

**Approved Minutes
City Council Regular Session
October 14, 2019
Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on October 14, 2019 at 7:00 p.m. by Mayor Wertish.

City Council Members present were Adam Zaske, Jeff Pike and Dave Grund. Councilor Laura Rosen joined the meeting at 7:21 pm. Also present were Mayor Janette Wertish and City Administrator/Clerk Shane Wohlman. Present in the audience was Scott Tedrick from 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 with the addition of setting a Cemetery Board meeting under the Action Items. Aye: Pike.

3. Approval of Minutes

A motion was made by Adam Zaske and seconded by Jeff Pike to approve the minutes of the September 23, 2019 Regular Council Meeting. Aye: Grund.

4. Invoices Payable

Check #	Name	Amount	Account	Comments	Date
35033	MN DEPT OF TRANSPORTATION	\$1,000.00	E 602-49450-530 Sewer Line	Security Deposit - Sewer line work on Hwy 212	9/24/2019
35034	UNITED STATES POSTAL SERVICE	\$109.37	E 601-49400-201 Office Supplies	Utility Postage	9/27/2019
35034	UNITED STATES POSTAL SERVICE	\$109.38	E 602-49450-201 Office Supplies	Utility Postage	9/27/2019
35035	OFFICE OF THE TX ATTNY GENERAL	\$296.31	G 101-21780 Assignment	Rem ID 0011520455200641465	9/30/2019
35036	GREAT PLAINS NATURAL GAS	\$14.05	E 101-41400-380 Utility Services (GENERAL)	Clerk Gas Service	10/4/2019
35036	GREAT PLAINS NATURAL GAS	\$12.65	E 101-45500-380 Utility Services (GENERAL)	Library Gas Service	10/4/2019
35036	GREAT PLAINS NATURAL GAS	\$20.14	E 101-45400-380 Utility Services (GENERAL)	Community Center	10/4/2019
35036	GREAT PLAINS NATURAL GAS	\$12.87	E 101-42100-380 Utility Services (GENERAL)	Police Dept. Gas	10/4/2019
35036	GREAT PLAINS NATURAL GAS	\$33.34	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Gas	10/4/2019
35036	GREAT PLAINS NATURAL GAS	\$72.35	E 601-49400-381 Utilities	Water Gas Service	10/4/2019
35036	GREAT PLAINS NATURAL GAS	\$50.62	E 602-49450-387 Utilities-Wastewater Plan	Sewer Gas Service	10/4/2019
35036	GREAT PLAINS NATURAL GAS	\$23.00	E 101-45200-380 Utility Services (GENERAL)	Park Gas Service	10/4/2019
35037	LOFFLER	\$137.11	E 101-41400-229 Contractual Service	Copier Service Contract	10/4/2019
35038	MAYNARD S FOOD CENTER	\$4.23	E 101-41400-219 General Supplies-Maint.	City Hall Supplies	10/4/2019
35039	MINNESOTA DEPT. OF HEALTH	\$23.00	E 601-49400-436 Licenses & Permits	Class B License - N. Sunvold	10/4/2019
35040	VERIZON WIRELESS	\$51.73	E 101-42100-321 Telephone	Police Dept. Telephone	10/4/2019
35040	VERIZON WIRELESS	\$72.73	E 101-43100-321 Telephone	Street Dept. Telephone	10/4/2019
35041	AERATION INDUSTRIES INTL	\$182.75	E 602-49450-285 Repair Waste Water Plant	Air Duct hose	10/14/2019
35042	AMERICAN WELDING & GAS INC	\$60.50	E 101-45400-229 Contractual Service	Community Center Fire Ext Maint.	10/14/2019
35043	AMERIPRIDE SERVICES, INC	\$65.56	E 101-45400-229 Contractual Service	Community Center Contractual	10/14/2019
35044	ANDERSON LARSON HANSON & SAUND	\$1,384.35	E 101-41610-101 Wages and Salaries	Attorney Fees	10/14/2019
	Admin=\$358.35, PD=\$1026.00				
35045	AP PREMIER CONTRACTING INC.	\$644.00	E 400-49100-237 Fire Hall	Entry Door - Fire Hall	10/14/2019
35046	AXON ENTERPRISE, INC.	\$696.00	E 101-42100-222 Equipment	Taser Assurance Plan	10/14/2019

35047	BANYON DATA SYSTEMS, INC	\$925.00	E 101-41400-201 Office Supplies	Banyon Support	10/14/2019
35047	BANYON DATA SYSTEMS, INC	\$925.00	E 602-49450-201 Office Supplies	Banyon Support	10/14/2019
35047	BANYON DATA SYSTEMS, INC	\$925.00	E 601-49400-201 Office Supplies	Banyon Support	10/14/2019
35048	BHE RENEWABLES	\$305.71	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	10/14/2019
35048	BHE RENEWABLES	\$275.14	E 101-45500-380 Utility Services (GENERAL)	Library Electric	10/14/2019
35048	BHE RENEWABLES	\$438.19	E 101-45400-380 Utility Services (GENERAL)	CC Electric	10/14/2019
35048	BHE RENEWABLES	\$1,448.55	E 601-49400-381 Utilities	Water Electric	10/14/2019
35048	BHE RENEWABLES	\$10,579.51	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	10/14/2019
35049	CASH	\$44.09	E 601-49400-201 Office Supplies	Water Dept - Postage	10/14/2019
35049	CASH	\$43.67	E 101-41400-201 Office Supplies	City Hall - Office Supplies	10/14/2019
35050	CENTURYLINK	\$77.48	E 101-42100-321 Telephone	Police Dept. Telephone	10/14/2019
35050	CENTURYLINK	\$58.03	E 602-49450-321 Telephone	Sewer Dept. Telephone	10/14/2019
35050	CENTURYLINK	\$64.23	E 101-43100-321 Telephone	Public Works Telephone	10/14/2019
35050	CENTURYLINK	\$66.72	E 101-45500-321 Telephone	Library Telephone	10/14/2019
35050	CENTURYLINK	\$142.48	E 601-49400-321 Telephone	Water Dept. Telephone	10/14/2019
35050	CENTURYLINK	\$142.32	E 101-41400-321 Telephone	City Hall Telephone	10/14/2019
35051	CORE & MAIN, LP	\$324.34	E 601-49400-221 Repair/Maint. Equipment	Water Dept repairs	10/14/2019
35051	CORE & MAIN, LP	\$102.93	E 601-49400-221 Repair/Maint. Equipment	Water Dept repairs	10/14/2019
35051	CORE & MAIN, LP	\$43.80	E 601-49400-221 Repair/Maint. Equipment	Water Dept repairs	10/14/2019
35052	FARMERS CO-OP OIL CO	\$0.00	E 101-42200-212 Gas and Oil	Fire Dept. Gas	10/14/2019
35052	FARMERS CO-OP OIL CO	\$504.98	E 101-42100-212 Gas and Oil	Police Dept. Gas	10/14/2019
35052	FARMERS CO-OP OIL CO	\$524.50	E 101-43100-212 Gas and Oil	Street Dept. Gas	10/14/2019
35052	FARMERS CO-OP OIL CO	\$36.00	E 101-42100-221 Repair/Maint. Equipment	PD Tire Repairs	10/14/2019
35053	GOPHER STATE ONE-CALL, INC	\$12.15	E 601-49400-229 Contractual Service	Water Contractual	10/14/2019
35053	GOPHER STATE ONE-CALL, INC	\$12.15	E 602-49450-229 Contractual Service	Sewer Contractual	10/14/2019
35054	VOID	\$0.00			
35055	HILLYARD FLOOR CARE SUPPLY	\$139.60	E 101-45400-219 General Supplies-Maint.	Community Center Supplies	10/14/2019
35056	HUMANE SOCIETY OF KANDI & MEEK	\$175.00	E 101-42100-217 Animal Control	3 Unclaimed Strays - 5 Days	10/14/2019
35057	INTERSTATE POWERSYSTEMS	\$250.00	E 601-49400-229 Contractual Service	Generator Maintenance - Water Plant	10/14/2019
35058	LANG S AUTOMOTIVE CENTER, INC.	\$200.12	E 601-49400-219 General Supplies-Maint.	Supplies	10/14/2019
35058	LANG S AUTOMOTIVE CENTER, INC.	\$87.94	E 602-49450-219 General Supplies-Maint.	Supplies	10/14/2019
35059	LEAGUE OF MINNESOTA CITIES	\$55.00	E 101-41300-331 Travel/Seminar Course	2019 Regional Meeting - S. Wohlman	10/14/2019
35060	VOID	\$0.00			
35061	MAIN STREET BAR & GRILL	\$700.00	E 101-42100-412 Building Rentals	PD Building Rent - Oct. 2019	10/14/2019
35062	VOID	\$0.00			
35063	MIDWEST FIRE EQUIP.& REPAIR CO	\$630.00	E 101-42200-221 Repair/Maint. Equipment	Annual Pump Service - '96 Freightliner & '77 Ford	10/14/2019
35064	VOID	\$0.00			
35065	MN RURAL WATER ASSOCIATION	\$250.00	E 601-49400-331 Travel/Seminar Course	Operator Expo - N. Sunvold & M. Roxberg	10/14/2019
35066	MVTL LABORATORIES, INC.	\$265.00	E 602-49450-229 Contractual Service	Sewer Testing	10/14/2019
35066	MVTL LABORATORIES, INC.	\$728.50	E 602-49450-229 Contractual Service	Sewer Testing	10/14/2019
35066	MVTL LABORATORIES, INC.	\$211.00	E 602-49450-229 Contractual Service	Sewer Testing	10/14/2019
35066	MVTL LABORATORIES, INC.	\$33.00	E 601-49400-229 Contractual Service	Water Testing	10/14/2019
35067	PRINSCO	\$410.73	E 602-49450-530 Sewer Line	Sewer Line repairs	10/14/2019
35068	RENVILLE CO PUBLIC HEALTH	\$400.00	E 101-49260-437 Other Miscellaneous	Tobacco Compliance	10/14/2019
35069	RENVILLE FIRE RELIEF ASSN.	\$3,232.99	E 101-42200-434 Fire Relief State Aid	Supplemental State Aid	10/14/2019
35069	RENVILLE FIRE RELIEF ASSN.	\$13,965.34	E 101-42200-434 Fire Relief State Aid	State Aid	10/14/2019
35070	RENVILLE SALES INC.	\$50.00	E 101-49000-221 Repair/Maint. Equipment	Repairs small equipment	10/14/2019
35070	RENVILLE SALES INC.	\$294.72	E 101-45200-221 Repair/Maint. Equipment	Repairs small equipment	10/14/2019
35071	SCHROEDER, GARRET	\$250.00	E 101-43100-229 Contractual Service	Street Dept. Maintenance	10/14/2019
35072	TAPCO	\$8,694.02	E 400-49100-288 Streetscape Improvements	RRFB	10/14/2019

35073	VOID	\$0.00			
35074	WEST CENTRAL SANITATION	\$17.55	E 101-43100-229 Contractual Service	Street Refuse	10/14/2019
35074	WEST CENTRAL SANITATION	\$35.92	E 602-49450-229 Contractual Service	WWT Refuse	10/14/2019
35075	XCEL ENERGY	\$58.55	E 101-45200-380 Utility Services (GENERAL)	Park Electric	10/14/2019
35075	XCEL ENERGY	\$26.26	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Electric	10/14/2019
35075	XCEL ENERGY	\$238.09	E 101-43100-380 Utility Services (GENERAL)	Street Electric	10/14/2019
35075	XCEL ENERGY	\$95.72	E 101-42100-380 Utility Services (GENERAL)	PD Electric	10/14/2019
35076	VERIZON WIRELESS	\$70.02	E 101-42100-321 Telephone	Police Dept. Telephone	10/14/2019
997210E	MINNESOTA DEPT. OF REVENUE	\$597.34	G 101-21720 State Withholding	State Withholding Tax	9/30/2019
997211E	INTERNAL REVENUE SERVICE	\$1,155.16	G 101-21710 Federal Withholding Tax	FWH	9/30/2019
997211E	INTERNAL REVENUE SERVICE	\$1,851.42	G 101-21730 FICA Tax Withholding	FICA/Medicare	9/30/2019
997212E	PUBLIC EMPLOYEES RETIREMENT	\$3,114.36	G 101-21740 PERA	PERA	9/30/2019
997213E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	9/30/2019
997217E	NORTH COUNTRY PROCESSING	\$24.48	E 101-49260-437 Other Miscellaneous	CC Charges - Sept 2019	10/2/2019
997218E	SW/WC SERVICE COOPERATIVES	\$1,190.00	G 101-21761 Health Care	Medical Insurance-Jodi	10/7/2019
997218E	SW/WC SERVICE COOPERATIVES	\$440.50	G 101-21762 Employer Health Portion	Medical Insurance-Jodi	10/7/2019
997218E	SW/WC SERVICE COOPERATIVES	\$3,261.00	G 101-21762 Employer Health Portion	Medical Insurance-Police	10/7/2019
997218E	SW/WC SERVICE COOPERATIVES	\$940.16	G 101-21762 Employer Health Portion	Medical Insurance-Street	10/7/2019
997218E	SW/WC SERVICE COOPERATIVES	\$940.17	G 101-21762 Employer Health Portion	Medical Insurance-Water	10/7/2019
997218E	SW/WC SERVICE COOPERATIVES	\$940.17	G 101-21762 Employer Health Portion	Medical Insurance-Sewer	10/7/2019
TOTAL		\$69,167.84			

A motion was made by Adam Zaske and seconded by Dave Grund to approve the invoices payable. Aye: Pike.

5. Monthly Financials

A motion was made by Adam Zaske and seconded by Dave Grund to approve the monthly financials. Aye: Pike.

6. Public Comment

7. Committee/Staff Reports

a. Public Works Committee

Public Works Committee Minutes

10/9/2019 5:30 pm

Present: Janette Wertish, Jeff Pike, Dennis Ulrich, Nate Sunvold, Lloyd Zabel, Bill Sietsema, and Shane Wohlman

Absent: Jon Driggs

* Opportunity for Citizens to be heard regarding Nuisances & Waterline Repair- 2 letters were mailed September 27th regarding Ordinance violations for vacant buildings not secure. Another was mailed October 1st for a waterline repair. None of the property owners attended the meeting. The Public Works committee recommends that after the 30-day allowance, to move forward with proper abatement and assess the cost to the owner's property taxes if need be. Council action can take place at the October 28th meeting, if necessary.

* MN Department of Health Sanitary Survey- The committee reviewed the annual survey for the Public Water System (PWS). The survey included an on-site review of the system's water source, facilities, equipment, operation, maintenance and monitoring compliance. The report is available at City Hall for public review.

* Asset Management- MN Rural Water Association is offering an Asset Management training. This would cover all the utilities including water, wastewater and infrastructure and allow the city to know the value and replacement cost of these utilities. An Asset Management Plan could then be developed and utilized to ensure long-term sustainability of these systems. The training is a 4-hour session in Hutchinson on October 23rd at no cost. The committee believes this would be worthwhile for Shane and/or Nate to attend.

* Public Works Director Report- Hauling of the bio-solids is complete, lease agreement for the payloaders has been signed for January delivery, new Chevy pick-up has been ordered and will be delivered after the new year also, another water valve has been repaired, contractor will begin replacement of storm sewer along the Hwy after all permits are acquired, the cemetery and Renville Estates have been sprayed, the recirculation pump on the east water tower went out and a new one has been ordered and the Catholic Church would like a portion of sidewalk replaced on the east side of the church. Cost is \$4,400, of which half will be assessed back to the church.

* Matt Squires from FEMA will be in town on October 16th to review the paperwork for the “soft spots” in the roads.

* Jeff Pike is willing to resume the Custodian Position at the Community Center beginning October 28th at his previous rate of \$15.14 per hour.

* Next meeting is November 13th at 5:30 pm.

A motion was made by Adam Zaske and seconded by Dave Grund to approve the Public Works Committee Report.

Ayes: Rosen & Pike.

b. City Administrator’s Report

City Administrator Report

10-14-2019

* Two grants were received last week for the RRFB/Crosswalk: The Renville County EDA Community Impact Fund Grant of \$1,000 and from the Kandiyohi-Renville County Statewide Health Improvement Partnership (SHIP) \$4,750. The SHIP grant is pleasantly higher than the \$3,000 amount in the agreement. Both are reflected in the Revenue report under the General Fund-Contributions/Donations.

* On September 30th, I took part in a “Fam Tour” of Renville. This was put together by the County EDA and Jordan Zeller which included a 25-minute tour of Renville with some influencers from the area: Lisa Hughes from DEED, Scott Marquardt from Southwest Initiative Foundation (SWIF) and Les Nelson from Mid-Minnesota Development Commission (MMDC).

* Met with Justin Black and John Rodeberg from SEH regarding timelines and next steps for the environmental portion of the old gas station. They are currently in contact with MPCA gathering required records and site information. Their grant writer has identified a few different options and is reviewing to ensure the timing of applications aligns with the project.

* The contractor that will be doing the asbestos abatement and clean-up for the house and old Refuge plans on starting October 21.

* Attended the quarterly County EDA Advisory meeting and a Lunch & Learn event. Topics included: TC&W Railroad overview, Julie Rath presentation from MN Regional Railroad Authority and HBC President Dan Pecarina explained the Broadband Fiberoptic line throughout Renville County. Preliminary discussions were started about the childcare shortage and business succession planning. The Lunch & Learn event topic was centered around Human Resource Roles & Responsibilities and included posting requirements, progressive discipline process, interviewing candidates and the new 2019 Wage Theft Legislation Law.

* The LMC Regional meeting was held last Thursday and included updates presented by the Deputy Commissioners from DEED and MN Housing, new water permit fees initiative from MPCA along with a panel discussion on how each city can take action to support mental health for first responders.

***Upcoming Meetings:

10/16 FEMA 2:00

10/16 EDA 5:00

10/18 SW Business Development 10:00

10/23 MN Rural Water 10:00

10/24 Public Safety 5:30

A motion was made by Jeff Pike and seconded by Dave Grund to approve the City Administrator's Report. Ayes: Rosen & Zaske.

8. Discussion Items

9. Action Items

A motion was made by Adam Zaske and seconded by Jeff Pike to approve \$100 Membership renewal for the Yellowstone Trail Alliance of Western Minnesota. Ayes: Rosen & Grund.

A motion was made by Adam Zaske and seconded by Laura Rosen to add Alma Gasca's council vacancy application to Action Items. Ayes: Grund & Pike.

A motion was made by Adam Zaske and seconded by Dave Grund to approve the Knights of Columbus gambling permit. Ayes: Pike & Rosen.

A motion was made by Adam Zaske and seconded by Jeff Pike to set a Public Hearing for October 28, 2019 at 7:00 pm for Tax Assessments. Ayes: Grund & Rosen.

A motion was made by Laura Rosen and seconded by Adam Zaske to set a Public Building Task Force Meeting for October 23, 2019 at 5:00 pm. Ayes: Grund & Pike.

A motion was made by Dave Grund and seconded by Laura Rosen to set an HR Committee Meeting for October 23, 2019 at 7:15 pm. Ayes: Pike & Grund.

A motion was made by Adam Zaske and seconded by Dave Grund to approve the Industrial User Wastewater Permits with the adjusted rates and surcharges. Ayes: Pike & Rosen.

A motion was made by Laura Rosen and seconded by Adam Zaske approve the rehire of Jeff Pike as the Community Center Janitor. Ayes: Grund. Councilor Pike abstained from the vote.

A motion was made by Adam Zaske and seconded by Dave Grund to approve the Mayor to sign the DEED Contract. Ayes: Pike & Rosen.

A motion was made by Adam Zaske and seconded by Jeff Pike to set a Cemetery Board meeting for October 24, 2019 at 7:15 pm. Ayes: Grund & Rosen.

A motion was made by Laura Rosen and seconded by Dave Grund to appoint Alma Gasca to fill the Council Vacancy. Ayes: Pike & Zaske.

10. Mayor's Report

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

11. Adjourn

A motion was made by Adam Zaske and seconded by Jeff Pike to adjourn the meeting. Ayes: Grund & Rosen. Meeting was adjourned at 7:47 p.m.

Dated at Renville, Minnesota this 14th of October, 2019.

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Shane Wohlman, City Administrator/Clerk