility Services (GENERAL)	Street Electric	1/27/2020
997281E	SW/WC SERVICE COOPERATIVES	\$165.50	G 101-21762 Employer Health Portion	Medical Insurance-Sewer	1/10/2020
997281E	SW/WC SERVICE COOPERATIVES	\$165.50	G 101-21762 Employer Health Portion	Medical Insurance-Street	1/10/2020
997281E	SW/WC SERVICE COOPERATIVES	\$3,678.00	G 101-21762 Employer Health Portion	Medical Insurance-Police	1/10/2020
997281E	SW/WC SERVICE COOPERATIVES	\$165.50	G 101-21762 Employer Health Portion	Medical Insurance-Water	1/10/2020
997281E	SW/WC SERVICE COOPERATIVES	\$1,342.50	G 101-21761 Health Care	Medical Insurance-Jodi	1/10/2020
997281E	SW/WC SERVICE COOPERATIVES	\$496.50	G 101-21762 Employer Health Portion	Medical Insurance-Jodi	1/10/2020
997282E	MINNESOTA DEPT. OF REVENUE	\$734.33	G 101-21720 State Withholding	State Withholding Tax	1/27/2020
997283E	INTERNAL REVENUE SERVICE	\$1,393.43	G 101-21710 Federal Withholding Tax	FWH	1/27/2020
997283E	INTERNAL REVENUE SERVICE	\$2,042.84	G 101-21730 FICA Tax Withholding	FICA/Medicare	1/27/2020
997284E	PUBLIC EMPLOYEES RETIREMENT	\$3,520.47	G 101-21740 PERA	PERA	1/27/2020
997285E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	1/27/2020
997288E	LIGHTBEAM INTERNET	\$40.00	E 101-42200-321 Telephone	Internet - Fire Hall	1/27/2020
997288E	LIGHTBEAM INTERNET	\$40.00	E 602-49450-321 Telephone	Internet - WWTP	1/27/2020
997288E	LIGHTBEAM INTERNET	\$40.00	E 101-42100-321 Telephone	Internet - PD	1/27/2020
997288E	LIGHTBEAM INTERNET	\$40.00	E 101-49260-722 Internet Fees & Updates	Internet - City Hall	1/27/2020
997288E	LIGHTBEAM INTERNET	\$40.00	E 101-43100-321 Telephone	Internet - Street Dept	1/27/2020
<b>TOTAL</b>		<b>\$31,212.31</b>			

A motion was made by Adam Zaske and seconded by Jeff Pike to approve the invoices payable. Ayes: Gasca, Grund, & Rosen.

## 5. Public Comment

Nathan Blad and Dr. Mark Ahlquist spoke about the RCHC affiliation process.

Jordan Zeller gave an update on Renville County HRA/EDA programs and assistance.

Commissioner Rick Schmidt provided an update on things happening at the County level.

**6. Committee/Staff Reports**

**a. HR (1/14/2020)**

**City of Renville  
HR Committee Minutes  
1/14/2020 4:00 pm**

Present: Janette Wertish, Dave Grund, Nate Sunvold, Shane Wohlman  
Absent: Laura Rosen

Job Applications for Public Works Maintenance Position-

\* Laura Rosen submitted a letter excusing herself from the hiring process due to a conflict of interest.

\* The committee met and reviewed all the applications and concluded that interviews should be scheduled for the 4 finalists listed below on Tuesday, January 21<sup>st</sup> starting at 4:15 pm.

**Tuesday, January 21, 2020**

4:15 Andrew Rosen  
5:00 Thomas Decknatel  
5:45 Justin Gilberts  
6:30 Curtis Person

\* Next meeting: January 24<sup>th</sup> at Noon.

A motion was made by Adam Zaske and seconded by Jeff Pike to approve the HR Committee Report for 1/14/2020. Ayes: Gasca, Pike, & Grund.

**b. EDA**

EDA Meeting Minutes – January 15, 2020 at 5:00 pm

Present: Janette Wertish, Laura Rosen, Shane Wohlman, Adam Zaske, Michelle Mortensen

Absent: Cari Rice, Brandon Wulf, and Jeremy Hinderks

Next meeting: Wednesday, February 5, 2020 @ 12:15 pm at City Hall

**1. Business Spotlight**

Dr. Wendie Discher, Discher & Associates, Life Center PLLC. This is Wendie's 11<sup>th</sup> year in business. She started in 2009 with her office in Renville and in 2015 opened a branch in Alexandria. She is grateful for the past loans from the City EDA that have helped her add additional employees in 2019 and she is hoping to add more in 2020. There is also a new nutritional health business that is expected to open in her building in either February or March.

**2. Elect Chair and Vice Chair**

Laura Rosen will be the new Chair.

Michelle Mortensen will be the new Vice Chair.

### **3. Request**

Renville Events Committee asked for \$200 for the town Christmas Tree Lighting Event. Committee unanimously agreed. The committee requests that Renville Events Committee make all future requests prior to the event.

### **4. City Logo Update**

E & C Graphics

Ed will try and get a logo draft to us by Friday, January 24, prior to the City Council Meeting on Monday.

### **5. New Business Needs**

The committee would like to create a survey to seek ideas relating to new business ideas for Renville. Each member is asked to bring potential questions to the next meeting. Survey could be done using either Facebook, Survey Monkey, or another application if found. We would only need 5-10 questions. Going to wait to do the survey until the new letterhead is approved.

Some ideas presented: Eye Clinic, CPA

Shane will update the empty lot list on LOIS website.

### **6. Shane Update**

Lunch and Learn – February 12, 2020 from 12:00 – 1:00 in Franklin.

Job Fair – Shane met with Eric Day & Jordan Zeller and they stated that it went very well. The committee agreed that we should continue to offer this job fair. The talk also included about possibly doing it twice in one year, and the second one could be in a different location.

Shane shared that the housing study results should be coming in May or June.

Shane talked with Jackie Edwards who was wondering what groups we had in town, ie. Chamber, EDA, etc. She was wondering about a shopping coupon book that could be used throughout the county. Michelle questioned if we wanted to do this as we have something similar with the football cards sold by RCW.

### **7. Anything else the committee would like to discuss**

We are in need of a minimum of two (2) additional members. The committee asked whether or not any new members had to be a resident of the city. In years past, the committee members have been either a city resident or worked within the city limits.

Submitted by Michelle Mortensen, Vice Chair

A motion was made by Adam Zaske and seconded by Dave Grund to approve the EDA Committee Report. Ayes: Gasca, Pike, & Rosen.

### **c. Public Safety**

## **City of Renville** **Public Safety Committee Minutes**

Meeting: 1/23/2020 5:30 p.m.

Present: Janette Wertish, Laura Rosen, Alma Gasca, Aaron Slagter, Nate Sunvold, Aaron Haen Dennis Ulrich, and Shane Wohlman

Absent: Gary Wulf, Nelida Marcus, Anna Knapper, and Pam Kjersten,

### **Elect Chair and Vice-Chair**

- Dennis Ulrich was elected Chair and Alma Gasca Vice-Chair.

### **2020 Meetings and Times**

- Meeting dates were set at the following for 2020: April 23, July 23, and October 22. The meeting time will still be at 5:30 pm.

### **RPD Update**

- Went through the 4<sup>th</sup> quarter Activity Report. See attached.
- Went through the 2019 Annual Report. See attached. Aaron mentioned that there were 14 arrests in 2018 compared to 36 in 2019 and the total calls were around 1,300 in 2018 compared to 1,654 in 2019. (Average about 1 more call every day.)

### **RFD Update**

- From December 2019 through January 23, 2020, the fire department has had 6 calls.
- 2019: 17 Total calls and 22 pages.
- Aaron is hoping the new pumper truck chassis will be finished by the end of February. It will then be relocated to final assembly. There is no definite time frame when the truck will be finished, but he is hoping before the end of 2020.
- Aaron applied for a grant to finish purchasing 16 sets of new turnout gear, 25 helmets, and 25 new pairs of boots. The total for these items is \$49,300.

### **Public Works Update**

- The last couple of weeks the crew has been busy with plowing snow and sanding streets.
- They will be starting to move snow on some intersections to enhance visibility.

### **Ambulance Update**

- None

### **Additional Discussion**

- The committee will start planning for National Night Out at the next meeting. The budget is \$1,000 and the event is Tuesday, August 4<sup>th</sup>.
- Emergency Operations Plan (EOP)- Shane spoke with the County and it sounds like they have their plan finished and it just needs to be approved by the commissioners. Once this happens, a template will be sent out that each city can customize to their needs.

### **Next meeting- April 23 at 5:30 pm.**

A motion was made by Jeff Pike and seconded by Dave Grund to approve the Public Safety Report. Ayes: Gasca, Rosen, & Zaske.

### **d. HR (1/24/2020)**

**City of Renville**

**HR Committee Minutes  
1/24/2020 Noon**

Present: Janette Wertish, Dave Grund, Nate Sunvold, Shane Wohlman  
Absent: Laura Rosen

The committee recommends offering the Public Works Maintenance position to Curt Person with a starting wage of \$17.50 an hour with a performance review after 6 months.

\* Next meeting: February 7<sup>th</sup> at Noon.

A motion was made by Adam Zaske and seconded by Laura Rosen to approve the HR Committee Report for 1/24/2020. Ayes: Gasca, Grund, & Pike.

**e. City Administrator**

**City of Renville  
City Administrator Report  
1-27-2020**

\* The permit for the RRFB/Crosswalk project has been submitted to MnDOT.

\* Attended the Renville County HRA/EDA Advisory meeting on Tuesday, January 14 in Franklin. Highlights included:  
-Received an update from Nathan Blad and Jackie Edwards on the Affiliation process at RCHC.  
-Lisa Franklin from Location One Information System (LOIS) gave a training presentation on how to use and update the LOIS system. Renville currently has 3 businesses and the vacant lot on Main Street listed.  
-Brain stormed topics on a County Chamber and other Commercial Club ideas.

\* The new fire pumper chassis has arrived in Sioux Falls at the factory to have the body installed.

\* I'm continuing to work on the City's Property/Casualty Insurance and have also started on the Fire Contract renewals for the townships. Staff reviews have all been completed.

**\*\*\*Upcoming Meetings:**

2/3 Fire Relief Annual Meeting 7:00

2/5 EDA 12:15

2/5 R5C Census 3:30

2/5 CIA 6:00

A motion was made by Adam Zaske and seconded by Laura Rosen to approve the City Administrator's Report. Ayes: Gasca, Grund, & Pike.

**7. Discussion Items**

**8. Action Items**

A motion was made by Adam Zaske and seconded by Dave Grund to approve the Conditional Use Permit for Allie, LLC with the following 17 Conditions. Ayes: Gasca, Pike, & Rosen.

- 1) The Conditional Use Permit shall allow a one megawatt community solar garden only.
- 2) The owner/operator shall provide proof of bodily injury, property damage, and public liability insurance in the amount of \$2,000,000.00 for any occurrence.
- 3) Parking for employees and material staging area shall be provided on the site.
- 4) A sign approved by the Zoning Administrator shall be erected and maintained at the solar garden entrance listing current contact information for the solar garden.
- 5) Fences shall comply with the standards of the City of Renville Zoning Ordinance.
- 6) The use shall comply with all federal, state and county rules, regulations, and statutes.
- 7) The owner/operator shall decommission the solar garden and all other accessory facilities and structures at the end of its serviceable life, at facility abandonment, or in the event of the revocation of the Conditional Use Permit or any other required federal, state, county or city permit. Decommissioning shall include removal of all equipment to a depth of four feet below grade, removal of all accessory buildings and related above-ground infrastructures, and restoration of the site to pre-existing vegetative cover within 180 calendar days of abandonment. The owner/operator shall provide and maintain a bond, cash deposit, or other security in the amount of \$25,000.00 to cover the cost of decommissioning of the solar garden and reclamation of the site. The financial guarantee shall remain in place until one year after the solar garden is decommissioned.
- 8) The solar garden shall be considered abandoned if the use is discontinued (no energy production) for a period of 12 consecutive months or more unless a plan has been submitted and approved by the Zoning Administrator outlining steps and a schedule for returning the solar garden to service.
- 9) Access to and from the site during construction or during decommissioning shall be limited to the following project-specific haul route: U.S. Highway 212. All vehicles hauling materials to and from the site shall not exceed legal gross weight limitations.
- 10) The use shall comply with all current and future standards and regulations of the City of Renville Zoning Ordinance.
- 11) The storage and disposal of all hazardous waste shall comply with City of Renville, county, state, and federal regulations.
- 12) The site shall be maintained in a safe and clean condition and free of noxious weeds.

- 13) The owner/operator shall coordinate with the City of Renville to offer an on-site safety training to area emergency personnel after the site is constructed and operational.
- 14) The owner/operator shall locate all groundwater tile lines prior to construction of the solar garden and shall be responsible for any damage of the groundwater tile lines occurring during construction and/or decommissioning. Proof of locating the groundwater tile lines shall be submitted to the City of Renville prior to construction of the solar garden.
- 15) The owner/operator of the solar garden shall follow all recommendations provided by the Wetland Conservation Act Technical Evaluation Panel.
- 16) A Conditional Use Permit shall expire one year after the City Council's final decision to grant the permit if no construction has begun or if the use for which the Conditional Use Permit was granted has not been established.
- 17) A violation of the City of Renville Zoning Ordinance or any condition set forth in the Conditional Use Permit shall be a violation of both the permit and the Ordinance. Failure to correct a violation within 30 days of written notice from the Zoning Administrator shall be grounds to revoke the Conditional Use Permit.

Councilor Adam Zaske left the meeting at 7:03 pm.

**CITY OF RENVILLE  
RESOLUTION 04-20  
RESOLUTION APPROVING ADDING COMMITTEE MEMBER FOR  
THE CITY OF RENVILLE, MINNESOTA**

BE IT THEREFORE RESOLVED by the City Council of City of Renville, County of Renville, State of Minnesota, that the following person shall be appointed to the Economic Development committee as specified for 2020 in Resolution 01-20.

**Economic Development:** Sharon Maurice

Passed and adopted on this 27<sup>th</sup> day of January 2020, by the City Council of Renville, Minnesota.

This resolution was offered by: Laura Rosen  
 This resolution was seconded by: Dave Grund  
 Voting in favor: Alma Gasca & Jeff Pike  
 Voting against: none

Attest: \_\_\_\_\_  
 Janette Wertish, Mayor



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Shane Wohlman, City Administrator/Clerk

CITY OF RENVILLE  
RESOLUTION 05-20

APPROVING PLANS AND SPECIFICATIONS AND  
INVITATION TO BID

WHEREAS, the consulting engineer retained for the purpose has prepared plans and specifications for the construction of sidewalk and pedestrian ramp improvements related to the installation of Rectangular Rapid Flashing Beacon (RRFB) at the pedestrian crossing at 3rd Street and US Hwy 212 for the **US Hwy 212/3rd Street RRFB Project**, and has presented such plans and specifications to the council for approval;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF RENVILLE, MINNESOTA:

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Administrator, with the assistance of the consulting engineer, shall forthwith prepare and distribute an invitation to bid upon the making of such improvement under such approved plans and specifications. The invitation shall specify the work to be done, and shall state that quotes will be received by the City Administrator until 12:00 p.m. on Friday, February 14, 2020, will then be tabulated, and will be considered by the council at 6:00 p.m. on Monday, February 24, 2020, in the council chambers of the Renville City Hall.

Passed and adopted on this 27<sup>th</sup> day of January 2020, by the City Council of Renville, Minnesota.

This resolution was offered by: Laura Rosen  
This resolution was seconded by: Jeff Pike  
Voting in favor: Alma Gasca & Dave Grund  
Voting against: none

Attest:

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Janette Wertish, Mayor

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Shane Wohlman, City Administrator/Clerk

**9. Mayor's Report**

The Mayor reminded everyone with the recent house fire to please keep sidewalks & front steps clear of snow. There is a RCW Foundation Back to the Palms event in February.

A motion was made by Jeff Pike and seconded by Dave Grund to approve the Mayor's report. Ayes: Gasca & Rosen.

**10. Adjourn**

A motion was made by Laura Rosen and seconded by Dave Grund to adjourn the meeting. Ayes: Gasca & Pike. Meeting was adjourned at 7:13 p.m.

Dated at Renville, Minnesota this 27<sup>th</sup> day of January, 2020.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

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