

**Approved Minutes  
City Council Regular Session  
March 11, 2019  
Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on March 11, 2019 at 7:00 p.m. by Mayor Wertish.

City Council Members present were Laura Rosen, Dave Grund, Adam Zaske and Brent Dahl. Also present were Mayor Janette Wertish, City Administrator Shane Wohlman, and Scott Tedrick from the Register. Council Member Jeff Pike was absent.

**1. Pledge of Allegiance**

**2. Approval of Agenda**

A motion was made by Adam Zaske and seconded by Brent Dahl to approve the agenda. The motion carried 4 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 25, 2019 Regular Council Meeting. The motion carried 4 to 0.

**5. Invoices Payable**

Check #	Name	Amount	Account	Comments	Date
34572	UNITED STATES POSTAL SERVICE	\$105.87	E 601-49400-201 Office Supplies	Utility Postage	2/25/2019
34572	UNITED STATES POSTAL SERVICE	\$105.88	E 602-49450-201 Office Supplies	Utility Postage	2/25/2019
34573	CRYSTEEL TRUCK EQUIPMENT	\$17,328.04	E 400-49100-263 Public Works Equipment	Install Accessories on 2019 Chevy 3500	2/28/2019
34574	WEELBORG FORD, INC	\$20,436.22	E 400-49100-263 Public Works Equipment	2007 GMC Truck	2/28/2019
34574	WEELBORG FORD, INC	\$10,000.00	E 400-49100-241 Public Works Building	2007 GMC Truck	2/28/2019
34574	WEELBORG FORD, INC	\$2,103.60	E 400-49100-264 Water Meters	2007 GMC Truck	2/28/2019
34574	WEELBORG FORD, INC	\$2,440.43	E 400-49100-242 Street Improvements	2007 GMC Truck	2/28/2019
34597	OFFICE OF THE TX ATTN GENERAL	\$296.31	G 101-21780 Assignment	Rem ID 0011520455200641465	3/4/2019
34598	GRIZZLY SUPPLY	\$96.05	E 101-45400-219 General Supplies-Maint.	Supplies	3/6/2019
34599	LEAGUE OF MINNESOTA CITIES	\$20.00	E 101-41100-331 Travel/Seminar Course	Safety & Loss Workshops - S. Wohlman	3/6/2019
34600	NCPERS MINNESOTA	\$80.00	G 101-21760 Hospitalization/Medical Ins	Insurance	3/6/2019
34601	QUILL CORPORATION	\$53.97	E 101-42100-201 Office Supplies	Office Supplies	3/6/2019
34602	RC HOSPITAL & CLINICS	\$51.85	E 101-42100-202 Investigation	Pre-employment physical	3/6/2019
34603	212-DRIVING SCHOOL	\$150.00	G 101-22101 Forfeiture Fund/Safe&Sober	Parent Class	3/11/2019
34604	ALCOPRO, INC.	\$1,107.53	E 101-42100-222 Equipment	Breath Test Sensor	3/11/2019
34605	AMERIPRIDE SERVICES, INC	\$58.73	E 101-45400-229 Contractual Service	Community Center Contractual	3/11/2019
34606	AXON ENTERPRISE, INC.	\$445.00	E 101-42100-222 Equipment	Taser Batteries	3/11/2019
34607	BHE RENEWABLES	\$169.96	E 101-41400-380 Utility Services (GENERAL)	Clerk Electric	3/11/2019
34607	BHE RENEWABLES	\$152.97	E 101-45500-380 Utility Services (GENERAL)	Library Electric	3/11/2019
34607	BHE RENEWABLES	\$243.61	E 101-45400-380 Utility Services (GENERAL)	CC Electric	3/11/2019
34607	BHE RENEWABLES	\$797.18	E 601-49400-381 Utilities	Water Electric	3/11/2019

34607	BHE RENEWABLES	\$6,094.54	E 602-49450-387	Utilities-Wastewater Plan	Sewer Electric	3/11/2019
34608	PETTY CASH	\$59.70	E 601-49400-201	Office Supplies	Postage	3/11/2019
34608	PETTY CASH	\$6.00	E 101-42100-201	Office Supplies	Office Supplies	3/11/2019
34608	PETTY CASH	\$21.38	E 101-45400-219	General Supplies-Maint.	CC Supplies	3/11/2019
34609	CENTURYLINK	\$78.17	E 101-42100-321	Telephone	Police Dept. Telephone	3/11/2019
34609	CENTURYLINK	\$62.41	E 602-49450-321	Telephone	Sewer Dept. Telephone	3/11/2019
34609	CENTURYLINK	\$63.84	E 101-43100-321	Telephone	Public Works Telephone	3/11/2019
34609	CENTURYLINK	\$65.75	E 101-45500-321	Telephone	Library Telephone	3/11/2019
34609	CENTURYLINK	\$140.86	E 601-49400-321	Telephone	Water Dept. Telephone	3/11/2019
34609	CENTURYLINK	\$140.09	E 101-41400-321	Telephone	City Hall Telephone	3/11/2019
34610	COMMUNITY ELECTRIC	\$4,321.00	E 602-49450-285	Repair Waste Water Plant	WWTP Blower repairs	3/11/2019
34611	GOPHER STATE ONE-CALL, INC	\$3.37	E 601-49400-229	Contractual Service	Water Contractual	3/11/2019
34611	GOPHER STATE ONE-CALL, INC	\$3.38	E 602-49450-229	Contractual Service	Sewer Contractual	3/11/2019
34612	GREAT PLAINS NATURAL GAS	\$420.24	E 101-41400-380 (GENERAL)	Utility Services	Clerk Gas Service	3/11/2019
34612	GREAT PLAINS NATURAL GAS	\$271.57	E 101-45500-380 (GENERAL)	Utility Services	Library Gas Service	3/11/2019
34612	GREAT PLAINS NATURAL GAS	\$314.01	E 101-45400-380 (GENERAL)	Utility Services	Community Center	3/11/2019
34612	GREAT PLAINS NATURAL GAS	\$434.71	E 101-42100-380 (GENERAL)	Utility Services	Police Dept. Gas	3/11/2019
34612	GREAT PLAINS NATURAL GAS	\$399.20	E 101-42200-380 (GENERAL)	Utility Services	Fire Dept. Gas	3/11/2019
34612	GREAT PLAINS NATURAL GAS	\$1,356.87	E 601-49400-381	Utilities	Water Gas Service	3/11/2019
34612	GREAT PLAINS NATURAL GAS	\$446.38	E 602-49450-387	Utilities-Wastewater Plan	Sewer Gas Service	3/11/2019
34612	GREAT PLAINS NATURAL GAS	\$45.66	E 101-45200-380 (GENERAL)	Utility Services	Park Gas Service	3/11/2019
34613	HAWKINS INC.	\$1,132.61	E 601-49400-219	General Supplies-Maint.	Water Supplies	3/11/2019
34614	LANG S AUTOMOTIVE CENTER, INC.	\$51.95	E 101-43100-219	General Supplies-Maint.	Supplies - Street Dept	3/11/2019
34614	LANG S AUTOMOTIVE CENTER, INC.	\$62.64	E 101-43100-221	Repair/Maint. Equipment	Equip Maint - Street Dept	3/11/2019
34615	LOFFLER	\$76.86	E 101-41400-229	Contractual Service	Copier Service Contract	3/11/2019
34616	MAIN STREET BAR & GRILL	\$700.00	E 101-42100-412	Building Rentals	PD Building Rent March 2019	3/11/2019
34617	MAYNARD S FOOD CENTER	\$8.98	E 101-41400-219	General Supplies-Maint.	City Hall Supplies	3/11/2019
34618	MINNESOTA DEPT OF HEALTH	\$922.00	E 601-49400-436	Licenses & Permits	Well Maintenance Permit	3/11/2019
34619	MN DEPT. OF PUBLIC SAFETY	\$100.00	E 601-49400-436	Licenses & Permits	Right to Know Act Fee	3/11/2019
34620	MN PUMP WORKS	\$741.25	E 602-49450-285	Repair Waste Water Plant	Repairs - WWTP	3/11/2019
34621	MN RURAL WATER ASSOCIATION	\$250.00	E 601-49400-433	Dues and Licensing	Membership April 2019-2020	3/11/2019
34622	MVTL LABORATORIES, INC.	\$175.00	E 602-49450-229	Contractual Service	Sewer Testing	3/11/2019
34622	MVTL LABORATORIES, INC.	\$33.00	E 601-49400-229	Contractual Service	Water Testing	3/11/2019
34623	NORTHERN BUSINESS PRODUCTS	\$67.06	E 101-41400-201	Office Supplies	Office Supplies	3/11/2019
34624	PRINSCO	\$82.64	E 601-49400-221	Repair/Maint. Equipment	Repairs - Water Plant	3/11/2019
34625	RATH, JULIE	\$725.00	E 101-46500-229	Contractual Service	Consulting	3/11/2019
34626	RENCO PUBLISHING, INC.	\$36.00	E 101-42100-433	Dues and Licensing	Newspaper Subscription	3/11/2019
34627	VERIZON WIRELESS	\$70.02	E 101-42100-321	Telephone	Police Dept. Telephone	3/11/2019
34628	XCEL ENERGY	\$799.20	E 601-49400-381	Utilities	Water Electric	3/11/2019
34628	XCEL ENERGY	\$86.33	E 101-45400-380 (GENERAL)	Utility Services	Community Center Electric	3/11/2019
34628	XCEL ENERGY	\$54.19	E 101-45500-380 (GENERAL)	Utility Services	Library Electric	3/11/2019
34628	XCEL ENERGY	\$60.22	E 101-41400-380 (GENERAL)	Utility Services	City Hall Electric	3/11/2019
34628	XCEL ENERGY	\$95.57	E 101-45200-380 (GENERAL)	Utility Services	Park Electric	3/11/2019

34628	XCEL ENERGY	\$161.39	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Electric	3/11/2019
34628	XCEL ENERGY	\$832.05	E 101-43100-380 Utility Services (GENERAL)	Street Electric	3/11/2019
34628	XCEL ENERGY	\$88.34	E 101-42100-380 Utility Services (GENERAL)	PD Electric	3/11/2019
34629	ZIEGLER	\$279.00	E 101-43100-221 Repair/Maint. Equipment	Street Dept Repairs	3/11/2019
997093E	MINNESOTA DEPT. OF REVENUE	\$950.85	G 101-21720 State Withholding	State Withholding Tax	3/5/2019
997094E	INTERNAL REVENUE SERVICE	\$1,818.53	G 101-21710 Federal Withholding Tax	FWH	3/5/2019
997094E	INTERNAL REVENUE SERVICE	\$2,577.66	G 101-21730 FICA Tax Withholding	FICA/Medicare	3/5/2019
997095E	PUBLIC EMPLOYEES RETIREMENT	\$4,224.44	G 101-21740 PERA	PERA	3/5/2019
997096E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	3/5/2019
<b>Total</b>		<b>\$88,305.11</b>			

A motion was made by Adam Zaske and seconded by Brent Dahl to approve the invoices payable. The motion carried 4 to 0.

## 6. Monthly Financials

A motion was made by Brent Dahl and seconded by Laura Rosen to approve the monthly financials. The motion carried 4 to 0.

## 7. Public Comment

## 8. Committee/Staff Reports

### a. Public Building Task Force Report

**Public Building Task Force Minutes**  
**2/28/2019 5:30 pm**

Present: Janette Wertish, Adam Zaske, Dave Grund, Aaron Slagter, Nate Sunvold, Sharon Maurice, Gary Wulf, Wanda Knapper, Shane Wohlman

Absent: Aaron Haen, Dennis Ulrich

\* The Task Force used this meeting to take a tour of some of the buildings, which included the Public Works Shop, Public Works Storage, Police Station, Fire Station and Community Center. The tour lasted about 1 hour and 40 minutes and ended with a short recap back at City Hall. The committee came up with some good questions that will need to be answered by the City Engineer. Shane will contact the Engineer and coordinate the next Task Force meeting around his schedule.

\* Next meeting will be determined per Engineer's schedule.

A motion was made by Brent Dahl and seconded by Laura Rosen to approve the Public Building Task Force Report. The motion carried 4 to 0.

### b. HR Committee Report

**HR Committee Minutes**  
**3/1/2019 5:30 pm**

Present: Janette Wertish, Laura Rosen, Dave Grund, Shane Wohlman

\* The committee looked over the draft version of the Social Media Policy. The committee has a few concerns that by establishing this policy, it will bring about additional responsibilities and oversight for administrative staff. These responsibilities would include monitoring all social media sites for comments and review prior to new postings. After review and consideration, it was recommended that the city not move forward with a Facebook page or a Social Media Policy at this time.

\* There still has been no applications for the Custodian Position at the Community Center. With the current temporary person leaving May 1<sup>st</sup>, the committee is looking at different options to fill this position. The options might include making the position full time and sharing this person with Public Works or contracting it out. This will be reviewed further at the next HR meeting and all options will be looked at with consideration to the budget.

\* The committee would like to pursue the opportunity to host a Local Government Workshop at the Community Center. This would be similar to the half day workshop that Tracy will be hosting on March 20<sup>th</sup>. Due to a scheduled conflict on the evening of the 20<sup>th</sup> (EDA meeting), most of Renville's Government Leaders will be unable to attend. Shane will coordinate this effort with the League and get a list of days that could work and make necessary arrangements. More details will follow.

\* The committee started the task of updating the personal policy manual. A lot of these updates and modifications are due to changes in state and federal laws. This will be an ongoing process that will take some time and effort to finish. This project will continue at the next meeting also.

\* Next meeting March 21<sup>st</sup> at 4:00 pm.

A motion was made by Brent Dahl and seconded by Laura Rosen to approve the HR Committee Report as presented. The motion carried 4 to 0.

### **c. City Administrator Report**

#### City Administrator Report

3-11-2019

\* The 2019 Boundary and Annexation Survey (BAS) and Verizon account contracts have been updated and completed.

\* Julie Rath has completed and hung up the Downtown Walking History Posters. There is a QR Code on the poster that, when read with your smart phone, will give an informative history on 48 different buildings that are included in the 7 blocks of the downtown district.

\* Public Works received the new 1 Ton truck with plow and purchased a used dump truck. With the continuing snow, both pieces of equipment are getting plenty of use.

\* There was a water main leak on Tuesday, February 26<sup>th</sup> that affected the NW section of town. Once the leak was finally discovered at Emerson Avenue and County Road 6, a crew came in the next day, dug it up and fixed it. The Code Red system was used to notify citizens and once the specific area was narrowed down, Code Red was used for updates to that targeted group of citizens.

\* I had the opportunity to participate in Camp Read S'more at RCW School last week. This took place in the small gym and consisted of reading books to students in Pre-K through 5<sup>th</sup> grade.

\* Reminder that the meeting for the 2020 Census Complete Count Committee is this Friday starting at 10:00. This will take place at the Renville County Government Services Center in Olivia and everyone is welcome to attend. Emails have been sent out to the local businesses and churches.

\*\*\*Legislative Update- 1. The House Property and Local Tax Division Committee was having a hearing this afternoon and continuing on Wednesday in regards to HF1101 and HF1102, Local Government Aid Bills. 2. Child care discussions have been picking up activity also with HF422 and HF423. The House Jobs and Workforce Development Committee held a joint hearing in St Cloud last week regarding the child care crisis in Greater Minnesota. Scott Marquardt (Southwest Initiative Foundation) was one of the people that testified about the economic impact that this crisis plays in Greater Minnesota, especially as it relates to attracting and growing employers and retaining workers.

Upcoming Meetings:

3/13 Public Works 5:30

3/15 HRA/EDA Advisory 8:30

3/15 Census 10:00

3/19 LMC Ins. Survey 12:30

3/20 EDA 5:00

3/21 HR 4:00

A motion was made by Brent Dahl and seconded by Adam Zaske to approve the City Administrator's Report. The motion carried 4 to 0.

## **9. Discussion Items**

## **10. Action Items**

A motion was made by Adam Zaske and seconded by Dave Grund to proceed with issuing Administrative Fines to the 2 Property Owners who have not responded with their plans regarding their nuisance properties. The motion carried 4 to 0.

**CITY OF RENVILLE  
RESOLUTION 06-19  
RESOLUTION EXPRESSING ACCEPTANCE OF, APPRECIATION FOR AND  
DESIGNATION OF DONATIONS RECEIVED**

**WHEREAS**, the following have made a donation:

- Renville Lion's Club \$4000.00

**WHEREAS**, this donation is specifically requested to be designated to go towards the Rectangular Rapid Flashing Beacon/Crosswalk that will be installed at the intersection of 3<sup>rd</sup> Street East and Park Avenue.

**WHEREAS**, the City Council is appreciative of these donations and commends and thanks these individuals for their support, generosity and consideration,

**THEREFORE BE IT RESOLVED**, the City Council of the City of Renville, Minnesota accepts and acknowledges with gratitude this donation; and designates the donation to be appropriated as requested.

Passed and adopted this 11<sup>th</sup> day of March, 2019, by the City Council of Renville, Minnesota.

This resolution was offered by: Brent Dahl

This resolution was seconded by: Laura Rosen

Voting in favor: Brent Dahl, Laura Rosen, Dave Grund, & Adam Zaske

Voting against: none

Attest:

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

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

**CITY OF RENVILLE  
RESOLUTION 07-19  
A RESOLUTION REQUESTING  
COMPREHENSIVE ROAD AND TRANSIT FUNDING**

**WHEREAS**, all Minnesota communities benefit from a sound, efficient, and adequately funded transportation system that offers diverse modes of travel; and

**WHEREAS**, the integrity of Minnesota’s transportation infrastructure is dependent upon long-term planning and ongoing maintenance, both of which require dedicated and sustainable revenue sources; and

**WHEREAS**, current funding for roads, bridges, and transit systems across all government levels in Minnesota is inadequate, and this under-investment diminishes quality of life for Minnesota residents and hinders Minnesota’s progress as a national business, economic, and civic leader; and

**WHEREAS**, Minnesota’s transportation system is failing to meet the capacity needs necessary to sustain population growth and promote economic development; and

**WHEREAS**, many rural roads are not built to modern safety standards and are not meeting the needs of industries that depend on the ability to transport heavy loads; and

**WHEREAS**, insufficient state funding has delayed regionally significant road construction and reconstruction projects across Minnesota; and

**WHEREAS**, transportation infrastructure maintenance and improvement costs significantly contribute to rising property taxes; and

**WHEREAS**, for every one dollar spent on maintenance, a road authority—and therefore taxpayers—save seven dollars in repairs; and

**WHEREAS**, Minnesota contains over 141,000 miles of roadway, and over 22,500 miles—or 16 percent--are owned and maintained by Minnesota’s 853 cities; and

**WHEREAS**, almost 85 percent of all municipal streets are not eligible for dedicated Highway User Tax Distribution Fund dollars; and

**WHEREAS**, the more than 700 Minnesota cities with populations below 5,000 are ineligible for dedicated Highway User Tax Distribution Fund dollars, but have benefitted from the creation of the Small Cities Assistance Account; and

**WHEREAS**, city streets are a separate but integral piece of the network of roads supporting movement of people and goods; and

**WHEREAS**, existing funding mechanisms, such as Municipal State Aid (MSA), property taxes, and special assessments, have limited applications, leaving cities under-equipped to address growing needs; and

**WHEREAS**, city cost participation in state and county highway projects diverts resources from city-owned streets; and

**WHEREAS**, maintenance costs increase as road systems age, and no city—large or small—is spending enough on roadway capital improvements to maintain a 50-year lifecycle; and

**WHEREAS**, cities need greater resources, including an additional dedicated state funding source for transportation, and flexible policies to meet growing demands for street improvements and maintenance.

**NOW, THEREFORE, BE IT RESOLVED**, the City Council of the City of Renville, Minnesota requests that the Minnesota Legislature pass and Governor Tim Walz sign a comprehensive and balanced transportation funding package that permanently increases dedicated funding for transportation; and

**BE IT FURTHER RESOLVED**, the City Council of the City of Renville, Minnesota defines a comprehensive and balanced transportation funding package as an initiative that permanently increases dedicated funding for state and local road and transit systems in Greater Minnesota and the Metropolitan Area.

**BE IT FURTHER RESOLVED**, the City Council of the City of Renville, Minnesota requests an omnibus transportation funding bill that provides additional dedicated state funding for city streets, including funding that can be used for non-MSA city street maintenance, construction, and reconstruction.

Passed and adopted this 11<sup>th</sup> day of March, 2019, by the City Council of Renville, Minnesota.

This resolution was offered by: Brent Dahl

This resolution was seconded by: Adam Zaske

Voting in favor: Brent Dahl, Adam Zaske, Dave Grund & Laura Rosen

Voting against: none

Attest:

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

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

**11. Mayor’s Report**

A motion was made by Brent Dahl and seconded by Adam Zaske to approve the Mayor’s Report. The motion carried 4 to 0.

**12. Adjourn**

A motion was made by Adam Zaske and seconded by Laura Rosen to adjourn the meeting. The motion carried 4 to 0. Meeting was adjourned at 7:53 p.m.

Dated at Renville, Minnesota this 11<sup>th</sup> day of March, 2019.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

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