

**Approved Minutes
City Council Regular Session
Renville Community Center
July 27, 2020
Monday 6:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on July 27, 2020 at 6:00 p.m. by Mayor Wertish.

City Council Members present were Adam Zaske, Laura Rosen, Jeff Pike, Alma Gasca and Dave Grund. Also present were Mayor Janette Wertish and City Administrator/Clerk Shane Wohlman. Teri Johnson, Doug Froke with RCW, & Scott Tedrick from the Register were also in attendance.

1. Pledge of Allegiance

2. Approval of Agenda

A motion was made by Adam Zaske and seconded by Dave Grund to approve the agenda with the addition of Discussion Item (b) RRFB. Ayes: Gasca, Pike, & Rosen.

3. Public Hearing

a. Theresa & Zachary Johnson Variance

Theresa & Zachary Johnson applied for a variance to construct a deck at 309 SE 2nd Street. Theresa Johnson was in attendance for the Public Hearing. One neighbor expressed they had no issues with the deck to City Hall. A motion was made by Laura Rosen and seconded by Adam Zaske to adjourn the Public Hearing. Ayes: Pike, Grund, & Gasca. The Public Hearing adjourned at 6:06 pm.

4. Approval of Minutes

a. A motion was made by Adam Zaske and seconded by Jeff Pike to approve the minutes of the July 13, 2020 Regular Council Meeting. Ayes: Gasca, Grund, & Rosen.

b. A motion was made by Jeff Pike and seconded by Adam Zaske to approve the minutes of the July 24, 2020 Emergency Council Meeting. Ayes: Gasca, Grund, & Rosen.

5. Invoices Payable

Check #	Name	Amount	Account	Comments	Date
035612	ALEX AIR APPARATUS, INC.	\$244.43	E 101-42200-258 Fire Suits	Fire Suits	7/27/2020
035613	BROUWER CONSTRUCTION	\$129.36	E 601-49400-221 Repair/Maint. Equipment	Parts for water main repairs	7/27/2020
035613	BROUWER CONSTRUCTION	\$2,112.50	E 601-49400-229 Contractual Service	Fix water main behind CC	7/27/2020
035614	COMMUNITY ELECTRIC	\$2,340.00	E 101-43100-229 Contractual Service	N Main Streetlight & Flag pole	7/27/2020
035615	DIAMOND VOGEL PAINTS	\$782.40	E 101-43100-219 General Supplies-Maint.	Street Dept Paint	7/27/2020
035616	ETTERMAN ENTERPRISES	\$156.47	E 101-43100-219 General Supplies-Maint.	Striping paint	7/27/2020
035617	HAWKINS INC.	\$192.45	E 601-49400-219 General Supplies-Maint.	Water Supplies	7/27/2020
035618	MESERB	\$515.70	E 602-49450-433 Dues and Licensing	2020-21 Membership Assessment	7/27/2020
035619	MVTL LABORATORIES, INC.	\$390.00	E 602-49450-229 Contractual Service	Sewer Testing	7/27/2020

035619	MVTL LABORATORIES, INC.	\$33.00	E 601-49400-229 Contractual Service	Water Testing	7/27/2020
035619	MVTL LABORATORIES, INC.	\$339.00	E 602-49450-229 Contractual Service	Sewer Testing	7/27/2020
035620	NCPERS MINNESOTA	\$64.00	G 101-21760 Hospitalization/Medical Ins	Insurance	7/27/2020
035621	NEGEN ASSOC	\$7,800.00	E 412-47000-300 Professional Svcs (GENERAL)	Architect fees	7/27/2020
035622	NORTH SHORE ANALYTICAL, INC.	\$440.00	E 602-49450-229 Contractual Service	WWTP Testing	7/27/2020
035623	QUILL CORPORATION	\$33.00	E 101-42100-201 Office Supplies	Supplies PD	7/27/2020
035624	RENCO PUBLISHING, INC.	\$400.00	E 101-46500-234 City Marketing/Development	Sguar Beet Days Past Issue	7/27/2020
035625	RENVILLE AMBULANCE	\$24,194.40	E 101-44200-103 Salaries Temporary	Ambulance Service	7/27/2020
035626	RENVILLE-SIBLEY COOPERATIVE	\$858.24	E 601-49400-381 Utilities	Water Electric	7/27/2020
035627	STEVEN J HINDERKS	\$187.13	E 101-42100-401 Repairs/Maint Buildings-Equip	AC Repairs-PD	7/27/2020
035628	UNITED STATES POSTAL SERVICE	\$52.50	E 602-49450-201 Office Supplies	Utility Postage	7/27/2020
035628	UNITED STATES POSTAL SERVICE	\$52.50	E 601-49400-201 Office Supplies	Utility Postage	7/27/2020
035629	UNITED STATES POSTAL SERVICE	\$108.32	E 601-49400-201 Office Supplies	Utility Postage	7/27/2020
035629	UNITED STATES POSTAL SERVICE	\$108.33	E 602-49450-201 Office Supplies	Utility Postage	7/27/2020
035630	USABLE LIFE	\$10.41	E 101-43100-131 Employee Insurance	Life Ins.	7/27/2020
035630	USABLE LIFE	\$10.40	E 601-49400-131 Employee Insurance	Life Ins.	7/27/2020
035630	USABLE LIFE	\$33.31	E 101-42100-131 Employee Insurance	Life Ins.	7/27/2020
035630	USABLE LIFE	\$10.90	E 101-41300-131 Employee Insurance	Life Ins.	7/27/2020
035630	USABLE LIFE	\$9.40	E 101-41400-131 Employee Insurance	Life Ins.	7/27/2020
035630	USABLE LIFE	\$10.40	E 602-49450-131 Employee Insurance	Life Ins.	7/27/2020
035631	VERIZON WIRELESS	\$55.76	E 101-43100-321 Telephone	Street Dept. Telephone	7/27/2020
035631	VERIZON WIRELESS	\$51.76	E 101-42100-321 Telephone	Police Dept. Telephone	7/27/2020
035632	WERTISH AUTO AND TRUCK REPAIR	\$386.17	E 101-42200-221 Repair/Maint. Equipment	Fire Truck Repairs	7/27/2020
035633	WEST CENTRAL SANITATION	\$17.55	E 101-43100-229 Contractual Service	Street Refuse	7/27/2020
035633	WEST CENTRAL SANITATION	\$35.92	E 602-49450-229 Contractual Service	WWT Refuse	7/27/2020
035634	WINSTED SOLAR, LLC	\$35.13	E 101-45200-380 Utility Services (GENERAL)	Park Electric	7/27/2020
035634	WINSTED SOLAR, LLC	\$723.89	E 601-49400-381 Utilities	Water Electric	7/27/2020
035634	WINSTED SOLAR, LLC	\$1,927.12	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	7/27/2020
035634	WINSTED SOLAR, LLC	\$51.87	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	7/27/2020
035634	WINSTED SOLAR, LLC	\$46.69	E 101-45500-380 Utility Services (GENERAL)	Library Electric	7/27/2020
035634	WINSTED SOLAR, LLC	\$211.28	E 101-43100-380 Utility Services (GENERAL)	Street Electric	7/27/2020
035634	WINSTED SOLAR, LLC	\$157.96	E 101-42200-380 Utility Services (GENERAL)	Fire Electric	7/27/2020
035634	WINSTED SOLAR, LLC	\$74.37	E 101-45400-380 Utility Services (GENERAL)	Community Center Electric	7/27/2020
035635	WOHLMAN, SHANE	\$120.00	E 101-41300-321 Telephone	6 mo cell phone reimbursement	7/27/2020
997374E	INTERNAL REVENUE SERVICE	\$1,297.41	G 101-21710 Federal Withholding Tax	FWH	7/10/2020
997374E	INTERNAL REVENUE SERVICE	\$2,210.04	G 101-21730 FICA Tax Withholding	FICA/Medicare	7/10/2020
997375E	MINNESOTA DEPT. OF REVENUE	\$649.57	G 101-21720 State Withholding	State Withholding Tax	7/10/2020
997376E	PUBLIC EMPLOYEES RETIREMENT	\$3,580.21	G 101-21740 PERA	PERA	7/10/2020
997377E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	7/10/2020
997380E	MINNESOTA DEPT. OF REVENUE	\$1,122.89	G 101-21720 State Withholding	State Withholding Tax	7/20/2020

997381E	INTERNAL REVENUE SERVICE	\$3,116.34	G 101-21730 FICA Tax Withholding	FICA/Medicare	7/20/2020
997381E	INTERNAL REVENUE SERVICE	\$2,635.10	G 101-21710 Federal Withholding Tax	FWH	7/20/2020
997382E	PUBLIC EMPLOYEES RETIREMENT	\$4,907.60	G 101-21740 PERA	PERA	7/20/2020
997388E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	7/20/2020
997390E	SW/WC SERVICE COOPERATIVES	\$1,342.50	G 101-21761 Health Care	Medical Insurance-Jodi	7/22/2020
997390E	SW/WC SERVICE COOPERATIVES	\$1,060.50	G 101-21762 Employer Health Portion	Medical Insurance-Sewer	7/22/2020
997390E	SW/WC SERVICE COOPERATIVES	\$1,060.50	G 101-21762 Employer Health Portion	Medical Insurance-Water	7/22/2020
997390E	SW/WC SERVICE COOPERATIVES	\$1,060.50	G 101-21762 Employer Health Portion	Medical Insurance-Street	7/22/2020
997390E	SW/WC SERVICE COOPERATIVES	\$3,678.00	G 101-21762 Employer Health Portion	Medical Insurance-Police	7/22/2020
997390E	SW/WC SERVICE COOPERATIVES	\$496.50	G 101-21762 Employer Health Portion	Medical Insurance-Jodi	7/22/2020
997391E	LIGHTBEAM INTERNET	\$40.00	E 101-49260-722 Internet Fees & Updates	Internet - City Hall	7/23/2020
997391E	LIGHTBEAM INTERNET	\$40.00	E 602-49450-321 Telephone	Internet - WWTP	7/23/2020
997391E	LIGHTBEAM INTERNET	\$40.00	E 101-43100-321 Telephone	Internet - Street Dept	7/23/2020
997391E	LIGHTBEAM INTERNET	\$40.00	E 101-42200-321 Telephone	Internet - Fire Hall	7/23/2020
997391E	LIGHTBEAM INTERNET	\$40.00	E 101-42100-321 Telephone	Internet - PD	7/23/2020
TOTAL		\$74,031.68			

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

6. Public Comment

Doug Froke, Interim Superintendent at RCW, attended the meeting to introduce himself.

7. Committee/Staff Reports

a. Public Building Task Force

Public Building Task Force Minutes

July 22, 2020 12:15 p.m.

Present: Dave Grund, Adam Zaske, Jeanette Wertish, Shane Wohlman, Aaron Slagter, Wanda Knapper, Sharon Maurice

Absent: Aaron Haen, Dennis Ulrich, Gary Wulf

Jim Bach joined us through Go to Meeting, Lon Negan was with us in person and we discussed some estimates for our current Police Dept/Community Center/Fire Dept. project. In addition to our estimates on bringing the PD into the community center, we talked numbers on fixing roof and EIFS – this added about \$42,600 to the project. Windows were also addressed and the estimate using current frames was \$13,500. Remodeling the restrooms was also addressed with an estimate of \$41,000. Both Jim and Lon stressed that it would be less expensive to do all the projects at one time. The only unknown was the carpet and tile cost to the project. With these numbers, it is estimated that there would be about \$110,000 left over to address any fire department issues.

It was agreed that we should talk with the fire department and get a better understanding on what their wants and needs would be.

Lon explained that at this point once we approve the plan, he would be moving on to the design and development phase of the project. Prior to doing this, and spending more money with Lon's company, we thought it would be a good time to have an open house to bring the city residents up to speed on what we are looking to do.

Just a note, all numbers/estimates are just that, exact numbers would be available in the next phase with Lon as he sends plans out for bids from contractors. Jim also expressed that contractors are "hungry" and he thought it was a good time to do the project.

Next Meeting: To be determined

Respectfully submitted by Dave Grund

A motion was made by Laura Rosen and seconded by Jeff Pike to approve the PBTF Committee Meeting Minutes. Ayes: Gasca, Grund, & Zaske.

b. Public Safety

City of Renville
Public Safety Committee Minutes
Meeting: 7/23/2020 5:30 p.m.

Present: Janette Wertish, Laura Rosen, Gary Wulf, Aaron Slagter, Aaron Haen, Dennis Ulrich, and Shane Wohlman

Absent: Nelida Marcus, Anna Knapper, and Pam Kjersten

RPD Update

- Went through the 2nd quarter Activity Report. See attached.
- They are doing well with the budget & using part-time help while Chad is on Military Leave.

RFD Update

- It's been quiet.
- They have the new turnout gear.
- New truck should arrive in September.

Public Works Update

- Public Works has painted the parking areas and curbs. They are painting the crosswalks today.
- Renville Co. painted the center line down Main Street.
- There are a couple trees that are scheduled to be removed in the parks.
- New mulch has been put in around the playground equipment.
- As we are still short a Public Works Director, we have been working with the City of Olivia under a Mutual Aid Agreement to assist until the position is filled.

Ambulance Update

- None

National Night Out

- Discussed if we should still hold on August 4th or the alternate date of October 6th. It was determined that as this point it would be too difficult to hold in August and October would be busy with farming work. It was decided to cancel the event for this year.

Additional Discussion

- Parking on lawns. Will be brought to Public Works committee.

Next meeting- October 22 at 5:30 pm.

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

c. HR Committee

**City of Renville
HR Committee Minutes
7/23/2020 7:00 pm**

Present: Janette Wertish, Laura Rosen, Dave Grund, Nate Sunvold, Shane Wohlman

- * The committee met with Nathan Sunvold and discussed his return as Public Works Director. A recommendation was made to extend an offer to Nathan as follows:
 - \$40.00 per hour pay
 - 2 weeks' vacation and accrual rate for 15+ consecutive years of service
 - Accrued sick time liability from severance with excess applied to health insurance premium

* Next meeting: TBD

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

d. City Administrator

**City of Renville
City Administrator Report
7-27-2020**

* COVID-19/Legislative Update- The legislature ended their second special session on Tuesday, July 21. The Governor issued Executive Order 20-81, which states that as of July 25th, people are required to wear a face covering in all indoor businesses and spaces. I have been asked to attend the Wednesday EOC meetings starting with last weeks. As of 11:00 today, Renville County has 53 confirmed coronavirus cases with 4 deaths.

- * On July 20th we received our first Local Government Aid payment of \$238,637.50. The 2020 Certified figure is \$476,729, so this payment was just over ½ of the total.
- * 449 NW 2nd Street- Included in your packet is the official press release regarding the Renville County Blight Housing Grant award for this property. Advanced Health, Safety and Security has completed the asbestos abatement and garbage removal last week. Chris Knight has started hauling in and piling backfill material. The Fire Department will have the go-ahead to burn once a final inspection is complete and the permit is received from the DNR.
- * The For Sale sign has been moved to the City property on 402 West Park Avenue and an ad placed in the Renville County Register. Bids will be opened at the Public Works meeting on August 12th at 5:30 pm.
- * Reminder that Election Filings begin tomorrow (July 28th) at 8:00 and run through Tuesday, August 11th at 5:00 pm. Election judge training has recently been sent out to the judges. Head judge training will begin later this week. These trainings have been somewhat delayed as things are constantly changing.
- * On Tuesday, July 21st, there was a rather large water main break in a 4” pipe on Dupont Avenue NW. The Public Works crew, Matt and Dan, did an excellent job throttling the water leak back and getting an emergency dig scheduled for the next morning.
- * Angi has been compiling a list of items that can be used for the CARES Act money. This will be reviewed by the Mayor and myself to address needs and concerns related to COVID, per Resolution 07-20.
- * Received a call last week from our FEMA case worker. He said that Renville has been approved for the pavement portion of the “soft spots” disaster which amounts to \$61,686. He also mentioned that the detailed documentation and great pictures provided a boost to our approval. Final approval will still have to come from the State.

***Upcoming Meetings:

- 7/28 Shane out of the office
- 7/29 County EOC Mtg. 8:00
- 7/30 Head Judge Training 3:30
- 7/31 CGMC Annual Mtg. 10:00
- 8/5 EDA Mtg. 5:30

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

7. Discussion Items

- a. 2020 Inoperable Vehicle List
- b. RRFB

8. Action Items

A motion was made by Adam Zaske and seconded by Laura Rosen to issue citations to the remaining vehicles on the Inoperable Vehicle list according to the Ordinance. Ayes: Gasca, Grund, & Pike.

A motion was made by Adam Zaske and seconded by Jeff Pike to advertise the RRFB Project out for bids again. Ayes: Gasca, Grund, & Rosen.

A motion was made by Laura Rosen and seconded by Dave Grund to approve the Johnson Variance request. Ayes: Gasca, Pike, & Zaske.

9. Mayor’s Report

The Mayor expressed a huge thank you to the City of Renville employees & welcomed back to Nathan Sunvold.

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

10. 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 6:36 p.m.

Dated at Renville, Minnesota this 27th day of July, 2020.

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Shane Wohlman, City Administrator/Clerk