

**Approved Minutes  
City Council Regular Session  
May 8<sup>th</sup>, 2017  
Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on May 8<sup>th</sup>, 2017 at 7:00 p.m. by Mayor Wertish

City Council Members present were Adam Zaske, Jeff Pike, Shane Wohlman, Jeremy Hinderks, and Brent Dahl. Also present were Mayor Janette Wertish and City Administrator/Clerk Jessica Gorman.

**1. Pledge of Allegiance**

**2. Approval of Agenda**

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

**3. Approval of Minutes**

A motion was made by Jeremy Hinderks and seconded by Shane Wohlman to approve the minutes of the April 24<sup>th</sup>, 2017 Regular Council Meeting. The motion carried 5 to 0.

**4. Invoices Payable**

Check #	Name	Amount	Comments
033191	AMERIPRIDE SERVICES, INC	\$134.28	Community Center Contractual
033192	ANDERSON LARSON HANSON & SAUND	\$5,028.00	Attorney Fees
033193	FARMERS CO-OP OIL CO	\$332.73	Police Dept. Gas
033193	FARMERS CO-OP OIL CO	\$1,185.73	Street Dept. Gas
033193	FARMERS CO-OP OIL CO	\$115.00	Batteries
033194	HASLER FINANCIAL SERVICES	\$100.00	Postage Machine Lease
033195	INTERSTATE POWERSYSTEMS	\$533.00	CC Generator Maint.
033195	INTERSTATE POWERSYSTEMS	\$818.00	Water Plant Generator Maint.
033195	INTERSTATE POWERSYSTEMS	\$2,774.08	Sewer Plant Generator Maint. & Repair
033196	LOFFLER	\$60.30	copier service contract
033197	MAC QUEEN EQUIPMENT INC.	\$520.00	street sweeper supplies
033198	MARTIN MCALLISTER	\$500.00	INVESTIGATION
033199	MINNESOTA DEPT. OF REVENUE	\$472.00	Sales tax - 1st Qtr 2017
033200	MINNESOTA POLLUTION CONTROL	\$1,450.00	WASTEWATER PERMIT FEE
033201	MN PIPE & EQUIPMENT	\$170.63	HYDRANT OIL
033202	MVTL LABORATORIES, INC.	\$650.50	TESTING SEWER
033202	MVTL LABORATORIES, INC.	\$469.00	TESTING SEWER
033202	MVTL LABORATORIES, INC.	\$33.00	TESTING WATER
033203	NORTHLAND TRUST SERVICES, INC.	\$32.50	BOND INTEREST
033203	NORTHLAND TRUST SERVICES, INC.	\$85.00	BOND INTEREST
033203	NORTHLAND TRUST SERVICES, INC.	\$132.50	BOND INTEREST

033204	OLIVIA MACHINE SHOP, INC.	\$55.45	PVC CAPS
033205	RC HOSPITAL & CLINICS	\$221.00	PD Investigation
033206	RENVILLE CO AUDITOR-TREAS.	\$9,856.60	1/2 HALF 2017 PROP TAX
033207	RENVILLE-SIBLEY COOPERATIVE	\$1,162.93	Water Electric
033208	S W DUST TREATMENT INC.	\$2,352.00	DUST CONTROL
033209	SCHROEDER, GARRET	\$150.00	Street Dept. Maintenance
033210	SEHRCM	\$2,848.00	UV DISINFECTION
033211	SLAGTER, AARON	\$40.40	COLLAR PINS
033212	SUNVOLD, NATHAN	\$62.82	WATER SCHOOL
033213	SW/WC SERVICE COOPERATIVES	\$1,172.00	Medical Insurance-Street
033213	SW/WC SERVICE COOPERATIVES	\$856.00	Medical Insurance-Jodi
033213	SW/WC SERVICE COOPERATIVES	\$2,344.00	Medical Insurance-Police
033213	SW/WC SERVICE COOPERATIVES	\$1,172.00	Medical Insurance-Sewer
033213	SW/WC SERVICE COOPERATIVES	\$1,172.00	Medical Insurance - Admin
033213	SW/WC SERVICE COOPERATIVES	\$316.00	Medical Insurance-Jodi
033213	SW/WC SERVICE COOPERATIVES	\$1,172.00	Medical Insurance-Water
033214	UNITED STATES POSTAL SERVICE	\$51.00	Utility Postage
033214	UNITED STATES POSTAL SERVICE	\$51.00	Utility Postage
033215	USABLE LIFE	\$21.03	Life Ins.
033215	USABLE LIFE	\$9.40	Life Ins.
033215	USABLE LIFE	\$32.64	Life Ins.
033215	USABLE LIFE	\$21.80	Life Ins.
033215	USABLE LIFE	\$21.02	Life Ins.
033215	USABLE LIFE	\$21.03	Life Ins.
033216	VERIZON WIRELESS	\$63.05	Street Dept. Telephone
033216	VERIZON WIRELESS	\$121.07	Police Dept. Telephone
033217	WEST CENTRAL COMMUNICATIONS	\$281.25	PD BATTERY
033218	WEST CENTRAL SANITATION	\$17.55	Street Refuse
033218	WEST CENTRAL SANITATION	\$35.92	WWT Refuse
033219	XCEL ENERGY	\$5,489.25	Sewer Electric
033219	XCEL ENERGY	\$1,295.01	Street Electric
996841	MINNESOTA DEPT. OF REVENUE	\$578.67	State Withholding Tax
996842	INTERNAL REVENUE SERVICE	\$1,876.80	FICA/Medicare
996842	INTERNAL REVENUE SERVICE	\$1,409.12	FWH
996843	ICMA	\$50.00	Sunvold, Nathan #302283
996844	PUBLIC EMPLOYEES RETIREMENT	\$2,734.24	PERA
	<b>Total</b>	<b>\$54,730.30</b>	

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

##### 5. Monthly Financials

A motion was made by Jeff Pike and seconded by Adam Zaske to approve the monthly financials. The motion carried 5 to 0.

## 6. Committee/Staff Reports

### A. Public Works

#### **Public Works Committee Minutes 5-3-17**

Attendance: Janette Wertish, Jessica Gorman, Pete Peterson, Shane Wohlman, Scott Clemenson

- **Community Center LED light quotes**

After the last meeting the cost per a light was determined to give us the best breakdown between the two quotes. With Community electric the cost per a light is est. \$84 dollars after rebate. With J & R electric the cost per light is est. \$158 after rebate.

A price breakdown per room will be obtained so consideration can be given to whether this is a project that could be considered in phases to cover the most utilized lighting areas first.

- **Community Center tables & chairs pricing**

We have 297 padded seats total including council chambers gallery chairs.  
135 are damage free.  
162 have varying degrees of seat(vinyl) damage.

Most of the community center events have group attendance of 30-60. Only two events are scheduled currently for the remainder of 2017 that may need 100+ chairs.

It was proposed for the remainder of 2017 we separate the damaged chairs out for only emergency use and keep the 135 chairs in good condition available for use.

The base cost for new chairs researched to date is \$4374 (\$27 a chair at 162 chairs) not including shipping. More info, including shipping cost, to come.

- **Community Center paint estimates**

A rough estimate was determined for the community center painting looking at two avenues for completion. If there was volunteer painting support, a "do it ourselves" scenario, the approximate cost for paint and supplies total would be \$3500-\$4000. To hire a painting contractor the cost could be in the upwards of \$9500.

Painting was determined as the first priority for the community center by the group in regards to other community center improvements. Pricing with specific contractors will be obtained for review at the next public works meeting.

- **Water Tower cleaning info**

The last exterior cleaning estimate was \$4,200 in March of 2016. The algae will return in 5 yrs or less. SEH did a water tower maintenance study in July of 2016 that projected suggested maintenance needs and repairs, including exterior surface maintenance. The total cost of the suggested work up was \$600,000 for scheduled needs over the next 10 yrs. \$481,900 was designated towards repairs necessary at time of painting and painting itself.

Public works when possible will look into additional cleaning service vendors for present day competitive prices.

- **Community Center water fountains**

Public works has the unit design plans for the water fountain and will be looking at the machines in terms of adjusting the pressure valve on the adult drinking fountain, maintenance & system cleaning needed, and looking at any filtration unit in the fountains themselves. Inquiring was done in April with those seen using the water fountain 8am-4pm M-F. The users were mostly children and the feedback was they like the fountains with no complaints. An adult citizen stated it was “the best tasting water in Renville”.

A motion was made by Brent Dahl and seconded by Jeremy Hinderks to approve the Public Works Committee report. The motion carried 5 to 0.

B. HR

**HR Meeting**

**Minutes**

**5-8-17**

Attendance: Janette Wertish, Jessica Gorman, Jeremy Hinderks, Adam Zaske

The HR committee met to discuss the interview process completed by the City Administrator Jessica Gorman alongside the public works department future Director Nate Sunvold and Assistant Director Matt Roxberg. The finalist information was reviewed and the HR committee is in agreeance with determination made by the hiring panel that Paul Mattson is the top finalist for the public works maintenance worker position.

In other business monthly HR meetings will be set through the end of Jessica Gorman’s probation.

A motion was made by Shane Wohlman and seconded by Brent Dahl to approve the HR Committee report. The motion carried 5 to 0.

C. City Administrator/Clerk Report

**City Administrator**

**5-8-17**

- We have received potential purchase interest in a city owned property at 611 N Main st. The property was acquired by the city at the same time as the MinAqua fisheries building in November of 2016. The administrator is going through the steps currently of ensuring this and all other city properties have been properly advertised to the public for bids.

- Renville was informed Jake Fejedelem has accepted the position as County Librarian for the Renville County libraries of Olivia, Renville, Fairfax, Bird Island, and Hector. Jake will begin his position on June 5, 2017.
- Former resident and now college student Jack Bryan could be seen around the city last week photographing/filming Renville areas of interest. Jack is doing a documentary on his home town of Renville for a film class and stated he would provide a DVD to the city when complete, for city use if desired.

A motion was made by Jeremy Hinderks and seconded by Adam Zaske to approve the City Administrator/Clerk Report as presented. The motion carried 5 to 0.

## 7. Discussion Items

- A. The new Renville police officer, Chad Segelstrom, was introduced to Council.
- B. Council reviewed and discussed a Chicken ordinance study comprised of current ordinances from neighboring municipalities as well as sample ordinance amendments language for possible application in Renville.

## 8. Action Items

- A motion was made by Jeff Pike and seconded by Adam Zaske to extend a full time employment offer to the top public works maintenance position candidate, Paul Mattson, at a \$16 hourly rate of pay with a June 5<sup>th</sup> 2017 start date. The motion carried 5 to 0.
- A motion was made by Brent Dahl and seconded by Jeremy Hinderks to set an HR committee meeting for June 12<sup>th</sup> 2017 at 12:15pm. The motion carried 5 to 0.
- A motion was made by Jeremy Hinderks and seconded by Shane Wohlman to utilize “sample 3” (ref: chicken ordinance study) ordinance language and allow City administrator Jessica Gorman to work with the city attorney for ordinance and process development going forward. The motion carried 3 to 2.
- A motion was made by Jeremy Hinderks and seconded by Brent Dahl to accept Main Street Bar and Grill as the single alcohol provider for the terms dictated in the agreement. The motion carried 5 to 0.
- A motion was made by Shane Wohlman and seconded by Jeremy Hinderks to amend resolution 07-17 clarifying the vacated alleys location for the county recorder. The motion carried 5 to 0.
- A motion was made by Brent Dahl and seconded by Adam Zaske to execute a bond with First Security for the amount of \$325,000 at an interest rate of 2.99% on an 8 year repayment schedule, to fund our upcoming waste water disinfection system improvement project. The motion carried 5 to 0.

Commented [P1]:

## 9. Mayor’s Report

Mayor Wertish read a thank you card from the red cross for allowing use of the community center for a recent blood drive. The mayor pointed out the lovely summer weather to be enjoyed in Renville while explaining information from the county regarding “Creeping Charlie” a

common invasive weed seen in area lawns. An herbicide utilized by the county, Trimac, appeared helpful with the weed.

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

**10. Adjourn**

A motion was made by Adam Zaske and seconded by Jeremy Hinderks to adjourn the meeting. The motion carried 5 to 0. Meeting was adjourned at 7:48 p.m.

Dated at Renville, Minnesota this 8<sup>th</sup> May, 2017

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

BY \_\_\_\_\_  
Jessica Gorman, City Administrator/Clerk