

**Approved Minutes
City Council Regular Session
June 24, 2019
Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on June 24, 2019, 2019 at 7:00 p.m. by Mayor Wertish.

City Council Members present were Adam Zaske, Laura Rosen, Jeff Pike, Brent Dahl and Dave Grund. Also present were Mayor Janette Wertish and City Administrator/Clerk Shane Wohlman. Present in the audience was Scott Tedrick from the Register, Eileen Graves, Kay Ruter, Brandon Wulf, & Greg Hagen.

1. Pledge of Allegiance

2. Approval of Agenda

A motion was made by Brent Dahl and seconded by Dave Grund to approve the agenda with additions to Action Items: d. Authorize Mayor to Sign purchase agreement for Renville Estates & e. Resolution 19-19 K&M Alley Vacation.

3. Public Hearing

4. Approval of Minutes

A motion was made by Brent Dahl and seconded by Adam Zaske to approve the minutes of the June 10th, 2019 Regular Council Meeting. The motion carried 5 to 0.

4. Invoices Payable

Check #	Name	Amount	Account	Comments	Date
34824	OFFICE OF THE TX ATTNY GENERAL	\$296.31	G 101-21780 Assignment	Rem ID 0011520455200641465	6/11/2019
34825	CROW RIVER CONST DUST CONTROL	\$1,680.00	E 101-43100-229 Contractual Service	Dust Control - 5th St SE & 240th St. SE	6/18/2019
34826	SUNVOLD, NATHAN	\$82.31	E 101-43100-321 Telephone	Bluetooth Headsets	6/18/2019
34826	SUNVOLD, NATHAN	\$82.30	E 601-49400-321 Telephone	Bluetooth Headsets	6/18/2019
34826	SUNVOLD, NATHAN	\$82.31	E 602-49450-321 Telephone	Bluetooth Headsets	6/18/2019
34827	WEST CENTRAL FIREFIGHTERS	\$55.00	E 101-42200-433 Dues and Licensing	Membership Dues - 2019	6/18/2019
34828	XCEL ENERGY	\$11.86	E 101-45200-380 Utility Services (GENERAL)	Park Electric	6/18/2019
34828	XCEL ENERGY	\$1,245.01	E 101-43100-380 Utility Services (GENERAL)	Street Electric	6/18/2019
34829	AMERICAN WELDING & GAS INC	\$16.50	E 601-49400-229 Contractual Service	WATER FIRE EXT MAINT	6/24/2019
34829	AMERICAN WELDING & GAS INC	\$86.95	E 101-43100-229 Contractual Service	STREET FIRE EXT MAINT	6/24/2019
34829	AMERICAN WELDING & GAS INC	\$44.00	E 602-49450-229 Contractual Service	SEWER FIRE EXT MAINT	6/24/2019
34830	AMERIPRIDE SERVICES, INC	\$58.73	E 101-45400-229 Contractual Service	Community Center Contractual	6/24/2019
34831	ANDERSON LARSON HANSON & SAUND	\$1,905.50	E 101-41610-101 Wages and Salaries	Attorney Fees	6/24/2019
	Admin=\$1017.00, PD=\$888.50				
34832	AUTO COLLISION & COLOUR	\$1,867.50	E 101-42100-221 Repair/Maint. Equipment	'18 Tahoe Repairs	6/24/2019
34833	CASH	\$41.62	G 101-25311 Designated for Forfeitures	PD Expenses	6/24/2019
34833	CASH	\$6.85	E 101-41400-201 Office Supplies	Postage - Admin	6/24/2019
34833	CASH	\$107.55	E 601-49400-201 Office Supplies	Postage - Water Dept	6/24/2019
34833	CASH	\$8.37	E 101-45400-219 General Supplies-Maint.	CC Supplies	6/24/2019
34834	COMMUNITY ELECTRIC	\$155.00	E 101-43100-221 Repair/Maint. Equipment	Bug Sprayer repairs	6/24/2019

34835	MAC QUEEN EQUIPMENT INC.	\$148.47	E 101-43100-221 Repair/Maint. Equipment	Street Dept Repairs	6/24/2019
31835	MAC QUEEN EQUIPMENT INC.	\$1,011.88	E 101-43100-221 Repair/Maint. Equipment	Street Dept Repairs	6/24/2019
34835	MAC QUEEN EQUIPMENT INC.	\$1,184.28	E 101-43100-221 Repair/Maint. Equipment	Street Dept Repairs	6/24/2019
34835	MAC QUEEN EQUIPMENT INC.	\$461.97	E 101-43100-221 Repair/Maint. Equipment	Street Dept Repairs	6/24/2019
34836	MARTIN MARIETTA MATERIALS	\$474.97	E 101-43100-219 General Supplies-Maint.	Class 5	6/24/2019
34836	MARTIN MARIETTA MATERIALS	\$723.97	E 101-43100-219 General Supplies-Maint.	Class 5	6/24/2019
34837	MN DEPT OF LABOR AND INDUSTRY	\$20.00	E 601-49400-436 Licenses & Permits	2 Pressure Vessels	6/24/2019
34838	MVTL LABORATORIES, INC.	\$265.00	E 602-49450-229 Contractual Service	Sewer Testing	6/24/2019
34838	MVTL LABORATORIES, INC.	\$465.00	E 602-49450-229 Contractual Service	Sewer Testing	6/24/2019
34838	MVTL LABORATORIES, INC.	\$33.00	E 601-49400-229 Contractual Service	Water Testing	6/24/2019
34838	MVTL LABORATORIES, INC.	\$193.00	E 602-49450-229 Contractual Service	Sewer Testing	6/24/2019
34839	OBERLOH & OBERLOH	\$15,100.00	E 101-41540-301 Auditing and Acct g Services	Audit Services	6/24/2019
34840	PIONEER PRODUCTS, INC.	\$322.94	E 101-42200-219 General Supplies-Maint.	Fire Wipes	6/24/2019
34841	RENVILLE-SIBLEY COOPERATIVE	\$1,044.44	E 601-49400-381 Utilities	Water Electric	6/24/2019
34842	SEGELSTROM, CHAD	\$40.00	E 101-42100-321 Telephone	Cell Phone Reimbursement	6/24/2019
34843	SLAGTER, AARON	\$120.00	E 101-42100-321 Telephone	Cell Phone Reimbursement	6/24/2019
34844	SPIEKER, JEREMY	\$120.00	E 101-42100-321 Telephone	Cell Phone Reimbursement	6/24/2019
34845	UNITED STATES POSTAL SERVICE	\$52.50	E 601-49400-201 Office Supplies	Utility Postage	6/24/2019
34845	UNITED STATES POSTAL SERVICE	\$52.50	E 602-49450-201 Office Supplies	Utility Postage	6/24/2019
34846	USABLE LIFE	\$10.90	E 602-49450-131 Employee Insurance	Life Ins.	6/24/2019
34846	USABLE LIFE	\$10.90	E 601-49400-131 Employee Insurance	Life Ins.	6/24/2019
34846	USABLE LIFE	\$10.90	E 101-43100-131 Employee Insurance	Life Ins.	6/24/2019
34846	USABLE LIFE	\$21.80	E 101-42100-131 Employee Insurance	Life Ins.	6/24/2019
34846	USABLE LIFE	\$10.90	E 101-41300-131 Employee Insurance	Life Ins.	6/24/2019
34846	USABLE LIFE	\$9.40	E 101-41400-131 Employee Insurance	Life Ins.	6/24/2019
34847	WEST CENTRAL SANITATION	\$17.55	E 101-43100-229 Contractual Service	Street Refuse	6/24/2019
34847	WEST CENTRAL SANITATION	\$35.92	E 602-49450-229 Contractual Service	WWT Refuse	6/24/2019
34847	WEST CENTRAL SANITATION	\$5,269.94	E 101-43100-229 Contractual Service	Clean Up Days	6/24/2019
34847	WEST CENTRAL SANITATION	\$174.12	R 101-36570 Street Refuse Pickup	Current Tax Settlement Refuse	6/24/2019
34848	WINSTED SOLAR, LLC	\$29.69	E 101-45200-380 Utility Services (GENERAL)	Park Electric	6/24/2019
34848	WINSTED SOLAR, LLC	\$610.21	E 601-49400-381 Utilities	Water Electric	6/24/2019
34848	WINSTED SOLAR, LLC	\$1,624.30	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	6/24/2019
34848	WINSTED SOLAR, LLC	\$43.72	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	6/24/2019
34848	WINSTED SOLAR, LLC	\$39.34	E 101-45500-380 Utility Services (GENERAL)	Library Electric	6/24/2019
34848	WINSTED SOLAR, LLC	\$62.66	E 101-45400-380 Utility Services (GENERAL)	Community Center Electric	6/24/2019
34848	WINSTED SOLAR, LLC	\$133.10	E 101-42200-380 Utility Services (GENERAL)	Fire Dept Electric	6/24/2019
34848	WINSTED SOLAR, LLC	\$178.13	E 101-43100-380 Utility Services (GENERAL)	Streets Electric	6/24/2019
997141E	MINNESOTA DEPT. OF REVENUE	\$784.04	G 101-21720 State Withholding	State Withholding Tax	6/11/2019
997142E	INTERNAL REVENUE SERVICE	\$1,614.93	G 101-21710 Federal Withholding Tax	FWH	6/11/2019
997142E	INTERNAL REVENUE SERVICE	\$2,197.52	G 101-21730 FICA Tax Withholding	FICA/Medicare	6/11/2019
997143E	PUBLIC EMPLOYEES RETIREMENT	\$3,669.14	G 101-21740 PERA	PERA	6/11/2019
997144E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	6/11/2019
997145E	SW/WC SERVICE COOPERATIVES	\$1,190.00	G 101-21761 Health Care	Medical Insurance-Jodi	6/17/2019
997145E	SW/WC SERVICE COOPERATIVES	\$440.50	G 101-21762 Employer Health Portion	Medical Insurance-Jodi	6/17/2019
997145E	SW/WC SERVICE COOPERATIVES	\$3,261.00	G 101-21762 Employer Health Portion	Medical Insurance-Police	6/17/2019
997145E	SW/WC SERVICE COOPERATIVES	\$940.16	G 101-21762 Employer Health Portion	Medical Insurance-Street	6/17/2019
997145E	SW/WC SERVICE COOPERATIVES	\$940.17	G 101-21762 Employer Health Portion	Medical Insurance-Water	6/17/2019
997145E	SW/WC SERVICE COOPERATIVES	\$940.17	G 101-21762 Employer Health Portion	Medical Insurance-Sewer	6/17/2019
	TOTAL	\$53,988.70			

A motion was made by Adam Zaske and seconded by Laura Rosen to approve the invoices payable. The motion carried 5 to 0.

5. Public Comment

Kay Ruter attended the meeting to discuss a grass citation she received.

6. Committee/Staff Reports

a. Public Works Committee

Public Works Committee Minutes **6/13/2019 5:30 pm**

Present: Janette Wertish, Brent Dahl, Dennis Ulrich, Nate Sunvold, Lloyd Zabel, Shane Wohlman
Absent: Jeff Pike, Jon Driggs, Bill Sietsema

* Public Works Director Report- Nate provided the following update: mosquito spraying has begun, alleys have been leveled, potholes in streets have been filled, dust control has been applied on gravel roads, had 20 Gopher State 1 calls in the last month, DNR Burning Permit for brush site has been approved for the next 5 years, continue working on cemetery, done some fire hydrant repair, did a solar survey for the RRFB and sent out 45 grass letters in the last month with 8 turning into citations. He has also been assisting Shane with gathering information for FEMA in regards to the frost boils on the streets. There has been a total of 22 frost boils identified.

* City Wide Clean-up Totals- Committee reviewed the total for this year's spring clean-up days (copies in packet). Right now the cost for this comes out of the Street Department budget under line item "Contractual". Nate would like to see this be a separate line in the future for clean-up days as the contractual line is also used for other items such as: blading, gravel & hauling, dust control, refuse, fire extinguisher maintenance, etc. It was also discussed to set charges for all tires and electronic items as these items are a large expense. These charges will be set before the next clean-up days in 2020, but the committee would like to inform citizens now about these changes before next year. The committee recommends making clean-up days a separate line item and setting charges in the future for all tires and electronic items.

* Renville Truck Routes- The map for the truck routes is in need of updating as it does not list all of the current truck routes. Shane mentioned that Alex Lange from Renville County GIS is willing to work with the city to update the map. There was also discussion about which type of vehicles are allowed on non-truck routes. It was determined that as long as the vehicle is under the specified per axle weight rating for the street and it is not parked in residential areas (per ordinance) they are allowed. After review, the committee recommends adding the following streets as designated truck routes: 4th Street NW between Emerson and railroad tracks; 5th Street SE between Park Avenue and Elm Avenue; and 9th Street NE between Park Avenue and 840th Avenue.

* Special Vehicles Permit- There was discussion if a permit should be required for 4 wheelers, UTV's, golf carts, etc. The committee came up with a list of questions that they would like Shane to get answers too. This will be discussed further at future meeting.

* Next Meeting is July 10th at 5:30 pm. This will be the Public Works tour date for the committee and Council. Councilors- Please RSVP to Shane by July 3rd if attending.

A motion was made by Adam Zaske and seconded by Dave Grund to approve Public Works Committee Report. The motion carried 5 to 0.

b. EDA Committee

EDA Meeting Minutes

Present: Janette Wertish, Laura Rosen, Adam Zaske, Brandon Wulf, Julie Rath, Michelle Mortensen, Jeremy Hinderks, Shane Wohlman
Absent: Cari Rice
Next meeting: July 17, 2019 5:00 pm at City Hall

1. Main Street Properties

With the City’s recent acquisition of the 3 properties located on Park Avenue and Main Street, there was discussion as to the next steps for cleaning up the properties. Shane has been actively checking into different DEED grants and loans that could assist with this. Costs are still being gathered for all options and will be presented when complete. Another option could be to utilize the Renville County Blight Removal Grant Program, when available.

2. City Logo Contest

There were no entries submitted for the logo contest. The applications were made available at the Library, City Website, City Hall and during Sugar Beet Days. The committee recommends to extend the deadline to July 16th and update the applications accordingly.

3. Renville Library

The committee would like the library to be more involved with the city by offering more community education classes, more days and hours of operation and creating different events to increase foot traffic. The library is currently working on a survey to distribute to its service area to gather information on use, programs, wants, etc.

4. Julie Update

Julie is working on contacting local businesses and setting up business visits. She currently has a list of 10 that she is working on. Julie recommends that the city move forward with a City Facebook page as this will help her with promoting the city. The committee recommends to start a City Facebook page with the City Administrator being the sole administrator of the site.

5. Anything else the committee would like to discuss

EDA received a Thank You from MN River Valley National Scenic Byway for a membership.

A motion was made by Brent Dahl and seconded by Dave Grund to approve the EDA Committee Report. The motion carried 5 to 0.

c. City Administrator Report

City Administrator Report
6-24-2019

* I attended the Complete Count Census training on June 14th. There were 13 people in attendance, with 3 of those being from Renville. The goal is to now use the training to increase awareness and motivate residents to respond to the 2020 Census. A local subcommittee structure meeting, that includes all of Renville County, is being planned for 2:00 pm on Tuesday, July 9th at the Renville Community Center. Anyone that has an interest in gaining valuable knowledge about the census process is welcome to attend.

* RRFB/Crosswalk Update- The construction plans have been reviewed by MnDOT and have been given the green light, however MnDOT is now requiring more than just a permit for the project but a Cooperative Agreement Process (C.A.P.). This is a legal document that will have to be processed at MnDOT's Central Office in Saint Paul. According to Justin Black (SEH), the goal is to still have the crosswalk completed yet this year although it is tough to narrow an exact time frame down until the CAP is processed. He does recommend to go ahead and place the order for the RRFB components anytime now.

* Councilor Pike and I met with Brian Zawierucha, the site manager from Rembrandt, and their 2 entomologists last week. The entomologists insist there has been a fly explosion across the United States with the wetter weather this spring, as other states have required their services that they don't normally visit. They discussed in detail the program that Rembrandt has implemented for fly management. This plan now includes an added reactive baiting method that works in conjunction with the current spraying, trapping and the preventative fly parasites. Dave Distad from Renville County Public Health also had the opportunity to meet with them.

* Tomorrow I will have an Applicant Briefing meeting with FEMA in regards to the 22 frost boils that have been identified. The approximate cost so far is estimated at \$71,149.64.

* Council packets for the July 8th meeting will arrive on July 3rd.

* Reminder that I will be out of the office from June 26-June 28 to attend the LMC Clerks Orientation.

***Upcoming Meetings:

6/25 FEMA mtg. 1:00

6/26-6/28 LMC Clerk Conference

7/4 Independence Day- City Hall Closed

A motion was made by Brent Dahl and seconded by Jeff Pike to approve the City Administrator's Report. The motion carried 5 to 0.

7. Discussion Items

Nuisance Letters.

8. Action Items

A motion was made by Adam Zaske and seconded by Jeff Pike to excuse Kay Ruter from the Council Meeting. The motion carried 5 to 0.

A motion was made by Brent Dahl and seconded by Jeff Pike to approve making City Clean-up Days a separate line item in the budget. The motion carried 5 to 0.

A motion was made by Brent Dahl and seconded by Adam Zaske to approve Public Works to set charges for tires & electronic items for City Clean-up Days. The motion carried 5 to 0.

A motion was made by Brent Dahl and seconded by Adam Zaske to approve adding the 3 Truck Routes to the City Map. The motion carried 5 to 0.

A motion was made by Adam Zaske and seconded by Brent Dahl to approve a City of Renville Facebook Page with the City Administrator along with the assistance of the EDA being the administrators of the page. The motion carried 5 to 0.

A motion was made by Brent Dahl and seconded by Laura Rosen to extend the City Logo Contest to July 16, 2019. The motion carried 5 to 0.

A motion was made by Adam Zaske and seconded by Laura Rosen to set a Strategic Planning Meeting for Monday, July 8th, 2019 at 6:00 pm. The motion carried 5 to 0.

A motion was made by Adam Zaske and seconded by Brent Dahl to send letters to the four homeowners who have not abated their nuisances stating Monday, July 8th, 2019 is the final date they have to abate the issues. If not corrected after July 8th the City will go in and abate the nuisance. The motion carried 5 to 0.

A motion was made by Adam Zaske and seconded by Laura Rosen to approve the Renville Estates Purchase Agreement with Tucker Harazin. The motion carried 5 to 0.

**CITY OF RENVILLE
RESOLUTION 17-19
RESOLUTION EXPRESSING ACCEPTANCE OF, APPRECIATION FOR
AND DESIGNATION OF DONATIONS RECEIVED**

WHEREAS, the following have made donations:

- Nathan Wohlman \$200.00

WHEREAS, this donation is specifically requested to be designated to go towards the flashing beacon/crosswalk that will be installed at the intersection of 3rd Street East and Park Avenue.

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 24th day of June, 2019, by the City Council of Renville, Minnesota.

This resolution was offered by: Brent Dahl

This resolution was seconded by: Laura Rosen

Voting in favor: Brent Dahl, Laura Rosen, Dave Grund, Jeff Pike & Adam Zaske

Voting against: none

Attest:

Janette Wertish, Mayor

Shane Wohlman, City Administrator/Clerk

**CITY OF RENVILLE
RESOLUTION 18-19
RESOLUTION EXPRESSING ACCEPTANCE OF, APPRECIATION FOR
AND DESIGNATION OF DONATIONS RECEIVED**

WHEREAS, the following have made donations:

- Rembrandt, Inc. \$100.00

WHEREAS, this donation is specifically requested to be designated to go to the Renville Police Department

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 24th day of June, 2019, by the City Council of Renville, Minnesota.

This resolution was offered by: Brent Dahl

This resolution was seconded by: Dave Grund

Voting in favor: Brent Dahl, Dave Grund, Jeff Pike, Laura Rosen & Adam Zaske

Voting against: none

Attest:

Janette Wertish, Mayor

Shane Wohlman, City Administrator/Clerk

**CITY OF RENVILLE
RESOLUTION 19-19
A RESOLUTION OF ALLEY VACATION**

THE CITY COUNCIL OF THE CITY OF RENVILLE, MINNESOTA DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, the City Council previously published and mailed notice noting its interest in vacating the following alley within the city limits in said City:

1. An alley area approximately 20 feet wide with an approximate depth of 300 feet directly west of: (Parcel 36-00790-00) – Lots 1 & 4 Block 7 Original Plat, and (Parcel 36-00795-00) – Lots 5, 8 & 9 Block 7 Original Plat, and (Parcel 36-00800-00) – Lots 12, 13, 16, 17, 20, 21 & 24 Block 7 Original Plat; and directly east of: (Parcel 36-00815-00) – Lots 1 & 2 Block 7 & 8 feet Vacated Alley Klatt's Rearr, and (Parcel 36-00800-00) – Lots 10, 11, 12 Block 7 & 8 feet Vacated Alley Klatt's Subdivision.

WHEREAS, a public hearing to consider the vacation of said alley was held on the 24th day of June, 2019, before the City Council in the City Hall located at 221 North Main Street, at 7:00 P.M., after due published notice had been given, as well as personal mailed notice to all affected property owners by the City Clerk, and all interested and affected person were given an opportunity to voice their concerns and be heard; and

WHEREAS, any person, corporation or public body owning or controlling easements contained upon the property vacated reserves the right to continue maintaining the same or to enter upon such way or portion thereof vacated to maintain, repair, replace or otherwise attend thereto; and

WHEREAS, the Council in its discretion has determined that the vacation will benefit the public interest because the alleys to be vacated are not used as alleys and serve no public purpose; and

WHEREAS, at least four-fifths (4/5) of all members of the City Council concur in this Resolution;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF RENVILLE, COUNTY OF RENVILLE, MINNESOTA, that such vacation is hereby granted and the following described alleys are hereby vacated:

1. An alley area approximately 20 feet wide with an approximate depth of 300 feet directly west of: (Parcel 36-00790-00) – Lots 1 & 4 Block 7 Original Plat, and (Parcel 36-00795-00) – Lots 5, 8 & 9 Block 7 Original Plat, and (Parcel 36-00800-00) – Lots 12, 13, 16, 17, 20, 21 & 24 Block 7 Original Plat; and directly east of: (Parcel 36-00815-00) – Lots 1 & 2 Block 7 & 8 feet Vacated Alley Klatt’s Rearr, and (Parcel 36-00800-00) – Lots 10, 11, 12 Block 7 & 8 feet Vacated Alley Klatt’s Subdivision.

BE IT FURTHER RESOLVED, that the Mayor and City Administrator are hereby authorized to sign all documents necessary to effectuate the intent of this resolution.

Adopted by the Council this 24rd day of June, 2019.

Effective date: June 24, 2019.

This resolution was offered by: Jeff Pike

This resolution was seconded by: Adam Zaske

Voting in favor: Jeff Pike, Adam Zaske, Brent Dahl, Dave Grund & Laura Rosen

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 Brent Dahl to approve the Mayor's report. The motion carried 5 to 0.

10. Adjourn

A motion was made by Adam Zaske and seconded by Brent Dahl to adjourn the meeting. The motion carried 5 to 0. Meeting was adjourned at 8:12 p.m.

Dated at Renville, Minnesota this 24th day of June, 2019.

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Shane Wohlman, City Administrator/Clerk