

**Approved Minutes
City Council Regular Session
May 28, 2019
Tuesday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on May 28th, 2019 at 7:00 p.m. by Mayor Wertish.

City Council Members present were Adam Zaske, Laura Rosen, Jeff Pike and Dave Grund (who joined the meeting at 8:00 pm). Also present were Mayor Janette Wertish and City Administrator/Clerk Shane Wohlman. Present in the audience was Scott Tedrick from the Register, Judy Morris, Susan Limones, Brian Zawierucha from Rembrandt, Rick Schmidt a County Commissioner & Dave Distad with Renville County Public Health. Councilor Brent Dahl was absent.

1. Pledge of Allegiance

2. Approval of Agenda

A motion was made by Adam Zaske and seconded by Laura Rosen to approve the agenda with additions to Action Items: f. Variance Request & g. Purchase Agreements. The motion carried 3 to 0.

3. Public Hearing

4. Approval of Minutes

A motion was made by Laura Rosen and seconded by Jeff Pike to approve the minutes of the May 13th, 2019 Regular Council Meeting. The motion carried 3 to 0.

4. Invoices Payable

Check #	Name	Amount	Account	Comments	Date
34756	OFFICE OF THE TX ATTNY GENERAL	\$296.31	G 101-21780 Assignment	Rem ID 0011520455200641465	5/13/2019
34757	AEI	\$300.00	E 101-41400-201 Office Supplies	Anti-Virus 6 computers	5/28/2019
34758	AMERICAN WELDING & GAS INC	\$80.90	E 101-42100-229 Contractual Service	POLICE DEPT FIRE EXT. MAINT	5/28/2019
34758	AMERICAN WELDING & GAS INC	\$92.95	E 101-42200-229 Contractual Service	FIRE DEPT FIRE EXT. MAINT	5/28/2019
34759	AMERIPRIDE SERVICES, INC	\$58.73	E 101-45400-229 Contractual Service	Community Center Contractual	5/28/2019
34784	BART S PLACE	\$75.00	E 101-41100-331 Travel/Seminar Course	LMC Training - Janette, Dave, Laura, Brent & Jeff	5/28/2019
34761	CORE & MAIN, LP	\$1,015.71	E 601-49400-221 Repair/Maint. Equipment	Water Dept Repairs	5/28/2019
34762	ETTERMAN ENTERPRISES	\$95.68	E 101-43100-219 General Supplies-Maint.	Striping Paint	5/28/2019
34763	FIRST SYSTEMS TECHNOLOGY, INC.	\$600.00	E 602-49450-285 Repair Waste Water Plant	Verification of Flow Meters	5/28/2019
34763	FIRST SYSTEMS TECHNOLOGY, INC.	\$1,132.60	E 601-49400-221 Repair/Maint. Equipment	Repairs Water Plant	5/28/2019
34764	FIRSTNET LEARNING, INC.	\$28.50	E 602-49450-331 Travel/Seminar Course	LMCIT Online Safety Training	5/28/2019
34764	FIRSTNET LEARNING, INC.	\$28.50	E 601-49400-331 Travel/Seminar Course	LMCIT Online Safety Training	5/28/2019
34764	FIRSTNET LEARNING, INC.	\$19.00	E 101-41300-331 Travel/Seminar Course	LMCIT Online Safety Training	5/28/2020
34764	FIRSTNET LEARNING, INC.	\$19.00	E 101-41400-331 Travel/Seminar Course	LMCIT Online Safety Training	5/28/2019
34765	HAGEN PARTNERS	\$625.00	E 101-43100-229 Contractual Service	Haul 5 loads of Class 5	5/28/2019
34766	HEIMAN BROTHERS INC.	\$474.80	E 101-42200-219 General Supplies-Maint.	Washable mesh bag	5/28/2019
34767	HILLYARD FLOOR CARE SUPPLY	\$237.33	E 101-45400-219 General Supplies-Maint.	Community Center Supplies	5/28/2019

34768	LARKIN TREE CARE & LANDSCAPING	\$248.00	E 101-45200-219 General Supplies-Maint.	Mulch - Parks	5/28/2019
34768	LARKIN TREE CARE & LANDSCAPING	\$124.00	E 101-45400-219 General Supplies-Maint.	Mulch - Community Center	5/28/2019
34769	LMC INSURANCE TRUST	\$4,001.76	E 601-49400-361 Insurance	Water Insurance	5/28/2019
34769	LMC INSURANCE TRUST	\$11,505.06	E 602-49450-361 Insurance	Sewer Insurance	5/28/2019
34769	LMC INSURANCE TRUST	\$30,013.20	E 101-49260-361 Insurance	General Insurance	5/28/2019
34769	LMC INSURANCE TRUST	\$4,501.98	E 101-42200-361 Insurance	FD Insurance	5/28/2019
34770	LMC INSURANCE TRUST	\$131.28	E 601-49400-362 Worker s Comp Premium	Water WC Insurance	5/28/2019
34770	LMC INSURANCE TRUST	\$137.84	E 602-49450-362 Worker s Comp Premium	Sewer WC Insurance	5/28/2019
34770	LMC INSURANCE TRUST	\$905.83	E 101-42200-361 Insurance	FD WC Insurance	5/28/2019
34770	LMC INSURANCE TRUST	\$5,389.05	E 101-49260-362 Worker s Comp Premium	General WC Insurance	5/28/2019
34771	MINNESOTA DEPT OF HEALTH	\$922.00	E 601-49400-436 Licenses & Permits	Well Maintenance Permit	5/28/2019
34772	MVTL LABORATORIES, INC.	\$263.00	E 602-49450-229 Contractual Service	Sewer Testing	5/28/2019
34772	MVTL LABORATORIES, INC.	\$33.00	E 601-49400-229 Contractual Service	Water Testing	5/28/2019
34772	MVTL LABORATORIES, INC.	\$211.00	E 602-49450-229 Contractual Service	Sewer Testing	5/28/2019
34773	NEOPOST	\$74.85	E 101-41400-229 Contractual Service	Postage Machine Lease	5/28/2019
34774	RCW PUBLIC SCHOOL	\$10,000.00	E 101-45200-415 Swimming Pool	Swimming Pool	5/28/2019
34775	RENVILLE COUNTY ASSESSOR	\$6,690.00	E 101-41550-101 Wages and Salaries	2019 Assessment Services	5/28/2019
34776	RENVILLE-SIBLEY COOPERATIVE	\$987.67	E 601-49400-381 Utilities	Water Electric	5/28/2019
34777	S.W. DISTRIBUTING INC.	\$4,944.00	E 101-43100-229 Contractual Service	City Wide Clean Up	5/28/2019
34778	STEVEN J HINDERKS	\$769.50	E 101-45400-221 Repair/Maint. Equipment	CC AC Repairs	5/28/2019
34779	STREICHER S	\$203.93	E 101-42100-417 Uniforms	PD Uniforms	5/28/2019
34780	UNITED STATES POSTAL SERVICE	\$106.75	E 601-49400-201 Office Supplies	Utility Postage	5/28/2019
34780	UNITED STATES POSTAL SERVICE	\$106.75	E 602-49450-201 Office Supplies	Utility Postage	5/28/2019
34781	USABLE LIFE	\$10.41	E 602-49450-131 Employee Insurance	Life Ins.	5/28/2019
34781	USABLE LIFE	\$10.40	E 601-49400-131 Employee Insurance	Life Ins.	5/28/2019
34781	USABLE LIFE	\$10.40	E 101-43100-131 Employee Insurance	Life Ins.	5/28/2019
34781	USABLE LIFE	\$21.80	E 101-42100-131 Employee Insurance	Life Ins.	5/29/2019
34781	USABLE LIFE	\$10.90	E 101-41300-131 Employee Insurance	Life Ins.	5/28/2019
34781	USABLE LIFE	\$9.40	E 101-41400-131 Employee Insurance	Life Ins.	5/28/2019
34782	VERIZON WIRELESS	\$51.14	E 101-42100-321 Telephone	Police Dept. Telephone	5/28/2019
34782	VERIZON WIRELESS	\$63.14	E 101-43100-321 Telephone	Street Dept. Telephone	5/28/2019
34783	WINSTED SOLAR, LLC	\$17.07	E 101-45200-380 Utility Services (GENERAL)	Park Electric	5/28/2019
34783	WINSTED SOLAR, LLC	\$353.16	E 601-49400-381 Utilities	Water Electric	5/28/2019
34783	WINSTED SOLAR, LLC	\$940.12	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	5/28/2019
34783	WINSTED SOLAR, LLC	\$25.31	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	5/28/2019
34783	WINSTED SOLAR, LLC	\$22.78	E 101-45500-380 Utility Services (GENERAL)	Library Electric	5/28/2019
34783	WINSTED SOLAR, LLC	\$36.27	E 101-45400-380 Utility Services (GENERAL)	Community Center Electric	5/28/2019
34783	WINSTED SOLAR, LLC	\$77.07	E 101-42200-380 Utility Services (GENERAL)	FD Electric	5/28/2019
34783	WINSTED SOLAR, LLC	\$103.04	E 101-43100-380 Utility Services (GENERAL)	Street Electric	5/28/2019
997127E	MINNESOTA DEPT. OF REVENUE	\$612.88	G 101-21720 State Withholding	State Withholding Tax	5/13/2019
997128E	INTERNAL REVENUE SERVICE	\$1,196.14	G 101-21710 Federal Withholding Tax	FWH	5/13/2019
997128E	INTERNAL REVENUE SERVICE	\$1,799.50	G 101-21730 FICA Tax Withholding	FICA/Medicare	5/13/2019
997129E	PUBLIC EMPLOYEES RETIREMENT	\$3,071.68	G 101-21740 PERA	PERA	5/13/2019
997130E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	5/13/2019
997131E	LIGHTBEAM INTERNET	\$40.00	E 101-42200-321 Telephone	Internet - Fire Hall	5/23/2019
997131E	LIGHTBEAM INTERNET	\$40.00	E 101-49260-722 Internet Fees & Updates	Internet - City Hall	5/23/2019
997131E	LIGHTBEAM INTERNET	\$40.00	E 101-43100-321 Telephone	Internet - Street Dept	5/23/2019

997131E	LIGHTBEAM INTERNET	\$40.00	E 101-42100-321 Telephone	Internet - PD	5/23/2019
997131E	LIGHTBEAM INTERNET	\$40.00	E 602-49450-321 Telephone	Internet - WWTP	5/23/2019
TOTAL		\$96,143.07			

A motion was made by Adam Zaske and seconded by Laura Rosen to approve the invoices payable. The motion carried 3 to 0.

5. Public Comment

6. Committee/Staff Reports

a. 2018 Audit – Oberloh & Oberloh, Ltd.

A motion was made by Jeff Pike and seconded by Adam Zaske to approve the 2018 Audit. The motion carried 3 to 0.

b. EDA Committee

EDA Meeting Minutes

Present: Janette Wertish, Laura Rosen, Adam Zaske, Brandon Wulf, Cari Rice, Shane Wohlman, Julie Rath, Michelle Mortensen, Jordan Zeller
Absent: Jeremy Hinderks

Next meeting: June 19, 2019 5:00 pm at City Hall

1. Jordan Zeller, Renville County Economic Developer in attendance

Jordan explained GAP financing along with other financing options and contacts for such.

2. Community Improvement Alliance Update

The EDA looked over the unapproved minutes from the May 6, 2019 CIA meeting.

3. Renville Events Committee Request

Renville Events Committee asked the EDA to again pay for up to \$1,000 worth of advertising for 2019 Sugar Beet Days – the committee recommends to all up to \$1,000 worth of advertising with the bills going directly to the city.

4. Garland for Main Street light poles

Shane presented options for purchasing faux garland that could be reused each year. Currently the real garland costs \$1,000/year. The unlit faux option w/bows (which we would not purchase) would cost ~\$3,285. The lit faux option w/bows would cost ~\$3,741. The committee decided to table this discussion. Suggestions were made for the Renville Events Committee to do fundraising or ask for business and/or Lions Club donations to pay for the garland. Shane also mentioned the discounts are bigger right after the holidays so that could be a better time to purchase them.

5. City Logo Contest

Shane presented the Contest Rules and Entry Form. Deadline for submission is June 18, 2019. The committee recommends to move forward with this.

6. Julie Update

Julie is working with a potential new business inquiry.

She plans to schedule 8-10 Business visits within the next few weeks.

7. Anything else the committee would like to discuss

Michelle talked about the interest of those who attended the CEO program meeting.

Xcel Energy quote came in at \$7.90/foot for anything over 100 feet to trench in the Renville Estates. This committee had expressed interest in covering that cost out of our budget so we need to carefully consider that when approving other budget items.

A motion was made by Laura Rosen and seconded by Jeff Pike to approve the EDA Committee Report. The motion carried 3 to 0.

c. Public Building Task Force Committee Report

Public Building Task Force Minutes

5/23/2019 3:00 pm

Present: Janette Wertish, Adam Zaske, Dave Grund, Aaron Slagter, Aaron Haen, Nate Sunvold, Sharon Maurice, Wanda Knapper, Dennis Ulrich, Shane Wohlman

Absent: Gary Wulf

* Justin Black and David Krueger from Short Elliott Hendrickson Inc (SEH) were in attendance and Paul Ragozzino (SEH Architect) joined via conference call to answer questions from the committee. David started by providing information in regards to funding projects like this. He went through 7 different possibilities that would be available and commented that there could be combinations of the 7 used as well. David also mentioned that there is not a lot of grant opportunities available for either a police or fire station and the ones that are available are very competitive. With the committee deciding that the police station is the driver for this project, they then reviewed past recommendations from the 2015 Municipal Facilities Space Needs Study. The architect gathered information from the committee as to different options that could be pursued regarding sites, current buildings that could be remodeled, facility requirements and space requests. He recommends taking all of these ideas and updating the Space Needs Study. Justin will provide information to the council on a cost for this. The committee will continue to work on project goals and consider limitations, the budget and community needs.

* Next meeting will be set when Justin provides recommendations.

A motion was made by Jeff Pike and seconded by Laura Rosen to approve the Public Building Task Force Committee Report. The motion carried 3 to 0.

d. City Administrator Report

City Administrator Report

5-28-2019

* Census Complete Count Committee (CCC) training will be held on June 14th from 8:30-11:30 at the Government Center in Olivia. This will be put on by Jim Accurso from the U.S. Census Bureau. Please contact Shane by June 3rd if interested.

* With Sugar Beet Days coming up next week, grass letters have been sent out to affected properties.

* The Renville Workshop went well. There was a total of 23 people representing 5 cities. Will be sending out a short survey for all participants.

* The batteries in the floor machine that is used in the Community Center went out on Friday. We will be checking into replacements.

* Due to the rapid snow melt and heavy rains this spring, FEMA will be allowing frost boils as eligible damage expenses. Public Works and administration are currently gathering information that is required for an Applicant Briefing meeting in the coming weeks.

* I attended a workshop called “13 Ways to Kill Your Community” presented by Doug Griffiths. Doug is a great speaker that has visited with many cities around the U.S. and Canada. He shared the knowledge and experiences that he has learned from these visits.

1. Forget the water.
2. Don't attract business.
3. Don't engage youth.
4. Deceive yourself.
5. Shop elsewhere.
6. Don't paint.
7. Don't cooperate.
8. Live in the past.
9. Shut out your seniors.
10. Reject everything new.
11. Ignore outsiders.
12. Grow complacent.
13. Don't take responsibility.

***Reminder- Before the next Council meeting on June 10th, there will be a Strategic Planning meeting at 6:00.

A motion was made by Adam Zaske and seconded by Laura Rosen to approve the City Administrator's Report. The motion carried 3 to 0.

7. Discussion Items

Fly Concerns.

8. Action Items

A motion was made by Adam Zaske and seconded by Laura Rosen to allow up to \$1,000 for Revitalizing Renville to use for advertising for Sugar Beet Days. The motion carried 4 to 0.

A motion was made by Adam Zaske and seconded by Dave Grund to approve the City Logo Contest. The motion carried 4 to 0.

A motion was made by Laura Rosen and seconded by Adam Zaske to approve the Mayor to sign the SHIP Agreement. The motion carried 4 to 0.

A motion was made by Adam Zaske and seconded by Laura Rosen to approve the Street Closure Requests for Revitalizing Renville for the Sugar Beet Days parade & fun in the park. The motion carried 4 to 0.

A motion was made by Adam Zaske and seconded by Jeff Pike to approve the Limones Variance Request. The motion carried 4 to 0.

A motion was made by Laura Rosen and seconded by Adam Zaske to approve the draft Purchase Agreements and allows Shane authorization to make small adjustments, if necessary, to execute the purchase of the McClurg, Grannes & Morgan properties on North Main Street. The motion carried 4 to 0.

9. Mayor's Report

Mayor Wertish reminded everyone to keep grass clippings off the street. Also, reminder about EMS week and Sugar Beet Days.

A motion was made by Adam Zaske and seconded by Jeff Pike to approve the Mayor's report. The motion carried 4 to 0.

10. Adjourn

A motion was made by Adam Zaske and seconded by Jeff Pike to adjourn the meeting. The motion carried 4 to 0. Meeting was adjourned at 8:27 p.m.

Dated at Renville, Minnesota this 28th day of May, 2019.

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Shane Wohlman, City Administrator/Clerk