

**Approved Minutes  
City Council Regular Session-Remote Meeting  
April 13, 2020  
Monday 6:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on April 13, 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. Scott Tedrick from the Register and Jake Fejedelem with Pioneerland were also in attendance.

**1. Pledge of Allegiance**

**2. Approval of Agenda**

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

**3. Approval of Minutes**

A motion was made by Adam Zaske and seconded by Laura Rosen to approve the minutes of the March 30, 2020 Regular Council Meeting. Aye: Gasca, Grund & Pike.

**4. Invoices Payable**

Check #	Name	Amount	Account	Comments	Date
035406	ALEX AIR APPARATUS, INC.	\$249.00	E 101-42200-219 General Supplies-Maint.	Fire Dept Foam	4/13/2020
035407	ANDERSON LARSON HANSON & SAUND	\$1,277.50	E 101-41610-101 Wages and Salaries	Attorney Fees-PD	4/13/2020
035407	ANDERSON LARSON HANSON & SAUND	\$28.00	E 101-41610-101 Wages and Salaries	Attorney Fees-Admin	4/13/2020
035408	BHE RENEWABLES	\$228.97	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	4/13/2020
035408	BHE RENEWABLES	\$9,124.01	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	4/13/2020
035408	BHE RENEWABLES	\$1,117.92	E 601-49400-381 Utilities	Water Electric	4/13/2020
035408	BHE RENEWABLES	\$206.07	E 101-45500-380 Utility Services (GENERAL)	Library Electric	4/13/2020
035408	BHE RENEWABLES	\$328.18	E 101-45400-380 Utility Services (GENERAL)	Community Center Electric	4/13/2020
035409	BROUWER CONSTRUCTION	\$685.00	E 601-49400-229 Contractual Service	Excavate & Repair watermain Chestnut & 2nd SW	4/13/2020
035410	CENTURYLINK	\$74.94	E 101-42100-321 Telephone	Police Dept. Telephone	4/13/2020
035410	CENTURYLINK	\$141.92	E 601-49400-321 Telephone	Water Dept. Telephone	4/13/2020
035410	CENTURYLINK	\$65.16	E 101-45500-321 Telephone	Library Telephone	4/13/2020
035410	CENTURYLINK	\$63.24	E 101-43100-321 Telephone	Public Works Telephone	4/13/2020
035410	CENTURYLINK	\$62.76	E 602-49450-321 Telephone	Sewer Dept. Telephone	4/13/2020
035410	CENTURYLINK	\$147.56	E 101-41400-321 Telephone	City Hall Telephone	4/13/2020
035411	FARM RITE EQUIPMENT	\$196.59	E 101-43100-221 Repair/Maint. Equipment	Street Dept supplies	4/13/2020
035412	FARMERS CO-OP OIL CO	\$54.59	E 101-42200-212 Gas and Oil	Fire Dept. Gas	4/13/2020
035412	FARMERS CO-OP OIL CO	\$2,645.99	E 101-42100-221 Repair/Maint. Equipment	Repair/Maint. Ford Explorer	4/13/2020
035412	FARMERS CO-OP OIL CO	\$536.07	E 101-43100-212 Gas and Oil	Street Dept. Gas	4/13/2020

035412	FARMERS CO-OP OIL CO	\$495.84	E 101-42100-212 Gas and Oil	Police Dept. Gas	4/13/2020
035413	GOPHER STATE ONE-CALL, INC	\$8.10	E 601-49400-229 Contractual Service	Water Contractual	4/13/2020
035413	GOPHER STATE ONE-CALL, INC	\$8.10	E 602-49450-229 Contractual Service	Sewer Contractual	4/13/2020
035414	GREAT PLAINS NATURAL GAS	\$143.28	E 101-41400-380 Utility Services (GENERAL)	Clerk Gas Service	4/13/2020
035414	GREAT PLAINS NATURAL GAS	\$214.68	E 101-42100-380 Utility Services (GENERAL)	Police Dept. Gas	4/13/2020
035414	GREAT PLAINS NATURAL GAS	\$205.36	E 101-45400-380 Utility Services (GENERAL)	Community Center	4/13/2020
035414	GREAT PLAINS NATURAL GAS	\$30.89	E 101-45200-380 Utility Services (GENERAL)	Park Gas Service	4/13/2020
035414	GREAT PLAINS NATURAL GAS	\$360.28	E 602-49450-387 Utilities-Wastewater Plan	Sewer Gas Service	4/13/2020
035414	GREAT PLAINS NATURAL GAS	\$186.16	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Gas	4/13/2020
035414	GREAT PLAINS NATURAL GAS	\$128.95	E 101-45500-380 Utility Services (GENERAL)	Library Gas Service	4/13/2020
035414	GREAT PLAINS NATURAL GAS	\$719.31	E 601-49400-381 Utilities	Water Gas Service	4/13/2020
035415	GRIZZLY SUPPLY	\$31.98	E 400-49100-256 Demolition of Blighted Bldg.	Boards to secure 449 NW 2nd Street	4/13/2020
035416	HILLYARD FLOOR CARE SUPPLY	\$324.18	E 101-45400-221 Repair/Maint. Equipment	Repair floor cleaner	4/13/2020
035417	LANG S AUTOMOTIVE CENTER, INC.	\$202.89	E 101-43100-219 General Supplies-Maint.	Street Dept Supplies	4/13/2020
035417	LANG S AUTOMOTIVE CENTER, INC.	\$35.97	E 602-49450-219 General Supplies-Maint.	Sewer Supplies	4/13/2020
035417	LANG S AUTOMOTIVE CENTER, INC.	\$23.99	E 101-45200-219 General Supplies-Maint.	Parks Supplies	4/13/2020
035418	LOFFLER	\$118.31	E 101-41400-229 Contractual Service	Copier Service Contract	4/13/2020
035419	MAC QUEEN EQUIPMENT INC.	\$103.05	E 101-43100-221 Repair/Maint. Equipment	Street Dept repairs/supplies	4/13/2020
035420	MACS	\$144.42	E 101-43100-219 General Supplies-Maint.	Street Dept Supplies	4/13/2020
035421	MAIN STREET BAR & GRILL	\$700.00	E 101-42100-412 Building Rentals	PD Building Rent - April 2020	4/13/2020
035422	MAYNARD S FOOD CENTER	\$3.99	E 101-41400-219 General Supplies-Maint.	City Hall Supplies	4/13/2020
035422	MAYNARD S FOOD CENTER	\$14.44	E 101-49260-437 Other Miscellaneous	Election Judge meals	4/13/2020
035423	MN BOARD OF PEACE OFFICER	\$90.00	E 101-42100-433 Dues and Licensing	POST Renewal - Aaron Slagter	4/13/2020
035423	MN BOARD OF PEACE OFFICER	\$90.00	E 101-42100-433 Dues and Licensing	POST Renewal - Chad Segelstrom	4/13/2020
035424	MVTL LABORATORIES, INC.	\$285.00	E 602-49450-229 Contractual Service	Sewer Testing	4/13/2020
035424	MVTL LABORATORIES, INC.	\$139.00	E 602-49450-229 Contractual Service	Sewer Testing	4/13/2020
035424	MVTL LABORATORIES, INC.	\$139.00	E 602-49450-229 Contractual Service	Sewer Testing	4/13/2020
035425	NORTHERN BUSINESS PRODUCTS	\$96.87	E 101-41400-201 Office Supplies	City Hall Office Supplies	4/13/2020
035426	RENCO PUBLISHING, INC.	\$36.00	E 101-41400-433 Dues and Licensing	Register Subscription	4/13/2020
035426	RENCO PUBLISHING, INC.	\$64.94	E 101-41400-201 Office Supplies	Business Cards - S. Wohlman	4/13/2020
035427	RENVILLE CO. SHERIFF S DEPT.	\$1,000.00	E 101-42100-433 Dues and Licensing	Renville Co IT & LETG Maintenance	4/13/2020
035428	SCHROEDER, GARRET	\$187.50	E 101-43100-229 Contractual Service	Street Dept. Maintenance	4/13/2020
035429	VERIZON WIRELESS	\$70.02	E 101-42100-321 Telephone	Police Dept. Telephone	4/13/2020
035430	VOLUNTEER FIREFIGHTERS BENEFI	\$183.00	E 101-42200-433 Dues and Licensing	Fire Dept. Membership	4/13/2020
035431	WOHLMAN, SHANE	\$19.82	E 101-41400-201 Office Supplies	laminator	4/13/2020
035431	WOHLMAN, SHANE	\$205.20	E 101-41100-433 Dues and Licensing	Go To Meeting Subscription	4/13/2020
035432	XCEL ENERGY	\$272.99	E 101-43100-380 Utility Services (GENERAL)	Street Electric	4/13/2020
035432	XCEL ENERGY	\$26.46	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Electric	4/13/2020
035432	XCEL ENERGY	\$64.84	E 101-45200-380 Utility Services (GENERAL)	Park Electric	4/13/2020
035432	XCEL ENERGY	\$63.69	E 101-42100-380 Utility Services (GENERAL)	PD Electric	4/13/2020

997322E	MINNESOTA DEPT. OF REVENUE	\$570.06	G 101-21720 State Withholding	State Withholding Tax	3/30/2020
997323E	INTERNAL REVENUE SERVICE	\$1,139.80	G 101-21710 Federal Withholding Tax	FWH	3/30/2020
997323E	INTERNAL REVENUE SERVICE	\$1,778.52	G 101-21730 FICA Tax Withholding	FICA/Medicare	3/30/2020
997324E	PUBLIC EMPLOYEES RETIREMENT	\$3,588.37	G 101-21740 PERA	PERA	3/30/2020
997325E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	3/30/2020
997329E	MINNESOTA DEPT. OF REVENUE	\$360.00	G 601-20800 Sales Tax	Sales Tax 1st Qtr 2020	4/3/2020
997330E	SW/WC SERVICE COOPERATIVES	\$1,342.50	G 101-21761 Health Care	Medical Insurance-Jodi	4/8/2020
997330E	SW/WC SERVICE COOPERATIVES	\$3,678.00	G 101-21762 Employer Health Portion	Medical Insurance-Police	4/8/2020
997330E	SW/WC SERVICE COOPERATIVES	\$1,955.50	G 101-21762 Employer Health Portion	Medical Insurance-Street	4/8/2020
997330E	SW/WC SERVICE COOPERATIVES	\$1,955.50	G 101-21762 Employer Health Portion	Medical Insurance-Water	4/8/2020
997330E	SW/WC SERVICE COOPERATIVES	\$1,955.50	G 101-21762 Employer Health Portion	Medical Insurance-Sewer	4/8/2020
997330E	SW/WC SERVICE COOPERATIVES	\$496.50	G 101-21762 Employer Health Portion	Medical Insurance-Jodi	4/8/2020
	<b>TOTAL</b>	<b>\$43,342.22</b>			

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

## 5. Monthly Financials

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

## 6. Public Comment

## 7. Committee/Staff Reports

### a. EDA

EDA Meeting Minutes

Present: Janette Wertish, Laura Rosen, Adam Zaske, Sharon Maurice, Brandon Wulf, Shane Wohlman

Absent: Jeremy Hinderks, Michelle Mortensen, Cari Rice

Next meeting: Wednesday, May 6, 2020 12:15 pm remotely

### 1. Renville County EDA – Jordan Zeller

Jordan went through the most current Federal, State and local programs available to businesses, employees and veterans that can assist during the pandemic. The County recently started an Emergency Business Bridge Loan program that can assist up to \$2,500 with no interest. This has been very popular so far. Jordan also mentioned the training webinars to help answer questions about the different programs have been favorable among local businesses as well. He also said that the Housing Study might be delayed some to other pressing issues.

### 2. Business Incentive Information

The committee reviewed and modified the Business Incentive informational sheet. The recommendation is to approve this final draft.

### **3. City Logo**

The committee reviewed additional logo options and narrowed it down to one that they believe will work good on vehicles and letterhead. See attached.

### **4. Shane Update**

Shane mentioned that the pandemic has caused a change of plans on different aspects of everybody's life at the moment. This has created a quick transition in the way meetings, programs and events are being handled. Work will continue to assist our local businesses and their employees any way that we can.

Shane plans on attending the next County EDA Advisory meeting that is planned to be held remotely on April 14<sup>th</sup>.

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

### **e. City Administrator**

**City of Renville**  
City Administrator Report  
4-13-2020

\* COVID-19 Update- On April 8<sup>th</sup> the Governor extended the Stay Home Order to May 4<sup>th</sup> and today he signed Executive Order 20-35, which extends the peacetime emergency in MN for 30 days (until May 13<sup>th</sup>). The County is sending over the minutes from the Emergency Operations Command meetings, which are currently held 3 times a week. We continue to put current information on the website and Facebook page as it's given to the city. The mail and utility payment box get checked daily, still processing permits along with all other normal city functions. Staying in contact with all the local businesses during this time is also critical. Regular email notifications about new and ever changing Federal, State and local programs are being relayed to all the local businesses. Another item that we have heard rumblings about is the State Department of Revenue is considering the potential delay of property tax payments to cities. Any action taken would have to come from the Governor and Legislature. Feedback has been provided to the Department of Revenue as to how a decision like this could impact our city. Before the pandemic, Renville County Emergency Management planned on a Community Outreach program that would take place in every city in the County. Renville was scheduled to host on April 16<sup>th</sup>, but that has been postponed for now (see newsletter in packet). The call-forwarding feature is now operational on the office phones.

\* I'm hoping to have the City's Insurance Policy renewal wrapped up by the end of this week. The Tort Waiver in the Action Items is a part of that process.

\* Sara Oberloh is planning on attending our next council meeting (4/27) remotely to share the audit reports.

\* The brush site will open on Thursday, April 16<sup>th</sup>. As a reminder the hours are Tuesday, Thursday and Saturdays from 9:00 am – 7:00 pm.

**Census Fact-** As of this afternoon, the National Response Rate is at 47.9%. MN is currently leading the rest of the country at 57.2%. The Renville Census Tract is sitting at 27.2%.

\*\*\*Upcoming Meetings:

4/14- EDA Advisory Mtg, Noon

4/23- Public Safety, 5:30

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**

Jake Fejedelem with Pioneerland Library was in attendance to possibly open the library again while keeping the City in compliance with the Stay-Home orders from the Governor.

**9. Action Items**

A motion was made by Jeff Pike and seconded by Adam Zaske to explore the option for the library to open for one employee & curbside service while following best practices and the City can remain in compliance. Ayes: Gasca, Grund & Rosen.

A motion was made by Laura Rosen and seconded by Adam Zaske to approve the Business Incentive information. Ayes: Gasca, Grund & Pike.

A motion was made by Laura Rosen and seconded by Jeff Pike to approve the new City Logo. Ayes: Gasca, Grund & Zaske.

A motion was made by Laura Rosen and seconded by Adam Zaske to approve the Creating a Better Tomorrow Ad for the Register with updates. Ayes: Gasca, Grund & Pike.

A motion was made by Adam Zaske and seconded by Jeff Pike to approve the LMC Liability Insurance Waiver- Does Not Waive. Ayes: Gasca, Grund & Rosen.

A motion was made by Jeff Pike and seconded by Adam Zaske to approve the MnWARN Mutual Aid Agreement. Ayes: Gasca, Grund & Rosen.

**CITY OF RENVILLE**

**RESOLUTION 09-20**

**RESOLUTION AUTHORIZING GOVERNMENTAL  
UNIT TO BE A PARTY TO MINNESOTA WATER AGENCY RESPONSE NETWORK  
(MnWARN)**

WHEREAS, Minnesota Statutes, Section 471.59 authorizes governmental units by agreement of their governing bodies to jointly or cooperatively exercise any power common to them;

WHEREAS, MnWARN has been established by the adoption of a Mutual Aid Agreement (the Agreement) among Governmental Units to allow their water, wastewater and storm water utilities to assist each other in case of an emergency;

WHEREAS, the Agreement allows other governmental units to become a party to the Agreement by the adoption of this Resolution and sending notice to the Secretary of the Statewide Committee for MnWARN; and

WHEREAS, the governing body of the City of Renville considers it to be in the best interest of the City of Renville to be a party to the Agreement.

NOW, THEREFORE, BE IT RESOLVED, that the City of Renville:

- 1. Authorizes the Mayor and City Administrator/Clerk to sign this resolution evidencing the intent of Renville to be a party to MnWARN; and
- 2. City Administrator/Clerk is directed to send a certified copy of this resolution and a completed membership information form to the Secretary of the Statewide Committee of MnWARN; and
- 3. The City of Renville agrees to comply with all terms of the Agreement.

Passed and adopted on this 13th day of April 2020, by the City Council of Renville, Minnesota.

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

By: \_\_\_\_\_

Its Mayor

And: \_\_\_\_\_

Its Clerk-Administrator-Treasurer

MAIL TO:  
 Secretary of Statewide Committee MnWARN  
 217 12<sup>th</sup> Avenue SE Elbow Lake, MN 56531

**10. Mayor’s Report**

The Mayor gave a Covid-19 update & would like everyone to use common sense. Thanks to the Bloodmobile for holding a successful blood drive. Adam said the Fire Department will start doing drive-by's for kids on their birthday during the State shut-down.

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

**11. Adjourn**

A motion was made by Adam Zaske and seconded by Laura Rosen to adjourn the meeting. Ayes: Gasca, Grund & Pike. Meeting was adjourned at 6:49 p.m.

Dated at Renville, Minnesota this 13<sup>th</sup> of April, 2020.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

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