

**Approved Minutes  
City Council Regular Session  
May 24, 2021  
Monday 6:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on May 24, 2021 at 6:00 p.m. by Mayor Wertish.

City Council Members present were Alma Gasca, Dave Grund, David Van Hove, Jr., & Adam Zaske. Also present were Mayor Janette Wertish, City Administrator/Clerk Shane Wohlman, and Scott Tedrick from the Register joined the meeting remotely. Councilor Pete Peterson was absent.

**1. Pledge of Allegiance**

**2. Approval of Agenda**

A motion was made by David Van Hove, Jr. and seconded by Adam Zaske to approve the agenda, with the addition of Resolution 19-21 under Action Items o. Ayes: Gasca & Grund.

**3. Public Hearing**

A public hearing was held to consider Tanner Wilson’s application for a Variance. The Variance was requested because his deck does not meet the setback requirement of 25’.

The hearing was called to order on May 24, 2021 at 6:02 pm by Mayor Wertish.

Notice of the hearing was published and posted and letters were sent to 25 neighboring property owners requesting feedback if there were any questions or concerns with the variance. City Hall did receive feedback from one neighbor stating the deck looks very nice.

A motion was made by Dave Grund and seconded by Alma Gasca to close the Public Hearing at 6:05 pm. Ayes: Van Hove & Zaske.

**4. Approval of Minutes**

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to approve the minutes of the May 10, 2021 Regular Council Meeting. Ayes: Gasca & Grund.

**5. Invoices Payable**

Check #	Name	Amount	Account	Comments	Date
036222	JOHNSON, ANN	\$806.25	R 101-32100 Business Licenses/Permits	Liquor License Refund 2021	5/12/2021
036223	VERIZON WIRELESS	\$70.02	E 101-42100-321 Telephone	Police Dept. Telephone	5/17/2021
036225	ALEX AIR APPARATUS, INC.	\$143.61	E 101-42200-219 General Supplies-Maint.	FD Supplies	5/24/2021
036225	ALEX AIR APPARATUS, INC.	\$321.90	E 101-42200-219 General Supplies-Maint.	Barricade Tape & Smoke Training Fluid	5/24/2021
036226	AMERICAN WELDING & GAS INC	\$26.00	E 101-42100-229 Contractual Service	POLICE DEPT FIRE EXT. MAINT	5/24/2021
036226	AMERICAN WELDING & GAS INC	\$134.20	E 101-42200-229 Contractual Service	FIRE DEPT FIRE EXT. MAINT	5/24/2021
036227	ANDERSON LARSON HANSON & SAUND	\$823.50	E 101-41610-101 Wages and Salaries	Attorney Fees - PD	5/24/2021

036227	ANDERSON LARSON HANSON & SAUND	\$14.00	E 101-41610-101 Wages and Salaries	Attorney Fees - Admin	5/24/2021
036228	ARAMARK	\$80.76	E 101-45400-229 Contractual Service	Community Center Contractual	5/24/2021
036229	COMMUNITY ELECTRIC	\$422.00	E 602-49450-229 Contractual Service	Wash & Vac storm drains on Hwy 212	5/24/2021
036230	CORE & MAIN, LP	\$982.31	E 601-49400-219 General Supplies-Maint.	Water Dept Supplies	5/24/2021
036231	FARMERS CO-OP OIL CO	\$319.40	E 101-42100-221 Repair/Maint. Equipment	PD Repairs	5/24/2021
036231	FARMERS CO-OP OIL CO	\$37.92	E 101-42200-212 Gas and Oil	Fire Dept. Gas	5/24/2021
036231	FARMERS CO-OP OIL CO	\$413.44	E 101-42100-212 Gas and Oil	Police Dept. Gas	5/24/2021
036231	FARMERS CO-OP OIL CO	\$464.14	E 101-43100-212 Gas and Oil	Street Dept. Gas	5/24/2021
036232	HACH COMPANY	\$123.41	E 602-49450-285 Repair Waste Water Plant	Wastewater Repair	5/24/2021
036233	HAGEN PARTNERS	\$500.00	E 101-43100-229 Contractual Service	Haul 4 loads of Class 5	5/24/2021
036234	LMC INSURANCE TRUST	\$4,458.00	E 601-49400-361 Insurance	Water Dept Insurance	5/24/2021
036234	LMC INSURANCE TRUST	\$9,341.00	E 602-49450-361 Insurance	Sewer Dept Insurance	5/24/2021
036234	LMC INSURANCE TRUST	\$37,523.00	E 101-49260-361 Insurance	General Insurance	5/24/2021
036234	LMC INSURANCE TRUST	\$3,469.00	E 101-42200-361 Insurance	FD Insurance	5/24/2021
036235	MARCUS CONSTRUCTION	\$81,647.16	E 412-47000-311 Construction	Community Center Reno App for Payment #1	5/24/2021
036236	MINNESOTA DEPT OF HEALTH	\$1,409.00	E 601-49400-436 Licenses & Permits	Well Permit	5/24/2021
036237	MVTL LABORATORIES, INC.	\$34.90	E 601-49400-229 Contractual Service	Water Testing	5/24/2021
036237	MVTL LABORATORIES, INC.	\$261.75	E 602-49450-229 Contractual Service	Sewer Testing	5/24/2021
036237	MVTL LABORATORIES, INC.	\$205.25	E 602-49450-229 Contractual Service	Sewer Testing	5/24/2021
036238	NCPERS MINNESOTA	\$80.00	G 101-21760 Hospitalization/Medical Ins	Insurance	5/24/2021
036239	QUADIENT	\$74.85	E 101-41400-229 Contractual Service	Postage Machine Lease	5/24/2021
036240	QUILL CORPORATION	\$67.99	E 101-42100-201 Office Supplies	PD Office Supplies	5/24/2021
036241	RENCO PUBLISHING, INC.	\$59.76	E 101-41100-351 Legal Notices Publishing	Publishing - Van Hove Variance	5/24/2021
036241	RENCO PUBLISHING, INC.	\$297.38	E 400-49100-860 City Clean Up	Publishing - City Wide Clean Up	5/24/2021
036242	RENVILLE COUNTY ASSESSOR	\$6,670.00	E 101-41550-101 Wages and Salaries	2021 Assessing Services	5/24/2021
036243	RENVILLE-SIBLEY COOPERATIVE	\$917.21	E 601-49400-381 Utilities	Water Electric	5/24/2021
036244	SCHROEDER, GARRET	\$500.00	E 101-43100-229 Contractual Service	Street Dept. Maintenance	5/24/2021
036245	STREICHER S	\$48.99	E 101-42100-417 Uniforms	Under Vest - Spieker	5/24/2021
036245	STREICHER S	\$1,317.00	E 101-42100-417 Uniforms	Vest - Spieker	5/24/2021
036245	STREICHER S	\$189.00	E 101-42100-417 Uniforms	Vest - Spieker	5/24/2021
036246	USABLE LIFE	\$11.19	E 101-43100-131 Employee Insurance	Life Ins.	5/24/2021
036246	USABLE LIFE	\$11.18	E 602-49450-131 Employee Insurance	Life Ins.	5/24/2021
036246	USABLE LIFE	\$9.40	E 101-41400-131 Employee Insurance	Life Ins.	5/24/2021
036246	USABLE LIFE	\$10.90	E 101-41300-131 Employee Insurance	Life Ins.	5/24/2021
036246	USABLE LIFE	\$28.02	E 101-42100-131 Employee Insurance	Life Ins.	5/24/2021
036246	USABLE LIFE	\$11.19	E 601-49400-131 Employee Insurance	Life Ins.	5/24/2021
036247	WEST CENTRAL SANITATION	\$3,469.71	E 400-49100-860 City Clean Up	City Wide Clean Up	5/24/2021
036247	WEST CENTRAL SANITATION	\$35.92	E 602-49450-229 Contractual Service	WWT Refuse	5/24/2021
036247	WEST CENTRAL SANITATION	\$17.55	E 101-43100-229 Contractual Service	Street Refuse	5/24/2021
036248	WINSTED SOLAR, LLC	\$56.07	E 101-45400-380 Utility Services (GENERAL)	Community Center Electric	5/24/2021
036248	WINSTED SOLAR, LLC	\$26.47	E 101-45200-380 Utility Services (GENERAL)	Park Electric	5/24/2021

036248	WINSTED SOLAR, LLC	\$545.89	E 601-49400-381 Utilities	Water Electric	5/24/2021
036248	WINSTED SOLAR, LLC	\$1,453.10	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	5/24/2021
036248	WINSTED SOLAR, LLC	\$35.20	E 101-45500-380 Utility Services (GENERAL)	Library Electric	5/24/2021
036248	WINSTED SOLAR, LLC	\$119.12	E 101-42200-380 Utility Services (GENERAL)	Fire Dept Electric	5/24/2021
036248	WINSTED SOLAR, LLC	\$159.33	E 101-43100-380 Utility Services (GENERAL)	Street Dept Electric	5/24/2021
036248	WINSTED SOLAR, LLC	\$39.11	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	5/24/2021
036249	XCEL ENERGY	\$1,908.33	E 101-43100-380 Utility Services (GENERAL)	Street Electric	5/24/2021
036250	ZIEGLER	\$405.23	E 101-43100-221 Repair/Maint. Equipment	Street Dept Repairs	5/24/2021
997557E	MINNESOTA DEPT. OF REVENUE	\$676.76	G 101-21720 State Withholding	State Withholding Tax	5/11/2021
997558E	INTERNAL REVENUE SERVICE	\$2,221.04	G 101-21730 FICA Tax Withholding	FICA/Medicare	5/11/2021
997558E	INTERNAL REVENUE SERVICE	\$1,350.11	G 101-21710 Federal Withholding Tax	FWH	5/11/2021
997559E	PUBLIC EMPLOYEES RETIREMENT	\$3,454.37	G 101-21740 PERA	PERA	5/11/2021
997560E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	5/11/2021
997564E	SW/WC SERVICE COOPERATIVES	\$1,407.00	G 101-21761 Health Care	Medical Insurance-Admin	5/17/2021
997564E	SW/WC SERVICE COOPERATIVES	\$520.50	G 101-21762 Employer Health Portion	Medical Insurance-Admin	5/17/2021
997564E	SW/WC SERVICE COOPERATIVES	\$3,855.00	G 101-21762 Employer Health Portion	Medical Insurance-Police	5/17/2021
997564E	SW/WC SERVICE COOPERATIVES	\$1,580.50	G 101-21762 Employer Health Portion	Medical Insurance-Street	5/17/2021
997564E	SW/WC SERVICE COOPERATIVES	\$1,580.50	G 101-21762 Employer Health Portion	Medical Insurance-Water	5/17/2021
997564E	SW/WC SERVICE COOPERATIVES	\$1,580.50	G 101-21762 Employer Health Portion	Medical Insurance-Sewer	5/17/2021
<b>TOTAL</b>		<b>\$180,883.29</b>			

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

## 6. Public Comment

## 7. Committee/Staff Reports

### a. Public Works

**City of Renville  
Public Works Minutes  
May 12, 2021 at 5:30 pm**

“Working Together to Build a Better Renville, Today and Tomorrow.”

Present: Dennis Ulrich, Janette Wertish, Bill Sietsema, Shane Wohlman, David Van Hove, Jr., Nathan Sunvold, Lon Clemenson, Lloyd Sietsema, Jeff Pike

Absent: Alma Gasca, Jon Driggs

Public Comments- Cindy Burrell was in attendance to discuss traffic speed coming into Renville from Hwy 212 west. She also mentioned that there is a lot of trucks using a compression release engine brake or commonly referred to as a “jake brake”. This loud engine noise keeps her up at night. Cindy would like to see radar speed signage and exhaust noise laws enforced. Committee will gather pricing on signage and see if the Hwy Patrol still has a speed trailer that can be borrowed.

Melissa Zieske provided a letter for an unusually high utility bill at her Memory Stylez business. There was a pipe that burst in the basement and she is requesting that the sewer portion of the bill (\$279.55) be forgiven, since the excess water did not go into the sewer system. There is no floor drain and the water was absorbed into the ground. The committee recommends to the council to waive the sewer charge of \$279.55.

Park Equipment- The Park Mom Committee has found a set of used park equipment in Plymouth for \$12,500. Pictures and a layout of the equipment were provided. Janette would like to see the park equipment before a final decision is made. The company recommends that someone from the City be on site to assist with disassembly, mulch and landscaping estimate (Larkins) would be approximately \$38,000, and there would be an additional \$1,000 charge for delivery. The committee recommends pursuing the park equipment with the condition that the equipment is deemed adequate after an in-person inspection.

City Wide Cleanup Totals- A spreadsheet was provided showing the totals from Cleanup Days in 2021 compared to previous years.

Surplus Equipment- The 1978 Ford Pumper Fire Truck is in storage at the Public Works building. The City does not have any additional use for this truck. The committee recommends to declare the truck as surplus property and sell it.

Shane's update included: Jodi Tisdell, the Utility Billing Clerk, is retiring after 15 ½ years. June 3<sup>rd</sup> is her last day. The Community Center project is on schedule. Phase 2 & 3 are currently out for bids. There have only been a few minor issues that contractors have run into. Recently received the Soil Vapor Testing results for the Clinic Project. SEH is scheduling the next round of testing that must take place after May 1<sup>st</sup> during the "cooling season". Working on project scheduling with the RRFB/Crosswalk contractor. Project is likely to start sometime after the July 4<sup>th</sup> holiday weekend.

PW Director Report: See attached

Other items of discussion:

Next meeting: June 9, 2021 at 5:30 pm.

Submitted by Shane Wohlman

A motion was made by Adam Zaske and seconded by Dave Grund to approve the Public Works Committee Report. Ayes: Gasca & Van Hove.

**b. HR**

**City of Renville  
HR Committee Minutes  
5/20/2021 12:00 pm**

Present: Janette Wertish, Dave Grund, and Shane Wohlman  
Councilor, Alma Gasca, was absent

\* The committee met to discuss the Utility Billing Clerk position.

- It was determined not to hire for the Utility Billing Clerk position at this time. Current staff will absorb duties for now, with the committee recommendations below. The position can be reevaluated at a later date after the

construction project and codification project are complete to determine if additional responsibilities are needed and/or any efficiencies gained.

The committee recommends:

- Allowing Angi Wulf, the Deputy Clerk, to work 5 more hours per week.
- Outsource payroll with CDS out of Willmar for an approximate annual fee of \$2,600, does not include one-time set-up fee of \$300.
- Add Dave Grund as a co-signer on the checking account at First Security Bank along with Janette Wertish, Shane Wohlman, & Angi Wulf

\* Next meeting: TBD

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to approve the HR Committee Report. Ayes: Gasca & Grund.

**c. City Administrator**

**City of Renville**  
City Administrator Report  
5-24-2021

\* COVID-19/Legislative Update: As of today, Renville County Public Health is reporting 1,814 confirmed cases (up 25 since the previous Council meeting on 5/10) and 46 deaths (44 previous). Of those, 249 are specific to the 56284-zip code of Renville (up from 245). So, 4 positives in the past 14 days. Today's Current Case Rate for the County is 15.75 per 10,000, which is down from 28.77 on 5/10.

The State Legislative Session ended on Monday, May 17<sup>th</sup>, less than 24 hours before constitutionally required, with an agreement on budget targets. The agreement spends about \$51.2 billion over the next biennium, which is an increase of \$1.3 billion, or roughly 2.6%. Conference committees will now need to work out on how that money is spent by Friday, June 4<sup>th</sup>, which would allow for a special session on or before June 14<sup>th</sup>.

\* Phase 1 Project update- Current and Projected Schedule. Plumbing and electrical have been through the first set of inspections. Sheetrock and insulation installation are now in full swing. Marcus Construction has sent out the bid packages for the next 2 phases of the project. Bids are due May 27<sup>th</sup> and Marcus will have tabulations completed on June 3<sup>rd</sup>. Schedule next Public Building Task Force meeting under Action Items.

\* The 2020 Consumer Confidence Report is included. There will again be a sticker that is attached to the June utility billing that will have a link to the report. There are a few additional features that were added to this years report to help inform consumers about protecting the water resource and themselves including: pollution, cross connections, water treatment scams, and home water softening.

\* I took part in a webinar regarding the American Rescue Plan Act funding or ARP. The US Treasury has released a 151 page guidance on ARP that provides information and appropriate uses for the funds which also applies to the funds for local governments. There are four basic broad categories of eligible uses:

- Responding to the public health emergency
- Addressing negative economic impacts
- Serving the hardest hit
- Improving access to infrastructure- water, sewer, or broadband

In the near future, Council can expect a formal resolution which will also include the amount of Renville’s funding.

\* Between the 19<sup>th</sup> of last week and today, there have been 9 Long Grass/Weed letters sent out.

\* The First Net Learning site that the City has been using through the LMC is no longer. This was a paid service that was used for all employees that provided training modules for a variety of health and safety training. There is now a new free service through the LMC that provides livestream videos that will take the place of First Net Learning.

\* We have begun the process of transferring the City accounts over to First Security Bank. This will take some time to complete and finalize the accounts.

\* The City of Renville has received a grant in the amount of \$5,000 for an Active Living Plan through Kandiyohi-Renville County Statewide Health Improvement Partnership (SHIP).

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

- 5/25 Webinar 10:00
- 5/25 Ad Hoc 5:30
- 5/26 Health Fair Mtg 8:00
- 5/27 MnDOT Webinar 12:00
- 5/31 Memorial Day- City Hall Closed
- 6/2 EDA 6:00
- 6/3 Construction Mtg 2:00
- 6/4 Health Fair Mtg 2:00
- 6/9 Public Works Committee 5:30

A motion was made by Alma Gasca and seconded by David Van Hove, Jr. to approve the City Administrator’s Report.  
Ayes: Grund & Zaske.

**8. Discussion Items**

- a. Inoperable Vehicle List.

**9. Action Items**

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to ticket & tow any vehicles left on the inoperable vehicle list. Also, require the vehicle owner to show proof that the vehicle is operable. Ayes: Gasca & Grund.

A motion was made by Adam Zaske and seconded by Dave Grund to approve Tanner Wilson's Variance. Ayes: Gasca & Van Hove.

A motion was made by Dave Grund and seconded by David Van Hove, Jr. to forgive \$279.55 of Memory Stylez's Utility Bill due to a water leak. This is for the sewer portion. Ayes: Gasca & Zaske.

A motion was made by Adam Zaske and seconded by Alma Gasca to increase the Deputy Clerk's hours from 35 hours per week to 40 hours per week. Ayes: Grund & Van Hove.

A motion was made by Adam Zaske and seconded by Dave Grund to move forward with using CDS for our payroll services. Ayes: Gasca & Van Hove.

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to add Dave Grund to the checking account as a co-signer. Ayes: Gasca with Councilor Dave Grund abstaining from the vote.

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to set a Public Building Task Force meeting for June 8 at 2:00 pm. Ayes: Gasca & Grund.

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to approve the Renville Events Committee requests for Sugar Beet Days. Ayes: Gasca & Grund

A motion was made by Dave Grund and seconded by Adam Zaske to approve the Noise Variance for the Renville Events Committee for the Bean Bag Tournament. Ayes: Gasca & Van Hove.

A motion was made by Adam Zaske and seconded by Dave Grund to approve the Request to Dispense Liquor for Main Street Bar & Grill during the Bean Bag Tournament. Ayes: Gasca & Van Hove.

**CITY OF RENVILLE  
RESOLUTION 18-21  
RESOLUTION EXPRESSING ACCEPTANCE OF, APPRECIATION FOR AND DESIGNATION OF  
DONATIONS RECEIVED**

**WHEREAS**, the following have made donations:

- Renville Lion's Club: \$850

**WHEREAS**, this donation is specifically requested to be used by the City of Renville for a Parks/Courts Project

**WHEREAS**, the City Council is appreciative of these donations and commends and thanks these individuals for their support, generosity and consideration,

**THEREFORE BE IT RESOLVED**, the City Council of the City of Renville, Minnesota accepts and acknowledges with gratitude these donations; and designates the donations to be appropriated as requested.

Passed and adopted this 24<sup>th</sup> day of May, 2021, by the City Council of Renville, Minnesota.

This resolution was offered by: Adam Zaske  
This resolution was seconded by: David Van Hove, Jr.  
Voting in favor: Alma Gasca & Dave Grund  
Voting against: none

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

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

**CITY OF RENVILLE  
RESOLUTION 19-21  
RESOLUTION EXPRESSING ACCEPTANCE OF, APPRECIATION FOR AND DESIGNATION OF  
DONATIONS RECEIVED**

**WHEREAS**, the following have made donations:

- K&M Manufacturing: \$500

**WHEREAS**, this donation is specifically requested to be used by the Renville Fire Department to purchase an AED,

**WHEREAS**, the City Council is appreciative of these donations and commends and thanks these individuals for their support, generosity and consideration,

**THEREFORE BE IT RESOLVED**, the City Council of the City of Renville, Minnesota accepts and acknowledges with gratitude these donations; and designates the donations to be appropriated as requested.

Passed and adopted this 24<sup>th</sup> day of May, 2021, 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 & David Van Hove, Jr.  
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 David Van Hove, Jr. to approve the Mayor's report. Ayes: Gasca & Grund.

**10. Adjourn**

A motion was made by Adam Zaske and seconded by Dave Grund to adjourn the meeting. Ayes: Gasca & Van Hove. Meeting was adjourned at 6:54 p.m.

Dated at Renville, Minnesota this 24<sup>th</sup> day of May, 2021.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

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