

**Approved Minutes  
City Council Regular Session  
Remote Council Meeting  
March 30, 2020  
Monday 6:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on March 30, 2020 at 6:05 p.m. by Mayor Wertish.

City Council Members present were Adam Zaske, Laura Rosen, Jeff Pike, Alma Gasca and Dave Grund. Also present were Mayor Janette Wertish and City Administrator/Clerk Shane Wohlman. Scott Tedrick from the Register was also in attendance.

**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, Rosen & Zaske.

**3. Approval of Minutes**

a. A motion was made by Adam Zaske and seconded by Laura Rosen to approve the minutes of the March 9, 2020 Regular Council Meeting. Ayes: Gasca, Grund & Pike.

b. A motion was made by Jeff Pike and seconded by Adam Zaske to approve the minutes of the March 17, 2020 Emergency Council Meeting. Ayes: Gasca, Grund & Rosen.

**4. Invoices Payable**

a.

Check #	Name	Amount	Account	Comments	Date
035377	212-DRIVING SCHOOL	\$190.00	G 101-22101 Forfeiture Fund/Safe&Sober	19 Students - Parent Meeting	3/23/2020
035378	AMERIPRIDE SERVICES, INC	\$80.23	E 101-45400-229 Contractual Service	Community Center Contractual	3/23/2020
035379	CLARKE MOSQUITO CONTROL	\$6,805.77	E 101-43100-219 General Supplies-Maint.	Biomist Mosquito spray	3/23/2020
035380	COUNTY LINE DOOR	\$548.00	E 400-49100-237 Fire Hall	Repair Doors at Fire Hall	3/23/2020
035380	COUNTY LINE DOOR	\$236.00	E 101-45200-221 Repair/Maint. Equipment	Repair Garage door	3/23/2020
035381	HEIMAN BROTHERS INC.	\$96.00	E 101-42200-258 Fire Suits	Name Tags	3/23/2020
035382	MED-COMPASS	\$1,560.00	E 101-42200-382 Med Check-Ups	Medical Check ups - 22 Firefighters	3/23/2020
035383	MENARDS	\$22.97	E 101-41400-201 Office Supplies	Presidential Primary supplies	3/23/2020
035384	MINNESOTA POLLUTION CONTROL	\$187.50	E 400-49100-256 Demolition of Blighted Bldg.	Fees at 102 N Main Petroleum Brownsfield Grant	3/23/2020
035385	MVTL LABORATORIES, INC.	\$139.00	E 602-49450-229 Contractual Service	Sewer Testing	3/23/2020
035386	NCPERS MINNESOTA	\$80.00	G 101-21760 Hospitalization/Medical Ins	Insurance	3/23/2020
035387	RENVILLE CO AUDITOR-TREAS.	\$148.50	E 400-49100-256 Demolition of Blighted Bldg.	Deed Tax for Strunc Property	3/23/2020
035388	RENVILLE COUNTY RECORDER	\$46.00	E 400-49100-256 Demolition of Blighted Bldg.	Record purchase of Strunc Property	3/23/2020
035389	RENVILLE-SIBLEY COOPERATIVE	\$694.63	E 601-49400-381 Utilities	Water Electric	3/23/2020
035389	RENVILLE-SIBLEY COOPERATIVE	\$462.65	E 601-49400-381 Utilities	Water Electric	3/23/2020
035390	THEIN WELL COMPANY, INC	\$275.00	E 601-49400-229 Contractual Service	Annual Inspection - Wells	3/23/2020

035390	THEIN WELL COMPANY, INC	\$50.00	E 601-49400-221 Repair/Maint. Equipment	Pump packing - 2 pumps	3/23/2020
035391	USABLE LIFE	\$10.90	E 101-41300-131 Employee Insurance	Life Ins.	3/23/2020
035391	USABLE LIFE	\$7.27	E 601-49400-131 Employee Insurance	Life Ins.	3/23/2020
035391	USABLE LIFE	\$7.26	E 101-43100-131 Employee Insurance	Life Ins.	3/23/2020
035391	USABLE LIFE	\$30.96	E 101-42100-131 Employee Insurance	Life Ins.	3/23/2020
035391	USABLE LIFE	\$7.27	E 602-49450-131 Employee Insurance	Life Ins.	3/23/2020
035391	USABLE LIFE	\$9.40	E 101-41400-131 Employee Insurance	Life Ins.	3/23/2020
035392	VERIZON WIRELESS	\$70.02	E 101-42100-321 Telephone	Police Dept. Telephone	3/23/2020
035393	WEST CENTRAL SANITATION	\$17.55	E 101-43100-229 Contractual Service	Street Refuse	3/23/2020
035393	WEST CENTRAL SANITATION	\$35.92	E 602-49450-229 Contractual Service	WWT Refuse	3/23/2020
035394	WINSTED SOLAR, LLC	\$322.85	E 601-49400-381 Utilities	Water Electric	3/23/2020
035394	WINSTED SOLAR, LLC	\$70.39	E 101-42200-380 Utility Services (GENERAL)	Fire Dept Electric	3/23/2020
035394	WINSTED SOLAR, LLC	\$94.26	E 101-43100-380 Utility Services (GENERAL)	Street Electric	3/23/2020
035394	WINSTED SOLAR, LLC	\$33.14	E 101-45400-380 Utility Services (GENERAL)	CC Electric	3/23/2020
035394	WINSTED SOLAR, LLC	\$23.12	E 101-41400-380 Utility Services (GENERAL)	City hall Electric	3/23/2020
035394	WINSTED SOLAR, LLC	\$20.81	E 101-45500-380 Utility Services (GENERAL)	Library Electric	3/23/2020
035394	WINSTED SOLAR, LLC	\$859.22	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	3/23/2020
035394	WINSTED SOLAR, LLC	\$15.71	E 101-45200-380 Utility Services (GENERAL)	Park Electric	3/23/2020
035395	XCEL ENERGY	\$1,920.23	E 101-43100-380 Utility Services (GENERAL)	Street Electric	3/23/2020
035396	ZIEGLER	\$790.84	E 101-43100-221 Repair/Maint. Equipment	Payloader supplies	3/23/2020
997314E	MINNESOTA DEPT. OF REVENUE	\$503.32	G 101-21720 State Withholding	State Withholding Tax	3/18/2020
997315E	INTERNAL REVENUE SERVICE	\$1,053.52	G 101-21710 Federal Withholding Tax	FWH	3/18/2020
997315E	INTERNAL REVENUE SERVICE	\$1,628.10	G 101-21730 FICA Tax Withholding	FICA/Medicare	3/18/2020
997316E	PUBLIC EMPLOYEES RETIREMENT	\$3,235.51	G 101-21740 PERA	PERA	3/18/2020
997317E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	3/18/2020
997320E	SW/WC SERVICE COOPERATIVES	\$1,342.50	G 101-21761 Health Care	Medical Insurance-Jodi	3/18/2020
997320E	SW/WC SERVICE COOPERATIVES	\$496.50	G 101-21762 Employer Health Portion	Medical Insurance-Jodi	3/18/2020
997320E	SW/WC SERVICE COOPERATIVES	\$3,678.00	G 101-21762 Employer Health Portion	Medical Insurance-Police	3/18/2020
997320E	SW/WC SERVICE COOPERATIVES	\$613.00	G 101-21762 Employer Health Portion	Medical Insurance-Street	3/18/2020
997320E	SW/WC SERVICE COOPERATIVES	\$613.00	G 101-21762 Employer Health Portion	Medical Insurance-Sewer	3/18/2020
997320E	SW/WC SERVICE COOPERATIVES	\$613.00	G 101-21762 Employer Health Portion	Medical Insurance-Water	3/18/2020
<b>TOTAL</b>		<b>\$29,795.82</b>			

b.

Check #	Name	Amount	Account	Comments	Date
035397	BART S PLACE	\$45.99	E 101-41410-101 Wages and Salaries	Election Judge meals	3/26/2020
035398	ELEVATED WELDING SERVICE	\$265.00	E 601-49400-229 Contractual Service	Plumbing for recirculation line	3/26/2020
035399	HAWKINS INC.	\$796.13	E 601-49400-219 General Supplies-Maint.	Water Supplies	3/26/2020
035400	HUFCOR	\$10,500.00	E 400-49100-236 Community Center	2nd Payment for new partitions	3/26/2020

035401	MAC QUEEN EQUIPMENT INC.	\$30.64	E 101-43100-221 Repair/Maint. Equipment	Street Dept. Repairs	3/26/2020
035402	MVTL LABORATORIES, INC.	\$139.00	E 602-49450-229 Contractual Service	Sewer Testing	3/26/2020
035402	MVTL LABORATORIES, INC.	\$33.00	E 601-49400-229 Contractual Service	Water Testing	3/26/2020
035403	QUADIEN	\$25.15	E 101-41400-201 Office Supplies	Postage	3/26/2020
035404	UNITED STATES POSTAL SERVICE	\$106.75	E 602-49450-201 Office Supplies	Utility Postage	3/26/2020
035404	UNITED STATES POSTAL SERVICE	\$106.75	E 601-49400-201 Office Supplies	Utility Postage	3/26/2020
035405	VERIZON WIRELESS	\$68.34	E 101-43100-321 Telephone	Street Dept. Telephone	3/26/2020
035405	VERIZON WIRELESS	\$51.34	E 101-42100-321 Telephone	Police Dept. Telephone	3/26/2020
997321E	LIGHTBEAM INTERNET	\$40.00	E 101-43100-321 Telephone	Internet - Street Dept	3/23/2020
997321E	LIGHTBEAM INTERNET	\$40.00	E 101-49260-722 Internet Fees & Updates	Internet - City Hall	3/23/2020
997321E	LIGHTBEAM INTERNET	\$40.00	E 101-42100-321 Telephone	Internet - PD	3/23/2020
997321E	LIGHTBEAM INTERNET	\$40.00	E 602-49450-321 Telephone	Internet - WWTP	3/23/2020
997321E	LIGHTBEAM INTERNET	\$40.00	E 101-42200-321 Telephone	Internet - Fire Hall	3/23/2020
<b>TOTAL</b>		<b>\$12,368.09</b>			

A motion was made by Adam Zaske and seconded by Dave Grund to approve the invoices payable from March 23, 2020 & March 26, 2020. Ayes: Gasca, Pike & Rosen.

## 5. Public Comment

## 6. Committee/Staff Reports

### a. Public Works

#### **Public Works Committee Minutes 3/11/2020 5:30 pm**

Present: Janette Wertish, Alma Gasca, Nate Sunvold, Bill Sietsema, Jeff Pike, Shane Wohlman

Absent: Jon Driggs, Dennis Ulrich, Lloyd Zabel

\* Gary Eekhoff attended meeting to discuss utility bill for H&L building located on 538 West Park Avenue. Amount of bill was \$864.83, a toilet was running and not discovered for a while. No action was taken by the committee.

\* Renville Lions Club submitted some ideas for project to update some of the parks, examples include tree trimming, hockey rink and park equipment. Maybe getting students needing community hours to help.

\* Nate checked with West Central Sanitation on what their rates are for tires, electronics and mattresses for clean-up days. The committee recommends approving the final flyer with prices set as printed. See attachment.

\* RCW Handicap Parking, the committee recommends Shane send a letter to the school stating that they should consider using their parking lot for additional handicap parking spaces, next to the current ones they

have. The committee also feels that if a handicap spot needs to be added to the west side of the school, the school should look at getting an engineer involved due to ADA regulations and a city storm drain in that area.

\* City property at 449 NW 2<sup>nd</sup> Street was recommended to be burned down and the lot then put up for sale. The pictures taken inside the house show a lot of damage. Utility providers will be contacted for disconnects. Public Works will get the outside of the property cleaned up and the building secured for now. The fire department will check into the process for burning.

\* Public Works report- New hire Daniel Johnson will start work Thursday, March 12. Street sweeping started March 11. New payloader arrived on March 4<sup>th</sup>. Inspections were performed on the 2 wells north of town, everything looks good. Nate attended an Emerald Ash Borer training. All back-up generators have been serviced. Rembrandt recently bypassed their wastewater plant. A Notice of Violation (NOV) letter was received from MN Pollution Control Agency (MPCA) due to a release on 4/17/2019 caused by snow melt and rain. A plan will need to be submitted to MPCA within 60 days.

\* Shane update- A quote was gathered to replace the 4 lights on the north side of the community center and 1 light on the east side for a total of \$2,355. No action was taken. Checked into fixing of sidewalks and technically if a list is created of sidewalks that need fixing the city could be reliable.

Respectfully submitted by Alma Gasca

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

**b. Public Building Task Force**

City of Renville

Public Building Task Force Minutes

March 12, 2020 5:30 p.m.

Present: Dave Grund, Jeanette Wertish, Shane Wohlman, Aaron Haen, Aaron Slagter, Nate Sunvold, Wanda Knapper, Sharon Maurice, Gary Wulf

Absent: Adam Zaske, Dennis Ulrich

Lon Negen from Negan Associates and Jim Bach from Marcus Construction attended the meeting. Lon gave us a little background about himself, his company, and how the process works with his company.

After looking at the facilities he gave us some insight on what his first thoughts were. He explained that the mechanical systems create the largest cost of the project and can be the hardest to work around if moving offices. Suggested leaving library and city hall where they are and maybe reducing library a bit to accommodate PD. We also talked about moving kitchen and using that space, plus some of library space for PD, adding a smaller kitchen area to existing community center space. Lon questioned, "What are you willing to give up?" He was going to work on some options and get them back to us at the next meeting. The committee agreed to continue working with Mr. Negen.

Next meeting March 24 at 5:30 p.m. (?)

Respectfully submitted

Dave Grund

A motion was made by Laura Rosen and seconded by Adam Zaske to approve the Public Building Task Force Report. Ayes: Gasca, Grund & Pike.

**c. City Administrator**

**City of Renville**  
City Administrator Report  
3-30-2020

\* On March 11<sup>th</sup>, we held the Lunch & Learn event at the Community Center with Jackie Kaufenberg giving a presentation on Facebook Marketing. There were 34 people in attendance. The largest Lunch & Learn event so far.

\* Chris Knight has resumed digging activity at the Medical Complex site by starting to remove the house basement.

\* We received a check from FEMA for the gravel portion of the "soft spot" project on March 18<sup>th</sup> in the amount of \$13,557.41.

\* The Blood Mobile took place on March 25<sup>th</sup> and collected around 100 units of blood.

\* March 25<sup>th</sup> was also our "deadline" to get the City portion of the Environmental Grant submitted to our engineers. SEH will now complete the rest of application so it can be in the hands of the folks at MN DEED by May 1<sup>st</sup>.

\* As of March 15<sup>th</sup>, I've been a part of the Community Incident Command conference call that takes place at 8:00 am daily. This includes about 25 various stakeholders throughout the County including Renville County Hospital Dr. and staff, Emergency Management, Public Health, Sheriff, area nursing homes, schools and City Administration. This group has been very active in trying to make sure Renville County has the best plan in place, along with necessary equipment, supplies and additional facilities that might be needed.

\* The office staff has been set up to work from home. The only thing that we can't do is call forwarding. This would cost an additional \$6.00 a month along with a one-time charge of \$10.00 to set it up.

\* The Public Works meeting for April has been cancelled. We will get Dan Johnson to stop by a council meeting when we start meeting again in person.

**Census Fact-** Wednesday, April 1<sup>st</sup> is Census Day!

\*\*\*Upcoming Meetings:  
Community meetings- Daily  
EDA- April 8

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

## **7. Discussion Items**

## **8. Action Items**

A motion was made by Adam Zaske and seconded by Dave Grund to approve call forwarding for City Hall. Ayes: Gasca, Pike & Rosen.

A motion was made by Adam Zaske and seconded by Jeff Pike to approve Clean Up Days with the dates and hours being May 1, 2020 10 am-7 pm & May 2, 2020 8 am-4 pm. Ayes: Gasca, Grund & Rosen.

A motion was made by Adam Zaske and seconded by Laura Rosen to approve the Negen & Assoc. Contract. Ayes: Gasca, Grund & Pike.

A motion was made by Adam Zaske and seconded by Laura Rosen to set an EDA meeting for April 8, 2020 at 6:00 pm. Ayes: Gasca, Grund & Pike.

### **RESOLUTION 08-20**

#### **APPROVING CONTAMINATION CLEANUP GRANT APPLICATION, COMMITTING LOCAL MATCH AND AUTHORIZING SIGNATURE**

#### **TO THE DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT (DEED)**

BE IT RESOLVED that the City of Renville act as the legal sponsor for the project

contained in the Contamination Cleanup Grant Program to be submitted on May 1, 2020

and that the City Administrator/Clerk is hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of Renville.

BE IT FURTHER RESOLVED that the City of Renville has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the application are committed to the project identified.

BE IT FURTHER RESOLVED that the City of Renville has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the state, the City of Renville may enter into an agreement with the State of Minnesota for the above-referenced project, and that the City of Renville certifies that it will comply with all applicable laws and regulation as stated in all contract agreements.

BE IT FURTHER RESOLVED that the City of Renville has approved the Contamination Cleanup grant application submitted to the Department of Employment and Economic Development (DEED).

NOW, THEREFORE BE IT FINALLY RESOLVED that the Mayor and the City Administrator/Clerk are hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

Passed and adopted on this 30th day of March 2020, by the City Council of Renville, Minnesota.

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

Attest: \_\_\_\_\_  
Janette Wertish, Mayor

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

**9. Mayor’s Report**

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

**10. Adjourn**

A motion was made by Adam Zaske and seconded by Jeff Pike to adjourn the meeting. Ayes: Gasca, Grund & Rosen. Meeting was adjourned at 6:58 p.m.

Dated at Renville, Minnesota this 30<sup>th</sup> day of March, 2020.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

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