

**Approved Minutes
City Council Work Session
City Council Chambers
August 8, 2022
Monday 6:00 p.m.**

The work session of the City Council, City of Renville, Minnesota was called to order on August 8, 2022 at 6:00 p.m. by Mayor Janette Wertish.

City Council Members present were Alma Gasca, Pete Peterson, Dave Grund, David Van Hove, Jr. and Adam Zaske. Also present were Mayor Janette Wertish, City Administrator/Clerk Shane Wohlman, Justin Black & Kevin Young with SEH, Public Works Director Nathan Sunvold, & Scott Tedrick with the Register (remote).

1. Water Treatment Plant Condition Assessment

A. City Engineer’s Justin Black and Kevin Young from SEH were in attendance to present a PowerPoint on the Water Treatment Plant Condition Assessment and discuss options.

2. Minutes

A. Reviewed Minutes from the July 25, 2022 Regular Council Meeting.

3. Finance

A. Review invoices through 8/8/2022

a. Total amount of payment batch - \$48,888.37

Check #	Name	Amount	Account	Comments	Date
500753	CHRIS KNIGHT EXCAVATING & DEMO	\$13,500.00	E 400-49100-256 Demolition of Blighted Bldg.	Demolition of 102 SW 2nd Street	7/26/2022
500754	DISPLAY SALES	\$441.00	E 101-43100-219 General Supplies-Maint.	(12) Flags	7/26/2022
500755	KDJS - FM	\$463.75	E 101-46500-234 City Marketing/Development	Sugar Beet Days Advertising	7/26/2022
500756	QUADIENT	\$100.00	E 101-41400-201 Office Supplies	Postage	7/26/2022
500757	RENCO PUBLISHING, INC.	\$500.00	E 101-46500-234 City Marketing/Development	Sugar Beet Days Advertising	7/26/2022
500758	SEHRCM	\$775.50	E 101-49260-303 Engineering Fees	MnDot Hwy 212 Storm sewer relocation	7/26/2022
500759	UNITED STATES POSTAL SERVICE	\$136.84	E 602-49450-201 Office Supplies	Utility Postage	7/26/2022
500759	UNITED STATES POSTAL SERVICE	\$136.84	E 601-49400-201 Office Supplies	Utility Postage	7/26/2022
500760	VERIZON WIRELESS	\$44.75	E 101-43100-321 Telephone	Street Dept. Telephone	7/26/2022
500761	WINZENBERG, KRAIG	\$200.00	E 101-42100-437 Other Miscellaneous	NNO DJ	7/26/2022
500762	GRUND, DAVID	\$184.85	E 101-42100-437 Other Miscellaneous	NNO Ice Cream	8/2/2022
500763	INFLATABLES 4 FUN, LLC	\$494.00	E 101-42100-437 Other Miscellaneous	NNO Inflatables	8/2/2022
500764	BADGER METER, INC.	\$20.20	E 602-49450-229 Contractual Service	Beacon Hosting Service	8/5/2022
500764	BADGER METER, INC.	\$20.19	E 601-49400-229 Contractual Service	Beacon Hosting Service	8/5/2022
500765	BHE RENEWABLES	\$1,508.49	E 601-49400-381 Utilities	Water Electric	8/5/2022
500765	BHE RENEWABLES	\$116.47	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	8/5/2022
500765	BHE RENEWABLES	\$12,428.06	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	8/5/2022
500765	BHE RENEWABLES	\$476.47	E 101-45400-380 Utility Services (GENERAL)	Community Center Electric	8/5/2022

500765	BHE RENEWABLES	\$232.94	E 101-42100-380 Utility Services (GENERAL)	PD Electric	8/5/2022
500765	BHE RENEWABLES	\$232.94	E 101-45500-380 Utility Services (GENERAL)	Library Electric	8/5/2022
500766	DAVES PLACE LLC	\$215.00	E 101-42100-437 Other Miscellaneous	NNO - Hamburgers & Paper boats	8/5/2022
500767	E & C GRAPHICS, INC.	\$300.00	E 101-42100-437 Other Miscellaneous	NNO Signs	8/5/2022
500768	FARMWARD COOPERATIVE	\$327.83	E 101-43100-219 General Supplies-Maint.	Roundup	8/5/2022
500769	GOPHER STATE ONE-CALL, INC	\$12.15	E 601-49400-229 Contractual Service	Water Contractual	8/5/2022
500769	GOPHER STATE ONE-CALL, INC	\$12.15	E 602-49450-229 Contractual Service	Sewer Contractual	8/5/2022
500770	GREAT PLAINS NATURAL GAS	\$21.82	E 101-42100-380 Utility Services (GENERAL)	Police Dept. Gas	8/5/2022
500770	GREAT PLAINS NATURAL GAS	\$23.00	E 101-43100-380 Utility Services (GENERAL)	Street Gas Service	8/5/2022
500770	GREAT PLAINS NATURAL GAS	\$23.00	E 101-45200-380 Utility Services (GENERAL)	Park Gas Service	8/5/2022
500770	GREAT PLAINS NATURAL GAS	\$46.00	E 602-49450-387 Utilities-Wastewater Plan	Sewer Gas Service	8/5/2022
500770	GREAT PLAINS NATURAL GAS	\$28.29	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Gas	8/5/2022
500770	GREAT PLAINS NATURAL GAS	\$44.61	E 101-45400-380 Utility Services (GENERAL)	Community Center	8/5/2022
500770	GREAT PLAINS NATURAL GAS	\$21.82	E 101-45500-380 Utility Services (GENERAL)	Library Gas Service	8/5/2022
500770	GREAT PLAINS NATURAL GAS	\$10.91	E 101-41400-380 Utility Services (GENERAL)	Clerk Gas Service	8/5/2022
500770	GREAT PLAINS NATURAL GAS	\$144.83	E 601-49400-381 Utilities	Water Gas Service	8/5/2022
500771	HAWKINS INC.	\$10.00	E 601-49400-219 General Supplies-Maint.	Water Supplies	8/5/2022
500772	INNOVATIVE	\$741.46	E 101-41400-201 Office Supplies	Office Supplies	8/5/2022
500772	INNOVATIVE	\$43.53	E 101-43100-201 Office Supplies	Office Supplies	8/5/2022
500773	KIBBLE EQUIPMENT, INC.	\$42.75	E 101-43100-221 Repair/Maint. Equipment	Coolant	8/5/2022
500774	LARKIN TREE CARE & LANDSCAPING	\$266.00	E 101-43100-219 General Supplies-Maint.	Red Cedar Chips	8/5/2022
500775	LINDBO, MATTHEW	\$40.00	E 101-42100-321 Telephone	Cell Phone Reimbursement May-June 2022	8/5/2022
500776	MN AWWA	\$40.00	E 601-49400-331 Travel/Seminar Course	2022 Waterworks Seminar - N Sunvold	8/5/2022
500777	MVTL LABORATORIES, INC.	\$226.43	E 602-49450-229 Contractual Service	Sewer Testing	8/5/2022
500777	MVTL LABORATORIES, INC.	\$208.50	E 602-49450-229 Contractual Service	Sewer Testing	8/5/2022
500778	NCPERS MINNESOTA	\$96.00	G 101-21760 Hospitalization/Medical Ins	Insurance 8/1-8/31/22	8/5/2022
500779	SCHROEDER, GARRET	\$125.00	E 101-43100-229 Contractual Service	Street Dept. Maintenance	8/5/2022
500780	SJE	\$711.00	E 601-49400-433 Dues and Licensing	Icontrol Sub 7-9/2022	8/5/2022
500781	SLAGTER, AARON	\$120.00	E 101-42100-321 Telephone	Cell phone Reimbursement Jan-June 2022	8/5/2022
500782	SPIEKER, JEREMY	\$120.00	E 101-42100-321 Telephone	Cell Phone Reimbursement Jan-June 2022	8/5/2022
500783	STAR GROUP, LLC	\$4.19	E 602-49450-285 Repair Waste Water Plant	Sewer Dept supplies	8/5/2022
500783	STAR GROUP, LLC	\$12.57	E 602-49450-285 Repair Waste Water Plant	Sewer Dept supplies	8/5/2022
500783	STAR GROUP, LLC	\$5.61	E 101-43100-221 Repair/Maint. Equipment	Street Dept supplies	8/5/2022
500784	WINSTED SOLAR, LLC	\$37.88	E 101-45500-380 Utility Services (GENERAL)	Library Electric	8/5/2022
500784	WINSTED SOLAR, LLC	\$210.41	E 101-43100-380 Utility Services (GENERAL)	Street Dept Electric	8/5/2022
500784	WINSTED SOLAR, LLC	\$157.35	E 101-42200-380 Utility Services (GENERAL)	FD Electric	8/5/2022
500784	WINSTED SOLAR, LLC	\$77.49	E 101-45400-380 Utility Services (GENERAL)	Community Center Electric	8/5/2022
500784	WINSTED SOLAR, LLC	\$18.94	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	8/5/2022
500784	WINSTED SOLAR, LLC	\$1,919.20	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	8/5/2022
500784	WINSTED SOLAR, LLC	\$721.17	E 601-49400-381 Utilities	Water Electric	8/5/2022
500784	WINSTED SOLAR, LLC	\$35.00	E 101-45200-380 Utility Services (GENERAL)	Park Electric	8/5/2022
500784	WINSTED SOLAR, LLC	\$37.88	E 101-42100-380 Utility Services (GENERAL)	PD Electric	8/5/2022
500785	WOHLMAN, SHANE	\$120.00	E 101-41300-321 Telephone	Cell Phone Reimbursement Jan-June 2022	8/5/2022
997834E	MINNESOTA DEPT. OF REVENUE	\$851.86	G 101-21720 State Withholding	State Withholding Tax	7/22/2022

997835E	INTERNAL REVENUE SERVICE	\$2,385.60	G 101-21730 FICA Tax Withholding	FICA/Medicare	7/22/2022
997835E	INTERNAL REVENUE SERVICE	\$1,725.74	G 101-21710 Federal Withholding Tax	FWH	7/22/2022
997836E	PUBLIC EMPLOYEES RETIREMENT	\$4,011.68	G 101-21740 PERA	PERA	7/22/2022
997837E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	7/22/2022
997843E	MACS	\$172.92	E 101-43100-219 General Supplies-Maint.	Street Dept Supplies	8/4/2022
997843E	MACS	\$168.59	E 101-43100-219 General Supplies-Maint.	Street Dept Supplies	8/4/2022
997843E	MACS	\$128.92	E 101-43100-219 General Supplies-Maint.	Street Dept Supplies	8/4/2022
TOTAL		\$48,888.37			

- B. Revenue-Expenditure Budget Report
- C. Cash Balance Report
- D. Local Improvement Report

4. Discussion

- A. 2023 Budget/Strategic Planning- Council decided to not continue with Strategic Planning due to lack of money for projects. A preliminary 2023 Revenue and Expenditure budget was presented. Past levy options were discussed.
- B. 2022-2023 School Resource Officer Agreement.
 - The City Council would like to see an increase in price and an evaluation.
- C. Resolution 20-22 Requesting Special Legislative Session
 - Council would like to see this.
- D. Zoning Permit

5. HR Committee

HR Minutes
 August 1, 2022
 2:30 p.m.
 City Council Chambers

Present: Mayor Janette Wertish, City Admin. Shane Wohlman, Deputy Clerk Angi Wulf, and Council Members Alma Gasca and Dave Grund

We talked about the Administrative Assistant position. Talked about possibly having Angi take that position and hiring a Financial Director/EDA person. Shane and Angi will rewrite the job description to give us a better idea what that my look like. We would also discuss its’s affordability in our budget discussions.

Shane and Angi are looking into some different options for Health Care for our city employees. Possibly changing plans and adding an HSA. We also talked about some other options for retirement accounts for our employees. The committee would like to recommend to the council to approve the option of allowing our employees to contribute to MSRS (Minnesota State Retirement System). This would have no additional cost to the city.

We reviewed the revised job descriptions for the Police Dept., Public Works, and the Custodian. We recommend to the council to approve the new job descriptions.

Next meeting set for Aug. 15, 2022 at 2:30 p.m.

Respectfully,

Dave Grund

6. EDA Committee

City of Renville EDA Committee

Special Meeting Minutes

8/3/2022

Present: Adam Zaske, Pete Peterson, Cassie Novotny, Anna Van Hove, Shane Wohlman

Not present: Janette Wertish, Sharon Maurice, Doug Froke, Jon Driggs, Pam Kjersten, Nate Reuss w/MMDC

Next meeting: Wednesday, October 19, 2022 at 6 p.m.

A special meeting was called to evaluate an application submitted for the Business Community Loan (BCL) Program by Taylor Wertish, dba Magnolia Market & Floral. The application was reviewed and approved by the EDA Committee for the amount of \$3,000 for 18 months at 3% interest. The EDA Committee would like to make this a formal recommendation to the Council.

Submitted by Shane Wohlman

7. Administration

A. City Administrator Report

City Administrator Report August 8, 2022

- * Filing for 3 City Council at-large positions for four-year terms is currently open and closes on Tuesday, August 16th at 5:00 pm.
- * Tomorrow (August 9th) is Primary Election Day. Voting polls for Renville residents will be at the Community Center between the hours of 7:00 am – 8:00 pm.
- * Duinincks has started on the city's asphalt patching list.
- * Main Street was also restriped last week.
- * West Central Sanitation contracts were received from neighboring cities late last Thursday and are still being reviewed. The Council can decide if they would like to wait until the regular Council meeting at the end of the month or the next Work Session to review.
- * MnDOT will start updating the population signs from the 2020 census. This is proposed to take place during the fall of 2022 and into the spring of 2023. MnDOT has determined that the current signs are not in the appropriate locations and will relocate the signs as part of this project. There will be no cost to the city for the update and relocation.
- * The National Night Out event was held on Tuesday, August 2nd. Although it was quite warm, there was a decent turnout. It was estimated that between 160 - 190 people attended.

* There was another round of storms that hit Renville on the evening of August 2nd that caused more tree damage and electrical wire/pole issues. Please be patient with the Public Works crew as they are doing their best to clean up the damage along with trying to fulfill their normal duties. The city has advertised the Xcel Energy Reporting Hotline number (1-800-895-1999) to assist with any electrical damage or outages that residents experience. Once a ticket is created, the person reporting will receive email updates on the status. Another useful tool is Xcel's Electric Outage Map available online. This shows the number of outages, customers impacted, and can also be used for reporting an outage.

* Informational: 1. Copy of next Lunch & Learn.

***Upcoming Meetings & Important Dates:

8/9 Primary Elections

8/10 Admin. Meeting 10:30

8/12 Admin. Meeting 10:00

8/15 HR 2:30

8/16 Council Filing Closes at 5:00 pm

8/17 Ad Hoc 5:30

8/18 SWWC Ins. Update 10:00

8/22 Council Meeting 6:00

8. Council Reports

9. Adjourn

Work Session was adjourned at 8:59 pm.

Dated at Renville, Minnesota this 8th day of August, 2022.

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Shane Wohlman, City Administrator/Clerk