

**Approved Minutes
City Council Regular Session
February 10, 2020
Monday 6:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on February 10, 2020 at 6:00 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, City Administrator/Clerk Shane Wohlman, , Nelida Marcus with the Renville Ambulance, Don Williamson with West Central Sanitation, & Scott Tedrick with the Register joined the meeting at 6:07 pm.

1. Pledge of Allegiance

2. Approval of Agenda

A motion was made by Jeff Pike and seconded by Laura Rosen to approve the agenda with the addition of the Ducks Unlimited gambling permit to the Action items. Aye: Gasca, Grund, & Zaske.

3. Approval of Minutes

A motion was made by Laura Rosen and seconded by Dave Grund to approve the minutes of the January 27, 2020 Regular Council Meeting. Aye: Gasca, Pike, & Zaske.

4. Invoices Payable

Check #	Name	Amount	Account	Comments	Date
035268	RENVILLE COUNTY RECORDER	\$46.00	E 101-49260-437 Other Miscellaneous	Record Conditional Use Permit	2/3/2020
035269	ALEX AIR APPARATUS, INC.	\$6,621.24	E 101-42200-258 Fire Suits	Turnout Gear & Boots	2/10/2020
035270	BHE RENEWABLES	\$122.35	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	2/10/2020
035270	BHE RENEWABLES	\$110.12	E 101-45500-380 Utility Services (GENERAL)	Library Electric	2/10/2020
035270	BHE RENEWABLES	\$175.37	E 101-45400-380 Utility Services (GENERAL)	CC Electric	2/10/2020
035270	BHE RENEWABLES	\$564.89	E 601-49400-381 Utilities	Water Electric	2/10/2020
035270	BHE RENEWABLES	\$4,867.87	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	2/10/2020
035271	CENTURYLINK	\$143.75	E 101-41400-321 Telephone	City Hall Telephone	2/10/2020
035271	CENTURYLINK	\$141.40	E 601-49400-321 Telephone	Water Dept. Telephone	2/10/2020
035271	CENTURYLINK	\$67.54	E 101-45500-321 Telephone	Library Telephone	2/10/2020
035271	CENTURYLINK	\$70.20	E 101-43100-321 Telephone	Public Works Telephone	2/10/2020
035271	CENTURYLINK	\$75.90	E 101-42100-321 Telephone	Police Dept. Telephone	2/10/2020
035271	CENTURYLINK	\$62.32	E 602-49450-321 Telephone	Sewer Dept. Telephone	2/10/2020
035272	DVS RENEWAL	\$154.00	E 101-43100-436 Licenses & Permits	License Renewal	2/10/2020
035273	EMMET TOWNSHIP	\$76.13	E 101-49260-437 Other Miscellaneous	1/2 Automark hardware maint.	2/10/2020
035274	GOPHER STATE ONE-CALL, INC	\$2.70	E 601-49400-229 Contractual Service	Water Contractual	2/10/2020
035274	GOPHER STATE ONE-CALL, INC	\$2.70	E 602-49450-229 Contractual Service	Sewer Contractual	2/10/2020
035275	GOVOFFICE LLC	\$550.00	E 101-49260-722 Internet Fees & Updates	Website hosting 2020	2/10/2020
035276	GREAT PLAINS NATURAL GAS	\$261.81	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Gas	2/10/2020
035276	GREAT PLAINS NATURAL GAS	\$28.92	E 101-45200-380 Utility Services (GENERAL)	Park Gas Service	2/10/2020
035276	GREAT PLAINS NATURAL GAS	\$943.93	E 601-49400-381 Utilities	Water Gas Service	2/10/2020

035276	GREAT PLAINS NATURAL GAS	\$259.52	E 101-42100-380 Utility Services (GENERAL)	Police Dept. Gas	2/10/2020
035276	GREAT PLAINS NATURAL GAS	\$311.19	E 101-45400-380 Utility Services (GENERAL)	Community Center	2/10/2020
035276	GREAT PLAINS NATURAL GAS	\$195.40	E 101-45500-380 Utility Services (GENERAL)	Library Gas Service	2/10/2020
035276	GREAT PLAINS NATURAL GAS	\$217.11	E 101-41400-380 Utility Services (GENERAL)	Clerk Gas Service	2/10/2020
035276	GREAT PLAINS NATURAL GAS	\$479.24	E 602-49450-387 Utilities-Wastewater Plan	Sewer Gas Service	2/10/2020
035277	HAUG IMPLEMENT	\$79.19	E 101-42100-221 Repair/Maint. Equipment	Truck Repairs	2/10/2020
035278	HAWKINS INC.	\$796.13	E 601-49400-219 General Supplies-Maint.	Water Supplies	2/10/2020
035278	HAWKINS INC.	\$1,069.55	E 602-49450-216 Chemicals and Fertilizers	Sewer Chemicals	2/10/2020
035279	HILLYARD FLOOR CARE SUPPLY	\$678.50	E 101-45400-219 General Supplies-Maint.	Community Center Supplies	2/10/2020
035280	LEAGUE OF MINNESOTA CITIES	\$270.00	E 101-42100-433 Dues and Licensing	PATROL Subscription	2/10/2020
035281	LOFFLER	\$199.67	E 101-41400-229 Contractual Service	Copier Service Contract	2/10/2020
035282	MAIN STREET BAR & GRILL	\$700.00	E 101-42100-412 Building Rentals	PD Building Rent	2/10/2020
035283	MAYNARD S FOOD CENTER	\$27.08	E 101-45400-219 General Supplies-Maint.	CC Supplies	2/10/2020
035284	MVTL LABORATORIES, INC.	\$139.00	E 602-49450-229 Contractual Service	Sewer Testing	2/10/2020
035285	NORTHERN BUSINESS PRODUCTS	\$151.57	E 101-41400-201 Office Supplies	Office Supplies	2/10/2020
035286	PIKE, JEFF	\$295.92	E 101-45400-219 General Supplies-Maint.	Vacuum	2/10/2020
035286	PIKE, JEFF	\$5.97	E 101-45400-219 General Supplies-Maint.	CC Supplies	2/10/2020
035287	RATH, JULIE	\$100.00	E 101-46500-229 Contractual Service	Consulting-Sept. & Nov. 2019	2/10/2020
035288	RENCO PUBLISHING, INC.	\$59.76	E 101-41100-351 Legal Notices Publishing	Public Hearing Notice	2/10/2020
035288	RENCO PUBLISHING, INC.	\$690.36	E 101-41100-351 Legal Notices Publishing	Publishing	2/10/2020
035289	RENVILLE EVENTS COMMITTEE	\$200.00	E 101-46500-234 City Marketing/Development	Tree Lighting Event	2/10/2020
035290	SCHROEDER, GARRET	\$262.50	E 101-43100-229 Contractual Service	Street Dept. Maintenance	2/10/2020
035291	SOUTHWEST INITIATIVE FOUNDATIO	\$400.00	E 101-49260-433 Dues and Licensing	Foundation support	2/10/2020
035292	SPIEKER, JEREMY	\$113.59	E 101-42100-417 Uniforms	Uniform	2/10/2020
035292	SPIEKER, JEREMY	\$53.93	E 101-42100-331 Travel/Seminar Course	Training Meals	2/10/2020
035293	VERIZON WIRELESS	\$70.02	E 101-42100-321 Telephone	Police Dept. Telephone	2/10/2020
035294	WERTISH AUTO AND TRUCK REPAIR	\$138.95	E 101-42200-221 Repair/Maint. Equipment	'13 Ford Battery	2/10/2020
035294	WERTISH AUTO AND TRUCK REPAIR	\$515.88	E 101-42200-221 Repair/Maint. Equipment	'91 Chevy Oil Change & Service	2/10/2020
035294	WERTISH AUTO AND TRUCK REPAIR	\$523.90	E 101-42200-221 Repair/Maint. Equipment	'01 Chevy Oil Change & Service	2/10/2020
035295	WEST CENTRAL SANITATION	\$478.36	R 101-36570 Street Refuse Pickup	Delinquent Refuse	2/10/2020
035296	XCEL ENERGY	\$68.54	E 101-42100-380 Utility Services (GENERAL)	PD Electric	2/10/2020
035296	XCEL ENERGY	\$0.00	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	2/10/2020
035296	XCEL ENERGY	\$436.75	E 101-43100-380 Utility Services (GENERAL)	Street Electric	2/10/2020
035296	XCEL ENERGY	\$0.00	E 601-49400-381 Utilities	Water Electric	2/10/2020
035296	XCEL ENERGY	\$0.00	E 101-45400-380 Utility Services (GENERAL)	Community Center	2/10/2020
035296	XCEL ENERGY	\$0.00	E 101-45500-380 Utility Services (GENERAL)	Library Electric	2/10/2020
035296	XCEL ENERGY	\$0.00	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	2/10/2020
035296	XCEL ENERGY	\$86.76	E 101-45200-380 Utility Services (GENERAL)	Park Electric	2/10/2020
035296	XCEL ENERGY	\$27.48	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Electric	2/10/2020
035297	ZIEGLER	\$726.11	E 101-43100-221 Repair/Maint. Equipment	Street Equipment Repairs	2/10/2020
997289E	MINNESOTA DEPT. OF REVENUE	\$567.89	G 101-21720 State Withholding	State Withholding Tax	2/3/2020
997290E	INTERNAL REVENUE SERVICE	\$1,218.56	G 101-21710 Federal Withholding Tax	FWH	2/3/2020

997290E	INTERNAL REVENUE SERVICE	\$1,914.60	G 101-21730 FICA Tax Withholding	FICA/Medicare	2/3/2020
997291E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	2/3/2020
997294E	PUBLIC EMPLOYEES RETIREMENT	\$3,362.82	G 101-21740 PERA	PERA	2/3/2020
997296E	SW/WC SERVICE COOPERATIVES	\$3,678.00	G 101-21762 Employer Health Portion	Medical Insurance-Police	2/4/2020
997296E	SW/WC SERVICE COOPERATIVES	\$613.00	G 101-21762 Employer Health Portion	Medical Insurance-Sewer	2/4/2020
997296E	SW/WC SERVICE COOPERATIVES	\$613.00	G 101-21762 Employer Health Portion	Medical Insurance-Street	2/4/2020
997296E	SW/WC SERVICE COOPERATIVES	\$613.00	G 101-21762 Employer Health Portion	Medical Insurance-Water	2/4/2020
997296E	SW/WC SERVICE COOPERATIVES	\$1,342.50	G 101-21761 Health Care	Medical Insurance-Jodi	2/4/2020
997296E	SW/WC SERVICE COOPERATIVES	\$496.50	G 101-21762 Employer Health Portion	Medical Insurance-Jodi	2/4/2020
TOTAL		\$40,386.94			

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

5. Monthly Financials

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

6. Public Comment

a. West Central Sanitation. Don Williamson attended the meeting to discuss changing the regular refuse pickup date from Friday to Tuesday.

b. Renville Ambulance Service. Nelida Marcus attended the meeting to let the council know that the Renville Ambulance is in desperate need of staff.

7. Committee/Staff Reports

a. EDA

EDA Meeting Minutes

Present: Janette Wertish, Laura Rosen, Shane Wohlman, Adam Zaske, Michelle Mortensen, Cari Rice, Jeremy Hinderks

Absent: Brandon Wulf, Sharon Maurice

Next meeting: Wednesday, March 4, 2020 @ 12:15 pm at City Hall

1. Business Spotlight

Cari Rice and John Nevins, both from Dawson Coop Credit Union, spoke to the EDA regarding their first annual Financial Reality Fair for Renville County West juniors and seniors. Each junior and senior will be assigned a credit score, annual salary, profession choice, budget, checking and savings account, and a credit card. Through this process, students will have discussions on trades, needs of small town, career choices, etc., and will use the information given to walk through a real life situation and learn what needs to be done in order to budget and live within their means. This fair will take place on April 15th from 8:30-11:00am.

2. Shane Update

- We received our final bill for Julie Rath’s services from 2019 of \$100. Shane has received all the passwords needed for the L.O.I.S. site.
- Rich Dreckman, from RSD Development, is working with Shane Fitzner to fill Renville Estates. As of now, all leads have not panned out. They are looking at putting everything on the MLS site as well as adding signs on all lots in the spring.
- Rembrandt – Shane has been working with Larry Taylor on this project. Lisa Hughes, the regional DEED Business Manager has also been in touch with Shane. A few questions, “What can the spot / facility be used for?” and “What could be a good fit for our city?” are the topics to work toward finding successful answers to. The barns are depopulated and there is a skeleton crew of personnel taking care of the site. MN Pollution Control is aware of the closure and will be checking to make sure the barns are cleaned up according to the feedlot permit.
- Shane is working with a couple potential new business opportunities in town. More to come.
- RC Hospitals met on Wednesday the 5th at 5:30pm with interested community members learning more about the affiliation with Health Partners.
- CIA met on Wednesday the 5th at 6:00 pm.

3. City Logo Update

E & C Graphics

No final product as of yet. They are still working on it.

4. Business Idea Survey

Discussed possible questions and ways to get it out to the community.

Submitted by Michelle Mortensen, Vice Chair

A motion was made by Adam Zaske and seconded by Dave Grund to approve the EDA Committee Report. Ayes: Gasca, Pike, & Rosen.

b. HR Committee

**City of Renville
HR Committee Minutes
2/7/2020 Noon**

Present: Janette Wertish, Dave Grund, Nate Sunvold, Shane Wohlman
Absent: Laura Rosen

Public Works Maintenance Position- Curt Person declined the offer for the position. The committee recommends opening the position back up with one change to the ad: Salary Range \$17.50 - \$19.50 per hour. Depending on qualifications.

Timeline:

February 11th – Ads sent out to appropriate venues.

February 25th – Application deadline at 4:00 pm.

February 25th – HR meeting.

February 27th – Interviews.
March 5th – HR meeting.
March 9th – Council review.

* Next meeting: February 25th at 5:15 pm.

A motion was made by Adam Zaske and seconded by Jeff Pike to approve the HR Committee Report. Ayes: Gasca, Grund, & Rosen.

c. City Administrator

City of Renville
City Administrator Report
2-10-2020

* The Mayor and I attended the Annual Fire Relief meeting on February 3rd. The Annual Fire Department meeting, which includes the townships, is tonight at 7:00 pm. I have updated the Fire Contracts for 2020 and the townships will receive them this evening.

* The bid packages have been sent to the appropriate contractors for the RRFB/Crosswalk project. The quote deadline is this Friday the 14th at Noon. Council will review these at the next meeting on February 24th.

* The last week in January we had a volunteer that gave the Community Center 40 hours of her time. Some of the tasks that were accomplished included: cleaning the baseboard and the walls in the hallway and ballroom, scrubbing the kitchen walls and all of the cupboards, painting the entryway into the storage area, scrubbing all of the tables and cleaning the coat racks. Her work was very much appreciated.

* FEMA update- The gravel portion of the project is moving through the review process and FEMA is now accepting the asphalt projects with some additional information requested. This is a good sign and we are hoping to have the supporting documentation sent in by the middle of this week.

* There was an error in the 2020 Certified LGA amounts sent out to all 673 cities in July 2019. The correction will result in a one-time overall increase in the LGA program distribution of \$955,125. All cities receiving LGA will see a slight increase or remain unchanged under the correction. Renville will see an increase of \$546.00.

Census Fact- The U.S. Constitution requires that a census of the entire population be made every ten years (Article 1, Section 2, Clause 3). The very first census was conducted in 1790. In Minnesota, the first territorial census was completed in 1849 and statehood was granted in 1858. The census will take place in 2020 on April 1st.

***Upcoming Meetings:

2/10 Fire Department Annual Meeting 7:00
2/11 MN Legislative Session Starts 12:00
2/12 Public Works 5:30
2/14 RRFB/Crosswalk quotes due at 12:00

2/17 President's Day- City Hall Closed

2/18 Auditor- All Day

2/19 Auditor- All Day

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

9. Action Items

A motion was made by Jeff Pike and seconded by Dave Grund to approve West Central Sanitation's refuse schedule pickup change from Friday to Tuesday with notices sent out to residents the week of February 24, 2020. Ayes: Gasca, Rosen, & Zaske.

A motion was made by Adam Zaske and seconded by Dave Grund to set a Public Building Task Force meeting for February 27, 2020 at 5:00 pm. Ayes: Gasca, Pike, & Rosen.

A motion was made by Adam Zaske and seconded by Dave Grund to approve the Ducks Unlimited gambling permit. Ayes: Gasca, Pike, & Rosen.

10. Mayor's Report

The Mayor thanked Jordan Zeller from the Renville County EDA for all his help. Also, thanked the Renville Ambulance for their service and extended an invitation for willing people to join.

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

11. Adjourn

A motion was made by Adam Zaske and seconded by Dave Grund to adjourn the meeting. Ayes: Gasca, Pike, & Rosen. Meeting was adjourned at 7:03 p.m.

Dated at Renville, Minnesota this 10th of February, 2020.

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Shane Wohlman, City Administrator/Clerk