

**Approved Minutes
City Council Regular Session
October 23rd, 2017
Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on October 23rd, 2017 at 7:00 p.m. by Mayor Wertish

City Council Members present were Adam Zaske, Shane Wohlman, Jeff Pike, and Brent Dahl. Absent-Jeremy Hinderks. Also present were Mayor Janette Wertish, Nelida Marcus, Joy Peterson, Scott Tedrick, Taylor Williamson, Ray Sweetman and City Administrator/Clerk Jessica Gorman.

1. Pledge of Allegiance

2. Approval of Agenda

A motion was made by Jeff Pike and seconded by Adam Zaske to approve the agenda. The motion carried 4 to 0.

3. Approval of Minutes

A motion was made by Shane Wohlman and seconded by Jeff Pike to approve the minutes of the October 9th, 2017 Regular Council Meeting. The motion carried 4 to 0.

4. Invoices Payable

Check #	Name	Amount	Comments	Date
33535	OFFICE OF THE TX ATTN GENERAL	\$314.77	Rem ID 0011520455200641465	10/16/2017
33536	AERZEN USA CORP	\$467.68	WWTP Supplies	10/23/2017
33537	AMERICAN WELDING & GAS INC	\$334.50	COMMUNITY CENTER FIRE EXT MAINTENANCE	10/23/2017
33538	ANDERSON LARSON HANSON & SAUND	\$3,172.50	Attorney Fees	10/23/2017
	Admin=\$718.50, PD=\$2454.00			
33539	CENTURYLINK	\$75.29	Police Dept. Telephone	10/23/2017
33539	CENTURYLINK	\$64.29	Sewer Dept. Telephone	10/23/2017
33539	CENTURYLINK	\$61.17	Public Works Telephone	10/23/2017
33539	CENTURYLINK	\$68.48	Library Telephone	10/23/2017
33539	CENTURYLINK	\$138.58	Water Dept. Telephone	10/23/2017
33539	CENTURYLINK	\$161.92	City Hall Telephone	10/23/2017
33540	CORE & MAIN, LP	\$449.79	Repair/Maint - Water	10/23/2017
33541	ELECTION SYSTEMS & SOFTWARE	\$173.25	Election M100 Usage	10/23/2017
33542	FARMERS CO-OP OIL CO	\$497.74	Police Dept. Gas	10/23/2017
33542	FARMERS CO-OP OIL CO	\$654.69	Street Dept. Gas	10/23/2017
33542	FARMERS CO-OP OIL CO	\$247.62	Repair/Maint - PD	10/23/2017
33542	FARMERS CO-OP OIL CO	\$614.26	Repair/Maint - Street	10/23/2017
33543	GORMAN, JESSICA	\$210.26	Trash/Ash tray	10/23/2017
33544	HASLER FINANCIAL SERVICES	\$98.00	Postage	10/23/2017
33545	HEIMAN BROTHERS INC.	\$147.00	Name patches - FD	10/23/2017
33545	HEIMAN BROTHERS INC.	\$144.00	Name patches - FD	10/23/2017
33546	HILLYARD FLOOR CARE SUPPLY	\$44.51	Community Center Supplies	10/23/2017

33547	LEAGUE OF MINNESOTA CITIES	\$45.00	2017 Regional Meeting - J. Wertish	10/23/2017
33548	LMC INSURANCE TRUST	\$6,107.09	City Insurance	10/23/2017
33548	LMC INSURANCE TRUST	\$931.59	Fire Insurance	10/23/2017
33548	LMC INSURANCE TRUST	\$931.59	Water Insurance	10/23/2017
33548	LMC INSURANCE TRUST	\$2,380.73	Sewer Insurance	10/23/2017
33549	MAC QUEEN EQUIPMENT INC.	\$361.48	Street Dept - Repairs	10/23/2017
33549	MAC QUEEN EQUIPMENT INC.	\$557.92	Street Dept - Repairs	10/23/2017
33549	MAC QUEEN EQUIPMENT INC.	\$19.42	Street Dept - Repairs	10/23/2017
33549	MAC QUEEN EQUIPMENT INC.	\$269.86	Street Dept - Repairs	10/23/2017
33550	MVTL LABORATORIES, INC.	\$401.00	Sewer Testing	10/23/2017
33550	MVTL LABORATORIES, INC.	\$540.50	Sewer Testing	10/23/2017
33550	MVTL LABORATORIES, INC.	\$33.00	Water Testing	10/23/2017
33550	MVTL LABORATORIES, INC.	\$45.00	Sewer Testing	10/23/2017
33550	MVTL LABORATORIES, INC.	\$252.50	Sewer Testing	10/23/2017
33551	NORTHERN BUSINESS PRODUCTS	\$44.99	Office Supplies	10/23/2017
33552	NORTHLAND TRUST SERVICES, INC.	\$32.50	GO Bond 2012A Interest	10/23/2017
33552	NORTHLAND TRUST SERVICES, INC.	\$85.00	GO Bond 2012A Interest	10/23/2017
33552	NORTHLAND TRUST SERVICES, INC.	\$132.50	GO Bond 2012A Interest	10/23/2017
33552	NORTHLAND TRUST SERVICES, INC.	\$3,250.00	GO Bond 2012A Principal	10/23/2017
33552	NORTHLAND TRUST SERVICES, INC.	\$13,250.00	GO Bond 2012A Principal	10/23/2017
33552	NORTHLAND TRUST SERVICES, INC.	\$8,500.00	GO Bond 2012A Principal	10/23/2017
33553	OLIVIA HARDWARE INC.	\$29.88	Supplies - CC	10/23/2017
33554	PKG CONTRACTING, INC	\$261,885.55	UV Disinfection Project	10/23/2017
33555	SCHROEDER, GARRET	\$150.00	Street Dept. Maintenance	10/23/2017
33556	SEHRCM	\$4,329.77	UV Disinfection Project	10/23/2017
33557	SUNVOLD, NATHAN	\$101.65	Mileage - MPCA Mtg.	10/23/2017
33558	SW/WC SERVICE COOPERATIVES	\$856.00	Medical Insurance-Jodi	10/23/2017
33558	SW/WC SERVICE COOPERATIVES	\$316.00	Medical Insurance-Jodi	10/23/2017
33558	SW/WC SERVICE COOPERATIVES	\$3,200.00	Medical Insurance-Police	10/23/2017
33558	SW/WC SERVICE COOPERATIVES	\$1,352.00	Medical Insurance-Street	10/23/2017
33558	SW/WC SERVICE COOPERATIVES	\$1,352.00	Medical Insurance-Water	10/23/2017
33558	SW/WC SERVICE COOPERATIVES	\$1,352.00	Medical Insurance-Sewer	10/23/2017
33558	SW/WC SERVICE COOPERATIVES	\$1,172.00	Medical Insurance - Admin	10/23/2017
33559	TAPCO	\$245.00	Sign replacement parts	10/23/2017
33560	USABLE LIFE	\$10.40	Life Ins.	10/23/2017
33560	USABLE LIFE	\$10.40	Life Ins.	10/23/2017
33560	USABLE LIFE	\$10.41	Life Ins.	10/23/2017
33560	USABLE LIFE	\$30.96	Life Ins.	10/23/2017
33560	USABLE LIFE	\$8.16	Life Ins.	10/23/2017
33560	USABLE LIFE	\$9.40	Life Ins.	10/23/2017
33561	VERIZON WIRELESS	\$70.02	Police Dept. Telephone	10/23/2017
33562	WEST CENTRAL SANITATION	\$17.55	Street Refuse	10/23/2017
33562	WEST CENTRAL SANITATION	\$35.92	WWT Refuse	10/23/2017
33563	XCEL ENERGY	\$1,916.91	Street Electric	10/23/2017
996905E	INTERNAL REVENUE SERVICE	\$1,095.32	FWH	10/16/2017
996905E	INTERNAL REVENUE SERVICE	\$1,484.72	FICA/Medicare	10/16/2017
996906E	MINNESOTA DEPT. OF REVENUE	\$465.54	State Withholding Tax	10/16/2017
996907E	PUBLIC EMPLOYEES RETIREMENT	\$2,855.06	PERA	10/16/2017
996908E	ICMA	\$50.00	Sunvold, Nathan #302283	10/16/2017

Total	\$330,724.59
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A motion was made by Jeff Pike and seconded by Shane Wohlman to approve the invoices payable. The motion carried 4 to 0.

5. Committee/Staff Reports

A. EDA

EDA Minutes

10-18-17

Present: Mayor Janette Wertish, Shane Wohlman, Jeremy Hinderks, Cari Rice and Jessica Gorman

- **Blighted Houses(nuisance processes/condemnation)**

There are two ways the city can address blighted properties, a nuisance notice & abatement process or a condemnation process. Both could see various legal cost and property repair cost if the city must take action. The possible outcome with a nuisance process is the homeowner would make necessary repairs to bring the home into compliance with the Renville nuisance ordinance.

Jessica will be working with the police department to start addressing the most prevalent blight properties under the Renville city code.

- **Property (forfeitures/total station)**

County Forfeiture list

Per the county the city of Renville has no tax forfeited properties this year, this is great news!

Total Station update

The group discussed information from the MPCA, property cost and tank removal estimates. The cost of the property, tank removal and any necessary remediation is estimated at \$50,000 roughly. There is still information coming in from the MPCA to help inform what needs to occur to encourage the properties development. More to come.

- **LMC Info**

Community Engagement and Local Authority

The Mayor presented information from a recent LMC lecture in New Ulm. One topic discussed was the four stages of resident communication regarding redevelopment however the process could be applied to scenarios beyond redevelopment. Information was also presented and discussed on 2017 state legislation the LMC foresaw as potentially erosive to local authority.

- **Student involvement in committees/internships**

The committee discussed ways to engage the next generation of leaders, our youth. The Mayor presented questions that would be part of a survey administered through RCW to find what younger generations are looking for in Renville, how they would like to be engaged in the community and how we can help them in their future life preparation. Ideas discussed were past use of a high school committee member for each city committee, along with new plans for possible career day functions and local internships. The survey will help gauge where the group should focus efforts. Survey questions will be worked on for the next meeting.

A motion was made by Adam Zaske and seconded by Brent Dahl to approve the EDA Committee report. The motion carried 4 to 0.

B. City Administrator/Clerk's

City Administrators Report

10-23-17

- Effective January 1st 2018 the **city attorney's hourly rate** will be \$140 per an hour for legal services. Currently the fee is \$120 an hour. This is the first rate increase in 5 years. The attorneys who serve our city normally charge rates at \$180, \$200, and \$300 an hour for their non-city legal work.
- After the LMC New Ulm meeting on the 12th, I was asked to find if there was a pending rule on **city council email** accounts. Per LMC's research department there is no current or coming mandate for a separate council email account. As a practical approach to the data practices act and data requests, LMC recommends city officials have an independent email account strictly for city business. This is because when a request is made, the city does not have to go through so much intermingled data (public and private data) to respond to a data request. Personal data is not government data, and not subject to a data request, so to make it practically easier to respond to a data request, a separate email address should ease the burden of the city to comply. If any council members feel they would like help in setting up an email account strictly for city related data, please contact me tomorrow and I can do so. We can utilize free accounts such as yahoo or gmail that you may access from any device.
- A new **trash can** and enclosed smoking receptacle has been placed in front of the community center. Recycling is still located at the back entrance.
- I met with Jill Bruns, the Renville county Public Health Director, the county will offer the city of **Renville contracted services for compliance checks** on tobacco retailers at a rate of \$100 per retailer. This means the city does not need to build out compliance processes and training within our city operations and does not need to contract minors for sting operations.
- If **Dollar General's** construction continues on its current schedule the new store hopes to be open to the public the first week of December with a tentative Grand Opening celebration on Saturday December 16th. The celebration will have promotional gift cards given to the first 50 adult customers and tote bags and sample products to the first 200.

A motion was made by Adam Zaske and seconded by Jeff Pike to approve the City Admin/Clerk's Report. The motion carried 4 to 0.

6. Action Items

- A motion was made by Adam Zaske and seconded by Jeff Pike to accept the Chapter 13 Tobacco Ordinance draft. The motion carried 4 to 0.
- A motion was made by Jeff Pike and seconded by Adam Zaske to hold the first reading of Chapter 13 Tobacco Ordinance. The motion carried 4 to 0.
- A motion was made by Adam Zaske and seconded by Jeff Pike to accept the first reading of Chapter 13 Tobacco Ordinance. The motion carried 4 to 0.
- A motion was made by Brent Dahl and seconded by Jeff Pike to approve the West Central Sanitation contract renewal. The motion carried 4 to 0.
- A motion was made by Jeff Pike and seconded by Adam Zaske to replace the Community Center water heater at an approx. cost of \$700. The motion carried 4 to 0.
- A motion was made by Shane Wohlman and seconded by Brent Dahl to approve the Rembrandt wastewater Permit. The motion carried 4 to 0.

7. Discussion Items

8. Mayor's Report

A motion was made by Shane Wohlman and seconded by Jeff Pike to approve the Mayor's report. The motion carried 4 to 0.

9. Adjourn

A motion was made by Adam Zaske and seconded by Jeff Pike to adjourn the meeting. The motion carried 4 to 0. Meeting was adjourned at 7:57 p.m.

Dated at Renville, Minnesota this 23rd October, 2017

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Jessica Gorman, City Administrator/Clerk