

**Approved Minutes
City Council Regular Session
August 28th, 2017
Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on August 28th, 2017 at 7:00 p.m. by Mayor Wertish

City Council Members present were Adam Zaske, Shane Wohlman, Jeff Pike, Jeremy Hinderks and Brent Dahl. Also present were Mayor Janette Wertish, Nelida Marcus, Joy Peterson, and City Administrator/Clerk Jessica Gorman.

1. Pledge of Allegiance

2. Approval of Agenda

A motion was made by Shane Wohlman and seconded by Jeff Pike to approve the agenda. The motion carried 5 to 0.

3. Approval of Minutes

A motion was made by Jeremy Hinderks and seconded by Jeff Pike to approve the minutes of the August 14th, 2017 Regular Council Meeting. The motion carried 5 to 0.

4. Invoices Payable

Check #	Name	Amount	Comments	Date
33434	OFFICE OF THE TX ATTNYS GENERAL	\$314.77	Rem ID 0011520455200641465	8/21/2017
33435	AMERIPRIDE SERVICES, INC	\$134.76	Community Center Contractual	8/28/2017
33436	BHE RENEWABLES	\$3,673.69	Sewer Electric	8/28/2017
33437	COMMUNITY ELECTRIC	\$366.02	Replace fan - FD	8/28/2017
33438	DENNIS OBERLOH, LTD.	\$14,860.00	2016 Audit & Reporting	8/28/2017
33439	EMERGENCY MEDICAL PRODUCTS, INC	\$491.90	Supplies for defibrillator	8/28/2017
33440	HAWKINS INC.	\$372.27	Water Supplies	8/28/2017
33440	HAWKINS INC.	\$683.03	Sewer Chemicals	8/28/2017
33441	LARKIN TREE CARE & LANDSCAPING	\$866.00	Grind stumps	8/28/2017
33442	MAC QUEEN EQUIPMENT INC.	\$42.80	Street Dept Supplies	8/28/2017
33443	MAILFINANCE	\$178.59	Lease Postage Machine	8/28/2017
33444	MARTIN MARIETTA MATERIALS	\$430.80	GRANITE FINES	8/28/2017
33444	MARTIN MARIETTA MATERIALS	\$644.90	Class 5	8/28/2017
33445	MINNESOTA DEPT OF HEALTH	\$922.00	Well Maintenance	8/28/2017
33446	MVTL LABORATORIES, INC.	\$288.50	Sewer Testing	8/28/2017
33446	MVTL LABORATORIES, INC.	\$288.50	Sewer Testing	8/28/2017
33446	MVTL LABORATORIES, INC.	\$576.50	Sewer Testing	8/28/2017
33447	RENVILLE CO. SHERIFF S DEPT.	\$436.35	PD Training	8/28/2017
33448	RENVILLE SALES INC.	\$119.55	Street Dept Supplies	8/28/2017
33448	RENVILLE SALES INC.	\$205.30	Street Dept Repairs/Maint.	8/28/2017
33449	RENVILLE-SIBLEY COOPERATIVE	\$925.52	Water Electric	8/28/2017
33450	SMITH PLUMBING & HEATING	\$380.00	Curb Stop Repair - Bryant Ave.	8/28/2017
33450	SMITH PLUMBING & HEATING	\$85.80	Drinking fountain repair	8/28/2017
33451	SUNVOLD, NATHAN	\$197.60	Flex Plan Reimbursement 2017	8/28/2017

33452	TACTICAL SOLUTIONS, INC.	\$110.00	Certification of radar units	8/28/2017
33453	UNITED STATES POSTAL SERVICE	\$51.00	Utility Postage	8/28/2017
33453	UNITED STATES POSTAL SERVICE	\$51.00	Utility Postage	8/28/2017
33454	USABLE LIFE	\$6.77	Life Ins.	8/28/2017
33454	USABLE LIFE	\$6.77	Life Ins.	8/28/2017
33454	USABLE LIFE	\$6.77	Life Ins.	8/28/2017
33454	USABLE LIFE	\$30.96	Life Ins.	8/28/2017
33454	USABLE LIFE	\$8.16	Life Ins.	8/28/2017
33454	USABLE LIFE	\$56.40	Life Ins.	8/28/2017
33455	VERIZON WIRELESS	\$51.06	Police Dept. Telephone	8/28/2017
33455	VERIZON WIRELESS	\$63.06	Street Dept. Telephone	8/28/2017
33456	WULF, ANGELA	\$600.00	Flex Plan Reimbursement 2017	8/28/2017
996885E	MINNESOTA DEPT. OF REVENUE	\$291.33	Wage Levy - L0243922752	8/21/2017
996886E	ICMA	\$50.00	Sunvold, Nathan #302283	8/21/2017
996887E	PUBLIC EMPLOYEES RETIREMENT	\$2,877.55	PERA	8/21/2017
996888E	INTERNAL REVENUE SERVICE	\$1,250.67	FWH	8/21/2017
996888E	INTERNAL REVENUE SERVICE	\$1,792.70	FICA/Medicare	8/21/2017
996889E	MINNESOTA DEPT. OF REVENUE	\$540.03	State Withholding Tax	8/21/2017
996890E	LIGHTBEAM INTERNET	\$40.00	Internet - Fire Hall	8/24/2017
996890E	LIGHTBEAM INTERNET	\$40.00	Internet - City Hall	8/24/2017
996890E	LIGHTBEAM INTERNET	\$40.00	Internet - Street Dept	8/24/2017
996890E	LIGHTBEAM INTERNET	\$40.00	Internet - PD	8/24/2017
996890E	LIGHTBEAM INTERNET	\$40.00	Internet - WWTP	8/24/2017
TOTAL		\$35,529.38		

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

5. Committee/Staff Reports

A. EDA

EDA COMMITTEE MINUTES

8-16-17

Attendance: Mayor Janette Wertish, Shane Wohlman, Jeremy Hinderks, Pam Kjersten, Michelle Mortensen, City Administrator Jessica Gorman

- Defining Roles in Commercial Development** - The EDA committee looked at their roles in new development, dividing development initiated into two categories, development *coming to* the city and development the city is *seeking out*. Under these categories the group started to set roles of the committee and will continue to work on defining future roles and objectives.

DEVELOPMENT COMING TO RENVILLE	DEVELOPMENT SOUGHT OUT FOR RENVILLE
EDA will evaluate if a company representative is needed for public forum	Seek out needed housing opportunities for potential Renville residents.
Adjust EDA meetings as needed to fit necessary timelines for developer and city.	Look for community partnerships for startup projects.

Review filings and proposals of incoming commercial projects	
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The committee also began looking at Renville’s current zoning for future city development planning.

- **Casey’s General Store** is seeking to develop the current Renville antiques location on highway 212. A purchase agreement is in place for the company to close on the property on Oct 4th, 2017 or prior. The development is currently seeking a variance regarding the rear set back. If the sale and development go forward, the company is hoping to open in April of 2018.
- **Updates to city website**-A link has been added to the city website homepage under property listings for <https://www.locationone.com/>. Currently city held development land is advertised on this site. This website is used in 28 states by government agencies, primarily EDA’s and HRA’s, as an economic development platform to market development land in a region to local and national developers. The land a city advertises does not have to be owned by the city. The city administrator proposed a registration form to be sent to and completed by local vacant business owners looking to better advertise for sale or lease their commercial properties in the Renville city limits. There are also current landlords for residential and commercial properties in town who’s information will be added to the “new resident” section and/or “area business” section of the city websites if they so desire. The committee was in favor of these website updates and new development advertising attempts.
- **Committee membership and residency** - The committee discussed options regarding the recent out of town move of a committee member and if that prompted the member’s replacement. The administrator was asked to research the residency issue.

***Update:** In a charter city such as Renville, the authority to create and define the committee could be contained in the charter and/or ordinance. If the charter or ordinance does not define a residency requirement then presumably, no such restrictions exist per LMC’s opinion. The Renville city charter and ordinances currently only defines the ability for the Mayor to appoint committee members and Council to vote in accepting these member, no residency requirements are articulated. For informative purposes, in statutory cities with an HRA, there is a state mandated residency requirement under Minn. Stat. § 469.003, subd. 5. But EDAs do not have residency restrictions under Minn. Stat. § 469.095, subd. 1.*

A motion was made by Brent Dahl and seconded by Adam Zaske to approve the EDA Committee report. The motion carried 5 to 0.

B. City Administrator/Clerk’s

Administrators Report

8-28-17

WWTF UV update - The waste water treatment facility UV updates are ahead of schedule and may even be finished this week. My self and Nate will have a progress meeting with SEH and PKG on 8/31.

Dollar General - During preparation for excavation of the detention area behind the dollar general store a mapped water line was found to be farther south than city maps and plans showed. The line was not damaged but the detention area has to be converted to a "Swale" so access to the line could be maintained. The swale still alleviates any necessary drainage issues.

Street work - The road maintenance estimated for completion in September mentioned last meeting was able to be started last week and will conclude this week with the manhole repairs.

Time off - I will be taking next Tuesday the 5th off, also leaving early this Friday the 1st around 2:00pm and returning Wednesday the 6th by noon.

A motion was made by Jeff Pike and seconded by Jeremy Hinderks to approve the City Admin/Clerk's Report. The motion carried 5 to 0.

6. Action Items

- A motion was made by Jeremy Hinderks and seconded by Brent Dahl to approve the RCW bus garage variance. The motion carried 5 to 0.
- A motion was made by Jeremy Hinderks and seconded by Jeff Pike to set a Public Hearing on September 11, 2017 at 6:45 pm for Gary Schroeder's request to vacate an alley. The motion carried 5 to 0.
- A motion was made by Jeff Pike and seconded by Jeremy Hinderks to approve the variance request for Casey's. The motion did not pass with a vote of 2 to 3.

7. Discussion Items

- After the Casey's variance request vote did not pass, the council created a list of questions & requests to be addressed. They tabled the vote until the September 11, 2017 Council meeting.

8. Mayor's Report

A motion was made by Adam Zaske and seconded by Jeremy Hinderks to approve the Mayor's report. The motion carried 5 to 0.

9. Adjourn

A motion was made by Jeff Pike and seconded by Brent Dahl to adjourn the meeting. The motion carried 5 to 0. Meeting was adjourned at 7:50 p.m.

Dated at Renville, Minnesota this 28th August, 2017

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Jessica Gorman, City Administrator/Clerk