

**Approved Minutes  
City Council Meeting  
Monday, April 22, 2024  
6:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on April 22, 2024 at 6:00 pm by Mayor Janette Wertish.

City Council Members present were: Alma Gasca, Dave Grund, Pete Peterson, David Van Hove, Jr., and Adam Zaske. Also present were Mayor Janette Wertish, City Administrator Shane Wohlman, and SEH Engineer Justin Black. Scott Tedrick with the Register attended remotely.

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Approval of Agenda**

A motion was made by Adam Zaske and seconded by Dave Grund to approve the agenda with the Discussion Items additions d. Community Center chairs and e. Set an HR Committee meeting. Ayes: Gasca, Peterson, and Van Hove, Jr.

**4. Approval of Minutes**

A motion was made by David Van Hove, Jr. and seconded by Adam Zaske to approve the City Council minutes from the April 8, 2024 Council Meeting. Ayes: Gasca, Grund, and Peterson.

**5. Public Comments**

**6. Invoices Payable**

a.

Check#	Name	Amount	Account	Comments
501985	ANDERSON LARSON HANSON & SAUND	\$2,828.91	E 101-41610-101 Wages and Salaries	Attorney Fees - PD
501985	ANDERSON LARSON HANSON & SAUND	\$320.00	E 101-41610-101 Wages and Salaries	Attorney Fees - Admin
501986	BHE RENEWABLES	\$168.41	E 101-45500-380 Utility Services (GENERAL)	Library
501986	BHE RENEWABLES	\$84.20	E 101-41400-380 Utility Services (GENERAL)	City Hall
501986	BHE RENEWABLES	\$168.41	E 101-42100-380 Utility Services (GENERAL)	Police Department
501986	BHE RENEWABLES	\$993.45	E 601-49400-381 Utilities	Water
501986	BHE RENEWABLES	\$8,203.76	E 602-49450-387 Utilities-Wastewater Plan	Wastewater
501986	BHE RENEWABLES	\$344.46	E 101-45400-380 Utility Services (GENERAL)	Community Center
501987	LOFFLER	\$230.43	E 101-41400-229 Contractual Service	Copier Service Contract
501988	MINNESOTA DEPT OF HEALTH	\$32.00	E 601-49400-436 Licenses & Permits	Water Supply System Operator Class C - D John
501989	MVTL LABORATORIES, INC.	\$228.19	E 602-49450-229 Contractual Service	Sewer Testing
501990	RENCO PUBLISHING, INC.	\$40.00	E 101-41400-201 Office Supplies	Register Subscription
501990	RENCO PUBLISHING, INC.	\$52.25	E 101-41100-351 Legal Notices Publishing	Publishing-Anderson PH Notice
501991	RENVILLE CO AUDITOR-TREAS.	\$603.54	E 101-49260-457 Property Taxes	2024 Property Taxes
501992	SEHRCM	\$4,247.50	E 101-49260-303 Engineering Fees	Stormwater Resiliency Plan

501993	SLAGTER, AARON	\$107.36	E 101-42100-201 Office Supplies	Microsoft Subscription
501993	SLAGTER, AARON	\$136.00	E 101-42100-201 Office Supplies	Postage
501993	SLAGTER, AARON	\$90.00	E 101-42100-433 Dues and Licensing	J Spieker POST License
501994	STAR GROUP, LLC	\$33.18	E 101-42100-221 Repair/Maint. Equipment	PD repairs/maint.
501994	STAR GROUP, LLC	\$107.15	E 101-43100-221 Repair/Maint. Equipment	Street Dept repairs/maint.
501995	VERIZON WIRELESS	\$70.02	E 101-42100-321 Telephone	Police Dept. Telephone
501996	WERTISH AUTO AND TRUCK REPAIR	\$433.48	E 101-43100-221 Repair/Maint. Equipment	Repairs to '12 Chev Silverado
501997	ZIEGLER	\$279.16	E 101-43100-221 Repair/Maint. Equipment	Repairs to payloador
501998	DUININCK BROS INC.	\$3,565.80	E 101-43100-219 General Supplies-Maint.	Cold Mix
501999	E & C GRAPHICS, INC.	\$275.00	E 101-41410-437 Other Miscellaneous	Curbside Voting Signs
502000	Emergency Apparatus Maint. Inc	\$2,906.11	E 101-42200-229 Contractual Service	Truck Inspections
502001	FARMERS CO-OP OIL CO	\$145.56	E 101-42100-221 Repair/Maint. Equipment	Chevy Tahoe repairs
502001	FARMERS CO-OP OIL CO	\$100.12	E 101-42200-212 Gas and Oil	Fire Dept. Gas
502001	FARMERS CO-OP OIL CO	\$972.74	E 101-43100-212 Gas and Oil	Street Dept. Gas
502001	FARMERS CO-OP OIL CO	\$641.80	E 101-42100-212 Gas and Oil	Police Dept. Gas
502002	GRIZZLY SUPPLY	\$59.98	E 101-43100-219 General Supplies-Maint.	Street Dept supplies
502003	MAC QUEEN EQUIPMENT INC.	\$1,250.28	E 101-43100-221 Repair/Maint. Equipment	Payloador repairs
502004	MVTL LABORATORIES, INC.	\$228.19	E 602-49450-229 Contractual Service	Sewer Testing
502004	MVTL LABORATORIES, INC.	\$40.50	E 601-49400-229 Contractual Service	Water Testing
502005	SCHROEDER, GARRET	\$325.00	E 101-43100-229 Contractual Service	Street Dept. Maintenance
502006	SEHRCM	\$313.40	E 101-49260-303 Engineering Fees	Sullivan Plan Review
502007	STEVEN J HINDERKS	\$6,244.50	E 400-49100-236 Community Center	installation of AC - final billing
502009	VOLUNTEER FIREFIGHTERS BENEFIT	\$254.00	E 101-42200-433 Dues and Licensing	Fire Dept. Membership
998289E	MIDCO	\$39.67	E 101-41400-321 Telephone	City Hall Fax
998289E	MIDCO	\$39.27	E 101-45400-380 Utility Services (GENERAL)	Fire Alarm
998289E	MIDCO	\$129.74	E 601-49400-321 Telephone	Water Dept
998289E	MIDCO	\$121.59	E 602-49450-321 Telephone	Sewer Dept
998289E	MIDCO	\$69.01	E 101-42200-321 Telephone	Fire Dept
998289E	MIDCO	\$101.31	E 101-41400-321 Telephone	PD Phone & Internet
998289E	MIDCO	\$41.28	E 101-41400-321 Telephone	City Hall Phone
998289E	MIDCO	\$59.00	E 101-49260-722 Internet Fees & Updates	City Hall Internet
998289E	MIDCO	\$42.17	E 101-45500-321 Telephone	Library Phone
998290E	MINNESOTA DEPT. OF REVENUE	\$982.66	G 101-21720 State Withholding	State Withholding Tax
998291E	INTERNAL REVENUE SERVICE	\$2,634.32	G 101-21730 FICA Tax Withholding	FICA/Medicare
998291E	INTERNAL REVENUE SERVICE	\$1,812.84	G 101-21710 Federal Withholding Tax	FWH
998292E	PUBLIC EMPLOYEES RETIREMENT	\$4,338.66	G 101-21740 PERA	PERA
998297E	BLUE CROSS OF MINNESOTA	\$6,862.11	G 101-21762 Employer Health Portion	Medical Insurance
998298E	WEST CENTRAL SANITATION	\$35.92	E 602-49450-229 Contractual Service	WWT Refuse

998298E	WEST CENTRAL SANITATION	\$17.55	E 101-43100-229 Contractual Service	Street Refuse
	TOTAL	\$54,451.94		

A motion was made by Alma Gasca and seconded by Pete Peterson to approve the payables. Ayes: Grund, Van Hove, Jr., and Zaske.

## 7. Committee/Staff Reports

### a. EDC

City of Renville ED Committee  
Meeting Minutes  
April 18, 2024, 5:30 pm

Present: Doug Froke, Adam Zaske, Pete Peterson, Anna Van Hove, Sheri Bakker, Hal LeSeur, and Shane Wohlman

Not Present: Janette Wertish, Dennis Bruns, Nate Reuss, and Pam Kjersten

Next meeting: Wednesday, July 17, 2024 at 5:30 pm

Kim Reich with the Renville Events Committee was present to discuss a funding request and to provide information about the committee. There are four members on the committee now and they are looking for volunteers. They will be using social media, radio and flyers for advertising. They are also accepting donations for sponsorship that will be listed at all of their events vs listing them on the flyers. They will be selling buttons as a fundraising opportunity during Sugar Beet Days. This year the committee will be taking over the street dance and has incurred more costs because of this. They are hosting a puzzle night this Saturday and have 8 teams signed up. That is the most participation they have had at one of their puzzle nights. Their 90's dance was a lot of fun but with only 20 people when they were hoping for 100 people they lost a lot of money.

#### Requests:

Renville Events Committee is requesting up to \$1500 to help with advertising for sugar beet days and was approved to be recommended to city council.

Yellowstone Trail of MN sent an information packet on how to donate and that was shared with the group.

MN River Valley Scenic Byway is requesting a donation and we recommend the same amount of \$150 as we have done in the past.

It was brought up to the City offices that the Downtown Renville Walking History Building tour packet is outdated and has not been refreshed since 2019. It was suggested that Janette Wertish reach out to the museum to see if they would assist the city in updating the brochure.

Child Care Update: There will be an event hosted by the Renville County HRA/EDA held at Max's Grill. The event will be on Tuesday, April 30 starting at 6:00 pm. The goal is to provide information to potential child care providers.

The County did apply for a DEED grant of \$600,000 with a letter of support from Renville. The plan is to set up pods in a wing at Meadow's on Main. There are 11 rooms and 4 of them would be used for daycare pods and the others would be used for housing. If Meadows on Main does not work out, the next best option would be to build duplexes in Renville. They will find out in May if they are approved for the grant.

It was suggested that the City Website needs to be updated. Shane put together prices to update and it would be \$2,500 per year with a 6% increase each year through the current provider. Currently we are paying \$699.60 per year. Shane will check for other options as all city's will need to comply with new ADA standards within 3 years.

Forsman Farms is almost done with the tear down of the large barns.

CelluComp is still pursuing using a portion of Tersteeg's building to make a bio-based product from beet pulp. There have been discussions for two years and they are starting to inquire about permits. If they come to the industrial park it would add about 19 good paying jobs to Renville.

Sullivan Estates is moving along and the engineers are working on the assessment estimates.

It was suggested that we update the policy on plaques given to new businesses in town. We updated it to include business expansion, moving or remodeling. It will be a case by case, and the committee will discuss it with members to decide if a business qualifies for a plaque. It was agreed that with the remodels and moves that NAPA and Hinderks Chiropractic would receive a plaque. Shane will set up dates/times for the committee to make presentations.

A motion was made by Dave Grund and seconded by Pete Peterson to approve the ED Committee Minutes.  
Ayes: Gasca, Van Hove, Jr., and Zaske.

## **b. City Administrator**

City Administrator Report  
April 22, 2024

- \* The air conditioner for the middle section of the ballroom has been completed. The total for this section including A/C's and furnaces came in favorable by \$2,097.54 to the estimate of \$31,079.34. (\$28,981.80 Total)
- \* We are working with the city's locksmith to resolve a push bar issue on the library door.
- \* MPCA conducted a monitoring audit on April 19<sup>th</sup> for the Stormwater Resiliency Grant that the city received. Additional input was gathered from the engineers that have been working on the project along with the PW Director. Everything was found to be in proper order according to the grant contract.
- \* On April 9<sup>th</sup>, the Mayor, Councilor Grund, PW Director, City Engineers, and I met remotely with 10 individuals from MPCA. This session was to discuss questions regarding the new proposed effluent limits and monitoring requirements that are being imposed on the city as part of the new NPDES permit. After a follow-up meeting with the engineers to discuss our plan of action, it was decided to request a 180 day extension with MPCA to investigate the pros and cons of chloride and sulfate variances versus compliance schedules. MPCA agreed to extend the timeframe an additional 120 days from the original response date of April 8<sup>th</sup>, with a final response due by August 6<sup>th</sup>.
- \* The transducer project for the city wells is nearing completion. Currently, the wells in the city are on-line with the country wells expected to be finished soon.
- \* Sara Oberloh is scheduled to attend the May 13<sup>th</sup> Council meeting to present the 2023 audit.

\* The city has received a check from MMDC (Mid-MN Development Commission) for \$3,000. This closes out the Community Enhancement Fund Grant that was awarded for the air exchanger in the truck bays at the fire department.

\*MMDC has been tasked to develop a new comprehensive plan for Renville County and I have been asked to be a part of this team. Time commitment would involve meeting one time per month for approximately one year.

\* I will be out of the office from May 7<sup>th</sup> through May 10<sup>th</sup> for some scheduled doctoring visits. Council packets will still be planned to go out on that Friday of the 10<sup>th</sup>.

\*\*\*Upcoming Meetings & Important Dates:

4/23 County Convening Meeting Noon

4/24 K&M Meeting 10:45

4/24 County/Federal EDA Meeting 1:00

4/26 SEH Meeting 2:30

5/7 – 5/10 Shane Out of Office

5/13 City Council Regular Meeting 6:00

A motion was made by Adam Zaske and seconded by Alma Gasca to approve the City Administrator Report.

Ayes: Grund, Peterson, and Van Hove, Jr.

## **8. Discussion Items**

a. Justin Black, SEH, Stormwater Resiliency Assessment & Action Plan: Justin presented the completed plan to the Council. Council will need to set a date and time for a public open house.

b. Justin Black, SEH, MDH Service Line Inventory Letter: Justin presented a draft letter that would be sent to all property owners.

c. RCW Prom Street Closure: The prom street closure was submitted on 4/16 and asked for the closure on 4/20. City staff reviewed the request and signed off since it was short notice.

d. Community Center Chairs: There is an opportunity to purchase 100 chairs for the Community Center. The Council is allowing the Administrator to look at the chairs and decide if they are worth purchasing.

e. Set an HR Committee Meeting

## **9. Action Items**

A motion was made by Dave Grund and seconded by Pete Peterson to schedule an Open House for May 14 at 6:00 pm to get the results of the Stormwater Resilience research to the residents of Renville. Ayes: Gasca, Van Hove, Jr., and Zaske.

A motion was made by Alma Gasca and seconded by David Van Hove, Jr. to approve the Stormwater Resiliency Assessment and Action Plan. Ayes: Grund, Peterson, and Zaske.

A motion was made by Adam Zaske and seconded by Dave Grund to approve the Citizen Service Line Inventory Letter along with the additional language. Ayes: Gasca, Peterson, and Van Hove, Jr.

A motion was made by Adam Zaske and seconded by Pete Peterson to set an HR Committee meeting for April 29, 2024 at 3:00 pm. Ayes: Gasca, Grund, and Van Hove, Jr.

A motion was made by Pete Peterson and seconded by Dave Grund to approve up to \$1,500 to Renville Events Committee for Sugar Beet Days advertising. Ayes: Gasca, Van Hove, Jr., and Zaske.

A motion was made by David Van Hove, Jr. and seconded by Adam Zaske to approve \$150 Request to MN River Valley Scenic Byway Alliance. Ayes: Gasca, Grund, and Peterson.

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to approve all the Street Closure Requests for Sugar Beet Days. Ayes: Gasca, Grund, and Peterson.

A motion was made by Adam Zaske and seconded by Dave Grund to approve the Request to Exceed Permissible Noise Levels for the Sugar Beet Days Street Dance. Ayes: Gasca, Peterson, and Van Hove, Jr.

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to approve the Fire Department Purchase Order for a Rescue Truck. Ayes: Gasca, Grund, and Peterson.

**CITY OF RENVILLE  
RESOLUTION #08-24**

**RESOLUTION DECLARING PROPERTY AS SURPLUS**

**WHEREAS** the below-described property is no longer necessary, useful, or suitable for municipal purposes.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Renville, Renville County, State of Minnesota that the following property be declared surplus and disposed of according to state statutes:

- Hurst Spreader and Cutter with Hydraulic Power Unit

**PASSED AND ADOPTED** this 24<sup>th</sup> day of October, 2022, by the City Council of Renville, Renville County, State of Minnesota.

This resolution was offered by: David Van Hove, Jr.

This resolution was seconded by: Alma Gasca

Voting in favor: Dave Grund, Pete Peterson, and Adam Zaske

Voting against: none

Attest:

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

\_\_\_\_\_

Shane Wohlman, City Administrator/Clerk

**10. Mayor's Report**

The Mayor would like acknowledge all the Volunteer Groups in Renville during National Volunteer Week. She would also like to acknowledge Angi Wulf in our office on April 24 for Administrative Professional Day. The Lions Club auction has begun.

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to approve the Mayor's Report.  
Ayes: Gasca, Grund, and Peterson.

**11. Adjourn**

A motion was made by Adam Zaske and seconded by Pete Peterson to adjourn the meeting at 7:22 p.m. Ayes: Gasca, Grund, and Van Hove, Jr.

Dated at Renville, Minnesota this 22<sup>nd</sup> day of April 2024.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

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