

**Approved Minutes
City Council Regular Session
October 9, 2023
Monday 6:00 p.m.**

The 4th Budget Meeting was held prior to the Regular Council Meeting at 5:00 p.m.

City Council Members present were: Mayor Janette Wertish, Pete Peterson, Adam Zaske, Alma Gasca, Dave Grund, David Van Hove, Jr., and City Administrator/Clerk Shane Wohlman.

The regular session of the City Council, City of Renville, Minnesota was called to order on October 9th, 2023 at 6:00 p.m. by Mayor Wertish.

City Council Members present were: Pete Peterson, Dave Grund, Alma Gasca, David Van Hove, Jr., and Adam Zaske. Also present were Mayor Janette Wertish and City Administrator/Clerk Shane Wohlman. Also present was Scott Tedrick of the Renville County Register.

1. Call to Order

2. Pledge of Allegiance

3. Approval of Agenda

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

4. Approval of Minutes

a. A motion was made by Alma Gasca and seconded by David Van Hove, Jr. to approve the 9/25/2023 meeting minutes. Ayes: Grund, Peterson, and Zaske.

5. Invoices Payable

a.

Check#	Name	Amount	Account	Comments	Date
501609	RENVILLE CO AUDITOR-TREAS.	\$1.65	E 101-49260-437 Other Miscellaneous	Resolution 11-23 Carlson Deed Tax	9/27/2023
501610	RENVILLE COUNTY RECORDER	\$138.00	E 101-49260-437 Other Miscellaneous	Record Carlson Purchase & Combining Parcels	9/27/2023
501611	COMMUNITY ELECTRIC	\$310.00	E 101-49260-437 Other Miscellaneous	Checked Volts & Connections	9/27/2023
501612	KYLLONEN, DYANE	\$0.89	R 601-37160 Clean Water	Final Reading Overpayment	9/27/2023
501612	KYLLONEN, DYANE	\$40.00	R 602-37200 Sewer Sales	Final reading Overpayment	9/27/2023
501612	KYLLONEN, DYANE	\$19.00	R 601-37110 Water Sales	Final Reading Overpayment	9/27/2023
501613	MINNESOTA RURAL WATER ASSOC.	\$150.00	E 601-49400-331 Travel/Seminar Course	Operator Expo-Nate	9/27/2023
501614	MVTL LABORATORIES, INC.	\$559.90	E 602-49450-229 Contractual Service	Sewer Testing	9/27/2023
501614	MVTL LABORATORIES, INC.	\$930.60	E 602-49450-229 Contractual Service	Sewer Testing	9/27/2023
501615	NCPERS MINNESOTA	\$112.00	G 101-21760 Hospitalization/Medical Ins	Insurance	9/27/2023
501616	QUADIENT	\$100.00	E 101-41400-201 Office Supplies	Postage	9/27/2023
501617	RENCO PUBLISHING, INC.	\$350.00	E 101-46500-234 City Marketing/Development	Publishing-SB Days Ads	9/27/2023
501618	SMITH PLUMBING & HEATING	\$1,071.00	E 101-45400-229 Contractual Service	CC Water Heater Replacement	9/27/2023
501619	UNITED STATES POSTAL SERVICE	\$303.45	E 601-49400-201 Office Supplies	Utility Postage	9/27/2023
501620	WULF, NICK	\$12.67	E 101-42200-219 General Supplies-Maint.	Power Strips for Firehall/Truck	9/27/2023
501621	XCEL ENERGY	\$2,279.02	E 101-43100-380 Utility Services (GENERAL)	Street Electric	9/27/2023
998140E	MINNESOTA DEPT. OF REVENUE	\$964.12	G 101-21720 State Withholding	State Withholding Tax	9/27/2023
998141E	INTERNAL REVENUE SERVICE	\$2,722.40	G 101-21730 FICA Tax Withholding	FICA/Medicare	9/27/2023

998141E	INTERNAL REVENUE SERVICE	\$1,688.77	G 101-21710 Federal Withholding Tax	FWH	9/27/2023
998142E	PUBLIC EMPLOYEES RETIREMENT	\$4,431.67	G 101-21740 PERA	PERA	9/27/2023
998148E	SW/WC SERVICE COOPERATIVES	\$1,521.67	G 101-21762 Employer Health Portion	Medical Insurance-Admin	10/2/2023
998148E	SW/WC SERVICE COOPERATIVES	\$4,169.20	G 101-21762 Employer Health Portion	Medical Insurance-Police	10/2/2023
998148E	SW/WC SERVICE COOPERATIVES	\$1,709.32	G 101-21762 Employer Health Portion	Medical Insurance-Street	10/2/2023
998148E	SW/WC SERVICE COOPERATIVES	\$1,709.31	G 101-21762 Employer Health Portion	Medical Insurance-Sewer	10/2/2023
998148E	SW/WC SERVICE COOPERATIVES	\$1,709.31	G 101-21762 Employer Health Portion	Medical Insurance-Water	10/2/2023

\$27,708.95

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

6. Financials

A motion was made by Adam Zaske and seconded by Dave Grund to approve the Rev-Exp, Cash Balance, and Local Improvement Reports. Ayes: Gasca, Peterson, and Van Hove, Jr.

7. Public Comments

a.

8. Committee/Staff Reports

a. HR

Councilor Grund gave a verbal report of the HR meeting that was held prior to the budget meeting. Insurance options including dental coverage were discussed. There will be a staff meeting with Nathan Ammermann to discuss changes and get employee feedback on October 16th. HR Committee recommends hiring Jim Kosta as an HR Consultant. The Committee reviewed information on the LMC Salary Survey.

Next meeting will be October 23, 2023 at 5:00 pm.

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to approve the HR report. Ayes: Gasca, Grund, and Peterson.

b. City Administrator

City Administrator Report October 9, 2023

* Administrative staff attended a seminar on Workplace Violence & Active Shooter Training. The seminar was sponsored by Renville County and was presented by Mike Christianson from the Department of Homeland Security. Some of the topics covered included employee vigilance, assessment, de-escalation techniques, and reporting.

* October 3rd was the Quarterly Convening (County/Cities/Schools) meeting at the County. The agenda was quite large with 9 different topics. Two of the lengthier discussions revolved around blight remediation and housing. The County is working on creating new opportunities and expanding current programs that could help with blight and housing. *Handout.* A copy of the County's recently adopted Cannabis Use Ordinance was reviewed as well.

* The CGMC has asked if I would be willing to sit on their policy committees. They have 6 total committees and asked me to serve on 5 of those. The committees include: Transportation, LGA & Property Tax Relief, Environment & Energy, Annexation & Land Use, and Economic Development. The council will receive updates as we review these key policies for the next legislative session.

* LMC: 1. *Handout*. Attached is a small summary of the draft 2024 City Policies. A full copy of the entire 251 page document is available by following the link provided on the summary. The League's four policy committees, made up of over 150 city officials from around the state, adopted these policies during their final meeting in September. Comments are welcome and can be submitted at the provided link until October 27th. The LMC Board of Directors will then take final action on the policies on November 9th. These policies will serve as a framework for the League's advocacy efforts during the 2024 legislative session. 2. Loss Control Consultant Julie Jelen met with Angi and I for our annual update. Topics included reviewing the 5-year work comp and property/casualty claims, an update on new services provided by the League, and Regional Safety Groups. 3. We will be hosting a regional meeting this Wednesday, October 11th at 8:30 am. Neighboring cities have been invited to attend, along with our Mayor and Council President.

* October is recognized as Manufacturing Month. I will be teaming up with Jordan Zeller (County EDA) on the 19th to visit the manufacturers in Renville.

* Informational- *Handout*. A copy of the next Lunch & Learn is available.

***Upcoming Meetings & Important Dates:

10/11 CGMC Transportation Mtg. 1:00

10/11 LMC Meeting 8:30 – 10:00

10/16 Staff Insurance Mtg. 9:30

10/18 EDA Committee 6:00

10/19 Manufacturer Deliveries 9:00

10/23 City Council Regular Meeting 6:00

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

9. Discussion Items

a. A Zoning Permit has been approved for Mayra Jaime for a deck.

10. Action Items

a. A motion was made by Adam Zaske and seconded by Dave Grund to approve hiring Jim Kosta as an HR Consultant in 2024 with \$15,000 budgeted for the year. Ayes: Gasca, Peterson, and Van Hove, Jr.

b. A motion was made by Adam Zaske and seconded by Pete Peterson to raise the City Administrator, Shane Wohlman's wages to \$40/hour in 2024. This will be in line with the LMC Salary Survey. Ayes: Gasca, Grund, and Van Hove, Jr.

c. A motion was made by Adam Zaske and seconded by Dave Grund to set a Variance Hearing on Monday, October 23, 2023 at 6:00 pm or shortly thereafter for the Variance application submitted by Brandon Sullivan. Ayes: Gasca, Peterson, and Van Hove, Jr.

d. A motion was made by Pete Peterson and seconded by Alma Gasca to approve a Gambling Permit for Knights of Columbus for Turkey Bingo on November 19th. Ayes: Grund, Van Hove, Jr., and Zaske.

e. A motion was made by David Van Hove, Jr. and seconded by Pete Peterson to approve Renville Events Committee Street Closure request for Saturday, October 28, 2023. Ayes: Gasca, Grund, and Zaske.

**CITY OF RENVILLE
RESOLUTION 16-23**

**RETAIL WATER AND SEWER RATES
FOR THE CITY OF RENVILLE, MINNESOTA**

BE IT THEREFORE RESOLVED that the City Council of City of Renville, County of Renville, State of Minnesota, does hereby authorize and approve the following water rates for the customers of Renville effective January 16, 2024.

Retail Residential & Business Water Rates for Customers:

1. Customer Fixed Charge (up to 2,000 gallons)	\$12.18
2. Usage Charge per 1,000 gallons after first 2,000 gallons but less than 10,001 gallons	\$ 6.01
3. Usage Charge per 1,000 gallons over 10,000 gallons	\$ 6.32

Retail Residential & Business Sewer Rate for Customers:

1. Customer Fixed Charge (up to 1,000 gallons)	\$33.63
2. Usage Charge per 1,000 gallons for 1,001 gallons and above	\$ 9.82

Bulk Water Rate:

1. Usage Charge per 1,000 gallons	\$ 4.41
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PASSED AND ADOPTED on this 9th day of October 2023, by the City Council of City of Renville, County of Renville, State of Minnesota.

This resolution was offered by: Adam Zaske

This resolution was seconded by: Alma Gasca

Voting in favor: Dave Grund, Pete Peterson, and David Van Hove, Jr.

Voting against: none

Attest:

Janette Wertish, Mayor

Shane Wohlman, City Administrator/Clerk

11. Mayor's Report

Mayor Wertish would like to recognize Breast Cancer Awareness Month, Manufacturing Month, Women's Small Business Month, and Fire Prevention Week. She would also like everyone to know that Highway 212 will be reopening on October 26. Please be safe during Rural Rush Hour.

A motion was made by Adam Zaske and seconded by Alma Gasca to approve the Mayor's Report. Ayes: Grund, Peterson, and Van Hove, Jr.

12. Adjourn

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to adjourn the meeting at 6:24 p.m. Ayes: Gasca, Grund, and Peterson.

Dated at Renville, Minnesota this 9th day of October 2023

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Shane Wohlman, City Administrator/Clerk