

**Approved Minutes  
City Council Regular Session-Remote Meeting  
June 8, 2020  
Monday 6:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on June 8, 2020 at 6:00 p.m. by Mayor Wertish.

City Council Members present were Adam Zaske, Jeff Pike, Alma Gasca, Laura Rosen, and Dave Grund. Also present were Mayor Janette Wertish, City Administrator/Clerk Shane Wohlman, & Scott Tedrick from the Register.

**1. Pledge of Allegiance**

**2. Approval of Agenda**

A motion was made by Adam Zaske and seconded by Jeff Pike to approve the agenda with the following changes: remove Darin Haslip from Public Comments & add Well Security to Discussion Items. Aye: Gasca, Grund & Rosen.

**3. Approval of Minutes**

A motion was made by Jeff Pike and seconded by Dave Grund to approve the minutes of the May 26, 2020 Regular Council Meeting. Aye: Gasca, Rosen, & Zaske.

**4. Invoices Payable**

Check #	Name	Amount	Account	Comments	Date
035511	UNITED STATES POSTAL SERVICE	\$109.37	E 601-49400-201 Office Supplies	Utility Postage	5/28/2020
035511	UNITED STATES POSTAL SERVICE	\$109.38	E 602-49450-201 Office Supplies	Utility Postage	5/28/2020
035513	MACS	\$133.12	E 601-49400-219 General Supplies-Maint.	Water Dept Supplies	6/4/2020
035513	MACS	\$23.46	E 101-45400-401 Repairs/Maint Buildings-Equip	CC Repairs	6/4/2020
035513	MACS	\$449.17	E 101-43100-219 General Supplies-Maint.	Street Dept Supplies	6/4/2020
035513	MACS	\$92.61	E 602-49450-219 General Supplies-Maint.	Sewer Dept Supplies	6/4/2020
035514	QUADIENT	\$97.01	E 101-41400-201 Office Supplies	Postage Toner	6/4/2020
035515	ADVANCED HEALTH, SAFETY & SECU	\$300.00	E 400-49100-256 Demolition of Blighted Bldg.	Testing, inspection, report 449 NW 2nd Street	6/8/2020
035516	ALEX AIR APPARATUS, INC.	\$8.00	E 101-42200-219 General Supplies-Maint.	Gaskets	6/8/2020
035517	AMERICAN WELDING & GAS INC	\$53.22	E 101-43100-229 Contractual Service	STREET FIRE EXT MAINT	6/8/2020
035517	AMERICAN WELDING & GAS INC	\$53.22	E 601-49400-229 Contractual Service	WATER FIRE EXT MAINT	6/8/2020
035517	AMERICAN WELDING & GAS INC	\$53.23	E 602-49450-229 Contractual Service	SEWER FIRE EXT MAINT	6/8/2020
035518	ANDERSON LARSON HANSON & SAUND	\$263.00	E 101-41610-101 Wages and Salaries	Attorney Fees - PD	6/8/2020
035518	ANDERSON LARSON HANSON & SAUND	\$1,043.50	E 101-41610-101 Wages and Salaries	Attorney Fees-Admin	6/8/2020
035519	BHE RENEWABLES	\$1,312.43	E 601-49400-381 Utilities	Water Electric	6/8/2020
035519	BHE RENEWABLES	\$281.29	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	6/8/2020
035519	BHE RENEWABLES	\$10,171.05	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	6/8/2020
035519	BHE RENEWABLES	\$253.16	E 101-45500-380 Utility Services (GENERAL)	Library Electric	6/8/2020
035519	BHE RENEWABLES	\$403.18	E 101-45400-380 Utility Services (GENERAL)	CC Electric	6/8/2020
035520	CENTURYLINK	\$140.85	E 601-49400-321 Telephone	Water Dept. Telephone	6/8/2020
035520	CENTURYLINK	\$143.16	E 101-41400-321 Telephone	City Hall Telephone	6/8/2020

035520	CENTURYLINK	\$73.36	E 101-45500-321 Telephone	Library Telephone	6/8/2020
035520	CENTURYLINK	\$64.02	E 101-43100-321 Telephone	Public Works Telephone	6/8/2020
035520	CENTURYLINK	\$62.62	E 602-49450-321 Telephone	Sewer Dept. Telephone	6/8/2020
035520	CENTURYLINK	\$82.36	E 101-42100-321 Telephone	Police Dept. Telephone	6/8/2020
035521	CHRIS KNIGHT EXCAVATING & DEMO	\$5,981.00	E 400-49100-256 Demolition of Blighted Bldg.	Completion of demo - 402 W Park Ave.	6/8/2020
035521	CHRIS KNIGHT EXCAVATING & DEMO	\$3,750.00	E 400-49100-256 Demolition of Blighted Bldg.	Completion of demo - 102 N Main St.	6/8/2020
035521	CHRIS KNIGHT EXCAVATING & DEMO	\$7,175.00	E 400-49100-256 Demolition of Blighted Bldg.	Completion of demo - 106 N Main St.	6/8/2020
035522	COMMUNITY ELECTRIC	\$485.43	E 101-42200-240 Small Tools & Minor Equip	Chainsaw, blower	6/8/2020
035523	DISPLAY SALES	\$116.00	E 101-43100-219 General Supplies-Maint.	Flag Pole	6/8/2020
035524	DUININCK CONCRETE	\$40.08	E 101-43100-219 General Supplies-Maint.	Concrete Form tube	6/8/2020
035525	FARMERS CO-OP OIL CO	\$101.48	E 101-42200-212 Gas and Oil	Fire Dept. Gas	6/8/2020
035525	FARMERS CO-OP OIL CO	\$645.91	E 101-43100-212 Gas and Oil	Street Dept. Gas	6/8/2020
035525	FARMERS CO-OP OIL CO	\$1,332.09	E 101-43100-221 Repair/Maint. Equipment	Street Dept Repairs	6/8/2020
035525	FARMERS CO-OP OIL CO	\$347.17	E 101-42100-212 Gas and Oil	Police Dept. Gas	6/8/2020
035525	FARMERS CO-OP OIL CO	\$329.82	E 101-42100-221 Repair/Maint. Equipment	PD Repairs	6/8/2020
035526	GOPHER STATE ONE-CALL, INC	\$24.30	E 601-49400-229 Contractual Service	Water Contractual	6/8/2020
035526	GOPHER STATE ONE-CALL, INC	\$24.30	E 602-49450-229 Contractual Service	Sewer Contractual	6/8/2020
035527	GREAT PLAINS NATURAL GAS	\$54.17	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Gas	6/8/2020
035527	GREAT PLAINS NATURAL GAS	\$43.30	E 101-41400-380 Utility Services (GENERAL)	Clerk Gas Service	6/8/2020
035527	GREAT PLAINS NATURAL GAS	\$38.97	E 101-45500-380 Utility Services (GENERAL)	Library Gas Service	6/8/2020
035527	GREAT PLAINS NATURAL GAS	\$87.52	E 101-42100-380 Utility Services (GENERAL)	Police Dept. Gas	6/8/2020
035527	GREAT PLAINS NATURAL GAS	\$129.00	E 602-49450-387 Utilities-Wastewater Plan	Sewer Gas Service	6/8/2020
035527	GREAT PLAINS NATURAL GAS	\$30.89	E 101-45200-380 Utility Services (GENERAL)	Park Gas Service	6/8/2020
035527	GREAT PLAINS NATURAL GAS	\$62.05	E 101-45400-380 Utility Services (GENERAL)	Community Center	6/8/2020
035527	GREAT PLAINS NATURAL GAS	\$364.03	E 601-49400-381 Utilities	Water Gas Service	6/8/2020
035528	GRIZZLY SUPPLY	\$62.92	E 601-49400-219 General Supplies-Maint.	Water Supplies	6/8/2020
035528	GRIZZLY SUPPLY	\$300.50	E 101-43100-219 General Supplies-Maint.	Street Dept Supplies	6/8/2020
035529	HACH COMPANY	\$159.24	E 602-49450-285 Repair Waste Water Plant	Wastewater Repair	6/8/2020
035529	HACH COMPANY	\$223.11	E 601-49400-219 General Supplies-Maint.	Water Repair	6/8/2020
035530	LANG S AUTOMOTIVE CENTER, INC.	\$35.96	E 101-43100-219 General Supplies-Maint.	Street Dept Supplies	6/8/2020
035531	LARKIN TREE CARE & LANDSCAPING	\$4,860.00	E 400-49100-239 Park	Playground Mulch	6/8/2020
035532	MAC QUEEN EQUIPMENT INC.	\$111.40	E 101-43100-221 Repair/Maint. Equipment	Street Dept Repairs	6/8/2020
035533	MAYNARD S FOOD CENTER	\$5.58	E 101-45200-219 General Supplies-Maint.	CC Supplies	6/8/2020
035534	MINNESOTA POLLUTION CONTROL	\$1,250.00	E 400-49100-256 Demolition of Blighted Bldg.	Fuel tank removal - Main Street	6/8/2020
035535	MVTL LABORATORIES, INC.	\$193.00	E 602-49450-229 Contractual Service	Sewer Testing	6/8/2020
035535	MVTL LABORATORIES, INC.	\$33.00	E 601-49400-229 Contractual Service	Water Testing	6/8/2020
035535	MVTL LABORATORIES, INC.	\$193.00	E 602-49450-229 Contractual Service	Sewer Testing	6/8/2020
035536	NORTHERN BUSINESS PRODUCTS	\$67.87	E 101-41400-201 Office Supplies	Office Supplies	6/8/2020
035537	RENVILLE CO AUDITOR-TREAS.	\$227.50	E 101-41410-222 Equipment	Maintenance DS200	6/8/2020
035538	VERIZON WIRELESS	\$51.25	E 101-42100-321 Telephone	Police Dept. Telephone	6/8/2020
035538	VERIZON WIRELESS	\$66.75	E 101-43100-321 Telephone	Street Dept. Telephone	6/8/2020

035539	WESTMOR	\$6,094.00	E 400-49100-256 Demolition of Blighted Bldg.	Assist with removal of fuel tanks	6/8/2020
035540	XCEL ENERGY	\$33.42	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Electric	6/8/2020
035540	XCEL ENERGY	\$55.51	E 101-42100-380 Utility Services (GENERAL)	PD Electric	6/8/2020
035540	XCEL ENERGY	\$171.71	E 101-43100-380 Utility Services (GENERAL)	Street Electric	6/8/2020
035540	XCEL ENERGY	\$49.51	E 101-45200-380 Utility Services (GENERAL)	Park Electric	6/8/2020
997352E	MINNESOTA DEPT. OF REVENUE	\$554.29	G 101-21720 State Withholding	State Withholding Tax	5/26/2020
997353E	INTERNAL REVENUE SERVICE	\$1,113.53	G 101-21710 Federal Withholding Tax	FWH	5/26/2020
997353E	INTERNAL REVENUE SERVICE	\$1,792.48	G 101-21730 FICA Tax Withholding	FICA/Medicare	5/26/2020
997354E	PUBLIC EMPLOYEES RETIREMENT	\$3,403.06	G 101-21740 PERA	PERA	5/26/2020
997355E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	5/26/2020
997358E	NORTH COUNTRY PROCESSING	\$40.77	E 101-49260-437 Other Miscellaneous	CC Fees	6/2/2020
997359E	LIGHTBEAM INTERNET	\$40.00	E 101-49260-722 Internet Fees & Updates	Internet - City Hall	6/4/2020
997359E	LIGHTBEAM INTERNET	\$40.00	E 602-49450-321 Telephone	Internet - WWTP	6/4/2020
997359E	LIGHTBEAM INTERNET	\$40.00	E 101-42100-321 Telephone	Internet - PD	6/4/2020
997359E	LIGHTBEAM INTERNET	\$40.00	E 101-43100-321 Telephone	Internet - Street Dept	6/4/2020
997359E	LIGHTBEAM INTERNET	\$40.00	E 101-42200-321 Telephone	Internet - Fire Hall	6/4/2020
<b>TOTAL</b>		<b>\$58,337.64</b>			

A motion was made by Adam Zaske and seconded by Laura Rosen to approve the invoices payable. Aye: Gasca, Grund & Pike.

## 5. Monthly Financials

A motion was made by Laura Rosen and seconded by Adam Zaske to approve the monthly financials. Aye: Gasca, Grund, & Pike.

## 6. Public Comment

## 7. Committee/Staff Reports

### a. Public Building Task Force

#### Public Building Task Force Minutes

June 2, 2020 5:30 p.m.

Present: Dave Grund, Jeanette Wertish, Shane Wohlman, Aaron Slagter, Nate Sunvold, Wanda Knapper, Sharon Maurice, Gary Wulf, Dennis Ulrich

Absent: Adam Zaske, Aaron Haen

Lon Negen from Negan Associates presented the group with an updated plan for the Police Department project. In the new plan, the PD ended up utilizing 3500 Square feet of the current kitchen, library, and garage area. He felt a new heating/cooling system would also have to be added to accommodate that area.

As far as moving the kitchen, adding a storage area, and another exit to the office area, that space took up an additional 900 Square feet, with the kitchen being 16 by 22, this is about 2/3rds of the existing kitchen space. These rooms would be added in

the west section of the ballroom. It was expressed by group members that we should also investigate adding a unisex restroom for the city staff to this plan.

The committee asked Lon to send this plan to Marcus so that they could come up with an estimate for our next meeting.

The committee also discussed other options, including moving the library or even the police department to the clinic building when that comes available at a later date. Shane was going to contact the county to see if we could do a walk through to take a look at the condition and layout. There was some good discussion on the current plan and also keeping other options open before we commit to something. All members thought the current plan Lon presented was an excellent use of our current space.

Next meeting June 23 @ 5:30 p.m.

Respectfully submitted

Dave Grund

A motion was made by Laura Rosen and seconded by Dave Grund to approve the Public Building Task Force Report. Ayes: Gasca, Pike, & Zaske.

## **b. EDA**

EDA Meeting Minutes

Present: Janette Wertish, Shane Wohlman, Michelle Mortensen, Laura Rosen, Sharon Maurice, Cassie Novotny. Ann Johnson (call-in) & Angela Harms were also present.

Absent: Brandon Wulf, Adam Zaske, Jeremy Hinderks

Next meeting: Wednesday, July 1, 2020 @ 12:15 pm at City Hall

### **1. Business Spotlight**

Ann Johnson and Angela Harms, both from Main Street Bar and Grill, were present. They spoke about COVID-19 and the harm that it is doing to their business. The executive orders have created hardships on businesses and the playing field is no longer fair for those restaurants and bars that do not have outdoor seating opportunities. Main Street Bar is asking if they can block off part of Dupont Ave. in order to set up a corralled area for their patrons. The hopes would be to put picnic tables onto the road where their parking spots are now. Further questions were asked about pull tabs and whether they can be up and running with that yet. Angela stated that it belongs to the Lion's Club and all questions should be asked of them regarding their rules and regulations associated with that. Ann will start working on a plan to present to the council for outside service.

### **2. MN DEED Profile**

Please see attachment provided to you.

### **3. Business Survey**

The changes that we asked to be made last month were made and the survey looks good. The EDA would like to recommend the survey to the council at this time. The committee felt that the survey should be made public both electronically and with paper and pencil. Please see attachment provided to you.

#### 4. Shane Update

- Shane asked about future CIA Meetings. EDA committee believes it is best to keep these meetings on hold yet.
- Letter was sent from the Renville Events Committee asking for \$400 for promotions. The intent is to sponsor a full-page memory page of past Sugar Beet Days. This would be in color. The committee recommends that this takes place.
- Olivia Hospital and Clinic new building
  - The original construction start date was scheduled May 2020, but, due to the pandemic, has now been pushed out to May 2021. They plan to engage architects this fall.
- Public Works has hung up the Class of 2020 banners. The 28 banners start by the RCW north entrance on Dupont, head west to Main Street and then south on Main to the Fire Station. There has been a lot of buzz surrounding them and everybody seems pleased with them. Thank you to the Lions Club for sponsoring them.
- Lunch and Learn – presented by the Renville County EDA will be on Wednesday, June 10, 2020 from noon-1:00pm. This meeting will be held virtually, and the topic will be on Marketing Do's and Don'ts in Uncertain Times.

#### 5. Anything else the committee would like to discuss:

Unless the committee is amendable to moving their meetings to an evening time, Michelle Mortensen will be resigning her position on the EDA as of July 1<sup>st</sup>. She will no longer be able to make an afternoon meeting time work. This will be discussed more at the July 1<sup>st</sup> meeting.

Submitted by Michelle Mortensen, Vice Chair

A motion was made by Adam Zaske and seconded by Dave Grund to approve the EDA Committee Minutes. Ayes: Gasca, Pike, & Rosen.

#### c. City Administrator

**City of Renville**  
City Administrator Report  
6-8-2020

\* COVID-19 Update- On Friday, June 5<sup>th</sup> the Governor announced the plan to move into phase 3 of the Stay Safe Plan. This will enable more businesses to reopen or open more on June 10<sup>th</sup>, including restaurants and bars. Executive Order 20-74 also requires that all cities formally adopt a Preparedness Plan. Previously, only non-critical businesses were required to have a plan prior to reopening. We do not have to stop operations while creating a plan, but the Council must formally adopt a plan by June 29<sup>th</sup>.

\* There have been new door locks installed at City Hall. We have also gathered a few extra supplies- hand sanitizer, gloves, masks, etc. The glass partition and door chime are expected to be in by the end of the week. Once these are installed, it will be posted that City Hall is open with guidance.

\* There were 22 Inoperable Vehicle letters and 12 Nuisance letters sent out last week.

\* There was some additional information that had to be submitted for the Environmental Clean-up Grant this past week. With the information that the clinic will now be starting the construction project in May 2021, the question has been asked to DEED how this could affect the grant.

\* We are continuing to work on elections for the city. The election judges will receive all their training online. There could be a potential that more voters will choose curbside voting, so they do not have to enter the polling place. The State will be sending supplies for us to use in the polling place, but we are unsure what those are at this time.

\* On Friday, I received notice that the newspaper office in Renville will be closing their doors. The Register will still be in production out of the Olivia office.

\*\*\*Upcoming Meetings:

6/9 Wellhead Planning Mtg. 8:30

6/10 Public Works Mtg. 5:30

6/11 Wellhead Planning Mtg. 8:30

6/11 PBTF Clinic Tour 5:30

6/12 LMC Webinar w/ Senator Tina Smith 11:00

A motion was made by Adam Zaske and seconded by Dave Grund to approve the City Administrator's Report. Ayes: Gasca, Pike, & Rosen.

## **8. Discussion Items**

## **9. Action Items**

A motion was made by Laura Rosen and seconded by Dave Grund to set an HR meeting for June 11, 2020 at 3:00 pm. Ayes: Gasca, Pike, & Zaske.

A motion was made by Jeff Pike and seconded by Laura Rosen to accept Nathan Sunvold's resignation with regret as the Public Works Director effective July 8, 2020. Ayes: Gasca & Grund. Nays: Zaske.

A motion was made by Adam Zaske and seconded by Alma Gasca to approve the Pioneerland Library's request to reopen the Renville Library with guidelines. Ayes: Grund, Pike, & Rosen.

A motion was made by Adam Zaske and Laura Rosen to approve the EDA Business Survey to be sent out in the mail and online. Ayes: Gasca, Grund, & Pike.

A motion was made by Adam Zaske and seconded by Laura Rosen to approve a donation made to Renville Events Committee for \$400 to sponsor an ad highlighting Renville Sugar Beet Days. Ayes: Gasca, Grund, & Pike.

A motion was made by Adam Zaske and seconded by Jeff Pike to approve the RCW Street Closure Request on June 14, 2020. Ayes: Gasca, Grund, & Rosen.

**10. Mayor's Report**

The Mayor expressed her gratitude to our Police Department. Also, Kim & Nancy Mulder donated a plaque with a picture of the Palm's Ballroom & Roller Rink, which is made from the floor of the roller rink.

Adam mentioned a new business coming to town- Rural Internet LTE. He also thanked the Police Department and National Guard members.

A motion was made by Adam Zaske and seconded by Dave Grund to approve the Mayor's report. Ayes: Gasca, Pike, & Rosen.

**11. Adjourn**

A motion was made by Adam Zaske and seconded by Laura Rosen to adjourn the meeting. Ayes: Gasca, Grund, & Pike. Meeting was adjourned at 6:42 p.m.

Dated at Renville, Minnesota this 8<sup>th</sup> of June, 2020.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

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