

**Approved Minutes
City Council Regular Session
February 25th, 2019
Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on February 25th, 2019 at 7:00 p.m. by Mayor Wertish.

City Council Members present were Adam Zaske, Brent Dahl, Laura Rosen, Jeff Pike and Dave Grund. Also present were Mayor Janette Wertish and City Administrator/Clerk Shane Wohlman. Present in the audience was Scott Tedrick from the Register & Public Works Director Nate Sunvold.

1. Pledge of Allegiance

2. Approval of Agenda

A motion was made by Jeff Pike and seconded by Adam Zaske to approve the agenda with one addition under Discussion Items: Set HR Meeting. The motion carried 5 to 0.

3. Approval of Minutes

A motion was made by Brent Dahl and seconded by Adam Zaske to approve the minutes of the February 11th, 2019 Regular Council Meeting. The motion carried 5 to 0.

4. Invoices Payable

| Check # | Name | Amount | Account | Comments | Date |
|---------|----------------------------------|------------|--|----------------------------------|-----------|
| 34550 | OFFICE OF THE TX ATTN GENERAL | \$296.31 | G 101-21780 Assignment | Rem ID 0011520455200641465 | 2/19/2019 |
| 34551 | AMERIPRIDE SERVICES, INC | \$58.73 | E 101-45400-229 Contractual Service | Community Center Contractual | 2/25/2019 |
| 34552 | AUTO COLLISION & COLOUR | \$351.15 | E 101-43100-221 Repair/Maint. Equipment | Replace Windshield Chev 3500 | 2/25/2019 |
| 34553 | COMMUNITY ELECTRIC | \$8.38 | E 101-45200-219 General Supplies-Maint. | Dimmer for Community Center | 2/25/2019 |
| 34553 | COMMUNITY ELECTRIC | \$34.00 | E 602-49450-285 Repair Waste Water Plant | Repairs WWTP | 2/25/2019 |
| 34554 | FARMERS CO-OP OIL CO | \$105.52 | E 101-42200-212 Gas and Oil | Fire Dept. Gas | 2/25/2019 |
| 34554 | FARMERS CO-OP OIL CO | \$472.89 | E 101-42100-212 Gas and Oil | Police Dept. Gas | 2/25/2019 |
| 34554 | FARMERS CO-OP OIL CO | \$1,867.51 | E 101-43100-212 Gas and Oil | Street Dept. Gas | 2/25/2019 |
| 34555 | HACH COMPANY | \$893.51 | E 602-49450-285 Repair Waste Water Plant | Wastewater Repair | 2/25/2019 |
| 34556 | MINNESOTA POLLUTION CONTROL | \$390.00 | E 602-49450-331 Travel/Seminar Course | Wastewater Training - N. Sunvold | 2/25/2019 |
| 34557 | MN PUMP WORKS | \$1,941.43 | E 602-49450-285 Repair Waste Water Plant | WWTP Repairs | 2/25/2019 |
| 34558 | MVTL LABORATORIES, INC. | \$193.00 | E 602-49450-229 Contractual Service | Sewer Testing | 2/25/2019 |
| 34558 | MVTL LABORATORIES, INC. | \$157.00 | E 602-49450-229 Contractual Service | Sewer Testing | 2/25/2019 |
| 34559 | NEOPOST | \$74.85 | E 101-41400-229 Contractual Service | Lease Postage Machine | 2/25/2019 |
| 34560 | QUILL CORPORATION | \$158.54 | E 101-42100-201 Office Supplies | PD Office Supplies | 2/25/2019 |
| 34560 | QUILL CORPORATION | \$143.43 | E 101-42100-437 Other Miscellaneous | PD File Cabinet | 2/25/2019 |
| 34560 | QUILL CORPORATION | \$47.98 | E 101-42100-201 Office Supplies | PD Office Supplies | 2/25/2019 |
| 34561 | RENVILLE AMBULANCE | \$100.00 | E 101-42200-289 Mutual Aid | Mutual Aid - 2/8/19 Call | 2/25/2019 |
| 34562 | RENVILLE-SIBLEY COOPERATIVE | \$466.52 | E 601-49400-381 Utilities | Water Electric | 2/25/2019 |
| 34563 | SCHROEDER, GARRET | \$250.00 | E 101-43100-229 Contractual Service | Street Dept. Maintenance | 2/25/2019 |
| 34564 | SEHRCM | \$877.00 | E 101-49260-303 Engineering Fees | 3rd St. RRFB Improvement | 2/25/2019 |
| 34565 | SW/WC SERVICE COOPERATIVES | \$1,190.00 | G 101-21761 Health Care | Medical Insurance-Admin | 2/25/2019 |
| 34565 | SW/WC SERVICE COOPERATIVES | \$440.50 | G 101-21762 Employer Health Portion | Medical Insurance-Admin | 2/25/2019 |
| 34565 | SW/WC SERVICE COOPERATIVES | \$3,261.00 | G 101-21762 Employer Health Portion | Medical Insurance-PD | 2/25/2019 |

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| 34565 | SW/WC SERVICE COOPERATIVES | \$940.16 | G 101-21762 Employer Health Portion | Medical Insurance-PW | 2/25/2019 |
| 34565 | SW/WC SERVICE COOPERATIVES | \$940.17 | G 101-21762 Employer Health Portion | Medical Insurance-Water | 2/25/2019 |
| 34565 | SW/WC SERVICE COOPERATIVES | \$940.17 | G 101-21762 Employer Health Portion | Medical Insurance-Sewer | 2/25/2019 |
| 34566 | U.S. WATER SERVICES | \$1,067.89 | E 602-49450-216 Chemicals and Fertilizers | Chemicals - WWTP | 2/25/2019 |
| 34567 | USABLE LIFE | \$10.40 | E 602-49450-131 Employee Insurance | Life Ins. | 2/25/2019 |
| 34567 | USABLE LIFE | \$10.40 | E 601-49400-131 Employee Insurance | Life Ins. | 2/25/2019 |
| 34567 | USABLE LIFE | \$10.41 | E 101-43100-131 Employee Insurance | Life Ins. | 2/25/2019 |
| 34567 | USABLE LIFE | \$30.96 | E 101-42100-131 Employee Insurance | Life Ins. | 2/25/2019 |
| 34567 | USABLE LIFE | \$10.90 | E 101-41300-131 Employee Insurance | Life Ins. | 2/25/2019 |
| 34567 | USABLE LIFE | \$9.40 | E 101-41400-131 Employee Insurance | Life Ins. | 2/25/2019 |
| 34568 | VERIZON WIRELESS | \$51.21 | E 101-42100-321 Telephone | Police Dept. Telephone | 2/25/2019 |
| 34568 | VERIZON WIRELESS | \$63.21 | E 101-43100-321 Telephone | Street Dept. Telephone | 2/25/2019 |
| 34569 | WEST CENTRAL SANITATION | \$17.55 | E 101-43100-229 Contractual Service | Street Refuse | 2/25/2019 |
| 34569 | WEST CENTRAL SANITATION | \$35.92 | E 602-49450-229 Contractual Service | WWT Refuse | 2/25/2019 |
| 34570 | XCEL ENERGY | \$2,050.36 | E 101-43100-380 Utility Services (GENERAL) | Street Electric | 2/25/2019 |
| 34571 | ZIEGLER | \$279.00 | E 101-43100-221 Repair/Maint. Equipment | Street Dept Repairs | 2/25/2019 |
| 997086E | MN DNR WATERS | \$282.49 | E 601-49400-436 Licenses & Permits | MN DNR Water Permit | 2/14/2019 |
| 997087E | MINNESOTA DEPT. OF REVENUE | \$863.23 | G 101-21720 State Withholding | State Withholding Tax | 2/19/2019 |
| 997088E | INTERNAL REVENUE SERVICE | \$1,733.38 | G 101-21710 Federal Withholding Tax | FWH | 2/19/2019 |
| 997088E | INTERNAL REVENUE SERVICE | \$2,342.44 | G 101-21730 FICA Tax Withholding | FICA/Medicare | 2/19/2019 |
| 997089E | PUBLIC EMPLOYEES RETIREMENT | \$3,705.87 | G 101-21740 PERA | PERA | 2/19/2019 |
| 997090E | ICMA | \$50.00 | G 101-21750 ICMA Payable | Sunvold, Nathan #302283 | 2/19/2019 |
| 997091E | LIGHTBEAM INTERNET | \$40.00 | E 101-42200-321 Telephone | Internet - Fire Hall | 3/1/2019 |
| 997091E | LIGHTBEAM INTERNET | \$40.00 | E 101-49260-722 Internet Fees & Updates | Internet - City Hall | 3/1/2019 |
| 997091E | LIGHTBEAM INTERNET | \$40.00 | E 101-43100-321 Telephone | Internet - Street Dept | 3/1/2019 |
| 997091E | LIGHTBEAM INTERNET | \$40.00 | E 101-42100-321 Telephone | Internet - PD | 3/1/2019 |
| 997091E | LIGHTBEAM INTERNET | \$40.00 | E 602-49450-321 Telephone | Internet - WWTP | 3/1/2019 |
| | TOTAL | \$29,424.77 | | | |

A motion was made by Brent Dahl and seconded by Jeff Pike to approve the invoices payable. The motion carried 5 to 0.

5. Public Comment

6. Committee/Staff Reports

a. EDA Report

EDA Committee Report

2/20/19 5:00 pm

Present: Janette Wertish, Laura Rosen, Adam Zaske, Brandon Wulf, Jeremy Hinderks, Adam Zaske, Cari Rice, Shane Wohlman, Julie Rath (via phone conference)

Absent: Michelle Mortensen

Next meeting: March 20, 2019 5:00 pm at City Hall

1. Career Expo

Lisa Drafall was unable to attend due to the weather. The expo will be similar to last year. No other details at this time. The EDA agreed to make a recommendation to the City Council to host the event at the Renville Community Center again this year, at no cost to them. The City will provide bags like last year (there are ~80 bags remaining and Shane thought that would be enough to cover this year's Expo).

2. Community Improvement Alliance

The EDA looked over the unapproved minutes from the February 4, 2019 meeting. The Crosswalk Project is the current project for the CIA committee, but there are other future projects on the radar. The pool improvement is one of those future projects and Julie mentioned a group in Madison, WI that does pool improvements like the ones needed. She'll get us the contact info.

3. Julie/Shane update

Website:

Julie, Angi and Shane had a phone meeting with GovOffice about a new website. Our current website is non-responsive (not ADA compliant) and will need to be updated eventually. GovOffice does websites for non-profit government agencies. The website has not been updated for a very long time, however Angi has made some changes more recently. Questions were posed about the importance of our website and what the current traffic is on our website. Julie indicated Facebook is a social media tool we'd still use to direct users to our website. The website updates could include items such as online payments, marketing community center rental better, market the city better. There are 3 options that were included in the proposal. Julie suggested starting with the middle of the road, Budget Responsive Design Package for \$3,400, which amounts to \$1,680/year including the annual hosting fee of \$550. Angi is willing to take the free training offered by GovOffice to better improve our current website. Julie also mentioned we would need to take a look at our policy once if we start accepting online payments. Shane will gather statistical data on the current usage of our website now and present it at the next meeting.

Meetings with Community Business members:

Julie met with Sandy Hanson, HR director at Rembrandt, on Monday February 18. Sandy is willing to come to an EDA meeting.

Renville Business Community Loan Program:

Shane will update this application to reflect the current year and freshen the heading. We had 0 applicants in 2018. This application could be added to our city Facebook page linking it to our website as a fillable form. It might create more interest and applicants.

EDA Citizen Business Recruitment Program:

Shane presented this program. EDA agreed to leave application as it is and we can use our discretion when reviewing an application. This created discussion on the need for daycare and housing in Renville. Julie mentioned SWIF may have other incentives available for new daycares.

Potential townhome build in Renville Estates:

Shane talked with Eric Soine, a builder from Granite Falls, on the potential construction of a duplex/twin home in Renville Estates. Eric would like to come to the next EDA meeting to show his homes and answer any questions that the EDA would have.

Brownfield webinar:

Shane listened to this webinar regarding hazardous waste dealing/grants/etc and has also been in contact with Diane Mitchell from the county. This is related to the property at the NW corner of main street and Hwy 212. Shane mentioned the property owner is interested in doing something with the property this summer in regards to the underground tanks. Possibly give to the city? Or clean it himself? Would the city help with costs? EDA discussion involved carefully considering all options in regards to the current budget.

A motion was made by Brent Dahl and seconded by Laura Rosen to approve the EDA Committee Report. The motion carried 5 to 0.

b. City Administrator Report

City Administrator Report

2-25-2019

- * Completed and sent in a pre-grant application through SWIF in regards to the RRFB/Crosswalk project.
 - * The Winsted Solar Garden project is fully installed and is now waiting for Xcel to grant approval to energize. This should happen in April and Renville should see the first solar bill from Nautilus by the end of May.
 - * Officer Chad Segelstrom's last day was February 19th. He will be gone for approximately 4 months for continued military training.
 - * The employee AED training/refresher that took place last week went really well. It was a good teamwork exercise along with lifesaving knowledge.
 - * There have been a few minor issues at the community center with the snow- east outside furnace unit completely buried in snow and wasn't working and an ice dam over the library that leaked.
 - ***Legislative Update- The Governor released his biennium budget on February 19th entitled "One Minnesota". This budget includes an investment of \$432 million in community prosperity investments (affordable housing, child care, LGA, opportunity grants, broadband, etc.) over the next two years, with an additional \$1.9 billion in transportation and infrastructure.
 - * Upcoming Meetings-
- 2/28 Public Building Task Force 5:30
- 3/4 Community Improvement Alliance 6:00

A motion was made by Brent Dahl and seconded by Laura Rosen to approve the City Administrator's Report. The motion carried 5 to 0.

7. Discussion Items

8. Action Items

A motion was made by Laura Rosen and seconded by Adam Zaske to allow Community Center use for the Career Expo. The motion carried 5 to 0.

A motion was made by Adam Zaske and seconded by Brent Dahl to approve the EDA CBR Program. The motion carried 5 to 0.

A motion was made by Brent Dahl and seconded by Jeff Pike to allow the Public Works department to purchase a new truck not to exceed \$36,000. The motion carried 5 to 0.

A motion was made by Adam Zaske and seconded by Brent Dahl to approve submitting a letter of support for the YTAWM. The motion carried 5 to 0.

A motion was made by Adam Zaske and seconded by Jeff Pike to set an HR Committee Meeting for Friday, March 1, at 5:30 pm. The motion carried 5 to 0.

9. Mayor's Report

Mayor Wertish thanked the Public Works department for all their hard work during the record amount of snow we've had this month.

A motion was made by Jeff Pike and seconded by Brent Dahl to approve the Mayor's report. The motion carried 5 to 0.

10. Adjourn

A motion was made by Adam Zaske and seconded by Brent Dahl to adjourn the meeting. The motion carried 5 to 0. Meeting was adjourned at 7:59 p.m.

Dated at Renville, Minnesota this 25th day of February, 2019.

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Shane Wohlman, City Administrator/Clerk