

**Approved Minutes  
City Council Regular Session  
January 8<sup>th</sup>, 2018  
Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on January 8<sup>th</sup>, 2018 at 7:00 p.m. by Mayor Wertish

City Council Members present were Jeremy Hinderks, Jeff Pike, Shane Wohlman, Adam Zaske and Brent Dahl. Also present were Mayor Janette Wertish, City Administrator/Clerk Jessica Gorman, Joy Peterson, & Nelida Marcus.

**1. Pledge of Allegiance**

**2. Approval of Agenda**

A motion was made by Jeremy Hinderks and seconded by Shane Wohlman to approve the agenda with the addition of Duck's Unlimited gambling permit. The motion carried 5 to 0.

**3. Approval of Minutes**

A motion was made by Jeremy Hinderks and seconded by Jeff Pike to approve the minutes of the December 27<sup>th</sup>, 2017 Regular Council Meeting. The motion carried 5 to 0.

**4. Invoices Payable**

Check #	Name	Amount	Comments	Date
33680	UNITED STATES POSTAL SERVICE	\$102.85	Utility Postage	12/26/2017
33680	UNITED STATES POSTAL SERVICE	\$102.85	Utility Postage	12/26/2017
33681	OFFICE OF THE TX ATTNY GENERAL	\$319.38	Rem ID 0011520455200641465	12/26/2017
33682	ALEX AIR APPARATUS, INC.	\$1,137.50	SCBA Flow Test and Inspection	1/8/2018
33682	ALEX AIR APPARATUS, INC.	\$730.00	Compressor Air Quality Test	1/8/2018
33683	CENTURYLINK	\$74.89	Police Dept. Telephone	1/8/2018
33683	CENTURYLINK	\$62.77	Sewer Dept. Telephone	1/8/2018
33683	CENTURYLINK	\$63.39	Public Works Telephone	1/8/2018
33683	CENTURYLINK	\$66.36	Library Telephone	1/8/2018
33683	CENTURYLINK	\$138.74	Water Dept. Telephone	1/8/2018
33683	CENTURYLINK	\$157.68	City Hall Telephone	1/8/2018
33684	COMMUNITY ELECTRIC	\$144.83	Rewired & replaced Fan - FD	1/8/2018
33685	DVS RENEWAL	\$128.00	License Tabs - 2018	1/8/2018
33686	GOPHER STATE ONE-CALL, INC	\$2.70	Water Contractual	1/8/2018
33686	GOPHER STATE ONE-CALL, INC	\$2.70	Sewer Contractual	1/8/2018
33687	GREAT PLAINS NATURAL GAS	\$207.17	Clerk Gas Service	1/8/2018
33687	GREAT PLAINS NATURAL GAS	\$130.08	Library Gas Service	1/8/2018
33687	GREAT PLAINS NATURAL GAS	\$144.54	Community Center Gas Service	1/8/2018
33687	GREAT PLAINS NATURAL GAS	\$196.99	Police Dept. Gas Service	1/8/2018
33687	GREAT PLAINS NATURAL GAS	\$210.31	Fire Dept. Gas Service	1/8/2018
33687	GREAT PLAINS NATURAL GAS	\$547.00	Water Gas Service	1/8/2018
33687	GREAT PLAINS NATURAL GAS	\$340.27	Sewer Gas Service	1/8/2018
33687	GREAT PLAINS NATURAL GAS	\$23.61	Park Gas Service	1/8/2018
33688	LOFFLER	\$79.98	Copier Service Contract	1/8/2018

33689	MACS	\$40.21	Street Supplies	1/8/2018
33690	MAIN STREET BAR & GRILL	\$700.00	PD Building Rent	1/8/2018
33691	MAYNARD S FOOD CENTER	\$3.58	Supplies - City Hall	1/8/2018
33691	MAYNARD S FOOD CENTER	\$117.38	Supplies - Community Center	1/8/2018
33692	MN STATE FIRE DEPT ASSOC.	\$148.00	2018 MSFDA Membership Dues	1/8/2018
33693	MVTL LABORATORIES, INC.	\$234.50	Sewer Testing	1/8/2018
33693	MVTL LABORATORIES, INC.	\$33.00	Water Testing	1/8/2018
33693	MVTL LABORATORIES, INC.	\$234.50	Sewer Testing	1/8/2018
33694	NCPERS MINNESOTA	\$64.00	Insurance	1/8/2018
33695	OLIVIA HARDWARE INC.	\$312.51	Repairs Water Plant	1/8/2018
33696	REDWOOD AREA DEVELOPMENT CORP	\$6,010.00	2018 RADC Membership Dues	1/8/2018
33697	SPIEKER, JEREMY	\$139.25	Duty Boots	1/8/2018
33698	SQUARE ONE BUILDING CENTER	\$198.60	Repairs/Maint Water Plant	1/8/2018
33699	XCEL ENERGY	\$1,021.81	Water Electric	1/8/2018
33699	XCEL ENERGY	\$176.03	Community Center Electric	1/8/2018
33699	XCEL ENERGY	\$110.53	Library Electric	1/8/2018
33699	XCEL ENERGY	\$122.81	City Hall Electric	1/8/2018
33699	XCEL ENERGY	\$80.12	Park Electric	1/8/2018
33699	XCEL ENERGY	\$143.02	Fire Dept. Electric	1/8/2018
33699	XCEL ENERGY	\$657.75	Street Electric	1/8/2018
33699	XCEL ENERGY	\$72.06	PD Electric	1/8/2018
996928E	MINNESOTA DEPT. OF REVENUE	\$472.48	State Withholding Tax	12/26/2017
996929E	INTERNAL REVENUE SERVICE	\$1,137.27	FWH	12/26/2017
996929E	INTERNAL REVENUE SERVICE	\$1,477.88	FICA/Medicare	12/26/2017
996930E	PUBLIC EMPLOYEES RETIREMENT	\$2,850.52	PERA	12/26/2017
996931E	ICMA	\$50.00	Sunvold, Nathan #302283	12/26/2017
<b>Total</b>		<b>\$21,722.40</b>		

A motion was made by Jeremy Hinderks and seconded by Adam Zaske to approve the invoices payable. The motion carried 5 to 0.

## 5. Monthly Financials

A motion was made by Shane Wohlman and seconded by Jeremy Hinderks to approve monthly financials. The motion carried 5 to 0.

## 6. Public Comment

## 7. Committee/Staff Reports

### A. HR Committee Report

#### HR Committee Minutes

1-4-18 12:15pm

Attendance: Jeremy Hinderks, Adam Zaske, Janette Wertish, Jessica Gorman

- Public Works End of Probation

The committee met and discussed the six months the public works staff have held their new positions. The HR committee recommended increasing Paul Mattson's rate of pay to \$17.25 which can be accommodated in the department's budget. All other city staff will received a 3% increase.

- Administrator Leave Request

The administrator submitted a letter requesting a period of leave without pay to attend to family medical matters starting January 23<sup>rd</sup> 2018. The committee determined the leave request should be denied and the administrator can make the request again after February 13<sup>th</sup> under FMLA.

A motion was made by Adam Zaske and seconded by Shane Wohlman to approve the HR Committee Report. The motion carried 5 to 0.

## B. City Administrator's Report

### **City Administrators Report**

1-8-18

#### **Highway 212 cross walk**

Since the city provided cross walk sign was damaged in October of 2017 I have been pursuing the department of transportation in regards to pedestrian safety at the cross walk on 212 and obtaining more appropriate signage for the location from the state. I was able to find the current state provided sign affixed in the side walk has a reflective shelf life of 12 years. The cities crosswalk-sidewalk sign was installed 16 years ago. Our area MNDOT transportation Rep acknowledged that due to this time line the sign is no longer deemed properly reflective. Upon these revelations MnDot has confirmed Renville will be a part of a sign changeover project in summer of 2018 where the city will receive a new pedestrian cross walk sign in the side walk area. The new sign will be of the same size and image but will have a more visible paint scheme and new highly reflective coating.

MNDOT working with Mid-Minnesota Development Commission, will be reaching out to our city in the coming months to collaborate of programs, initiatives and sources of support as part of a new goal aiding area cities in developing safe and healthy communities for Pedestrians and Bikers.

#### **Casey's**

A Casey's store is officially coming to Renville. The company received their approved zoning permit last week for the development construction starting in early spring of this year.

#### **Police Car**

H & L was able to obtain the desired 2018 Tahoe at a cost of \$36,389.12. The car has been ordered. The car will still also receive approximately \$14,500 in outfitting to make the transition to a true police vehicle. We should see the finished product in 5-7 months.

#### **Resolution Correction**

It was recently discovered the resolution number 17-17 was duplicated numerically. I reviewed such form errors with LMC. The numerical error can be corrected by way of acknowledging the correction in a public meeting such as this instance. The resolution does not require action to amended or rescinded as the content and intent have not changed. Please make note Resolution 17-17 Designating Renville's 2018 polling location should be known as resolution 20-17 Designating Renville's 2018 polling location.

#### **RADC update**

Julie Rath was provided information regarding the 2018 Sugar beet days. The community event will be listed in an upcoming paper publication done through Explore Minnesota called "The Explore Minnesota

guide: Spring and Summer 2018 edition". We will also be added to their state activities listing online for future Minnesota tourist to discover.

<http://www.exploreminnesota.com/index.aspx>

### **City Administrator/Clerk Resignation**

Jessica Gorman submitted her letter of resignation

A motion was made by Jeremy Hinderks and seconded by Brent Dahl to approve the City Administrator's Report. The motion carried 4 to 1, with councilor Brent Dahl voting nay.

### **8. Discussion Items**

Budget calculation error of \$900 was not accounted for. Put the \$900 under Engineering Fees to cover any expenses accrued for the Casey's project.

### **9. Action Items**

- A motion was made by Jeremy Hinderks and seconded by Brent Dahl to increase Paul Mattson's wage to \$17.25 per hour. The motion carried 5 to 0.
- A motion was made by Brent Dahl and seconded by Adam Zaske to appoint Shane Wohlman as 2018 Vice President of the City Council. The motion carried 5 to 0.
- A motion was made by Jeff Pike and seconded by Brent Dahl to approve the Duck's Unlimited gambling permit. The motion carried 5 to 0.
- A motion was made by Jeremy Hinderks and seconded by Adam Zaske to accept Jessica Gorman's resignation. The motion carried 5 to 0.
- A motion was made by Jeremy Hinderks and seconded by Adam Zaske to approve advertising for the City Administrator opening if needed. The motion carried 5 to 0.
- A motion was made by Jeremy Hinderks and seconded by Shane Wohlman to set an HR Committee Meeting for January 12, 2018 at 12:15 pm. The motion carried 5 to 0.

**CITY OF RENVILLE  
RESOLUTION 01-18  
RESOLUTION APPROVING THE COMMITTEES 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 persons shall be appointed to those committees and boards as specified for 2018.

**Public Works:**  
Shane Wohlman\*

**EDA:**  
Jeremy Hinderks\*

Adam Zaske\*  
Dennis Ulrich  
Jon Driggs  
Lloyd Zabel  
Scott Clemenson  
David Grund

Adam Zaske\*  
Michelle Mortensen  
Cari Rice  
Steve Wohlman  
Pam Kjersten  
Scott Walker

**HR:**

Jeremy Hinderks\*  
Shane Wohlman\*

**Ad Hoc:**

Brent Dahl\*  
Jeff Pike\*  
Alma Gasca  
Angela Harms  
Jim Polfliet  
Tressa Negen  
Kurt Mortensen  
Tressa Negen

**Public Safety:**

Jeff Pike\*  
Brent Dahl\*  
Dennis Ulrich  
Anna Knapper  
Amy Gasca  
Nelida Marcus  
Aaron Haen  
Aaron Slagter  
Gary Wulf  
Laura Rosen

\*Council Member

Mayor Ex-Officio on All Committees

Passed and adopted on this 8<sup>th</sup> day of January 2018, by the City Council of Renville, Minnesota.

This resolution was offered by: Jeff Pike

This resolution was seconded by: Brent Dahl

Voting in favor: Jeff Pike, Brent Dahl, Shane Wohlman, Jeremy Hinderks, Adam Zaske

Voting against: none

Attest:

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Janette Wertish, Mayor

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Jessica Gorman, City Admin./Clerk

**CITY OF RENVILLE**

**RESOLUTION 02-18**  
**RESOLUTION APPROVING THE APPOINTMENTS AND DEPOSITORIES FOR**  
**THE CITY OF RENVILLE, MINNESOTA**

BE IT THEREFORE RESOLVED by the City Council of Renville, Minnesota that the following persons, firms, and organizations shall be appointed to those positions or designated service providers as specified:

Fire Chief.....	Aaron Haen
Civil Defense Director.....	Police Chief, Aaron Slagter
Pioneerland Library Board.....	Dennis Ulrich
Weed Inspectors.....	Mayor Janette Wertish
	Pete Peterson
	Nathan Sunvold
Tree Board.....	Mayor Janette Wertish
	Pete Peterson
	Nathan Sunvold
	Matt Roxberg
	Paul McLaughlin
City Attorney.....	Jon Saunders, Anderson Larson Hanson & Saunders
City Assessor.....	Renville County Assessor
City Engineer.....	Short Elliott Hendrickson
City Auditor.....	Dennis Oberloh, Oberloh & Associates
Financial Advisors.....	Northland Securities
Depositories.....	F&M Bank of Minnesota
	First Security Bank
	Dawson Coop Credit Union
	4-M Fund/RBC Capital Markets
	Northland Securities
Official Newspaper.....	Renville County Register

Renville County EDA/HRA..... Janette Wertish

Passed and adopted this 8<sup>th</sup> day of January 2018, by the City Council of Renville, Minnesota.

This resolution was offered by: Shane Wohlman

This resolution was seconded by: Jeremy Hinderks

Voting in favor: Shane Wohlman, Jeremy Hinderks, Adam Zaske, Brent Dahl, Jeff Pike

Voting against: none

Attest:

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

\_\_\_\_\_  
Jessica Gorman, City Administrator/Clerk

**9. Mayor’s Report**

A motion was made by Shane Wohlman and seconded by Jeff Pike to approve the Mayor’s report. The motion carried 5 to 0.

**10. Adjourn**

A motion was made by Adam Zaske and seconded by Jeremy Hinderks to adjourn the meeting. The motion carried 5 to 0. Meeting was adjourned at 7:30 p.m.

Dated at Renville, Minnesota this 8<sup>th</sup> Janaury, 2018

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

BY \_\_\_\_\_  
Jessica Gorman, City Administrator/Clerk