

**Approved Minutes  
City Council Regular Session  
June 12<sup>th</sup>, 2023  
Monday 6:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on May 12<sup>th</sup>, 2023 at 6:00 p.m. by Mayor Wertish.

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

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Approval of Agenda**

A motion was made by David Van Hove, Jr. and seconded by Pete Peterson to approve the agenda with the addition of Action Items c. Stormwater Project Kickoff Open House Date/Time. Ayes: Grund & Zaske.

**4. Approval of Minutes**

a. A motion was made by Adam Zaske and seconded by Dave Grund to approve the 5/22/2023 meeting minutes. Ayes: Peterson & Van Hove.

**5. Invoices Payable**

**a.**

Check #	Name	Amount	Account	Comments	Date
501352	AMERICAN DOOR WORKS	\$317.02	E 101-43100-240 Small Tools & Minor Equip	CPS-U Logic Protector Photo Eyes	5/25/2023
501353	AMERICAN WELDING & GAS INC	\$176.07	E 101-42200-229 Contractual Service	FIRE DEPT FIRE EXT. MAINT	5/25/2023
501354	ELECTRIC PUMP	\$740.00	E 602-49450-285 Repair Waste Water Plant	Lift Station Inspections	5/25/2023
501355	FIRST SYSTEMS TECHNOLOGY, INC.	\$550.00	E 602-49450-285 Repair Waste Water Plant	Verification of influent flow meter	5/25/2023
501355	FIRST SYSTEMS TECHNOLOGY, INC.	\$495.00	E 602-49450-285 Repair Waste Water Plant	Verification of flow meter	5/25/2023
501356	GRIZZLY SUPPLY	\$36.42	E 101-43100-219 General Supplies-Maint.	Street Supplies	5/25/2023
501356	GRIZZLY SUPPLY	\$9.99	E 101-43100-219 General Supplies-Maint.	Street Supplies	5/25/2023
501357	HAWKINS INC.	\$20.00	E 601-49400-219 General Supplies-Maint.	Water Supplies	5/25/2023
501358	INNOVATIVE	\$230.06	E 101-41400-201 Office Supplies	City Hall Office Supplies	5/25/2023
501359	INTERSTATE POWERSYSTEMS	\$544.76	E 101-45400-229 Contractual Service	Generator Inspection-Community Center	5/25/2023
501359	INTERSTATE POWERSYSTEMS	\$840.05	E 601-49400-229 Contractual Service	Water Generator Inspection	5/25/2023
501360	LOCATORS & SUPPLIES, INC	\$100.05	E 101-43100-219 General Supplies-Maint.	Street Dept Supplies	5/25/2023
501361	MINNESOTA DEPT OF HEALTH	\$1,409.00	E 601-49400-436 Licenses & Permits	Well Permit	5/25/2023
501362	NCPERS MINNESOTA	\$112.00	G 101-21760 Hospitalization/Medical Ins	Insurance	5/25/2023
501363	QUADIENT	\$100.00	E 101-41400-201 Office Supplies	Postage	5/25/2023
501363	QUADIENT	\$74.95	E 101-49260-229 Contractual Service	Postage Machine Lease	5/25/2023
501364	RENVILLE SALES INC.	\$145.61	E 101-45200-219 General Supplies-Maint.	Park Supplies	5/25/2023
501364	RENVILLE SALES INC.	\$145.60	E 101-43100-240 Small Tools & Minor Equip	Street Dept Supplies	5/25/2023
501364	RENVILLE SALES INC.	\$145.60	E 101-49000-219 General Supplies-Maint.	Cemetery Supplies	5/25/2023
501365	RENVILLE-SIBLEY COOPERATIVE	\$112.05	E 601-49400-381 Utilities	Water Electric	5/25/2023
501365	RENVILLE-SIBLEY COOPERATIVE	\$142.37	E 601-49400-381 Utilities	Water Electric	5/25/2023

501366	ROXBERG, MATT	\$170.81	E 602-49450-331	Travel/Seminar Course	Lodging/Meals-WW Training	5/25/2023
501367	STEVEN J HINDERKS	\$250.00	E 101-42200-221	Repair/Maint. Equipment	Clean inflammable waste trap outlet	5/25/2023
501368	UNITED STATES POSTAL SERVICE	\$286.56	E 101-41400-201	Office Supplies	Utility Postage	5/25/2023
501369	USABLE LIFE	\$36.67	E 101-42100-131	Employee Insurance	Life Ins.	5/25/2023
501369	USABLE LIFE	\$14.01	E 101-41300-131	Employee Insurance	Life Ins.	5/25/2023
501369	USABLE LIFE	\$11.19	E 101-43100-131	Employee Insurance	Life Ins.	5/25/2023
501369	USABLE LIFE	\$11.19	E 601-49400-131	Employee Insurance	Life Ins.	5/25/2023
501369	USABLE LIFE	\$11.18	E 602-49450-131	Employee Insurance	Life Ins.	5/25/2023
501369	USABLE LIFE	\$25.27	E 101-41400-131	Employee Insurance	Life Ins.	5/25/2023
501370	WINSTED SOLAR, LLC	\$14.44	E 101-41400-380	Utility Services (GENERAL)	Clerk	5/25/2023
501370	WINSTED SOLAR, LLC	\$28.88	E 101-42100-380	Utility Services (GENERAL)	PD	5/25/2023
501370	WINSTED SOLAR, LLC	\$28.88	E 101-45500-380	Utility Services (GENERAL)	Library	5/25/2023
501370	WINSTED SOLAR, LLC	\$160.32	E 101-43100-380	Utility Services (GENERAL)	Street Dept	5/25/2023
501370	WINSTED SOLAR, LLC	\$26.72	E 101-45200-380	Utility Services (GENERAL)	Park/Signage	5/25/2023
501370	WINSTED SOLAR, LLC	\$119.87	E 101-42200-380	Utility Services (GENERAL)	Fire Dept	5/25/2023
501370	WINSTED SOLAR, LLC	\$1,462.88	E 602-49450-387	Utilities-Wastewater Plan	WW dept	5/25/2023
501370	WINSTED SOLAR, LLC	\$549.60	E 601-49400-381	Utilities	Water Dept	5/25/2023
501370	WINSTED SOLAR, LLC	\$59.05	E 101-45400-380	Utility Services (GENERAL)	Community Center	5/25/2023
501371	ZEITZ CONCRETE, LLC	\$5,400.00	E 400-49100-245	Sidewalk Improvement	Sidewalk Repairs	5/25/2023
501372	AEI	\$787.90	E 101-41400-201	Office Supplies	Trend Micro Worry Free Anti-Virus	6/2/2023
501373	BADGER METER, INC.	\$20.34	E 601-49400-229	Contractual Service	Beacon Serv Hosting	6/2/2023
501373	BADGER METER, INC.	\$20.33	E 602-49450-229	Contractual Service	Beacon Serv Hosting	6/2/2023
501373	BADGER METER, INC.	\$600.00	E 602-49450-229	Contractual Service	Annual License Service	6/2/2023
501374	CORE & MAIN, LP	\$211.28	E 601-49400-219	General Supplies-Maint.	Socket Tool	6/2/2023
501375	ELECTRIC PUMP	\$160.00	E 602-49450-285	Repair Waste Water Plant	Pump Troubleshoot Service Call	6/2/2023
501376	GOPHER STATE ONE-CALL, INC	\$30.38	E 602-49450-229	Contractual Service	Sewer Contractual	6/2/2023
501376	GOPHER STATE ONE-CALL, INC	\$30.37	E 601-49400-229	Contractual Service	Water Contractual	6/2/2023
501377	GRIZZLY SUPPLY	\$4,302.64	E 400-49100-237	Fire Hall	4 Custom Windows	6/2/2023
501378	HILLYARD FLOOR CARE SUPPLY	\$1,199.68	E 101-45400-219	General Supplies-Maint.	Community Center cleaning supplies	6/2/2023
501379	MARTIN MARIETTA MATERIALS	\$2,146.53	E 101-43100-219	General Supplies-Maint.	Class 5 & CA-1	6/2/2023
501380	MAYNARD S FOOD CENTER	\$22.14	E 101-41400-219	General Supplies-Maint.	City Hall Supplies	6/2/2023
501381	MENARDS	\$114.99	E 101-42100-219	General Supplies-Maint.	Shop Vac-PD	6/2/2023
501381	MENARDS	\$51.35	E 101-42100-219	General Supplies-Maint.	CC - Downspout, Gas Can	6/2/2023
501382	MVTL LABORATORIES, INC.	\$39.60	E 601-49400-229	Contractual Service	Water Testing	6/2/2023
501382	MVTL LABORATORIES, INC.	\$240.35	E 602-49450-229	Contractual Service	Sewer Testing	6/2/2023
501382	MVTL LABORATORIES, INC.	\$319.55	E 602-49450-229	Contractual Service	Sewer Testing	6/2/2023
501383	RENVILLE SALES INC.	\$8,200.00	E 400-49100-263	Public Works Equipment	Lawn Mower-PW	6/2/2023
501384	S W DUST TREATMENT INC.	\$2,025.00	E 101-43100-229	Contractual Service	Dust Treatment	6/2/2023
501385	STEVEN J HINDERKS	\$6,438.65	E 400-49100-237	Fire Hall	Air Exchange Unit	6/2/2023
501386	VERIZON WIRELESS	\$41.11	E 101-43100-321	Telephone	Street Dept. Telephone	6/2/2023
998038E	INTERNAL REVENUE SERVICE	\$1,620.37	G 101-21710	Federal Withholding Tax	FWH	5/9/2023
998038E	INTERNAL REVENUE SERVICE	\$2,405.34	G 101-21730	FICA Tax Withholding	FICA/Medicare	5/9/2023
998042E	MINNESOTA DEPT. OF REVENUE	\$914.44	G 101-21720	State Withholding	State Withholding Tax	5/17/2023
998043E	PUBLIC EMPLOYEES RETIREMENT	\$4,260.54	G 101-21740	PERA	PERA	5/17/2023

998048E	MINNESOTA DEPT. OF REVENUE	\$971.16	G 101-21720 State Withholding	State Withholding Tax	5/25/2023
998049E	INTERNAL REVENUE SERVICE	\$2,653.44	G 101-21730 FICA Tax Withholding	FICA/Medicare	5/25/2023
998049E	INTERNAL REVENUE SERVICE	\$1,726.31	G 101-21710 Federal Withholding Tax	FWH	5/25/2023
998050E	PUBLIC EMPLOYEES RETIREMENT	\$4,382.11	G 101-21740 PERA	PERA	5/25/2023
998055E	MIDCO	\$102.34	E 101-42100-321 Telephone	PD Dept Phone & Internet	6/1/2023
998055E	MIDCO	\$38.57	E 101-45400-380 Utility Services (GENERAL)	Fire Alarm	6/1/2023
998055E	MIDCO	\$41.30	E 101-45500-321 Telephone	Library Phone	6/1/2023
998055E	MIDCO	\$38.64	E 101-41400-321 Telephone	City Hall Fax	6/1/2023
998055E	MIDCO	\$118.83	E 601-49400-321 Telephone	Water Dept Phone	6/1/2023
998055E	MIDCO	\$43.38	E 101-41400-321 Telephone	City Hall Phone	6/1/2023
998055E	MIDCO	\$115.75	E 602-49450-321 Telephone	Sewer Dept Phone	6/1/2023
998055E	MIDCO	\$69.01	E 101-42200-321 Telephone	Fire Dept Phone	6/1/2023
998055E	MIDCO	\$59.00	E 101-49260-722 Internet Fees & Updates	City Hall Internet	6/1/2023
998056E	GREAT PLAINS NATURAL GAS	\$23.00	E 101-45200-380 Utility Services (GENERAL)	Park Gas Service	6/1/2023
998056E	GREAT PLAINS NATURAL GAS	\$52.60	E 101-42100-380 Utility Services (GENERAL)	Police Dept. Gas	6/1/2023
998056E	GREAT PLAINS NATURAL GAS	\$64.64	E 101-43100-380 Utility Services (GENERAL)	Street Gas Service	6/1/2023
998056E	GREAT PLAINS NATURAL GAS	\$26.30	E 101-41400-380 Utility Services (GENERAL)	Clerk Gas Service	6/1/2023
998056E	GREAT PLAINS NATURAL GAS	\$52.60	E 101-45500-380 Utility Services (GENERAL)	Library Gas Service	6/1/2023
998056E	GREAT PLAINS NATURAL GAS	\$107.61	E 101-45400-380 Utility Services (GENERAL)	Community Center	6/1/2023
998056E	GREAT PLAINS NATURAL GAS	\$191.29	E 602-49450-387 Utilities-Wastewater Plan	Sewer Gas Service	6/1/2023
998056E	GREAT PLAINS NATURAL GAS	\$403.09	E 601-49400-381 Utilities	Water Gas Service	6/1/2023
998056E	GREAT PLAINS NATURAL GAS	\$83.02	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Gas	6/1/2023
998057E	MACS	\$41.64	E 101-43100-219 General Supplies-Maint.	Street Dept Supplies	6/2/2023
998058E	SW/WC SERVICE COOPERATIVES	\$1,521.67	G 101-21762 Employer Health Portion	Medical Insurance-Admin	6/2/2023
998058E	SW/WC SERVICE COOPERATIVES	\$4,169.20	G 101-21762 Employer Health Portion	Medical Insurance-Police	6/2/2023
998058E	SW/WC SERVICE COOPERATIVES	\$1,709.32	G 101-21762 Employer Health Portion	Medical Insurance-Street	6/2/2023
998058E	SW/WC SERVICE COOPERATIVES	\$1,709.31	G 101-21762 Employer Health Portion	Medical Insurance-Water	6/2/2023
998058E	SW/WC SERVICE COOPERATIVES	\$1,709.31	G 101-21762 Employer Health Portion	Medical Insurance-Sewer	6/2/2023

Total \$73,541.44

A motion was made by David Van Hove, Jr. and seconded by Dave Grund to approve the invoices payable.  
Ayes: Peterson & Zaske.

## 7. Financials

a. A motion was made by Adam Zaske and seconded by Dave Grund to approve the Monthly Financials for May 2023. Ayes: Peterson & Van Hove.

## 8. Public Comments

a. None

## 9. Committee/Staff Reports

a. City Administrator

- \* Back in March, I reported that the city was working with the Kandiyohi County Emergency Director to explore the possibility of adding a weather radar station to the water tower at the park. An engineering firm evaluated the water tower and found that it structurally would not be able to handle the additional equipment. They will explore other options.
- \* A representative from the carpet manufacturer flew in from Georgia and repaired all the seams of the carpet at the Community Center.
- \* The emergency siren has been fixed. The siren would sound, but not rotate.
- \* The 2 summer helpers started on May 22<sup>nd</sup> and have been kept very busy.
- \* Steve's Heating has completed their portion of the ventilation project at the fire hall. The electrical contractor has been scheduled to take care of the wiring.
- \* Steve's Heating also took care of the floor drain issue at the fire hall.
- \* On Friday, it was discovered that the air conditioner unit in the east section of the ballroom is not working properly. Steve Hinderks looked at the unit today and will be getting estimates for a new air conditioner/furnace.
- \* The north clarifier at the wastewater treatment facility went down on Sunday, June 4<sup>th</sup>. It has since been pumped out and a crew will be showing up tomorrow to diagnose the issue.
- \* The new Hustler lawnmower has arrived and was put into service.
- \* The PW Department started spraying mosquitos on June 6<sup>th</sup>. This was the first time to test the new sprayer. The feedback from the PW crew has been positive, including that it is quieter and more efficient at spraying as the rate adjusts to the speed of the vehicle, which also saves chemical.
- \* At the February 27<sup>th</sup> Council meeting, it was approved to purchase a snowblower up to \$1,500.00 for the Community Center. A very nice used Snapper snowblower was acquired for \$300.00.
- \* The custodian will be on medical leave for 5-6 weeks.
- \* The CGMC is conducting a series of webinars regarding Public Labor and Employment with their law experts. I've attended one already, with 3 more coming up in the next couple of weeks.
- \* Met with the SEH Engineers who are tasked with helping Renville with the Stormwater Resilience Action Plan. SEH is currently working on some of the preliminary items including data collection and review. They would like to hold a Project Kickoff Open House at the Community Center on July 18<sup>th</sup> from 6:00 – 7:00 pm. The Community Stormwater Map will be shared with the public at the open house including a web based interactive map for citizen input. Action.
- \* Reminder- City Wide Clean-up Days are scheduled for Tuesday, June 13<sup>th</sup> – Thursday, June 15<sup>th</sup> between Noon and 7:00 pm each day. Looking for volunteers to assist with collecting fees during this time. Please let Shane know.

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

6/13 – 6/15 City Cleanup Days Noon – 7:00 pm  
6/13 CGMC Webinar 10:00 – 11:30  
6/15 CGMC Webinar 10:00 – 11:30  
6/19 Juneteenth- City Hall Closed  
6/20 CGMC Webinar 10:00 – 11:30  
6/21 PW/PS Committee  
6/26 City Council Regular Meeting 6:00

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

**10. Discussion Items**

- a. Juneteenth Holiday
- b. 2022 Consumer Confidence Report (CCR)
- c. 2023 Lead/Copper Tap Water Monitoring Report
- d. 2022 Population and Household Estimates
- e. Carlson Renville Estates Lot Offer
- f. Sullivan Property Offer
- g. Zoning Permit(s)

**11. Action Items**

- a.** A motion was made by Adam Zaske and seconded by Dave Grund to accept the offer from Mitch and Abby Carlson for 508 NE Colfax Avenue of \$2,933.75 and allow the Mayor and City Administrator to sign the necessary documents for the closing, with the following contingencies: The buyer pays the Recording Fee and must combine the parcel with their current property at 602 NE Colfax Avenue and pay all fees involved to do so with Renville County. Ayes: Peterson & Van Hove.
- b.** A motion was made by Dave Grund and seconded by Adam Zaske to move forward with the property offer from Brandon Sullivan if the following contingencies can be met: That all necessary permits can be attained (Street Vacation, Variance, etc.), buyer is responsible for water hook-up, and Recording Fee's. Ayes: Peterson & Van Hove.
- c.** A motion was made by Pete Peterson and seconded by Dave Grund to approve a Personnel Policy change to reflect the Juneteenth Holiday on June 19. Ayes: Van Hove & Zaske.
- d.** A motion was made by Adam Zaske and seconded by Dave Grund to accept the bid of \$26,000 from Windschitl/Gulden Enterprises, Inc. for the 150' x 150' highway lot with the condition that the project be completed by July 2024, and allow the Mayor and City Administrator to sign the necessary documents for the closing. Ayes: Peterson & Van Hove.
- e.** A motion was made by Pete Peterson and seconded by Adam Zaske to approve the Stormwater Resilience Action Plan Kickoff Open House on July 18, 2023 from 6:00 pm-7:00 pm. Ayes: Grund & Van Hove.

**12. Mayor's Report**

The Mayor toured Schult Homes in Redwood Falls today.

A motion was made by Adam Zaske and seconded by David Van Hove Jr. to approve the Mayor's report. Ayes: Grund & Peterson.

**13. Adjourn**

A motion was made by Adam Zaske and seconded by Dave Van Hove, Jr. to adjourn the meeting at 6:47 p.m.  
Ayes: Grund & Peterson.

Dated at Renville, Minnesota this 12<sup>th</sup> day of June, 2023

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

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