

**Approved Minutes
City Council Regular Session
October 11, 2021
Monday 6:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on October 11, 2021 at 6:00 p.m. by Mayor Wertish.

City Council Members present were Alma Gasca, Dave Grund, Pete Peterson, & David Van Hove, Jr. Councilor Adam Zaske was absent. Also present were Mayor Janette Wertish, City Administrator/Clerk Shane Wohlman, and Scott Tedrick from the Register. Ramon and Maria Barajas joined the meeting at 6:07 pm.

1. Pledge of Allegiance

2. Approval of Agenda

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

3. Public Hearing

A public hearing was held to consider Ramon Barajas’ application for a Variance. The Variance was requested because his deck does not meet the required setback from the right of way. The ordinance states the setback needs to be 25’ from the right of way, the deck would be 6’ from the right of way.

The hearing was called to order on October 11, 2021, at 6:02 pm by Mayor Wertish.

Notice of the hearing was published and posted and letters were sent to 14 neighboring property owners requesting feedback if there were any questions or concerns with the variance. City Hall did receive one email in support of the deck.

A motion was made by Alma Gasca and seconded by David Van Hove, Jr. to close the Public Hearing at 6:15 pm. Ayes: Grund & Peterson.

4. Approval of Minutes

A motion was made by Dave Grund and seconded by Alma Gasca to approve the minutes of the September 27, 2021, Regular Council Meeting. Ayes: Peterson & Van Hove.

5. Invoices Payable

Check #	Name	Amount	Account	Comments	Date
500181	RENVILLE CO AUDITOR-TREAS.	\$56.00	E 101-49260-457 Property Taxes	Property Taxes 36-01125-00	9/30/2021
500182	DINGES FIRE COMPANY	\$192.06	E 101-42200-219 General Supplies-Maint.	STZ w/ Lock	10/5/2021
500183	GRIZZLY SUPPLY	\$40.98	E 101-43100-219 General Supplies-Maint.	Street Dept Supplies	10/5/2021
500183	GRIZZLY SUPPLY	\$17.99	E 101-45400-221 Repair/Maint. Equipment	Washing machine hose	10/5/2021
500184	JOHNSON, DANIEL	\$293.84	E 601-49400-331 Travel/Seminar Course	Water Training - D Johnson Hotel & Meals	10/5/2021
500185	MACS	\$33.54	E 101-45400-219 General Supplies-Maint.	Community Center Supplies	10/5/2021
500186	MENARDS	\$209.02	E 400-49100-275 Police Building	PD Shelving	10/5/2021
500187	NCPERS MINNESOTA	\$80.00	G 101-21760 Hospitalization/Medical Ins	Insurance	10/5/2021

500188	OLIVIA HOSPITAL & CLINIC	\$54.00	E 101-42100-202 Investigation	Kit Testing	10/5/2021
500189	QUADIENT	\$200.00	E 101-41400-201 Office Supplies	Postage	10/5/2021
500190	AEI	\$200.00	E 101-42100-222 Equipment	Carbonite Back up	10/11/2021
500190	AEI	\$200.00	E 601-49400-540 Equipment	Carbonite Back up	10/11/2021
500190	AEI	\$200.00	E 101-41400-201 Office Supplies	Carbonite Back up	10/11/2021
500191	ANDERSON LARSON HANSON & SAUND	\$1,242.50	E 101-41610-101 Wages and Salaries	Attorney Fees - PD	10/11/2021
500191	ANDERSON LARSON HANSON & SAUND	\$80.00	E 101-41610-101 Wages and Salaries	Attorney Fees - Admin	10/11/2021
500192	ARAMARK	\$74.72	E 101-45400-229 Contractual Service	Community Center Contractual	10/11/2021
500193	BANYON DATA SYSTEMS, INC	\$925.00	E 101-41400-201 Office Supplies	Banyon Support	10/11/2021
500193	BANYON DATA SYSTEMS, INC	\$925.00	E 602-49450-201 Office Supplies	Banyon Support	10/11/2021
500193	BANYON DATA SYSTEMS, INC	\$129.00	E 101-41400-229 Contractual Service	Vault Backup	10/11/2021
500193	BANYON DATA SYSTEMS, INC	\$925.00	E 601-49400-201 Office Supplies	Banyon Support	10/11/2021
500194	BHE RENEWABLES	\$180.48	E 101-42100-380 Utility Services (GENERAL)	PD Electric	10/11/2021
500194	BHE RENEWABLES	\$1,171.00	E 601-49400-381 Utilities	Water Electric	10/11/2021
500194	BHE RENEWABLES	\$369.17	E 101-45400-380 Utility Services (GENERAL)	Community Center Electric	10/11/2021
500194	BHE RENEWABLES	\$180.48	E 101-45500-380 Utility Services (GENERAL)	Library Electric	10/11/2021
500194	BHE RENEWABLES	\$90.24	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	10/11/2021
500194	BHE RENEWABLES	\$11,253.89	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	10/11/2021
500195	COMMUNITY ELECTRIC	\$339.97	E 101-42200-221 Repair/Maint. Equipment	Weld aluminum on drop tank	10/11/2021
500196	CORE & MAIN, LP	\$308.68	E 601-49400-221 Repair/Maint. Equipment	Water Dept repairs	10/11/2021
500197	CRYSTEEL TRUCK EQUIPMENT	\$1,135.00	E 101-43100-221 Repair/Maint. Equipment	Street Dept repairs	10/11/2021
500198	ELECTRIC PUMP	\$12,965.00	E 602-49450-285 Repair Waste Water Plant	Plant main lift replacement pump	10/11/2021
500199	FARMERS CO-OP OIL CO	\$119.33	E 101-42200-212 Gas and Oil	Fire Dept. Gas	10/11/2021
500199	FARMERS CO-OP OIL CO	\$480.94	E 101-42100-212 Gas and Oil	Police Dept. Gas	10/11/2021
500199	FARMERS CO-OP OIL CO	\$739.86	E 101-43100-212 Gas and Oil	Street Dept. Gas	10/11/2021
500199	FARMERS CO-OP OIL CO	\$139.32	E 101-43100-221 Repair/Maint. Equipment	Street Dept repairs	10/11/2021
500199	FARMERS CO-OP OIL CO	\$46.53	E 101-42100-437 Other Miscellaneous	NNO Supplies	10/11/2021
500200	FLOOR TO CEILING	\$21,292.35	E 412-47000-311 Construction	Ballroom carpet	10/11/2021
500201	GOPHER STATE ONE-CALL, INC	\$6.75	E 601-49400-229 Contractual Service	Water Contractual	10/11/2021
500201	GOPHER STATE ONE-CALL, INC	\$6.75	E 602-49450-229 Contractual Service	Sewer Contractual	10/11/2021
500202	GREAT PLAINS NATURAL GAS	\$40.05	E 101-45400-380 Utility Services (GENERAL)	Community Center	10/11/2021
500202	GREAT PLAINS NATURAL GAS	\$39.91	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Gas	10/11/2021
500202	GREAT PLAINS NATURAL GAS	\$19.58	E 101-45500-380 Utility Services (GENERAL)	Library Gas Service	10/11/2021
500202	GREAT PLAINS NATURAL GAS	\$19.58	E 101-42100-380 Utility Services (GENERAL)	Police Dept. Gas	10/11/2021
500202	GREAT PLAINS NATURAL GAS	\$60.02	E 602-49450-387 Utilities-Wastewater Plan	Sewer Gas Service	10/11/2021
500202	GREAT PLAINS NATURAL GAS	\$9.79	E 101-41400-380 Utility Services (GENERAL)	Clerk Gas Service	10/11/2021
500202	GREAT PLAINS NATURAL GAS	\$23.00	E 101-45200-380 Utility Services (GENERAL)	Park Gas Service	10/11/2021
500202	GREAT PLAINS NATURAL GAS	\$126.30	E 601-49400-381 Utilities	Water Gas Service	10/11/2021
500203	INTERSTATE POWERSYSTEMS	\$375.00	E 602-49450-285 Repair Waste Water Plant	Generator Service - WWTP	10/11/2021
500203	INTERSTATE POWERSYSTEMS	\$375.00	E 601-49400-221 Repair/Maint. Equipment	Generator Service - Water Plant	10/11/2021
500203	INTERSTATE POWERSYSTEMS	\$375.00	E 101-45400-221 Repair/Maint. Equipment	Generator Service - Community Center	10/11/2021

500204	LANG S AUTOMOTIVE CENTER, INC.	\$123.46	E 101-43100-219 General Supplies-Maint.	Street Dept supplies	10/11/2021
500204	LANG S AUTOMOTIVE CENTER, INC.	\$42.98	E 101-43100-221 Repair/Maint. Equipment	Street Dept maint.	10/11/2021
500205	MARCUS CONSTRUCTION	\$96,635.08	E 412-47000-311 Construction	Reno App for Payment #6	10/11/2021
500206	MVTL LABORATORIES, INC.	\$268.00	E 602-49450-229 Contractual Service	Sewer Testing	10/11/2021
500206	MVTL LABORATORIES, INC.	\$802.25	E 602-49450-229 Contractual Service	Sewer Testing	10/11/2021
500206	MVTL LABORATORIES, INC.	\$200.00	E 602-49450-229 Contractual Service	Sewer Testing	10/11/2021
500207	NORTHERN BUSINESS PRODUCTS	\$28.06	E 101-43100-201 Office Supplies	Printer Ink	10/11/2021
500207	NORTHERN BUSINESS PRODUCTS	\$28.06	E 601-49400-201 Office Supplies	Printer Ink	10/11/2021
500207	NORTHERN BUSINESS PRODUCTS	\$28.06	E 602-49450-201 Office Supplies	Printer Ink	10/11/2021
500207	NORTHERN BUSINESS PRODUCTS	\$33.05	E 101-41400-201 Office Supplies	Office Supplies	10/11/2021
500208	OLIVIA TIRE & SERVICE INC.	\$151.00	E 101-42100-221 Repair/Maint. Equipment	(2) tires - Ford Explorer	10/11/2021
500209	QUILL CORPORATION	\$224.97	E 101-42100-201 Office Supplies	Chair mats	10/11/2021
500209	QUILL CORPORATION	\$53.99	E 101-42100-201 Office Supplies	Labeler	10/11/2021
500210	RENVILLE FIRE RELIEF ASSN.	\$14,893.95	E 101-42200-434 Fire Relief State Aid	Fire State Aid	10/11/2021
500210	RENVILLE FIRE RELIEF ASSN.	\$3,129.20	E 101-42200-434 Fire Relief State Aid	FD Supplemental State Aid	10/11/2021
500211	VERIZON WIRELESS	\$70.02	E 101-42100-321 Telephone	Police Dept. Telephone	10/11/2021
500212	XCEL ENERGY	\$36.30	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Electric	10/11/2021
500212	XCEL ENERGY	\$101.02	E 101-43100-380 Utility Services (GENERAL)	Street Electric	10/11/2021
500212	XCEL ENERGY	\$38.07	E 101-45200-380 Utility Services (GENERAL)	Park Electric	10/11/2021
997644E	MINNESOTA DEPT. OF REVENUE	\$654.20	G 101-21720 State Withholding	State Withholding Tax	9/28/2021
997645E	INTERNAL REVENUE SERVICE	\$1,224.34	G 101-21710 Federal Withholding Tax	FWH	9/28/2021
997645E	INTERNAL REVENUE SERVICE	\$1,927.30	G 101-21730 FICA Tax Withholding	FICA/Medicare	9/28/2021
997646E	PUBLIC EMPLOYEES RETIREMENT	\$3,388.11	G 101-21740 PERA	PERA	9/28/2021
997647E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	9/28/2021
997652E	MIDCO	\$29.64	E 101-41400-321 Telephone	City Hall Fax	10/7/2021
997652E	MIDCO	\$68.55	E 101-42200-321 Telephone	FD Internet	10/7/2021
997652E	MIDCO	\$85.73	E 101-49260-722 Internet Fees & Updates	City Hall Internet	10/7/2021
997652E	MIDCO	\$31.96	E 101-45500-321 Telephone	Library Telephone	10/7/2021
997652E	MIDCO	\$115.27	E 601-49400-321 Telephone	Water Dept Telephone & Internet	10/7/2021
997652E	MIDCO	\$105.79	E 602-49450-321 Telephone	Sewer Dept Telephone & Internet	10/7/2021
997652E	MIDCO	\$107.51	E 101-42100-321 Telephone	PD Telephone & Internet	10/7/2021
997652E	MIDCO	\$29.11	E 101-45400-380 Utility Services (GENERAL)	Fire Alarm	10/7/2021
997652E	MIDCO	\$35.79	E 101-41400-321 Telephone	City Hall Telephone	10/7/2021
TOTAL		\$183,108.44			

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

6. Monthly Financials.

A motion was made by Dave Grund and seconded by Alma Gasca to approve the monthly financials. Ayes: Peterson & Van Hove.

7. Public Comment

8. Committee/Staff Reports

a. City Administrator

City of Renville

City Administrator Report

October 11, 2021

* Public Building Project Update- Phase 1 (PD & CC) The carpet has been installed in the ballroom. The new vacuum cleaner has been ordered and is expected to arrive mid-December. Hillyard has dropped off a loaner machine that can be used until the new one arrives. The light sensor issue in the PD and bathrooms has been corrected. The glass door for the Genealogical room is here and will be installed the last week in October. Phase 2 (PW Building) This phase is almost complete. Electrical is the main item left- finish wiring outlets, ceiling fans, and switches, which should be finished by the end of the day tomorrow. There has been a delay installing the main electrical service into the building with Xcel. Marcus Construction investigated the leaking issue, and they sealed some fascia on the roof line. They are still recommending that gutters be installed on the building as well. Nate Sunvold is gathering pricing. Right now, it is expected that Phase 2 will wrap up on Friday, October 15th. Phase 3 (FD) The fire department is continuing to demo the ceiling in the truck bay. They have $\frac{3}{4}$ of the ceiling finished and are working on filling the fourth dumpster. The last $\frac{1}{4}$ of the ceiling cannot be demoed until the trucks are moved into the Public Works building (which needs electricity). The LVT flooring has been scheduled to install in the meeting room during the last week of November. Marcus Construction is scheduled to start Phase 3 on Monday, October 18th.

* The Administrative Assistant position has been posted and there have been a few inquiries about the position. Again, the deadline for applications is October 29th.

* The second session of the Renville County Emergency Management Community Outreach Program was held on Tuesday, September 28th from 9:00 am till Noon in the Council Chambers. Mike Hennen from Emergency Management was present to answer questions and provide an update on County EOC activities. One informational item to pass along is, in the near future the council will see a review of the Hazard Mitigation Plan that is being worked on. There will likely be resolution(s) for council consideration as well. The next Outreach meeting is scheduled for Tuesday, October 26th from 9:00 am till 11:00 am.

* October is Pedestrian Safety Month, and along with that the preconstruction meeting for the RRFB/Crosswalk project was held on Tuesday, October 5th. Right now, the project is scheduled to start on Monday, October 18th and take approximately a week to complete, weather permitting. That week coincides with MEA break at the school.

* The new recirculation pump has been installed in the water tower at the park and is awaiting electrical hook-up. Currently, the city is running off the east water tower while the interior of the tower is being cleaned. This should take approximately 2 weeks to complete.

* The information for the new MN Cold Weather Rule has been posted. Under the statute (216B.096 & .097), disconnections cannot happen between October 1st and April 30th. The previous time frame was October 15th through April 15th.

* There have been a couple air conditioner issues recently at the Community Center. All of the issues have been on preexisting units that are original to the building.

* I've been asked to serve again on the Coalition of Greater MN Cities Economic Development Committee. This group discusses and recommends policy positions for the full CGMC membership. These policy's will then be adopted at the Fall Conference (November 18-19 in Willmar) for the 2022 legislative session.

* Items of special note- Last week was proclaimed Manufacturing Week (October 3rd- 9th) by the Renville County HRA/EDA. I was able to assist Jordan Zeller (County EDA) and Nathan Reuss (MMDC) by handing out treats to our manufacturing partners around Renville.

***Upcoming Meetings & Important Dates:

10/12 Renville County EDA Advisory Mtg. Noon

10/13 Public Works Committee 5:30 pm

A motion was made by Dave Grund and seconded by Pete Peterson to approve the City Administrator's Report. Ayes: Gasca & Van Hove.

9. Discussion Items

10. Action Items

A motion was made by Pete Peterson and seconded by David Van Hove, Jr. to approve the Variance request for Ramon Barajas. Ayes: Gasca & Grund.

A motion was made by David Van Hove, Jr. and seconded by Dave Grund to put the sewer rate increase on the council agenda for the October 27, 2021 Council Meeting. Ayes: Gasca & Peterson

A motion was made by Dave Grund and seconded by Pete Peterson to set a Budget Planning Session for November 22, 2021 following the Regular Council Meeting. Ayes: Gasca & Van Hove.

A motion was made by Alma Gasca and seconded by David Van Hove, Jr. to set an Ad Hoc Meeting for October 19, 2021 at 5:30 pm. Ayes: Grund & Peterson.

11. Mayor's Report

The Mayor presented the Manufacturing Week Proclamation from Renville County EDA & reminded everyone to stay safe during harvest.

A motion was made by Dave Grund and seconded by Pete Peterson to approve the Mayor's report. Ayes: Gasca & Van Hove

12. Adjourn

A motion was made by Dave Grund and seconded by David Van Hove, Jr. to adjourn the meeting. Ayes: Gasca & Peterson. Meeting was adjourned at 6:50 p.m.

Dated at Renville, Minnesota this 11th day of October, 2021.

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Shane Wohlman, City Administrator/Clerk