

**Approved Minutes**  
**City Council Regular Session**  
**March 12th, 2018**  
**Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on March 12th, 2018 at 7:00 p.m. by Mayor Wertish

City Council Members present were Adam Zaske, Brent Dahl and Jeremy Hinderks. Also present were Mayor Janette Wertish and City Administrator/Clerk Shane Wohlman. Present in the audience were Laura Rosen and Scott Tedrick. Council Member Jeff Pike was absent.

**1. Pledge of Allegiance**

**2. Approval of Agenda**

A motion was made by Jeremy Hinderks and seconded by Brent Dahl to approve the agenda with the addition of Live Stream Survey under Discussion Items 8b. The motion carried 3 to 0.

**3. Approval of Minutes**

A motion was made by Jeremy Hinderks and seconded by Adam Zaske to approve the minutes of the February 26<sup>nd</sup>, 2018 Regular Council Meeting. The motion carried 3 to 0.

**4. Invoices Payable**

Check #	Name	Amount	Account	Comments	Date
33792	UNITED STATES POSTAL SERVICE	\$104.47	E 601-49400-201 Office Supplies	Utility Postage	2/27/2018
33792	UNITED STATES POSTAL SERVICE	\$104.48	E 602-49450-201 Office Supplies	Utility Postage	2/27/2018
33793	OFFICE OF THE TX ATTNY GENERAL	\$319.38	G 101-21780 Assignment	Rem ID 0011520455200641465	3/5/2018
33794	GREAT PLAINS NATURAL GAS	\$348.73	E 101-41400-380 Utility Services (GENERAL)	Clerk Gas Service	3/7/2018
33794	GREAT PLAINS NATURAL GAS	\$218.97	E 101-45500-380 Utility Services (GENERAL)	Library Gas Service	3/7/2018
33794	GREAT PLAINS NATURAL GAS	\$243.30	E 101-45400-380 Utility Services (GENERAL)	Community Center Gas Service	3/7/2018
33794	GREAT PLAINS NATURAL GAS	\$303.19	E 101-42100-380 Utility Services (GENERAL)	Police Dept. Gas Service	3/7/2018
33794	GREAT PLAINS NATURAL GAS	\$316.04	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Gas Service	3/7/2018
33794	GREAT PLAINS NATURAL GAS	\$820.56	E 601-49400-381 Utilities	Water Gas Service	3/7/2018
33794	GREAT PLAINS NATURAL GAS	\$546.76	E 602-49450-387 Utilities-Wastewater Plant	Sewer Gas Service	3/7/2018
33794	GREAT PLAINS NATURAL GAS	\$39.93	E 101-45200-380 Utility Services (GENERAL)	Park Gas Service	3/7/2018
33795	LOCKMAN INC.	\$25.00	E 101-42100-401 Repairs/Maint Buildings-Equip	New keys at PD	3/7/2018
33796	LOFFLER	\$64.54	E 101-41400-229 Contractual Service	Copier Service Contract	3/7/2018
33797	MACS	\$77.60	E 101-43100-219 General Supplies-Maint.	Street Dept Supplies	3/7/2018
33798	NCPERS MINNESOTA	\$64.00	G 101-21760 Hospitalization/Medical Ins	Insurance	3/7/2018
33799	ANDERSON LARSON HANSON & SAUNDERS	\$1,155.00	E 101-41610-101 Wages and Salaries	Attorney Fees	3/12/2018

	Admin=\$0, PD=\$1155					
33800	AP PREMIER CONTRACTING INC.	\$350.00	E 101-41400-560	Furniture and Fixtures	Counter top - City Hall (2017)	3/12/2018
33801	BHE RENEWABLES	\$4,397.19	E 602-49450-387	Utilities-Wastewater Plan	Sewer Electric	3/12/2018
33802	CASH	\$15.00	R 101-33480	Community Center Rent	CC Kitchen Rent Refund - Turrubiarates	3/12/2018
33802	CASH	\$53.25	E 601-49400-201	Office Supplies	Postage - Water Dept.	3/12/2018
33802	CASH	\$6.59	E 101-41400-201	Office Supplies	Postage - Admin	3/12/2018
33802	CASH	\$5.00	E 602-49450-219	General Supplies-Maint.	Keys - Sewer Dept.	3/12/2018
33803	CENTURYLINK	\$79.78	E 101-42100-321	Telephone	Police Dept. Telephone	3/12/2018
33803	CENTURYLINK	\$62.04	E 602-49450-321	Telephone	Sewer Dept. Telephone	3/12/2018
33803	CENTURYLINK	\$66.83	E 101-43100-321	Telephone	Public Works Telephone	3/12/2018
33803	CENTURYLINK	\$66.49	E 101-45500-321	Telephone	Library Telephone	3/12/2018
33803	CENTURYLINK	\$139.14	E 601-49400-321	Telephone	Water Dept. Telephone	3/12/2018
33803	CENTURYLINK	\$143.28	E 101-41400-321	Telephone	City Hall Telephone	3/12/2018
33804	CORE & MAIN, LP	\$260.85	E 601-49400-221	Repair/Maint. Equipment	Repairs - Water Plant	3/12/2018
33805	CRYSTEEL TRUCK EQUIPMENT	\$496.00	E 101-43100-221	Repair/Maint. Equipment	Street Dept - Repairs	3/12/2018
33806	FARMERS CO-OP OIL CO	\$541.64	E 101-42100-212	Gas and Oil	Police Dept. Gas	3/12/2018
33806	FARMERS CO-OP OIL CO	\$1,148.85	E 101-43100-212	Gas and Oil	Street Dept. Gas	3/12/2018
33806	FARMERS CO-OP OIL CO	\$131.58	E 101-42100-221	Repair/Maint. Equipment	PD Repairs	3/12/2018
33807	LANG S AUTOMOTIVE CENTER, INC.	\$157.45	E 101-43100-221	Repair/Maint. Equipment	Street Dept - Maint/Rep	3/12/2018
33807	LANG S AUTOMOTIVE CENTER, INC.	\$36.48	E 101-43100-219	General Supplies-Maint.	Street Dept - Supplies	3/12/2018
33807	LANG S AUTOMOTIVE CENTER, INC.	\$38.98	E 101-42200-219	General Supplies-Maint.	FD - Supplies	3/12/2018
33807	LANG S AUTOMOTIVE CENTER, INC.	\$33.98	E 602-49450-219	General Supplies-Maint.	WWTP - Supplies	3/12/2018
33808	MAIN STREET BAR & GRILL	\$700.00	E 101-42100-412	Building Rentals	PD Building Rent	3/12/2018
33809	MARTIN MCALLISTER	\$500.00	E 101-42100-202	Investigation	Investigation	3/12/2018
33810	MVTL LABORATORIES, INC.	\$276.00	E 602-49450-229	Contractual Service	Sewer Testing	3/12/2018
33811	NORTH STAR PUMP SERVICE	\$1,210.00	E 602-49450-285	Repair Waste Water Plant	Repairs/Maint WWTP (2017)	3/12/2018
33812	NORTHERN BUSINESS PRODUCTS	\$209.34	E 101-41400-201	Office Supplies	Office Supplies - City Hall	3/12/2018
33812	NORTHERN BUSINESS PRODUCTS	\$20.89	E 101-43100-201	Office Supplies	Office Supplies - Street Dept	3/12/2018
33813	RENCO PUBLISHING, INC.	\$34.00	E 101-42100-433	Dues and Licensing	Subscription Renewal - PD	3/12/2018
33813	RENCO PUBLISHING, INC.	\$42.25	E 101-41100-351	Legal Notices Publishing	Publish Vacancy	3/12/2018
33813	RENCO PUBLISHING, INC.	\$64.94	E 101-41400-201	Office Supplies	Business Cards - Shane	3/12/2018
33813	RENCO PUBLISHING, INC.	\$21.64	E 601-49400-201	Office Supplies	Business Cards - Nate	3/12/2018
33813	RENCO PUBLISHING, INC.	\$21.65	E 602-49450-201	Office Supplies	Business Cards - Nate	3/12/2018
33813	RENCO PUBLISHING, INC.	\$21.65	E 101-43100-201	Office Supplies	Business Cards - Nate	3/12/2018
33814	RIDGEWATER COLLEGE	\$500.00	E 101-42200-414	Fire Dept. Training	Fire Dept Training - Cancer Awareness	3/12/2018
33815	SCHROEDER, GARRET	\$225.00	E 101-43100-229	Contractual Service	Street Dept. Maintenance	3/12/2018
33816	SQUADS, INC	\$1,614.34	E 400-49100-262	Police Equipment	Police 2018 Tahoe	3/12/2018
33816	SQUADS, INC	\$8,000.00	E 400-49100-275	Police Building	Police 2018 Tahoe	3/12/2018
33817	SQUARE ONE BUILDING CENTER	\$97.48	E 601-49400-221	Repair/Maint. Equipment	Repairs - Water Plant	3/12/2018
33818	STREICHER S	\$117.99	E 101-42100-417	Uniforms	PD Uniforms	3/12/2018
33819	WEST CENTRAL FIREFIGHTERS	\$55.00	E 101-42200-433	Dues and Licensing	Membership Dues - 2018	3/12/2018
33820	XCEL ENERGY	\$3,306.75	E 602-49450-387	Utilities-Wastewater Plan	Sewer Electric	3/12/2018
33820	XCEL ENERGY	\$969.53	E 601-49400-381	Utilities	Water Electric	3/12/2018

33820	XCEL ENERGY	\$112.05	E 101-45400-380 Utility Services (GENERAL)	Community Center Electric	3/12/2018
33820	XCEL ENERGY	\$70.36	E 101-45500-380 Utility Services (GENERAL)	Library Electric	3/12/2018
33820	XCEL ENERGY	\$78.18	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	3/12/2018
33820	XCEL ENERGY	\$73.69	E 101-45200-380 Utility Services (GENERAL)	Park Electric	3/12/2018
33820	XCEL ENERGY	\$147.54	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Electric	3/12/2018
33820	XCEL ENERGY	\$634.20	E 101-43100-380 Utility Services (GENERAL)	Street Electric	3/12/2018
33820	XCEL ENERGY	\$81.20	E 101-42100-380 Utility Services (GENERAL)	PD Electric	3/12/2018
996952E	MINNESOTA DEPT. OF REVENUE	\$867.19	G 101-21720 State Withholding	State Withholding Tax	3/5/2018
996953E	INTERNAL REVENUE SERVICE	\$1,644.65	G 101-21710 Federal Withholding Tax	FWH	3/5/2018
996953E	INTERNAL REVENUE SERVICE	\$2,083.22	G 101-21730 FICA Tax Withholding	FICA/Medicare	3/5/2018
996954E	PUBLIC EMPLOYEES RETIREMENT	\$3,999.70	G 101-21740 PERA	PERA	3/5/2018
996955E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	3/5/2018
996956E	MINNESOTA DEPT. OF REVENUE	\$13.70	G 101-21720 State Withholding	State Withholding Tax	3/6/2018
996957E	INTERNAL REVENUE SERVICE	\$20.42	G 101-21710 Federal Withholding Tax	FWH	3/6/2018
996957E	INTERNAL REVENUE SERVICE	\$10.04	G 101-21730 FICA Tax Withholding	FICA/Medicare	3/6/2018
996958E	PUBLIC EMPLOYEES RETIREMENT	\$56.13	G 101-21740 PERA	PERA	3/6/2018
<b>Total</b>		<b>\$40,933.07</b>			

A motion was made by Adam Zaske and seconded by Brent Dahl to approve the invoices payable. The motion carried 3 to 0.

## 5. Monthly Financials

A motion was made by Brent Dahl and seconded by Jeremy Hinderks to approve the monthly financials. The motion carried 3 to 0.

## 6. Public Comment

### 7a. Committee/Staff Reports

#### Public Works Committee 3/7/2018 5:30 pm

Present: Jeanette Wertish, Adam Zaske, Nate Sunvold, Dave Grund, Jon Driggs, Lloyd Zabel, Scott Clemenson and Shane Wohlman

Absent: Dennis Ulrich

- Clean up Days-- Discussed city wide clean up days and the committee recommends the following dates and times: Thursday, April 12<sup>th</sup> 12 noon-7pm, Friday, April 13<sup>th</sup> 10am-4pm and Saturday, April 14<sup>th</sup> 8am-12pm. In case of inclement weather the dates would be the following week, the 19<sup>th</sup>-21<sup>st</sup>. The ad will show the same stipulations as last year as it pertains to garbage, hazardous waste, etc. and that it will only be offered 1 time in 2018.
- Live Streaming for meetings-- Discussed a few different options for live streaming the council meetings. Live streaming could be accessed through the city's website via a link.

1. Going through a “government approved” web presenter called BoxCast. This would be an annual estimated subscription of \$1200.
2. Purchasing our own equipment: camera, web presenter, laptop (if more RAM is needed than the current desktop) and sound system. Estimated cost around \$2000.
3. Talk with Dennis Bruns and see what his thoughts are. Possibly reuse parts of the current system to save costs? Would also have local support in the future for any issues. There will be costs for his services also.

\*Other things to consider:

- A. Will have to implement a policy manual to cover social media (Attorney Fees \$?)
- B. Sent out an e-mail to 17 cities with our same population size asking if they live stream meetings, 7 responded back with a NO. There were 0 YESES.
- C. Need to still be able to have a “hard copy” to keep on hand for public records.

The committee recommended talking with Dennis Bruns to gather more information and suggested posting a survey on the water bills to see if citizens would utilize this feature.

\*Update- We could set up a survey on Survey Monkey and let people know about it on their water bills.

- Public Works Update-- Nate gave an update on the UV project at the WWTF. The new brackets have been installed for the UV tubes. The contractor is waiting for the weather to warm up to hang the modules and then the final “punch list” can be gone through to complete the project.
- Casey’s Project-- Doug Crimrine, Project Manager for Casey’s, stated that demolition should begin the week of March 12<sup>th</sup> for the new store.

Follow Ups-

- Security cameras--- Question was asked if we can add more cameras to our current system? Yes, the current system has 8 cameras hooked up to the digital inputs. There is 8 more analog inputs on the back of the receiver. Dennis Bruns stopped by with a camera and tested the analog inputs and they work.

-Fire Hall Roof--- Met with Bucky at the fire hall and he does not see any leaking of the roof at this time. When the weather warms up we will be able to get a better assessment of the roof. Will probably want to put in 2019 budget for sure.

A motion was made by Brent Dahl and seconded by Jeremy Hinderks to approve the Public Works Report. The motion carried 3 to 0.

**b. City Administrator’s Report**

City Administrator Report  
3-12-2018

\*2018 Career Expo- I have been continuing to coordinate with Lisa Drafall about the Career Expo. This will take place in the community center on April 25<sup>th</sup> and could draw 200 kids from 4 schools. Lisa would like to come and make a short presentation to the council at the next meeting on March 26<sup>th</sup>.

\*RADC- Working with Julie Rath to create a report on demographic information for the city of Renville. Also putting together information to help market the lots in Renville Estates. Updates will follow.

\*Vacancy- As of today, we have received 1 application for the vacancy. Reminder that the deadline is March 22<sup>nd</sup> at 3:00. Applications are available at city hall.

\*Upcoming meetings-

March 14<sup>th</sup> Justin Black SEH & LMC webinar

March 15<sup>th</sup> Troy Walsh LMC Loss Control Consultant

March 21<sup>st</sup> EDA & LMC webinar

A motion was made by Jeremy Hinderks and seconded by Brent Dahl to approve the City Administrators Report. The motion carried 3 to 0.

## 8. Discussion Items

a. Zone Permits- There was a consensus among the council members that they would like to see a copy of all the approved permits in their council packets.

b. Live Stream Survey- Council discussed putting out a survey asking questions pertaining to live streaming the council meetings. This could be linked through the city's website and wording can be added to the water bills to inform citizens about the survey.

A motion was made by Adam Zaske and seconded by Jeremy Hinderks to approve the survey. The motion carried 3 to 0.

## 9. Action Items

A motion was made by Brent Dahl and seconded by Jeremy Hinderks to approve the following dates for City Wide Clean Up: 12 noon-7pm Thursday, April 12<sup>th</sup>, 10am-4pm Friday, April 13<sup>th</sup> and 8am-12noon Saturday, April 14<sup>th</sup>. In case of inclement weather the backup dates will be April 19<sup>th</sup>-21<sup>st</sup> with the same times. The motion carried 3 to 0.

## 10. Mayor's Report

A motion was made by Adam Zaske and seconded by Jeremy Hinderks to approve the Mayor's report. The motion carried 3 to 0.

## 11. Adjourn

A motion was made by Adam Zaske and seconded by Jeremy Hinderks to adjourn the meeting. The motion carried 3 to 0. Meeting was adjourned at 7:34 p.m.

Dated at Renville, Minnesota this 12<sup>th</sup> day of March, 2018.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

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