

**Approved Minutes
City Council Regular Session
April 24th, 2023
Monday 6:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on April 24th, 2023 at 6:00 p.m. by Mayor Wertish.

City Council Members present were Alma Gasca, Pete Peterson, Dave Grund & David Van Hove Jr., and Adam Zaske. Also present were Mayor Janette Wertish & City Administrator/Clerk Shane Wohlman. Also in attendance were the following: Scott Tedrick with Renville County Register.

1. Call to Order

2. Pledge of Allegiance

3. Approval of Agenda

A motion was made by Adam Zaske and seconded by Alma Gasca to approve the agenda. Ayes: Grund, Van Hove & Peterson.

4. Approval of Minutes

a. A motion was made by Alma Gasca and seconded by David Van Hove Jr. to approve the 4/10/2023 meeting minutes. Ayes: Grund, Zaske & Peterson.

5. Invoices Payable

a.

Check#	Name	Amount	Account	Comments	Date
501282	ANDERSON LARSON HANSON & SAUND	\$1,604.00	E 101-41610-101 Wages and Salaries	Attorney Fees-PD	4/18/2023
501282	ANDERSON LARSON HANSON & SAUND	\$56.00	E 101-41610-101 Wages and Salaries	Attorney Fees-Admin	4/18/2023
501283	BHE RENEWABLES	\$1,130.55	E 601-49400-381 Utilities	Water Electric	4/18/2023
501283	BHE RENEWABLES	\$9,170.48	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	4/18/2023
501283	BHE RENEWABLES	\$362.93	E 101-45400-380 Utility Services (GENERAL)	CC Electric	4/18/2023
501283	BHE RENEWABLES	\$177.43	E 101-42100-380 Utility Services (GENERAL)	PD Electric	4/18/2023
501283	BHE RENEWABLES	\$177.43	E 101-45500-380 Utility Services (GENERAL)	Library Electric	4/18/2023
501283	BHE RENEWABLES	\$88.72	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	4/18/2023
501284	FARMERS CO-OP OIL CO	\$46.60	E 101-43100-221 Repair/Maint. Equipment	Oil	4/18/2023
501284	FARMERS CO-OP OIL CO	\$318.12	E 101-42200-212 Gas and Oil	Fire Dept. Gas	4/18/2023
501284	FARMERS CO-OP OIL CO	\$741.26	E 101-42100-212 Gas and Oil	Police Dept. Gas	4/18/2023
501284	FARMERS CO-OP OIL CO	\$1,744.44	E 101-43100-212 Gas and Oil	Street Dept. Gas	4/18/2023
501284	FARMERS CO-OP OIL CO	\$174.21	E 101-42200-437 Other Miscellaneous	Fire Dept - Pizza & Bev-BP Fire	4/18/2023
501284	FARMERS CO-OP OIL CO	\$558.22	E 101-42100-221 Repair/Maint. Equipment	Batteries, Oil Change, Tire Rotation	4/18/2023
501285	HEIMAN BROTHERS INC.	\$223.15	E 101-42200-219 General Supplies-Maint.	Hydrant & Spanner Wrench Set	4/18/2023
501285	HEIMAN BROTHERS INC.	\$4,500.00	E 400-49100-260 Fire Equipment	Blitzfire OSC 2.5 Monitor	4/18/2023
501286	INTERSTATE POWERSYSTEMS	\$808.54	E 602-49450-229 Contractual Service	Wastewater Generator Inspection	4/18/2023
501287	LEAGUE OF MINNESOTA CITIES	\$20.00	E 101-41300-331 Travel/Seminar Course	Safety & Loss Workshop-Shane	4/18/2023
501288	LOFFLER	\$159.36	E 101-41400-229 Contractual Service	Copier Service Contract	4/18/2023
501289	MAC QUEEN EQUIPMENT INC.	\$1,101.31	E 101-43100-221 Repair/Maint. Equipment	Street Sweeper Broom	4/18/2023
501290	MATHESON TRI-GAS DBA VALLEY	\$88.69	E 101-43100-219 General Supplies-Maint.	Street Dept Supplies	4/18/2023

501291	MVTL LABORATORIES, INC.	\$169.40	E 602-49450-229 Contractual Service	Sewer Testing	4/18/2023
501292	NCPERS MINNESOTA	\$112.00	G 101-21760 Hospitalization/Medical Ins	Insurance	4/18/2023
501293	RENVILLE-SIBLEY COOPERATIVE	\$173.26	E 601-49400-381 Utilities	Water Electric	4/18/2023
501294	SLAGTER, AARON	\$107.36	E 101-42100-201 Office Supplies	Microsofgt Subscription	4/18/2023
501294	SLAGTER, AARON	\$91.94	E 101-42100-433 Dues and Licensing	MN Post License Renewal	4/18/2023
501295	STAR GROUP, LLC	\$50.66	E 602-49450-219 General Supplies-Maint.	Sewer Dept Maintenance	4/18/2023
501295	STAR GROUP, LLC	\$13.99	E 101-43100-219 General Supplies-Maint.	Street Dept Supplies	4/18/2023
501295	STAR GROUP, LLC	\$135.53	E 101-43100-221 Repair/Maint. Equipment	Street Dept Maintenance	4/18/2023
501295	STAR GROUP, LLC	\$27.34	E 101-42100-221 Repair/Maint. Equipment	PD Repairs	4/18/2023
501296	WOHLMAN, SHANE	\$206.16	E 101-41100-433 Dues and Licensing	Go to Meeting Subscription	4/18/2023
501297	WULF, NICK	\$375.00	E 101-42200-433 Dues and Licensing	Active 911 Renewal	4/18/2023
998018E	WEST CENTRAL SANITATION	\$17.55	E 101-43100-229 Contractual Service	Street Refuse	4/18/2023
998018E	WEST CENTRAL SANITATION	\$35.92	E 602-49450-229 Contractual Service	WWT Refuse	4/18/2023
998019E	SW/WC SERVICE COOPERATIVES	\$0.00	G 101-21761 Health Care	Medical Insurance-Admin	4/18/2023
998019E	SW/WC SERVICE COOPERATIVES	\$1,709.31	G 101-21762 Employer Health Portion	Medical Insurance-Sewer	4/18/2023
998019E	SW/WC SERVICE COOPERATIVES	\$3,043.34	G 101-21762 Employer Health Portion	Medical Insurance-Admin-Mar, Apr Brad	4/18/2023
998019E	SW/WC SERVICE COOPERATIVES	\$4,169.20	G 101-21762 Employer Health Portion	Medical Insurance-Police	4/18/2023
998019E	SW/WC SERVICE COOPERATIVES	\$1,709.32	G 101-21762 Employer Health Portion	Medical Insurance-Street	4/18/2023
998019E	SW/WC SERVICE COOPERATIVES	\$1,709.31	G 101-21762 Employer Health Portion	Medical Insurance-Water	4/18/2023

Total	\$37,108.03
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A motion was made by Adam Zaske and seconded by Dave Grund to approve the invoices payable. Ayes: Van Hove Jr., Gasca & Peterson.

6. Financials

a. A motion was made by Adam Zaske and seconded by David Van Hove Jr. to approve the Revenue/Expense reports for March 2023. Ayes: Grund, Peterson & Gasca.

b. A motion was made by Adam Zaske and seconded by Alma Gasca to approve the Cash Balance Report for March 2023. Ayes: Grund, Van Hove & Peterson.

c. A motion was made by Adam Zaske and seconded by Alma Gasca to approve the Cash Balance Report for March 2023. Ayes: Grund, Van Hove & Peterson.

7. Public Comments

a. None

8. Committee/Staff Reports

a. EDA

City of Renville EDA Committee

Meeting Minutes

April 19, 2023, 6:00 pm

Present: Janette Wertish, Pam Kjersten, Anna Van Hove, and Shane Wohlman

Not Present (with notice): Adam Zaske, Cassie Novotny, and Laurie Varpness

Not Present (without notice): Pete Peterson, Jon Driggs, and Doug Froke

Guests: Nate Reuss from MMDC, Jasmine Fries from SWMHP, and Tony Gulden from STAR Group (Napa)

Next meeting: Wednesday, July 19, 2023 at 6:00 pm

**A quorum was not present, so no recommendations were made.*

Business Spotlight: Tony Gulden, STAR Group, LLC (Napa). STAR Group began in 1980 and consists of 17 Napa Auto Parts stores in southern MN and a warehouse in New Ulm. The Renville and Olivia locations were acquired in March of 2022. The Renville store is not big enough or up to their standards. A different location is being considered and Tony is wondering if the city would be interested in selling a portion of property on Hwy 212 and Main St. Time is of the essence.

Jasmine Frias with Southwest MN Housing Partnership attended remotely. She gave an overview of the Partnership and provided follow-up information on a Housing Action Workshop event. Commitments from Renville would include 3-5 stakeholders to attend, completing a housing readiness questionnaire, and a cost of \$2,000. The committee gave Jasmine some ideas on the needs for Renville. Additional needs will be discussed further at the next meeting so a workshop can be customized to those needs.

The Renville Events Committee is requesting advertising costs up to \$1,500.00 for the 2023 Sugar Beet Days.

Dawson Coop Credit Union is requesting to waive the Community Center fee to hold the Financial Reality Fair. This event would take place on Wednesday, May 3rd from 8:30 – 10:00 am.

Mid-Minnesota Development Commission- Nate Reuss mentioned that Kandiyohi and Renville County were both declared federal disaster areas by FEMA due to weather events last summer. There could be some Federal EDA dollars available for projects.

Administrator Update:

- AEI finished an electrical expansion at their Thrifty White location. New machines were added that required 3 phase power. Xcel Energy replaced an electrical pole and added the required transformers.
- Assisted a local business with a Business Innovation Grant through the County EDA.
- Submitted a Community Impact Fund application to assist with replacing the ramp and sidewalk in front of the Museum.
- Melissa Zieske is trying to sell her building.
- CGMC Legislative Update (handout)

Submitted by Shane Wohlman

A motion was made by Adam Zaske and seconded by Dave Grund to approve the EDA Report. Ayes: Gasca, Peterson, & Van Hove.

b. HR

HR Minutes

April 24, 2023

3:00 p.m.

City Council Chambers

Present: Mayor Janette Wertish, City Admin. Shane Wohlman, Council Members Alma Gasca, Dave Grund

Discussed option of a City owned credit card, recommended that Shane pursue getting a card. We would have to update our current credit card use policy.

We discussed employee clothing allowance and three different options. Decided to go ahead with Rambow, giving the public works employees a \$200 allowance, and the administration staff a \$100 allowance this year.

Community Center Custodian update: We currently have one applicant and decided to call that person in for an interview.

Respectfully

Dave Grund

A motion was made by Adam Zaske and seconded by Pete Peterson to approve the HR Report. Ayes: Gasca, Grund, and Van Hove.

A motion was made by Adam Zaske and seconded by David Van Hove Jr. to approve a work attire allowance of \$200 per employee for Public Works and \$100 per employee for Administration for 2023. Ayes: Gasca, Grund, & Peterson.

c. City Administrator

City Administrator Report

April 24, 2023

* The MN DOT Hwy 212 concrete resurfacing and reconstruction project began today. The detour is scheduled to be in place from May 8th through November 3rd. Start and end dates could change due to weather and other unforeseeable circumstances.

* There are some floor drain issues at the fire hall that are being worked on. The 4 windows are in need of being replaced as well. Public Works is gathering quotes for replacement.

* The east garage door was replaced in the Community Center today.

* The Public Works Department started spring hydrant flushing this week and it is expected to continue throughout the week. There could be times where you might experience low water pressure and/or colored water for a short period of time.

* The Fire Marshall's office has recently completed their investigations at the 2 properties located at 215 NE Colfax Avenue and 113 SW 3rd Street. City letters have been sent to both property owners.

* The HVAC contractor is scheduled to start the ventilation system in the fire department's truck bay around May 1st. The equipment has finally arrived and it is expected that the project will be wrapped up by May 15th. The city still has a green light on the \$3,000 Community Enhancement Grant from Mid-MN Development Commission that was awarded in December 2021.

* The LMC partnered with MN Association of Government Communicators (MAGC) for a webinar called Survival Tips for Communication Departments of-one. There were quite a few opportunities presented that will be explored further by city staff, including website accessibility for ADA compliance and additional Facebook possibilities.

* I attended the housing open house on April 13th that was a joint effort between Renville County EDA and SW MN Housing Partnership. Housing data was shared along with collecting input about housing needs and exploring housing solutions.

* This Thursday the 27th, I plan on attending the LMC Safety and Loss Control Workshop in St. Cloud. This day-long workshop is geared towards managing risk and learning new regulations and laws.

* RCW School has assembled their committee members for the combined School Resource Officer (SRO) meeting. A list of dates and times are being gathered for a future meeting.

* The auditor is planning on attending the next Council meeting on May 8th to present the 2022 Financial Audit.

* Handouts: 1. The new 2023 Community Events flyer for Renville County has been released.

***Upcoming Meetings & Important Dates:

4/25 LMC Insurance Renewal Meeting 10:00

4/25 OHC Meeting Noon

4/25 Development Planning Meeting 4:00

4/27 LMC Safety & Loss Control Workshop All Day

5/2 OHC Meeting 2:00

5/8 Whole Community Collaborative Meeting 2:00 – 4:00

5/8 City Council Meeting 6:00

A motion was made by Pete Peterson and seconded by Dave Grund to approve the Administrator's Report.
Ayes: Gasca, Van Hove, & Zaske.

9. Discussion Items

- c. A motion was made by Alma Gasca and seconded by Adam Zaske to approve \$1,000 for Sugar Beet Days Advertising. Ayes: Grund, Peterson, & Van Hove.
- d. A motion was made by Adam Zaske and seconded by Pete Peterson to approve waving of Community Center Fee for Reality Fair. Ayes: Gasca, Grund & Van Hove.

10. Action Items

- a. A motion was made by Dave Grund and seconded by Adam Zaske to approve the MPCA Stormwater Contract. Ayes: Gasca, Peterson & Van Hove.
- d. A motion was made by Alma Gasca and seconded by Dave Grund to approve the 2023 Fire Contracts. Ayes: Grund, Peterson & Van Hove.

11. Mayor's Report

The Mayor advised it's the end of National Volunteer Week-SAIL Group. Also, she mentioned to watch for increased cars & traffic on County Rd 6 due to closing of Hwy 212.
A motion was made by Adam Zaske and seconded by Pete Peterson to approve the Mayor's report. Ayes: Gasca, Grund & Van Hove.

12. Adjourn

A motion was made by Adam Zaske and seconded by David Van Hove Jr. to adjourn the meeting at 6:48 p.m.
Ayes: Gasca, Grund & Peterson.

Dated at Renville, Minnesota this 24th day of April, 2023

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Shane Wohlman, City Administrator/Clerk