

**Approved Minutes  
City Council Regular Session  
December 10, 2019  
Tuesday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on December 10, 2019 at 7:00 p.m. by Mayor Wertish.

City Council Members present were Adam Zaske, Jeff Pike, Alma Gasca, Laura Rosen, and Dave Grund. Also present were Mayor Janette Wertish and City Administrator/Clerk Shane Wohlman.

**1. Pledge of Allegiance**

**2. Approval of Agenda**

A motion was made by Adam Zaske and seconded by Jeff Pike to approve the agenda. Aye: Gasca, Grund, & Rosen.

**3. Approval of Minutes**

A motion was made by Laura Rosen and seconded by Dave Grund to approve the minutes of the November 25, 2019 Regular Council Meeting. Aye: Gasca, Pike, & Zaske.

**4. Invoices Payable**

Check #	Name	Amount	Account	Comments	Date
35150	UNITED STATES POSTAL SERVICE	\$106.92	E 601-49400-201 Office Supplies	Utility Postage	11/26/19
35150	UNITED STATES POSTAL SERVICE	\$106.93	E 602-49450-201 Office Supplies	Utility Postage	11/26/19
35151	OFFICE OF THE TX ATTNY GENERAL	\$296.31	G 101-21780 Assignment	Rem ID 0011520455200641465	11/26/19
35152	VERIZON WIRELESS	\$51.52	E 101-42100-321 Telephone	Police Dept. Telephone	12/04/19
35152	VERIZON WIRELESS	\$53.56	E 101-43100-321 Telephone	Street Dept. Telephone	12/04/19
35153	AMERIPRIDE Services, Inc	\$68.85	E 101-45400-229 Contractual Service	Community Center Contractual	12/10/19
35154	ANDERSON LARSON KLAASSEN & Admin=\$294, PD=\$2167	\$2,461.00	E 101-41610-101 Wages and Salaries	Attorney Fees	12/10/19
35155	BHE RENEWABLES	\$178.26	E 101-41400-380 Utility Services	City Hall Electric	12/10/19
35155	BHE RENEWABLES	\$160.43	E 101-45500-380 Utility Services	Library Electric	12/10/19
35155	BHE RENEWABLES	\$255.51	E 101-45400-380 Utility Services	Community Ctr Electric	12/10/19
35155	BHE RENEWABLES	\$888.57	E 601-49400-381 Utilities	Water Electric	12/10/19
35155	BHE RENEWABLES	\$6,974.49	E 602-49450-387 Utilities	Sewer Electric	12/10/19
35156	CENTRAL SQUARE	\$163.29	E 101-42100-229 Contractual Service	LETG Software Annual Maintenance 2020	12/10/19
35157	CENTURYLINK	\$76.09	E 101-42100-321 Telephone	Police Dept. Telephone	12/10/19
35157	CENTURYLINK	\$63.53	E 602-49450-321 Telephone	Sewer Dept. Telephone	12/10/19
35157	CENTURYLINK	\$62.89	E 101-43100-321 Telephone	Public Works Telephone	12/10/19
35157	CENTURYLINK	\$65.79	E 101-45500-321 Telephone	Library Telephone	12/10/19
35157	CENTURYLINK	\$142.50	E 601-49400-321 Telephone	Water Dept. Telephone	12/10/19
35157	CENTURYLINK	\$148.84	E 101-41400-321 Telephone	City Hall Telephone	12/10/19
35158	COMMUNITY ELECTRIC	\$110.26	E 601-49400-221 Repair/Maint. Equipment	Recirculator Motor - Water Tower	12/10/19
35158	COMMUNITY ELECTRIC	\$34.00	E 602-49450-285 Repair WWTP	WWTP Repairs	12/10/19
35159	FARMERS CO-OP OIL CO	\$15,000.00	E 400-49100-272 Tax Abatement	Tax Abatement 2019	12/10/19
35160	FARMERS CO-OP OIL CO	\$42.53	E 101-42200-212 Gas and Oil	Fire Dept. Gas	12/10/19
35161	FARMERS CO-OP OIL CO	\$581.67	E 101-42100-212 Gas and Oil	Police Dept. Gas	12/10/19
35162	FARMERS CO-OP OIL CO	\$1,254.06	E 101-43100-212 Gas and Oil	Street Dept. Gas	12/10/19

35163	FIRST SECURITY BANK	\$40,000.00	E 602-49450-640 WWTP UV Project Principal	GO Bond 2017 Principal	12/10/19
35163	FIRST SECURITY BANK	\$8,671.00	E 602-49450-641 WWTP UV Project Interest	GO Bond 2017 Interest	12/10/19
35164	FIRST SYSTEMS TECHNOLOGY, INC.	\$8,500.00	E 601-49400-401 Repairs/Maint Buildings-Equipment	Water Plant upgrade	12/10/19
35165	GOPHER STATE ONE-CALL, INC	\$6.07	E 601-49400-229 Contractual Service	Water Contractual	12/10/19
35165	GOPHER STATE ONE-CALL, INC	\$6.08	E 602-49450-229 Contractual Service	Sewer Contractual	12/10/19
35166	GOVOFFICE LLC	\$50.00	E 101-49260-722 Internet Fees & Updates	Email Service	12/10/19
35167	GREAT PLAINS NATURAL GAS	\$94.09	E 101-41400-380 Utility Services	Clerk Gas Service	12/10/19
35167	GREAT PLAINS NATURAL GAS	\$84.68	E 101-45500-380 Utility Services	Library Gas Service	12/10/19
35167	GREAT PLAINS NATURAL GAS	\$134.86	E 101-45400-380 Utility Services	Community Center	12/10/19
35167	GREAT PLAINS NATURAL GAS	\$124.67	E 101-42100-380 Utility Services	Police Dept. Gas	12/10/19
35167	GREAT PLAINS NATURAL GAS	\$126.58	E 101-42200-380 Utility Services	Fire Dept. Gas	12/10/19
35167	GREAT PLAINS NATURAL GAS	\$506.32	E 601-49400-381 Utilities	Water Gas Service	12/10/19
35167	GREAT PLAINS NATURAL GAS	\$278.85	E 602-49450-387 Utilities	Sewer Gas Service	12/10/19
35167	GREAT PLAINS NATURAL GAS	\$23.00	E 101-45200-380 Utilities	Park Gas Service	12/10/19
35168	HAGEN PARTNERS	\$375.00	E 101-43100-229 Contractual Service	Haul 3 loads gravel	12/10/19
35169	HUMANE SOCIETY OF KANDI & MEEK	\$65.00	E 101-42100-217 Animal Control	Hold stray dog for 5 days	12/10/19
35170	JEFF JOHNSON EXCAVATING	\$1,463.00	E 602-49450-530 Sewer Line	Dig up storm line	12/10/19
35171	LANG'S AUTOMOTIVE CENTER, INC.	\$481.57	E 101-43100-221 Repair/Maint Equipment	Streets - Rep/Maint Equip	12/10/19
35171	LANG'S AUTOMOTIVE CENTER, INC.	\$345.36	E 101-43100-219 General Supplies - Maint.	Streets - Supplies	12/10/19
35171	LANG'S AUTOMOTIVE CENTER, INC.	\$55.96	E 601-49400-219 General Supplies - Maint.	Water - Supplies	12/10/19
35171	LANG'S AUTOMOTIVE CENTER, INC.	\$34.48	E 602-49450-219 General Supplies - Maint.	Sewer - Supplies	12/10/19
35172	LOFFLER	\$189.29	E 101-41400-229 Contractual Service	Copier Service Contract	12/10/19
35173	MAIN STREET BAR & GRILL	\$700.00	E 101-42100-412 Building Rentals	PD Building Rent - Dec 2019	12/10/19
35174	MAYNARD'S FOOD CENTER	\$4.19	E 101-41400-219 General Supplies - Maint.	City Hall Supplies	12/10/19
35174	MAYNARD'S FOOD CENTER	\$49.38	E 101-45400-219 General Supplies - Maint.	Comm. Ctr. Supplies	12/10/19
35175	MSCIC	\$250.00	E 101-42100-331 Travel/Seminar Course	Training - Slager & Spieker	12/10/19
35176	MVTL LABORATORIES, INC.	\$157.00	E 602-49450-229 Contractual Service	Sewer Testing	12/10/19
35176	MVTL LABORATORIES, INC.	\$33.00	E 601-49400-229 Contractual Service	Water Testing	12/10/19
35176	MVTL LABORATORIES, INC.	\$211.00	E 602-49450-229 Contractual Service	Sewer Testing	12/10/19
35176	MVTL LABORATORIES, INC.	\$339.00	E 602-49450-229 Contractual Service	Sewer Testing	12/10/19
35176	MVTL LABORATORIES, INC.	\$175.00	E 602-49450-229 Contractual Service	Sewer Testing	12/10/19
35177	NORTHERN BUSINESS PRODUCTS	\$76.00	E 101-41400-201 Office Supplies	City Hall Office Supplies	12/10/19
35177	NORTHERN BUSINESS PRODUCTS	\$236.00	E 101-45400-219 General Supplies - Maint.	Time Clock - Comm. Ctr.	12/10/19
35178	SCHROEDER, GARRET	\$406.25	E 101-43100-229 Contractual Service	Street Dept. Maintenance	12/10/19
35179	TEAM LABORATORY CHEMICAL LLC	\$347.00	E 601-49400-219 General Supplies - Maint.	Hydrant Guard	12/10/19
35180	TOTAL COMPLIANCE SOLUTIONS, IN	\$157.00	E 101-43100-229 Contractual Service	MN MVR Annual Check	12/10/19
35181	XCEL ENERGY	\$65.47	E 101-45200-380 Utilities	Park Electric	12/10/19
35181	XCEL ENERGY	\$158.98	E 101-43100-380 Utilities	Street Electric	12/10/19
35181	XCEL ENERGY	\$18.82	E 101-42200-380 Utility Services	FD Electric	12/10/19
35181	XCEL ENERGY	\$50.16	E 101-42100-380 Utility Services	PD Electric	12/10/19
997248 e	MINNESOTA REVENUE	\$631.48	G 101-21720 State Withholding	State Withholding Tax	11/25/19
997249 e	UNITED STATES TREASURY	\$1,256.86	G 101-21710 Federal Withholding Tax	FWH	11/25/19
997249 e	UNITED STATES TREASURY	\$3,663.30	G 101-21730 FICA Tax Withholding	FICA/Medicare	11/25/19
997250 e	PUBLIC EMPLOYEES RETIREMENT	\$3,493.50	G 101-21740 PERA	PERA	11/25/19
997252 e	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	11/25/19
997257 e	LIGHTBEAM INTERNET	\$40.00	E 101-42200-321 Telephone	Internet - Fire Hall	12/04/19
997257 e	LIGHTBEAM INTERNET	\$40.00	E 101-49260-722 Internet Fees & Updates	Internet - City Hall	12/04/19
997257 e	LIGHTBEAM INTERNET	\$40.00	E 101-43100-321 Telephone	Internet - Street Dept	12/04/19
997257 e	LIGHTBEAM INTERNET	\$40.00	E 101-42100-321 Telephone	Internet - PD	12/04/19

997257 e	LIGHTBEAM INTERNET	\$40.00	E 602-49450-321 Telephone	Internet - WWTP	12/04/19
<b>TOTAL</b>		<b>\$103,693.05</b>			

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

**5. Monthly Financials**

A motion was made by Adam Zaske and seconded by Laura Rosen to approve the monthly financials. Aye: Gasca, Grund, & Pike.

**6. Public Comment**

**7. Committee/Staff Reports**

**a. City Administrator’s Report**

City Administrator Report  
12-10-2019

- \* Last week the new divider panels were installed in the Community Center.
- \* Attended the monthly R5C (Census) meeting on the 5<sup>th</sup>. Agenda highlights included: There will be an uptick in Facebook posts after Christmas with new content, with the goal of continuing to increase followers. A sub-committee was formed to work with the RCW school art department and create an informational census video that can be used county wide. A list of events was started where the video could be played at. The next meeting is January 8<sup>th</sup> at 3:30 pm.
- \* A dividend was received from the League of MN Cities Insurance Trust.
- \* Jordan Zeller and I have been continuing conference calls with Rembrandt about every 10 days. Barns are being taken out of production and activity will slow down over Christmas week.
- \* Job Fair Update.
- \* Paul Mattson turned in his notice that he will be moving and ending his employment with the city on December 26, 2019.
- \* Properties Update:  
 Gas Station- Fuel tanks need to be removed. Phase II Environmental Assessment is being coordinated by the City Engineer. SEH will also be checking further into grant opportunities. Due to the proximity of the tanks, the rest of the foundation will be removed when the tanks are removed. The pavement will be removed in the spring.  
 House- Foundation and footings need to be removed and the hole backfilled.  
 Refuge- Structure has been torn down and removed. Foundation and footings need to be removed and the hole backfilled.

**\*\*\*Upcoming Meetings:**

- 12/11 Public Works 5:30
- 12/16 FEMA 1:00
- 12/17 P.B.T.F. 5:30
- 12/18 SHIP mtg 12:30
- 12/18 Job Fair 2:00-6:00
- 12/18 EDA 5:00
- 12/20 SW Regional DEED mtg 10:00

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

**8. Discussion Items**

Discuss the Renville County Events Flyer

**9. Action Items**

A motion was made by Laura Rosen and seconded by Adam Zaske to set an HR Committee meeting for Monday, December 16, 2019 at 12:00 pm. Ayes: Gasca, Grund, & Pike.

A motion was made by Adam Zaske and seconded by Laura Rosen to pay Chris Knight Excavating 50% of Blight building removal with the condition that the metal be removed. The remaining 50% will be paid when job is complete. Ayes: Gasca, Grund, & Pike.

A motion was made by Adam Zaske and seconded by Jeff Pike to set a Public Hearing for the Conditional Use Permit application that was submitted by United Renewable Energy, LLC for Monday, January 13, 2019 at 6:30 pm. Ayes: Gasca, Grund, & Rosen.

**CITY OF RENVILLE  
RESOLUTION 34-19**

**RESOLUTION AUTHORIZING EXECUTION OF CONTRACT WITH RENVILLE COUNTY PUBLIC HEALTH FOR ANNUAL COMPLIANCE CHECKS RELATED TO REQUIREMENTS OF CITY'S TOBACCO ORDINANCE**

**WHEREAS**, pursuant to Renville City Code Chapter Thirteen (13) at least once per year the city shall conduct compliance checks to investigate and ensure that those businesses authorized to sell tobacco, tobacco products and tobacco-related devices are following and complying with the requirements of the ordinance;

**AND WHEREAS**, Renville County Public Health has proposed conducting annual compliance inspections for all retail establishments at an estimated cost of \$100 per inspection.

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Renville, Minnesota, authorizing the Mayor and City Administrator to execute contracts with Renville County Public Health for annual inspection/compliance checks of retail establishments authorized to sell tobacco, tobacco products and tobacco-related devices, at an estimated cost of \$100 per inspection/compliance check for the year 2020.

Passed and adopted by this 10<sup>th</sup> day of December 2019, by the City Council of Renville, Minnesota.

This resolution was offered by: Jeff Pike

This resolution was seconded by: Adam Zaske

Voting in favor: Alma Gasca, Dave Grund, & Laura Rosen

Voting against: none

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Janette Wertish, Mayor

Attest:

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Shane Wohlman, City Administrator/Clerk

**CITY OF RENVILLE  
RESOLUTION 35-19**

IT IS RESOLVED that the City of Renville enter into MnDOT Agreement No. 1035294 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for construction of a pedestrian crosswalk flasher system and routine maintenance by the City upon, along, and adjacent to Trunk Highway No. 212 at 3<sup>rd</sup> Street Northeast/3<sup>rd</sup> Street Southeast, the limits of which are defined in said Agreement.

IT IS FURTHER RESOLVED that the Mayor and the City Administrator

are authorized to execute the Agreement and any amendments to the Agreement.

**CERTIFICATION**

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Council of the City of Renville at an authorized meeting held on the 10th day of December, 2020, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to me this \_\_\_\_\_ day  
of \_\_\_\_\_, 20\_\_\_\_

Notary Public  
\_\_\_\_\_

My Commission Expires  
\_\_\_\_\_

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Type or Print Name)

\_\_\_\_\_  
(Title)

A motion was made by Adam Zaske and seconded by Jeff Pike to approve Resolution 35-19 MnDOT Agreement. Ayes: Gasca, Grund, & Rosen.

**10. Mayor's Report**

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

**11. Adjourn**

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

Dated at Renville, Minnesota this 10<sup>th</sup> of December, 2019.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

BY \_\_\_\_\_  
Shane Wohlman, City Administrator/Clerk