

**Approved Minutes
City Council Regular Session
Renville Community Center/Remote
December 28, 2020
Monday 6:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on December 28, 2020 at 6:00 p.m. by Mayor Wertish.

City Council Members present were Adam Zaske, Pete Peterson, Jeff Pike, Alma Gasca and Dave Grund. Also present were Mayor Janette Wertish and City Administrator/Clerk Shane Wohlman. Also in attendance were Keith Herbs with United Renewable Energy, Robyn Hoerr with MN Rural Water, Todd Terhaar with Glacial Lakes Environmental Consulting, Justin Black with SEH, and Scott Tedrick from the Register (6:04 pm).

1. Pledge of Allegiance

2. Approval of Agenda

A motion was made by Jeff Pike and seconded by Dave Grund to approve the agenda Ayes: Gasca, Peterson, & Zaske.

3. Public Hearing-Wellhead Protection Plan, Part II

Mayor Wertish opened the Public Hearing. There were no citizens in attendance. Robyn Hoerr & Todd Terhaar were in attendance to discuss Part II of the Wellhead Protection Plan. One (1) letter was received at City Hall that was in support of the Wellhead Protection Plan. Councilor Zaske left the meeting at 6:12 pm. A motion was made by Dave Grund and seconded by Pete Peterson to close the Public Hearing. Ayes: Gasca & Pike. Councilor Zaske returned to the meeting at 6:14 pm. Hearing adjourned at 6:15 pm.

4. Approval of Minutes

A motion was made by Jeff Pike and seconded by Alma Gasca to approve the minutes of the December 14, 2020 TNT Hearing & Regular Council Meeting. Ayes: Grund, Peterson, & Zaske.

5. Invoices Payable

Check #	Name	Amount	Account	Comments	Date
035940	HUFCOR	\$9,750.00	E 400-49100-236 Community Center	Partitions Complete	12/16/2020
035941	RENVILLE CO. EDA	\$3,075.00	R 101-39100 Sale of Equipment or Prop	Blight Removal Grant - Sale of 402 W Park Avenue	12/16/2020
035942	AMERIPRIDE SERVICES, INC	\$82.76	E 101-45400-229 Contractual Service	Community Center Contractual	12/28/2020
035943	COMMUNITY ELECTRIC	\$139.98	E 601-49400-221 Repair/Maint. Equipment	Repair Water Tower heater	12/28/2020
035944	DISPLAY SALES	\$511.00	E 101-43100-221 Repair/Maint. Equipment	Lightpole flags & light bulbs	12/28/2020
035945	GRIZZLY SUPPLY	\$77.47	E 101-43100-219 General Supplies-Maint.	Street Dept Supplies	12/28/2020
035946	HEIMAN BROTHERS INC.	\$2,534.90	E 400-49100-260 Fire Equipment	Fire Truck Nozzles	12/28/2020
035947	HILLYARD FLOOR CARE SUPPLY	\$34.10	E 601-49400-219 General Supplies-Maint.	Water Dept Supplies	12/28/2020
035947	HILLYARD FLOOR CARE SUPPLY	\$34.11	E 602-49450-219 General Supplies-Maint.	Sewer Dept Supplies	12/28/2020
035947	HILLYARD FLOOR CARE SUPPLY	\$34.00	E 101-43100-219 General Supplies-Maint.	Street Dept Supplies	12/28/2020

035947	HILLYARD FLOOR CARE SUPPLY	\$274.35	E 101-45400-219 General Supplies-Maint.	Community Center Supplies	12/28/2020
035948	NEGEN ASSOC	\$24,960.00	E 412-47000-300 Professional Svcs (GENERAL)	Architect Fees	12/28/2020
035949	RENVILLE-SIBLEY COOPERATIVE	\$129.03	E 601-49400-381 Utilities	Water Electric	12/28/2020
035949	RENVILLE-SIBLEY COOPERATIVE	\$690.06	E 601-49400-221 Repair/Maint. Equipment	Digging/setting pole at wells	12/28/2020
035950	SMITH PLUMBING & HEATING	\$1,500.00	E 601-49400-229 Contractual Service	Machine time-curb stop repair N Main, SE 3rd, N Main	12/28/2020
035951	STEVEN J HINDERKS	\$167.50	E 602-49450-229 Contractual Service	Camera & locate sewer line 2nd St. & Elm	12/28/2020
035952	STREICHER S	\$189.97	E 101-42100-417 Uniforms	PD Uniforms	12/28/2020
035952	STREICHER S	\$11.99	E 101-42100-417 Uniforms	PD Uniforms	12/28/2020
035953	USABLE LIFE	\$10.90	E 101-41300-131 Employee Insurance	Life Ins.	12/28/2020
035953	USABLE LIFE	\$11.18	E 602-49450-131 Employee Insurance	Life Ins.	12/28/2020
035953	USABLE LIFE	\$11.19	E 601-49400-131 Employee Insurance	Life Ins.	12/28/2020
035953	USABLE LIFE	\$11.19	E 101-43100-131 Employee Insurance	Life Ins.	12/28/2020
035953	USABLE LIFE	\$9.40	E 101-41400-131 Employee Insurance	Life Ins.	12/28/2020
035953	USABLE LIFE	\$34.07	E 101-42100-131 Employee Insurance	Life Ins.	12/28/2020
035954	WEST CENTRAL SANITATION	\$179.07	R 101-36570 Street Refuse Pickup	Delinquent Refuse	12/28/2020
035955	WINSTED SOLAR, LLC	\$79.54	E 101-42200-380 Utility Services (GENERAL)	Fire Dept Electric	12/28/2020
035955	WINSTED SOLAR, LLC	\$106.38	E 101-43100-380 Utility Services (GENERAL)	Street Dept Electric	12/28/2020
035955	WINSTED SOLAR, LLC	\$37.45	E 101-45400-380 Utility Services (GENERAL)	Community Center Electric	12/28/2020
035955	WINSTED SOLAR, LLC	\$23.51	E 101-45500-380 Utility Services (GENERAL)	Library Electric	12/28/2020
035955	WINSTED SOLAR, LLC	\$26.12	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	12/28/2020
035955	WINSTED SOLAR, LLC	\$970.80	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	12/28/2020
035955	WINSTED SOLAR, LLC	\$364.66	E 601-49400-381 Utilities	Water Electric	12/28/2020
035955	WINSTED SOLAR, LLC	\$17.69	E 101-45200-380 Utility Services (GENERAL)	Park Electric	12/28/2020
035956	WOHLMAN, SHANE	\$328.90	E 101-41300-331 Travel/Seminar Course	Mileage Reimbursement 2020	12/28/2020
035956	WOHLMAN, SHANE	\$120.00	E 101-41300-321 Telephone	Cell Phone Reimbursement - July-Dec 2020	12/28/2020
035957	ZIEGLER	\$317.99	E 101-43100-221 Repair/Maint. Equipment	Street Dept repairs	12/28/2020
997475E	MINNESOTA DEPT. OF REVENUE	\$604.79	G 101-21720 State Withholding	State Withholding Tax	12/21/2020
997476E	INTERNAL REVENUE SERVICE	\$1,159.40	G 101-21710 Federal Withholding Tax	FWH	12/21/2020
997476E	INTERNAL REVENUE SERVICE	\$1,899.10	G 101-21730 FICA Tax Withholding	FICA/Medicare	12/21/2020
997477E	PUBLIC EMPLOYEES RETIREMENT	\$3,473.11	G 101-21740 PERA	PERA	12/21/2020
997478E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	12/21/2020
TOTAL		\$54,042.66			

A motion was made by Adam Zaske and seconded by Jeff Pike to approve the invoices payable. Ayes: Gasca, Grund, & Peterson.

6. Public Comment

Justin Black with SEH was in attendance to discuss the General Services Agreement for 2021 along with the RRFB Crosswalk project bid that was recently received.

Keith Herbs with United Renewable Energy was in attendance to discuss the Solar Garden Conditional Use Permit extension.

7. Committee/Staff Reports

a. City Administrator

City of Renville
City Administrator Report
12-28-2020

* COVID-19/Legislative Update: Late Monday, December 21st, the US Senate passed a 5,593-page bill named the “Consolidated Appropriations Act of 2021” or as some are calling it- PPP2. This bill is similar to the first round of PPP and provides almost \$300 billion to businesses. This bill was part of the \$900 billion federal Covid relief bill signed by President yesterday. The State Legislature passed \$216 million in relief for businesses directly and indirectly impacted by the shutdowns or capacity reductions since April. Bars, restaurants (among others) will receive some direct payments from the State. Renville County will also be receiving approximately \$287,902 in funds from the State of MN’s recently approved assistance package for grants to businesses and nonprofits. This money comes from a separate \$114.8 fund created for these grants. Details will be forthcoming on how and when to apply. As of today, Renville County Public Health is reporting 1282 confirmed cases (up 97 since previous Council meeting on 12/14) and 38 deaths (34 previous). Of those, 191 are specific to the 56284-zip code of Renville (up from 175). Today’s Current Case Rate is 64.33 per 10,000, which is considerably better than the week of December 11th when it was 260.06.

* Staff Reviews are scheduled for December 29 & 30.

* The partition dividers in the Community Center are officially complete. Hufcor came and finished the lock bezels on the pass-through doors.

* The City Auditor commented that since City Staff turnover has been low, organization has been good, books and records are kept clean, they have decided to lower their fee \$1,200 for their service. This has been reflected in the proposed final budget.

Council Notes-

***Upcoming Meetings & Important Dates:

12/28 – 12/29 Staff Reviews

12/29 Contractor Walk-Through @ Community Center

1/1 City Hall Closed.

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

8. Discussion Items

The council discussed the codification project.

9. Action Items

A motion was made by Adam Zaske and seconded by Pete Peterson to table the codification and get references from other cities. Ayes: Gasca, Grund, & Pike.

A motion was made by Adam Zaske and seconded by Dave Grund to schedule the January 2021 EDA meeting for January 14, 2021 at 5:00 pm. Ayes: Gasca, Peterson, & Pike.

A motion was made by Adam Zaske and seconded by Dave Grund to approve submitting the Wellhead Protection Plan to the MN Dept of Health. Ayes: Gasca, Peterson, & Pike.

A motion was made by Pete Peterson and seconded by Alma Gasca to approve the SEH 2021 General Services Agreement. Ayes: Grund, Pike, & Zaske.

A motion was made by Jeff Pike and seconded by Dave Grund to extend the Conditional Use Permit for Allie, LLC for additional 6 months. Ayes: Gasca, Peterson, & Zaske.

A motion was made by Dave Grund and seconded by Adam Zaske to set a Public Building Task Force meeting for January 11, 2021 at 4:30 pm. Ayes: Gasca, Peterson, & Pike.

A motion was made by Adam Zaske and seconded by Alma Gasca to set a Public Hearing for Capital Improvement Bond for January 11, 2021 at 6:00 pm. Ayes: Grund, Peterson, & Pike.

A motion was made by Dave Grund and seconded by Pete Peterson to authorize the Mayor to sign the CARES Act Election Grant. Ayes: Gasca, Pike, & Zaske.

A motion was made by Jeff Pike and seconded by Adam Zaske to approve the Summary Budget Statement for 2021. Ayes: Gasca, Grund, & Peterson.

A motion was made by Adam Zaske and seconded by Dave Grund to approve the Final Budget for 2021. Ayes: Gasca, Peterson, & Pike.

**CITY OF RENVILLE
RESOLUTION 39-20
ACCEPTING QUOTE**

WHEREAS, pursuant to an invitation to bid for the construction of **3rd Street Crosswalk Improvements-Rebid**, quotes were received, opened and tabulated, and the following quotes were received complying with the invitation:

Contractor

Total Quote

Heiling Construction Inc.
Maynard, MN

\$36,421.49

AND WHEREAS, it appears that Heiling Construction Inc. of Maynard, Minnesota , is the lowest responsible bidder,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF RENVILLE, MINNESOTA:

1. The mayor and city administrator are hereby authorized and directed to enter into a contract with Heiling Construction Inc. of Maynard, Minnesota, in the name of the City of Renville, Minnesota, for the 3rd Street Crosswalk Improvements-Rebid, according to the plans and specification therefore approved by the city council and on file in the office of the city administrator.

PASSED AND ADOPTED this 28th day of December, 2020 by the City Council of the City of Renville, Minnesota.

The resolution was offered by: Dave Grund

This resolution was seconded by: Pete Peterson

Voting in favor: Alma Gasca & Jeff Pike

Voting against: none

Abstain: Adam Zaske

Attest:

Janette Wertish, Mayor

Shane Wohlman, City Administrator/Clerk

**CITY OF RENVILLE
RESOLUTION 40-20**

**RESOLUTION NOMINATING APPOINTEES FOR
CONSIDERATION FOR THE
CHARTER COMMISSION
FOR THE CITY OF RENVILLE, MINNESOTA**

BE IT THEREFORE RESOLVED by the City Council of City of Renville, County of Renville, State of Minnesota, that the following persons shall be nominated as appointees for consideration for the City of Renville Charter Commission:

Pam Kjersten
Paul McLaughlin
Bill Sietsema

Passed and adopted on this 28th day of December, 2020, by the City Council of Renville, Minnesota.

This resolution was offered by: Adam Zaske

This resolution was seconded by: Jeff Pike

Voting in favor: Alma Gasca, Dave Grund, & Pete Peterson

Voting against: none

Attest:

Janette Wertish, Mayor

Shane Wohlman, City Administrator/Clerk

**CITY OF RENVILLE
RESOLUTION 41-20**

2021 REGULAR COUNCIL MEETING DATES

BE IT RESOLVED by the City Council of the City of Renville, County of Renville, State of Minnesota, the dates for the Regular Council Meetings in 2021 are set as the following:

2021 Regular Council Meetings

Monday, January 11, 2021
Monday, January 25, 2021
Monday, February 8, 2021
Monday, February 22, 2021
Monday, March 8, 2021
Monday, March 22, 2021
Monday, April 12, 2021
Monday, April 26, 2021
Monday, May 10, 2021
Monday, May 24, 2021
Monday, June 14, 2021
Monday, June 28, 2021
Monday, July 12, 2021
Monday, July 26, 2021
Monday, August 9, 2021
Monday, August 23, 2021

Monday, September 13, 2021
Monday, September 27, 2021
Monday, October 11, 2021
Monday, October 25, 2021
Monday, November 8, 2021
Monday, November 22, 2021
Monday, December 13, 2021
Monday, December 27, 2021

PASSED AND ADOPTED this 28th day of December, 2020 by the City Council of the City of Renville, Minnesota.

The resolution was offered by: Adam Zaske
This resolution was seconded by: Dave Grund
Voting in favor: Alma Gasca, Pete Peterson, & Jeff Pike
Voting against: none

Attest:

Janette Wertish, Mayor

Shane Wohlman, City Administrator/Clerk

**CITY OF RENVILLE
RESOLUTION 42-20**

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 2021.

Passed and adopted by this 28th day of December 2020, by the City Council of Renville, Minnesota.

This resolution was offered by: Dave Grund

This resolution was seconded by: Adam Zaske

Voting in favor: Alma Gasca, Pete Peterson, & Jeff Pike

Voting against: none

Janette Wertish, Mayor

Attest:

Shane Wohlman, City Administrator/Clerk

**CITY OF RENVILLE
RESOLUTION 43-20**

RESOLUTION APPROVING 2020 TAX LEVY, COLLECTABLE IN 2021

BE IT RESOLVED, by the City Council of the City of Renville, County of Renville, Minnesota, that the following sums of money be levied for the current year, collectable in 2021 upon the taxable property in the City of Renville, for the following purposes:

General	\$ 469,182.92
Local Improvements	\$ 192,238.88
Water	\$ 144,296.20
Debt Service	<u>\$ 13,625.00</u>
Total Levy:	\$ 819,343.00

The City Administrator/Clerk is hereby instructed to transmit a certified copy of this resolution to the Auditor of Renville County, Minnesota.

Passed and adopted this 28th day of December, 2020, by the City Council of Renville, Minnesota.

This resolution was offered by: Adam Zaske

This resolution was seconded by: Dave Grund

Voting in favor: Alma Gasca, Pete Peterson, & Jeff Pike

Voting against: none

Janette Wertish, Mayor

ATTEST:

Shane Wohlman, City Administrator/Clerk

**CITY OF RENVILLE
RESOLUTION 44-20**

**RESOLUTION ADOPTING THE WATER AND SEWER BUDGETS
FOR THE YEAR 2021**

BE IT RESOLVED, by the City Council of the City of Renville, County of Renville, Minnesota, that the 2021 Water and Sewer Budget be set as follows:

Water Revenues	<u>\$362,296.20</u>
Water Expenditures	<u>\$279,893.04</u>
Sewer Revenues	<u>\$346,500.00</u>
Sewer Expenditures	<u>\$443,711.77</u>

Passed and adopted this 28th day of December 2020, by the City Council of Renville, Minnesota.

This resolution was offered by: Pete Peterson
This resolution was seconded by: Adam Zaske
Voting in favor: Alma Gasca, Dave Grund, & Jeff Pike
Voting against: none

Attest:

Janette Wertish, Mayor

Shane Wohlman, City Administrator/Clerk

10. Mayor's Report

The Mayor would like to Thank Councilor Jeff Pike for his years of service.

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

11. Adjourn

A motion was made by Adam Zaske and seconded by Dave Grund to adjourn the meeting. Ayes: Gasca, Peterson, & Pike. Meeting was adjourned at 7:13 p.m.

Dated at Renville, Minnesota this 28th day of December, 2020.

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Shane Wohlman, City Administrator/Clerk