

**Approved Minutes
City Council Regular Session
April 23rd, 2018
Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on April 23rd, 2018 at 7:00 p.m. by Mayor Wertish.

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

1. Pledge of Allegiance

2. Approval of Agenda

A motion was made by Brent Dahl and seconded by Adam Zaske to approve the agenda. The motion carried 5 to 0.

3. Approval of Minutes

A motion was made by Jeremy Hinderks and seconded by Jeff Pike to approve the minutes of the April 9th, 2018 Regular Council Meeting. The motion carried 5 to 0.

4. Invoices Payable

Check #	Name	Amount	Account	Comments	Date
33883	SUNVOLD, NATHAN	\$38.44	E 602-49450-201 Office Supplies	Office Supplies - Sewer Dept.	4/12/2018
33883	SUNVOLD, NATHAN	\$70.00	E 601-49400-331 Travel/Seminar Course	MN AWWA Training - N. Sunvold & P. Mattson	4/12/2018
33883	SUNVOLD, NATHAN	\$28.34	E 601-49400-331 Travel/Seminar Course	Mileage to AWWA Training	4/12/2018
33884	OFFICE OF THE TX ATTN Y GENERAL	\$319.38	G 101-21780 Assignment	Rem ID 0011520455200641465	4/16/2018
33885	AEI	\$156.00	E 601-49400-540 Equipment	Installed carbonite backup - Water Treatment plant	4/23/2018
33886	AMERIPRIDE SERVICES, INC	\$53.74	E 101-45400-229 Contractual Service	Community Center Contractual	4/23/2018
33887	AUTO COLLISION & COLOUR	\$1,055.90	E 400-49100-262 Police Equipment	Paint doors - 2018 Tahoe	4/23/2018
33888	BHE RENEWABLES	\$856.46	E 101-45200-380 Utility Services (GENERAL)	Park/Signs Electric	4/23/2018
33888	BHE RENEWABLES	\$1,155.81	E 601-49400-381 Utilities	Water Electric	4/23/2018
33888	BHE RENEWABLES	\$6,832.84	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	4/23/2018
33889	FARMERS CO-OP OIL CO	\$102.09	E 101-42200-212 Gas and Oil	Fire Dept. Gas	4/23/2018
33889	FARMERS CO-OP OIL CO	\$479.59	E 101-42100-212 Gas and Oil	Police Dept. Gas	4/23/2018
33889	FARMERS CO-OP OIL CO	\$743.25	E 101-43100-212 Gas and Oil	Street Dept. Gas	4/23/2018
33889	FARMERS CO-OP OIL CO	\$251.47	E 101-42100-221 Repair/Maint. Equipment	PD Equip. Repairs	4/23/2018
33889	FARMERS CO-OP OIL CO	\$2,366.72	E 101-43100-221 Repair/Maint. Equipment	Street Dept. Repairs	4/23/2018
33890	FIRST SYSTEMS TECHNOLOGY, INC.	\$295.00	E 601-49400-221 Repair/Maint. Equipment	Water Treatment Plant - Rep/Maint Equip.	4/23/2018
33890	FIRST SYSTEMS TECHNOLOGY, INC.	\$525.00	E 602-49450-285 Repair Waste Water Plant	Verification of flow meter - WWTP	4/23/2018

33891	H&L MOTORS	\$32.36	E 101-43100-221 Repair/Maint. Equipment	Repairs/Maint - PW	4/23/2018
33892	HILLYARD FLOOR CARE SUPPLY	\$809.32	E 101-45400-219 General Supplies-Maint.	Community Center Supplies	4/23/2018
33893	INTERSTATE POWERSYSTEMS	\$533.00	E 101-45400-221 Repair/Maint. Equipment	CC-Generator Maintenance	4/23/2018
33893	INTERSTATE POWERSYSTEMS	\$926.51	E 601-49400-221 Repair/Maint. Equipment	Water Plant Generator Maintenance	4/23/2018
33894	MVTL LABORATORIES, INC.	\$371.50	E 602-49450-229 Contractual Service	Sewer Testing	4/23/2018
33894	MVTL LABORATORIES, INC.	\$34.00	E 601-49400-229 Contractual Service	Water Testing	4/23/2018
33894	MVTL LABORATORIES, INC.	\$33.00	E 601-49400-229 Contractual Service	Water Testing	4/23/2018
33895	NEOPOST GREAT PLAINS	\$100.00	E 101-41400-201 Office Supplies	Postage	4/23/2018
33896	QUILL CORPORATION	\$51.27	E 101-42100-201 Office Supplies	Office Supplies - PD	4/23/2018
33897	RCW PUBLIC SCHOOL	\$10,000.00	E 101-45200-415 Swimming Pool	Swimming Pool	4/23/2018
33898	RENVILLE CO AUDITOR-TREAS.	\$4,422.30	E 101-49260-437 Other Miscellaneous	2018 Property Taxes - 1st Half	4/23/2018
33899	SW/WC SERVICE COOPERATIVES	\$1,025.00	G 101-21761 Health Care	Medical Insurance-Jodi	4/23/2018
33899	SW/WC SERVICE COOPERATIVES	\$379.00	G 101-21762 Employer Health Portion	Medical Insurance-Jodi	4/23/2018
33899	SW/WC SERVICE COOPERATIVES	\$3,833.00	G 101-21762 Employer Health Portion	Medical Insurance-Police	4/23/2018
33899	SW/WC SERVICE COOPERATIVES	\$1,745.66	G 101-21762 Employer Health Portion	Medical Insurance-Street	4/23/2018
33899	SW/WC SERVICE COOPERATIVES	\$1,745.67	G 101-21762 Employer Health Portion	Medical Insurance-Water	4/23/2018
33899	SW/WC SERVICE COOPERATIVES	\$1,745.67	G 101-21762 Employer Health Portion	Medical Insurance-Sewer	4/23/2018
33900	USABLE LIFE	\$10.40	E 602-49450-131 Employee Insurance	Life Ins. Sewer	4/23/2018
33900	USABLE LIFE	\$10.40	E 601-49400-131 Employee Insurance	Life Ins. Water	4/23/2018
33900	USABLE LIFE	\$10.41	E 101-43100-131 Employee Insurance	Life Ins. Street	4/23/2018
33900	USABLE LIFE	\$21.80	E 101-42100-131 Employee Insurance	Life Ins. PD	4/23/2018
33900	USABLE LIFE	\$10.90	E 101-41300-131 Employee Insurance	Life Ins. Admin	4/23/2018
33900	USABLE LIFE	\$9.40	E 101-41400-131 Employee Insurance	Life Ins. City Hall	4/23/2018
33901	WEST CENTRAL SANITATION	\$17.55	E 101-43100-229 Contractual Service	Street Refuse	4/23/2018
33901	WEST CENTRAL SANITATION	\$35.92	E 602-49450-229 Contractual Service	WWT Refuse	4/23/2018
33902	XCEL ENERGY	\$1,967.19	E 101-43100-380 Utility Services (GENERAL)	Street Electric	4/23/2018
33903	ZIEGLER	\$276.29	E 101-43100-221 Repair/Maint. Equipment	Street Dept - Rep/Maint Equip	4/23/2018
996969E	MINNESOTA DEPT. OF REVENUE	\$726.51	G 101-21720 State Withholding	State Withholding Tax	4/16/2018
996970E	INTERNAL REVENUE SERVICE	\$1,425.12	G 101-21710 Federal Withholding Tax	FWH	4/16/2018
996970E	INTERNAL REVENUE SERVICE	\$1,873.42	G 101-21730 FICA Tax Withholding	FICA/Medicare	4/16/2018
996971E	PUBLIC EMPLOYEES RETIREMENT	\$3,150.55	G 101-21740 PERA	PERA	4/16/2018
996972E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	4/16/2018
	Total	\$52,713.15			

A motion was made by Brent Dahl and seconded by Jeremy Hinderks to approve the invoices payable. The motion carried 5 to 0.

5. Public Comment

6a. Committee/Staff Reports

Public Safety Committee

4/12/2018 5:30 pm

Present: Janette Wertish, Laura Rosen, Brent Dahl, Aaron Slagter, Aaron Haen, Nelida Marcus, Anna Knapper, & Shane Wohlman

Absent: Dennis Ulrich, Gary Wulf

* RFD Update- Fire Chief Haen gave an update on calls, since Dec. 4th there has been 4 structure fires and 1 accident. Aaron explained the Mutual Aid Agreement to the committee, stated that bingo is over for the season and the new fire truck should be finished around the 1st week of September. The Relief Association is purchasing an extractor machine to wash fire clothing. Currently the department has a full roster with a waiting list.

* RPD Update- Chief Slagter gave an update on the activity report. The new squad car is getting outfitted and should be finished next week. The water pump recently went out on the Ford squad car.

* National Night Out- Chief Slagter would like to put an event together for the community to celebrate National Night Out. Would like this committee to help with the planning of events and possibly involve the fire department and ambulance service. Will look into funding options.

* Crosswalk & Signage- Committee discussed the current crosswalk and the need to keep tree branches trimmed up for better visibility. Shane talked about information that he had gathered from MN Dot regarding crosswalks and signs. MN Dot is going to be cutting back on the number of crosswalks allowed due to driver complacency. They would also like to make all crossings be a pedestrian activated sign/light combination. Shane will check into pricing for this type of sign. Renville is currently on the list to have all MN Dot signs on highway 212 replaced this summer.

* Code Red System- Committee came up with a couple more ideas that the Code Red System could benefit the community: Evacuations, Train Derailment and Missing Persons.

* Set meeting dates for July & October- July 12th & October 11th

A motion was made by Adam Zaske and seconded by Brent Dahl to approve the Public Works Report. The motion carried 5 to 0.

b. EDA Report

EDA Committee Report

4/18/2018 12:15 pm

Present: Janette Wertish, Jeremy Hinderks, Pam Kjersten, Steve Wohlman, Julie Rath, Shane Wohlman
Absent: Adam Zaske, Cari Rice, Michelle Mortensen, Scott Walker

- MN Main Street Program- Information was presented about the MN Main Street Program.

2018 MN Main Street Program Notes:

- Currently there are 8 Main Street communities in MN (Willmar is the closest).
 - Communities typically invest between 1-2 years to learn about MN Main Street and its process at the Network Community Level, prior to application.
 - Annual fees range in between \$250-\$2,500 depending on requirements.
 - Long term commitment:

Network member	1-2 years
Small City Affiliate	3-4 years
Accredited	3-12 years
Premier Accredited	After 12-15 years
 - Program is a Framework that provides educational services, resources and training opportunities in an effort to build the capacity of the people who are leading local revitalization efforts.
 - Would need a group of devoted individuals designated to the program with 1 main contact.
- Committee recommends to inquire about this and gather more information during the business surveys.

- Career Day 4/25- Everything has been finalized on the City end with Lisa Drafall for Career Day. Promotional items have been received.

- TC&W Railroad Concern- An update was given on the request from TC&W. Due to mailing deadline, committee recommended that the Mayor and City Administrator sign a letter in support of TC&W's request. See enclosures.

- Renville Estates- Shane gave an update on the information that he has gathered and put together on Renville Estates so far. Committee discussed different ideas on street layouts due to an electrical pole. Will get more information on options from Justin Black with SEH.

- Clean Energy Resource Teams (CERTs) - Julie serves on the CERTs team for SW MN and provided information and handouts explaining what they do. This is a statewide partnership with a shared mission to connect individuals and their communities to the resources they need to identify and implement community-based clean energy projects by adopting energy conservation, energy efficiency and renewable energy technologies and practices for their homes, businesses and local institutions.

A motion was made by Jeff Pike and seconded by Brent Dahl to approve the EDA Committee Report. The motion carried 5 to 0.

c. City Administrator's Report

City Administrator Report

4-23-2018

*Computer Issue- There was a software update that caused a problem with the main server which affected our "S" drive and Banyon systems at City Hall. Would like to thank Dennis Bruns for all his help in resolving the issue.

*LMC Workshop (4/12) - Attended training in Willmar on different workshops including- contract & insurance requirements, e-mail phishing, Insurance Standards Organization (ISO) ratings and HR fundamentals. Was a very informative day.

*Finished up with the City Auditor. Sara would be able to come to the Council meeting the last week in May.

*Clean up Days- Weather turned out to be nice. There were 9 dumpsters that were filled. Public Works guys did a great job maintaining the road out to the brush site.

*Completed going through the City's Insurance policy with our agent and it is finalized.

*Light Beam is looking at installing a fiber optic line from the tower at the school to the water tower. Here are a few key benefits: 1. Currently the Renville network is dependent on the Olivia tower. Placing a fiber line at the Renville tower will take away the dependency on the Olivia tower and use that as a secondary path, thus giving redundancy to the Renville network. 2. Getting the Renville network directly onto fiber will open up the possibility to offer higher speed services in Renville. They are hoping to be able to offer services of 100+ mbps this year. 3. Having Renville on its own fiber connection will ensure that future growth will not affect the speed and performance of current customers.

*FirstNet Safety Training- I would like to start a safety training program for all the full time employees. There are currently 46 different interactive courses offered through FirstNet Safety Training. These courses are web based and would be assigned through City Hall. Cost is \$19 per employee/per year (5 employees x \$19 = \$95.00) (Police department currently has their own online training.)

*Upcoming meetings - 4/25 Career Expo & 5/2 Public Works 5:30

A motion was made by Jeremy Hinderks and seconded by Adam Zaske to approve the City Administrator's Report. The motion carried 5 to 0.

7. Discussion Items

8. Action Items

A motion was made by Brent Dahl and seconded by Jeremy Hinderks to integrate the First Net Safety Training Program for all full time Admin and Public Works employees. The motion carried 5 to 0.

A motion was made by Jeremy Hinderks and seconded by Adam Zaske to change the date of the May 28, 2018 Council Meeting to Tuesday, May 29, 2018. The motion carried 5 to 0.

A motion was made by Jeremy Hinderks and seconded by Laura Rosen to approve the Street Closure request from the RCW Prom Committee. The motion carried 5 to 0.

A motion was made by Brent Dahl and seconded by Jeremy Hinderks to set a Public Hearing for Monday, May 14th, 2018 at 6:45 pm for the Variance Request from Paul & Wanda Knapper. The motion carried 5 to 0.

A motion was made by Jeremy Hinderks and seconded by Jeff Pike to approve the 2018 Fire Contracts with Crooks, Emmet, Ericson, Flora, & Sacred Heart Townships. The motion carried 5 to 0.

CITY OF RENVILLE RESOLUTION 04-18

A RESOLUTION OF ALLEY VACATION

THE CITY COUNCIL OF THE CITY OF RENVILLE, MINNESOTA DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, the City Council previously published and mailed notice noting its interest in vacating the following alley within the city limits on Fourth Street NW in said City:

1. An area approximately 20' feet wide with a depth of 217' feet on the West side of Parson's 2nd Addition, Lots 2 thru 8, Block 18.

WHEREAS, a public hearing to consider the vacation of said alley was held on the 11th day of September, 2017, before the City Council in the City Hall located at 221 North Main Street, at 6:45 P.M., after due published notice had been given, as well as personal mailed notice to all affected property owners by the City Clerk, and all interested and affected person were given an opportunity to voice their concerns and be heard; and

WHEREAS, any person, corporation or public body owning or controlling easements contained upon the property vacated reserves the right to continue maintaining the same or to enter upon such way or portion thereof vacated to maintain, repair, replace or otherwise attend thereto; and

WHEREAS, the Council in its discretion has determined that the vacation will benefit the public interest because the alleys to be vacated are not used as alleys and serve no public purpose; and

WHEREAS, at least four-fifths (4/5) of all members of the City Council concur in this Resolution;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF RENVILLE, COUNTY OF RENVILLE, MINNESOTA, that such vacation is hereby granted and the following described alleys are hereby vacated:

1. An area approximately 20' feet wide with a depth of 217' feet on the West side of Parson's 2nd Addition, Lots 2 thru 8, Block 18.

BE IT FURTHER RESOLVED THAT CERTAIN RESOLUTION OF THE CITY COUNCIL OF RENVILLE dated the 9th day of September, 1974, and recorded at book 39 of Miscellaneous, Page 191 at the office of the Renville County Recorder is hereby clarified to have been the duly noticed vacation of the following streets:

1. An area approximately 20' feet wide with a depth of 217' feet on the West side of Parson's 2nd Addition, Lots 2 thru 8, Block 18.

BE IT FURTHER RESOLVED, that the Mayor and City Administrator are hereby authorized to sign all documents necessary to effectuate the intent of this resolution.

Adopted by the Council this 23rd day of April, 2018.

Effective date: April 23, 2018.

This resolution was offered by: Jeremy Hinderks

This resolution was seconded by: Brent Dahl

Voting in favor: Jeremy Hinderks, Brent Dahl, Laura Rosen, Adam Zaske, & Jeff Pike

Voting against: none

Attest:

Janette Wertish, Mayor

Shane Wohlman, City Administrator/Clerk

9. Mayor's Report

Mayor Wertish presented information about the upcoming Peace Officers Day on May 6th and a meeting on "Talking is Teaching" put on by Renville County Public Health on May 8th.

A motion was made by Jeremy Hinderks and seconded by Adam Zaske to approve the Mayor's report. The motion carried 5 to 0.

10. Adjourn

A motion was made by Adam Zaske and seconded by Laura Rosen to adjourn the meeting. The motion carried 5 to 0. Meeting was adjourned at 7:53 p.m.

Dated at Renville, Minnesota this 23rd day of April, 2018.

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Shane Wohlman, City Administrator/Clerk