

**Approved Minutes
City Council Work Session
City Council Chambers
July 11, 2022
Monday 6:00 p.m.**

The work session of the City Council, City of Renville, Minnesota was called to order on July 11, 2022 at 6:00 p.m. by Mayor Janette Wertish.

City Council Members present were Alma Gasca, Pete Peterson, Dave Grund, and Adam Zasko. Also present was Mayor Janette Wertish, City Administrator/Clerk Shane Wohlman, Don Williamson with West Central Sanitation, & Scott Tedrick with the Register. Councilor David Van Hove, Jr. was absent.

1. Don Williamson with West Central Sanitation

A. Don Williamson was in attendance to make a presentation, discuss refuse collection rates, and contract renewal.

2. Minutes

A. Reviewed Minutes from the June 27, 2022 Regular Council Meeting.

3. Finance

A. Review invoices through 7/7/2022

a. Total amount of payment batch - \$142,797.48

Check #	Name	Amount	Account	Comments	Date
500696	UNITED STATES POSTAL SERVICE	\$122.00	E 602-49450-201 Office Supplies	Utility Postage	6/24/2022
500696	UNITED STATES POSTAL SERVICE	\$122.00	E 601-49400-201 Office Supplies	Utility Postage	6/24/2022
500697	COMMUNITY ELECTRIC	\$90.00	E 601-49400-221 Repair/Maint. Equipment	Service Pump #1	6/28/2022
500697	COMMUNITY ELECTRIC	\$90.00	E 601-49400-221 Repair/Maint. Equipment	Well Pump #7 breaker issues	6/28/2022
500697	COMMUNITY ELECTRIC	\$135.00	E 602-49450-285 Repair Waste Water Plant	WWTP Repairs	6/28/2022
500698	HAGEN PARTNERS	\$625.00	E 101-43100-229 Contractual Service	Haul 5 loads of Class 5	6/28/2022
500699	HAWKINS INC.	\$10.00	E 601-49400-219 General Supplies-Maint.	Chlorine Cylinder	6/28/2022
500700	INNOVATIVE	\$23.17	E 101-43100-201 Office Supplies	Office Supplies	6/28/2022
500700	INNOVATIVE	\$23.17	E 601-49400-201 Office Supplies	Office Supplies	6/28/2022
500700	INNOVATIVE	\$51.52	E 101-41400-201 Office Supplies	Office Supplies	6/28/2022
500700	INNOVATIVE	\$23.18	E 602-49450-201 Office Supplies	Office Supplies	6/28/2022
500701	MACQUEEN	\$387.12	E 101-43100-221 Repair/Maint. Equipment	Street Dept Repairs	6/28/2022
500702	MVTL LABORATORIES, INC.	\$208.50	E 602-49450-229 Contractual Service	Sewer Testing	6/28/2022
500702	MVTL LABORATORIES, INC.	\$34.90	E 601-49400-229 Contractual Service	Water Testing	6/28/2022
500703	NCPERS MINNESOTA	\$112.00	G 101-21760 Hospitalization/Medical Ins	Insurance	6/28/2022
500704	QUADIENT	\$400.00	E 101-41400-201 Office Supplies	Postage - Certified Nuisance Letters	6/28/2022
500705	QUILL CORPORATION	\$169.59	E 101-42100-240 Small Tools & Minor Equip	Office Supplies	6/28/2022
500705	QUILL CORPORATION	\$23.37	E 101-42100-201 Office Supplies	Office Supplies	6/28/2022

500706	USABLE LIFE	\$11.18	E 602-49450-131 Employee Insurance	Life Ins.	6/28/2022
500706	USABLE LIFE	\$11.26	E 101-41400-131 Employee Insurance	Life Ins.	6/28/2022
500706	USABLE LIFE	\$14.01	E 101-41300-131 Employee Insurance	Life Ins.	6/28/2022
500706	USABLE LIFE	\$45.32	E 101-42100-131 Employee Insurance	Life Ins.	6/28/2022
500706	USABLE LIFE	\$11.19	E 101-43100-131 Employee Insurance	Life Ins.	6/28/2022
500706	USABLE LIFE	\$11.19	E 601-49400-131 Employee Insurance	Life Ins.	6/28/2022
500707	VERIZON WIRELESS	\$44.67	E 101-43100-321 Telephone	Street Dept. Telephone	6/28/2022
500708	WEST CENTRAL COMMUNICATIONS	\$555.00	E 101-42100-222 Equipment	Radio Batteries & Speakers	6/28/2022
500709	BHE RENEWABLES	\$434.52	E 101-45400-380 Utility Services (GENERAL)	Community Center Electric	7/7/2022
500709	BHE RENEWABLES	\$106.22	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	7/7/2022
500709	BHE RENEWABLES	\$212.43	E 101-42100-380 Utility Services (GENERAL)	PD Electric	7/7/2022
500709	BHE RENEWABLES	\$1,316.59	E 601-49400-381 Utilities	Water Electric	7/7/2022
500709	BHE RENEWABLES	\$9,260.90	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	7/7/2022
500709	BHE RENEWABLES	\$212.43	E 101-45500-380 Utility Services (GENERAL)	Library Electric	7/7/2022
500710	COMMUNITY ELECTRIC	\$152.64	E 101-45400-219 General Supplies-Maint.	Light Bulbs	7/7/2022
500711	FARMWARD COOPERATIVE	\$151.84	E 101-45200-219 General Supplies-Maint.	roundup, trimec, ultifarm	7/7/2022
500711	FARMWARD COOPERATIVE	\$1,100.00	E 101-43100-219 General Supplies-Maint.	roundup, trimec, ultifarm	7/7/2022
500712	GOPHER STATE ONE-CALL, INC	\$13.50	E 601-49400-229 Contractual Service	Water Contractual	7/7/2022
500712	GOPHER STATE ONE-CALL, INC	\$13.50	E 602-49450-229 Contractual Service	Sewer Contractual	7/7/2022
500713	GREAT PLAINS NATURAL GAS	\$12.42	E 101-41400-380 Utility Services (GENERAL)	Clerk Gas Service	7/7/2022
500713	GREAT PLAINS NATURAL GAS	\$42.23	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Gas	7/7/2022
500713	GREAT PLAINS NATURAL GAS	\$24.85	E 101-42100-380 Utility Services (GENERAL)	Police Dept. Gas	7/7/2022
500713	GREAT PLAINS NATURAL GAS	\$24.85	E 101-45500-380 Utility Services (GENERAL)	Library Gas Service	7/7/2022
500713	GREAT PLAINS NATURAL GAS	\$23.00	E 101-43100-380 Utility Services (GENERAL)	Street Dept Gas Service	7/7/2022
500713	GREAT PLAINS NATURAL GAS	\$73.97	E 602-49450-387 Utilities-Wastewater Plan	Sewer Gas Service	7/7/2022
500713	GREAT PLAINS NATURAL GAS	\$162.03	E 601-49400-381 Utilities	Water Gas Service	7/7/2022
500713	GREAT PLAINS NATURAL GAS	\$23.00	E 101-45200-380 Utility Services (GENERAL)	Park Gas Service	7/7/2022
500713	GREAT PLAINS NATURAL GAS	\$50.82	E 101-45400-380 Utility Services (GENERAL)	Community Center	7/7/2022
500714	GRIZZLY SUPPLY	\$59.97	E 101-43100-219 General Supplies-Maint.	Street dept supplies	7/7/2022
500714	GRIZZLY SUPPLY	\$146.11	E 101-45200-219 General Supplies-Maint.	Park supplies - painting	7/7/2022
500715	HEIMAN BROTHERS INC.	\$85.00	E 101-42200-221 Repair/Maint. Equipment	LED lights	7/7/2022
500716	MARTIN MARIETTA MATERIALS	\$823.58	E 101-43100-219 General Supplies-Maint.	Class 5	7/7/2022
500716	MARTIN MARIETTA MATERIALS	\$544.64	E 101-43100-219 General Supplies-Maint.	Class 5	7/7/2022
500717	MAYNARD S FOOD CENTER	\$33.33	E 101-45400-219 General Supplies-Maint.	Community Center supplies	7/7/2022
500718	MENARDS	\$644.13	E 601-49400-221 Repair/Maint. Equipment	Wellhouse roof repairs	7/7/2022
500719	MN FIRE SERVICE CERT. BOARD	\$120.00	E 101-42200-414 Fire Dept. Training	FF I Certification Exam - D Johnson	7/7/2022
500719	MN FIRE SERVICE CERT. BOARD	\$120.00	E 101-42200-414 Fire Dept. Training	FF II Certification Exam - D Johnson	7/7/2022
500720	MN PUBLIC FACILITIES AUTHORITY	\$15,000.00	E 601-49400-624 2004A PFA Principal	GO Bond 2004A Principal	7/7/2022
500720	MN PUBLIC FACILITIES AUTHORITY	\$79,000.00	E 602-49450-626 2010 PFA Principal	Go Bond 2010 Principal	7/7/2022
500720	MN PUBLIC FACILITIES AUTHORITY	\$465.30	E 601-49400-611 Bond Interest	Go Bond Interest	7/7/2022
500721	OBERLOH & OBERLOH, LTD.	\$14,100.00	E 101-41540-301 Auditing and Acct g Services	Auditing Services	7/7/2022
500722	RENVILLE CO PUBLIC HEALTH	\$400.00	E 101-49260-437 Other Miscellaneous	Tobacco Compliance Checks	7/7/2022
500723	STAR GROUP, LLC	\$21.14	E 101-45200-219 General Supplies-Maint.	Park Supplies	7/7/2022
500723	STAR GROUP, LLC	\$79.01	E 101-43100-221 Repair/Maint. Equipment	Street Dept repairs	7/7/2022

500724	STREICHER S	\$299.96	E 101-42100-417 Uniforms	PD Uniforms	7/7/2022
500725	TEAM LABORATORY CHEMICAL LLC	\$953.00	E 101-43100-219 General Supplies-Maint.	Street patch (50 bags)	7/7/2022
500726	VERIZON WIRELESS	\$70.02	E 101-42100-321 Telephone	Police Dept. Telephone	7/7/2022
500727	WEST CENTRAL COMMUNICATIONS	\$665.00	E 101-42200-220 Comm.Equip. Radios	Radio Repairs	7/7/2022
500728	WEST CENTRAL FIREFIGHTERS	\$55.00	E 101-42200-433 Dues and Licensing	Annual Membership	7/7/2022
500729	WINSTED SOLAR, LLC	\$65.23	E 101-45400-380 Utility Services (GENERAL)	Community Center Electric	7/7/2022
500729	WINSTED SOLAR, LLC	\$177.14	E 101-43100-380 Utility Services (GENERAL)	Street Dept Electric	7/7/2022
500729	WINSTED SOLAR, LLC	\$31.90	E 101-45500-380 Utility Services (GENERAL)	Library Electric	7/7/2022
500729	WINSTED SOLAR, LLC	\$15.95	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	7/7/2022
500729	WINSTED SOLAR, LLC	\$1,615.40	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	7/7/2022
500729	WINSTED SOLAR, LLC	\$607.00	E 601-49400-381 Utilities	Water Electric	7/7/2022
500729	WINSTED SOLAR, LLC	\$29.44	E 101-45200-380 Utility Services (GENERAL)	Park Electric	7/7/2022
500729	WINSTED SOLAR, LLC	\$132.36	E 101-42200-380 Utility Services (GENERAL)	FD Electric	7/7/2022
500729	WINSTED SOLAR, LLC	\$31.90	E 101-42100-380 Utility Services (GENERAL)	PD Electric	7/7/2022
997813E	MINNESOTA DEPT. OF REVENUE	\$924.47	G 101-21720 State Withholding	State Withholding Tax	6/23/2022
997814E	INTERNAL REVENUE SERVICE	\$2,501.88	G 101-21730 FICA Tax Withholding	FICA/Medicare	6/23/2022
997814E	INTERNAL REVENUE SERVICE	\$1,852.12	G 101-21710 Federal Withholding Tax	FWH	6/23/2022
997815E	PUBLIC EMPLOYEES RETIREMENT	\$4,311.42	G 101-21740 PERA	PERA	6/23/2022
997816E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	6/23/2022
	TOTAL	\$142,797.48			

B. Revenue-Expenditure Budget Report

C. Cash Balance Report

D. Local Improvement Report

5. Discussion

A. American Rescue Plan Act Funds- The total funds received is \$129,936.58. Council created a list and discussed options for using the money.

B. Administrative Assistant Position – Beth Spieker gave a 2 week notice of resignation, effective July 11th. Set HR Meeting for July 26, 2022 at 2:30 pm.

C. Solar Energy Credit Spreadsheet-

D. Zoning Permits-

6. 2023 Budget Planning Kick-Off

7. Administration

A. City Administrator Report

City Administrator Report

July 11, 2022

* Renville County Public Health conducted tobacco compliance checks on June 21st. Unfortunately, 50% of the licensed retailers failed, 2 out of the 4. Violation letters and citations have been mailed to the 2 retailers and clerks per City Ordinance. A congratulation letter was mailed to the 2 retailers that passed thanking them for their diligence.

* The completed final audit for Workers Compensation Coverage through LMCIT was completed on July 7th. The premium audit adjustment is \$170 more than the budgeted amount.

* City Engineers Justin Black and Kevin Young from SEH are planning to attend the next Work Session on August 8th. They will be reviewing the Water Treatment Plant Condition Assessment that was recently completed. Council will receive a copy of the report in the July 25th packets to allow time for review.

* PW Director Nathan Sunvold has checked with SEH regarding a larger generator estimate for the wastewater plant. SEH recommends completing a study that would include current electrical needs and potential future electrical needs at the facility to decide proper generator sizing. The cost of the study is not expected to exceed \$2,000.

* There are a couple of gracious volunteers who are donating their time to paint all the garbage cans located in the parks. This has been coordinated with the Public Works Department.

* Renville was awarded a \$5,000 Blight Removal Grant through Renville County HRA/EDA for the house located at 102 SW 2nd St. All pre-demo permits and inspections have been completed and the contractor has started removing the garage and west wall on July 7th. Work is expected to continue this week.

* Hwy 212 Project Update: I attended the CD 45 hearing that Renville County held on June 28th. The existing 5' x 5' box culvert crossing under Hwy 212 will be replaced with a 6' x 5' box culvert. The new culvert will also be 26' longer (124' overall) than the original.

* Informational: Next Lunch & Learn

***Upcoming Meetings & Important Dates:

7/12 County EDA/HRA Mtg. Noon

7/12 Active Living Mtg. 7:00 pm

7/13 Lead & Copper Webinar 10:00 am

7/13 Lunch & Learn Noon

7/13 Ad Hoc Mtg. 2:30 pm

7/14 Business Incentive Mtg. Noon

7/18 TIF Intro. Webinar 2:00 pm

7/19 PW/PS Mtg. 5:30 pm

7/20 TIF Admin. Webinar 2:00 pm

7/20 EDA Mtg. 6:00 pm

7/22 Business Tours 9:00 am

7/25 Council Mtg. 6:00 pm

8. Council Reports

9. Adjourn

Work Session was adjourned at 7:20 pm.

Dated at Renville, Minnesota this 11th day of July, 2022.

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Shane Wohlman, City Administrator/Clerk