

**Approved Minutes
City Council Regular Session
July 24th, 2023
Monday 6:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on July 24th, 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. Absent: Alma Gasca. Also present were Mayor Janette Wertish and City Administrator/Clerk Shane Wohlman. Guests included: Darren Lee with CGMC, Paul Knapper, Wanda Knapper, Dave Feldman, Bev Raske, and Jodene Crawford were in attendance as well as Scott Tedrick with the Renville County Register attending remotely.

1. Call to Order

2. Pledge of Allegiance

3. Approval of Agenda

A motion was made by David Van Hove Jr. and seconded by Dave Grund to approve the agenda with the addition of Discussion Item d. Moving August 14th Council Mtg. Ayes: Peterson & Zaske.

4. Approval of Minutes

a. A motion was made by Adam Zaske and seconded by Pete Peterson to approve the 7/10/2023 meeting minutes. Ayes: Grund & Van Hove.

5. Invoices Payable

a.

Check#	Name	Amount	Account	Comments	Date
501452	BADGER METER, INC.	\$20.34	E 602-49450-229 Contractual Service	Beacon Serv Hosting	7/11/2023
501452	BADGER METER, INC.	\$20.33	E 601-49400-229 Contractual Service	Beacon Serv Hosting	7/11/2023
501453	COMMUNITY ELECTRIC	\$90.00	E 601-49400-229 Contractual Service	Disconnect 120 Circuit & Well	7/11/2023
501454	DIAMOND VOGEL PAINTS	\$570.00	E 101-43100-219 General Supplies-Maint.	Street Dept Paint	7/11/2023
501455	FARMWARD COOPERATIVE	\$320.73	E 101-45200-219 General Supplies-Maint.	Roundup, Ultifarm	7/11/2023
501455	FARMWARD COOPERATIVE	\$320.74	E 101-43100-219 General Supplies-Maint.	Roundup, Ultifarm	7/11/2023
501456	GOPHER STATE ONE-CALL, INC	\$21.60	E 601-49400-229 Contractual Service	Water Contractual	7/11/2023
501456	GOPHER STATE ONE-CALL, INC	\$21.60	E 602-49450-229 Contractual Service	Sewer Contractual	7/11/2023
501457	GRIZZLY SUPPLY	\$40.98	E 101-45200-219 General Supplies-Maint.	Paint for Picnic Tables	7/11/2023
501457	GRIZZLY SUPPLY	\$124.03	E 601-49400-219 General Supplies-Maint.	Sakrete & Masonry Bits	7/11/2023
501458	HEIMAN BROTHERS INC.	\$30.00	E 101-42200-219 General Supplies-Maint.	Profile nut w/spring	7/11/2023
501459	HILLYARD FLOOR CARE SUPPLY	\$269.26	E 101-45400-219 General Supplies-Maint.	Community Center Supplies	7/11/2023
501459	HILLYARD FLOOR CARE SUPPLY	\$5,222.21	E 400-49100-236 Community Center	CC-Carpet Extractor	7/11/2023
501460	JOHNSON, DANIEL	\$69.79	E 601-49400-219 General Supplies-Maint.	Equipment Case	7/11/2023
501461	KIBBLE EQUIPMENT, INC.	\$29.50	E 101-45200-221 Repair/Maint. Equipment	Mower Blades	7/11/2023
501461	KIBBLE EQUIPMENT, INC.	\$29.51	E 101-49000-221 Repair/Maint. Equipment	Mower Blades	7/11/2023
501462	LOFFLER	\$162.18	E 101-42100-201 Office Supplies	Printer Supplies	7/11/2023
501463	S.W. DISTRIBUTINGINC.	\$562.00	E 400-49100-860 City Clean Up	Citywide Clean-Up Days	7/11/2023
501463	S.W. DISTRIBUTINGINC.	\$1,105.10	E 400-49100-860 City Clean Up	Citywide Clean-Up Days	7/11/2023
501464	SCHROEDER, GARRET	\$325.00	E 101-43100-229 Contractual Service	Street Dept. Maintenance	7/11/2023
501465	STAR GROUP, LLC	\$10.42	E 101-43100-221 Repair/Maint. Equipment	Vinyl fuel Tubing	7/11/2023

501465	STAR GROUP, LLC	\$29.98	E 101-43100-221	Repair/Maint. Equipment	90 Pickup Exact Fit Front Conventional	7/11/2023
501465	STAR GROUP, LLC	\$8.07	E 101-43100-221	Repair/Maint. Equipment	Heater Hose	7/11/2023
501465	STAR GROUP, LLC	\$15.99	E 101-42200-219	General Supplies-Maint.	Air Valves	7/11/2023
501465	STAR GROUP, LLC	\$191.45	E 101-42200-219	General Supplies-Maint.	Battery for Smoke Trailer	7/11/2023
501465	STAR GROUP, LLC	\$75.43	E 601-49400-219	General Supplies-Maint.	Tank Heater	7/11/2023
501466	VERIZON WIRELESS	\$70.02	E 101-42100-321	Telephone	PD Phone	7/11/2023
501467	VOSS PLUMBING & HEATING	\$115.50	E 101-43100-229	Contractual Service	2023 RPZ Certifications	7/11/2023
501467	VOSS PLUMBING & HEATING	\$264.00	E 602-49450-229	Contractual Service	2023 RPZ Certifications	7/11/2023
501467	VOSS PLUMBING & HEATING	\$214.50	E 601-49400-229	Contractual Service	2023 RPZ Certifications	7/11/2023
501468	ANDERSON LARSON HANSON & SAUND	\$731.00	E 101-41610-101	Wages and Salaries	Attorney Fees-PD	7/14/2023
501468	ANDERSON LARSON HANSON & SAUND	\$140.00	E 101-41610-101	Wages and Salaries	Attorney Fees-Admin	7/14/2023
501469	BHE RENEWABLES	\$523.22	E 101-45400-380 (GENERAL)	Utility Services	Community Center	7/14/2023
501469	BHE RENEWABLES	\$255.80	E 101-42100-380 (GENERAL)	Utility Services	Police Department	7/14/2023
501469	BHE RENEWABLES	\$255.80	E 101-45500-380 (GENERAL)	Utility Services	Library	7/14/2023
501469	BHE RENEWABLES	\$1,644.94	E 601-49400-381	Utilities	Water	7/14/2023
501469	BHE RENEWABLES	\$12,162.27	E 602-49450-387	Utilities-Wastewater Plan	Wastewater	7/14/2023
501469	BHE RENEWABLES	\$127.90	E 101-41400-380 (GENERAL)	Utility Services	City Hall	7/14/2023
501470	COMMUNITY ELECTRIC	\$75.02	E 101-43100-221	Repair/Maint. Equipment	Replace Photoeye-City of Renville Sign	7/14/2023
501471	FARMERS CO-OP OIL CO	\$708.53	E 101-42100-212	Gas and Oil	Police Dept. Gas	7/14/2023
501471	FARMERS CO-OP OIL CO	\$1,185.40	E 101-43100-212	Gas and Oil	Street Dept. Gas	7/14/2023
501471	FARMERS CO-OP OIL CO	\$1,092.77	E 101-42100-221	Repair/Maint. Equipment	Front and Rear Brake Pads and Rotors	7/14/2023
501471	FARMERS CO-OP OIL CO	\$213.00	E 101-43100-221	Repair/Maint. Equipment	Bug Sprayer & Pickup Batteries	7/14/2023
501471	FARMERS CO-OP OIL CO	\$367.31	E 101-42200-212	Gas and Oil	Fire Dept. Gas	7/14/2023
501472	GRIZZLY SUPPLY	\$36.46	E 101-43100-219	General Supplies-Maint.	Sealant, Steel Wool Pad, Nails	7/14/2023
501472	GRIZZLY SUPPLY	\$28.99	E 101-43100-219	General Supplies-Maint.	Ratchet Tie-Down	7/14/2023
501473	INNOVATIVE	\$33.82	E 101-43100-201	Office Supplies	Ink, Lead	7/14/2023
501473	INNOVATIVE	\$33.82	E 601-49400-201	Office Supplies	Ink, Lead	7/14/2023
501473	INNOVATIVE	\$33.82	E 602-49450-201	Office Supplies	Ink, Lead	7/14/2023
501474	INTERSTATE POWERSYSTEMS	\$4,995.11	E 602-49450-285	Repair Waste Water Plant	Solenoid Valve Replacement-Generator	7/14/2023
501475	KDMA/KMGM	\$337.50	E 101-46500-234	City Marketing/Development	Sugar Beet Days Adv	7/14/2023
501476	LAKELAND BROADCASTING CO.	\$295.00	E 101-46500-234	City Marketing/Development	Sugar Beet Days Adv	7/14/2023
501477	MVTL LABORATORIES, INC.	\$354.75	E 602-49450-229	Contractual Service	Sewer Testing	7/14/2023
501479	WEST CENTRAL SANITATION	\$2,980.14	E 400-49100-860	City Clean Up	City Wide Clean-Up	7/14/2023
501480	XCEL ENERGY	\$2,277.93	E 101-43100-380 (GENERAL)	Utility Services	Street Electric	7/14/2023
501480	XCEL ENERGY	\$0.45	E 101-42200-380 (GENERAL)	Utility Services	Fire Dept. Electric	7/14/2023
501481	RUBIN CONSTRUCTION LLC	\$3,079.00	E 602-49450-229	Contractual Service	Clarifier Diagnosis	7/19/2020
998086E	MACS	\$118.90	E 101-43100-221	Repair/Maint. Equipment	Floor Fan,Pump, Caster Wheels	7/10/2023
998086E	MACS	\$104.97	E 101-43100-221	Repair/Maint. Equipment	Street-Xylene Gallons	7/10/2023
998086E	MACS	\$179.99	E 101-43100-221	Repair/Maint. Equipment	Pump Diaphragm	7/10/2023
998087E	GREAT PLAINS NATURAL GAS	\$9.82	E 101-41400-380 (GENERAL)	Utility Services	Clerk Gas Service	7/10/2023
998087E	GREAT PLAINS NATURAL GAS	\$19.64	E 101-42100-380 (GENERAL)	Utility Services	Police Dept. Gas	7/10/2023
998087E	GREAT PLAINS NATURAL GAS	\$27.46	E 101-42200-380 (GENERAL)	Utility Services	Fire Dept. Gas	7/10/2023
998087E	GREAT PLAINS NATURAL GAS	\$19.64	E 101-45500-380 (GENERAL)	Utility Services	Library Gas Service	7/10/2023

998087E	GREAT PLAINS NATURAL GAS	\$23.00	E 101-43100-380 Utility Services (GENERAL)	Street Gas Service	7/10/2023
998087E	GREAT PLAINS NATURAL GAS	\$40.16	E 101-45400-380 Utility Services (GENERAL)	Community Center	7/10/2023
998087E	GREAT PLAINS NATURAL GAS	\$117.23	E 601-49400-381 Utilities	Water Gas Service	7/10/2023
998087E	GREAT PLAINS NATURAL GAS	\$47.83	E 602-49450-387 Utilities-Wastewater Plan	Sewer Gas Service	7/10/2023
998087E	GREAT PLAINS NATURAL GAS	\$23.00	E 101-45200-380 Utility Services (GENERAL)	Park Gas Service	7/10/2023
998088E	MIDCO	\$101.33	E 101-42100-321 Telephone	PD Phone & Internet	7/10/2023
998088E	MIDCO	\$43.63	E 101-41400-321 Telephone	City Hall Phone	7/10/2023
998088E	MIDCO	\$59.00	E 101-49260-722 Internet Fees & Updates	City Hall Internet	7/10/2023
998088E	MIDCO	\$40.59	E 101-41400-321 Telephone	City Hall Fax	7/10/2023
998088E	MIDCO	\$41.49	E 101-45500-321 Telephone	Library	7/10/2023
998088E	MIDCO	\$38.58	E 101-45400-380 Utility Services (GENERAL)	Fire Alarm	7/10/2023
998088E	MIDCO	\$117.63	E 601-49400-321 Telephone	Water	7/10/2023
998088E	MIDCO	\$115.75	E 602-49450-321 Telephone	Sewer	7/10/2023
998088E	MIDCO	\$69.01	E 101-42200-321 Telephone	Fire Dept	7/10/2023
998089E	SW/WC SERVICE COOPERATIVES	\$4,169.20	G 101-21762 Employer Health Portion	Medical Insurance-Police	7/10/2023
998089E	SW/WC SERVICE COOPERATIVES	\$1,709.31	G 101-21762 Employer Health Portion	Medical Insurance-Sewer	7/10/2023
998089E	SW/WC SERVICE COOPERATIVES	\$1,521.67	G 101-21762 Employer Health Portion	Medical Insurance-Admin	7/10/2023
998089E	SW/WC SERVICE COOPERATIVES	\$1,709.32	G 101-21762 Employer Health Portion	Medical Insurance-Street	7/10/2023
998089E	SW/WC SERVICE COOPERATIVES	\$1,709.31	G 101-21762 Employer Health Portion	Medical Insurance-Water	7/10/2023
998090E	MINNESOTA DEPT. OF REVENUE	\$933.03	G 101-21720 State Withholding	State Withholding Tax	7/17/2023
998091E	INTERNAL REVENUE SERVICE	\$2,596.60	G 101-21730 FICA Tax Withholding	FICA/Medicare	7/17/2023
998091E	INTERNAL REVENUE SERVICE	\$1,641.13	G 101-21710 Federal Withholding Tax	FWH	7/17/2023
998092E	PUBLIC EMPLOYEES RETIREMENT	\$4,438.09	G 101-21740 PERA	PERA	7/17/2023
		<u>\$66,106.32</u>			

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

6. Public Comments

- Darrin Lee with CGMC provided a Legislative update from the recent session.
- The Lions Club was present and provided an update on the pickleball/courts project. They have enough money and would like to get started.

A motion was made by Adam Zaske and seconded by David Van Hove Jr. to approve \$89,776.21 for the pickleball/basketball courts pending the Lion's approval. Ayes: Van Hove Jr, & Peterson.

7. Committee/Staff Reports

- EDA

City of Renville EDA Committee

Meeting Minutes

July 19, 2023, 6:00 pm

Present: Janette Wertish, Pam Kjersten, Pete Peterson, Adam Zaske, Doug Froke, and Shane Wohlman

Not Present (with notice): Cassie Novotny, Jon Driggs, Anna Van Hove, and Nate Reuss

Not Present (without notice): Laurie Varpness

Guests: Jordan Zeller with Renville County EDA

Next meeting: Wednesday, October 18, 2023 at 6:00 pm

Business Spotlight: Vijay Ramadoss owner of Automated Environments (AEI). Unfortunately, Vijay was not able to make it due to an illness but would like to attend the next meeting.

Jordan Zeller provided an update on the happenings with the Renville County EDA. He provided a new copy of the Housing Development Resource Directory and covered the following programs: Housing Development GAP Loan, Down Payment and Rehab, and Childcare Forgivable Loan. There is a potential for additional grants through the State which is still being worked out from the last legislative session. The County is setting aside ARPA funds that will be dedicated to housing as well. Jordan also discussed the Schult Homes tour that he attended along with the Mayor.

The Mayor and Shane met with Jane Dikken about Meadows on Main. They are going through some leadership and licensing changes at the facility and are exploring additional options to increase occupancy. They are also looking to offer more community events and activities at Meadows.

The housing discussion continued from the last EDA meeting (no quorum present) about SW MN Housing Partnerships Workshop Proposal. There would be a cost of \$2,000 for the city to participate and require a dedicated group of 3-5 individuals. Since the County is currently working with the Partnership, it was agreed to not pursue the workshop proposal at this time. There could be grant opportunities in the future to assist with the cost as well.

The committee approved to set aside up to \$1,000 from their current annual budget to be used towards business appreciation tokens, new business plaques, thank you's, etc...

Administrator Update:

- Shane and Jordan gave a tour of the Industrial Park to a potential business.
- The Museum ramp/sidewalk project is completed. This was covered in-part with funds from the Business Innovation Grant through the County EDA.
- The old newspaper office is listed for sale at \$89,900.
- The Napa property closing took place on Monday. The new owners are working aggressively to get started on the building next.
- The demolition work will begin shortly at the Forsman Farms site. Additional power needs are being upgraded and discussions on water/sewer connections have taken place.
- Went and visited the 3 daycare providers in Renville for Daycare Appreciation Week. Brought a coffee cup/plant as a Thank You from the EDA.

Submitted by Shane Wohlman

A motion was made by Dave Grund and seconded by David Van Hove Jr. to approve the EDA report. Ayes: Peterson & Zasko.

b. City Administrator

City Administrator Report
July 21, 2023

- * The city has received the first half LGA payment of \$249,790.50.
- * (Handout) The clothing store is open if the Council would like to purchase any items with the city's logo.
- * The settlement statement was received for the surplus property that was sold on auction. The total received was \$2,713.50 after commission.
- * The new steel roof at the Public Works building is near completion. The contractor is waiting for the ice guard yet, which will be installed at a later date. He is planning on repairing the shingles on the Museum within the next couple of weeks as well. The only other project from the storm damage is the small roof at the WWTP, which the Public Works crew will be replacing themselves.
- * Xcel has been working around the city for the last couple of weeks. They are upgrading some poles and equipment. This has created some short-term power outages in these areas while the crew changes these items out. Xcel is also putting in a new substation just to the west of Transystems.
- * Steve's HVAC has replaced the a/c unit for city hall. Due to updated electrical codes, there will be some additional electrical work that needs to happen for compliance. They started today on the rooftop unit for the east ballroom.
- * Work is continuing on the storm sewer at 5th St. SE. Lauritsen Septic was in town and cleaned out about 500' of drain line. This will allow a camera to televise the line and determine what the issue(s) is (are). While they were in town, they also cleaned out 7 plugged catch basins scattered throughout town.
- * The Emergency Management Training Event was considered a success. There were plenty of learning opportunities for all departments to increase efficiency and operation capabilities. An after event follow up will be scheduled shortly. A big Thank You to the citizens who helped by playing "victims".
- * (Handouts) There were 4 citizens that attended the Stormwater Resilience Plan Kick-off Open House on Tuesday, July 18th in the Community Center. Emily Jennings and John Rodeberg from SEH gave a presentation which covered the goals and scope of the project. A demonstration of the community map and logging of the known issues were provided. Copies of how to access the community map are included in your handouts. The city will continue advertising this on its platforms for the next few weeks to get as much input from citizens as possible.
- * (Handout) A copy of the next Lunch & Learn is provided.
- * The Napa property closing took place last week. Tony is excited to get started on the new building as soon as possible. Dirt work should begin shortly.
- * There is some demolition equipment that has arrived at the Forsman Farms site. Work will begin shortly and is under contract to be completed by October 31, 2023. The plan is to then start the new concrete work in the spring of 2024.

* National Night Out is coming up fast. Tuesday, August 1st is the event being held at Memorial Park from 5:00 – 8:00 pm. All Councilors are encouraged to attend and assist with serving food. In case of rain, food only will be available at the Community Center.

***Upcoming Meetings & Important Dates:

7/25 LMC Webinar 11:00

8/1 National Night Out at Memorial Park 5:00 – 8:00 pm

8/3 LMC Webinar 11:00

8/14 City Council Regular Meeting 6:00

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

8. Discussion Items

a. Wastewater Treatment Plant Clarifier: Estimates were provided to repair and rebuild the clarifier.

A motion was made by Adam Zaske and seconded by Pete Peterson to approve repair of Clarifier by Westech at \$115,000 & CEI at \$3,145.

b. Set Budget Planning Schedule: The Council agreed to hold 2024 budget meetings prior to council meetings at 5:00 pm.

c. Zoning Permits:

d. August 14th Council Meeting Change:

A motion was made by Adam Zaske and seconded by Dave Grund to approve moving the August 14th Council Meeting to August 21st and holding a Budget Planning at 5:00 prior to Council Meeting. Ayes: Peterson & Van Hove.

9. Action Items

a. A motion was made by Dave Grund and seconded by Adam Zaske to approve setting an HR Meeting for August 8th at 3:00 pm. Ayes: Peterson & Van Hove.

b. A motion was made by Dave Grund and seconded by David Van Hove Jr. to approve setting a Cemetery Board Meeting for August 8th at 2:00 pm. Ayes: Peterson & Zaske.

c. A motion was made by Adam Zaske and seconded by Pete Peterson to approve the Forsman Farms CUP Addendum. Ayes: Grund & Van Hove.

d. A motion was made by Pete Peterson and seconded by Adam Zaske to hold the second reading of Ordinance 6.03.00. Ayes: Grund & Van Hove Jr.

e. A motion was made by David Van Hove Jr. and seconded by Pete Peterson to accept the second reading of Ordinance 6.03.00. Ayes: Grund & Zaske.

10. Mayor's Report

The Mayor gave her best wishes to Jaime Gasca and to attend local celebrations in the area.

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

11. Adjourn

A motion was made by Adam Zaske and seconded by David Van Hove Jr. to adjourn the meeting at 7:14 p.m.
Ayes: Peterson & Zaske.

Dated at Renville, Minnesota this 24th day of July, 2023

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Shane Wohlman, City Administrator/Clerk