

**Approved Minutes  
City Council Work Session  
City Council Chambers  
September 12, 2022  
Monday 6:00 p.m.**

The work session of the City Council, City of Renville, Minnesota was called to order on September 12, 2022 at 6:00 p.m. by Mayor Janette Wertish.

City Council Members present were Alma Gasca, Pete Peterson, Dave Grund, and Adam Zaske. Also present was Mayor Janette Wertish, City Administrator/Clerk Shane Wohlman, Public Works Director Nathan Sunvold, K&M Representatives Brandon Wulf & Kellie McKay, John Toupal, Christine Toupal, Melissa Sheffer, and Scott Tedrick with the Register. Councilor David Van Hove Jr. was absent.

**1. Public Hearing**

A. A Public Hearing was held to discuss the variance application submitted by Dave Grund to construct a garage located at 215 SE 2<sup>nd</sup> Street. A variance is necessary due to the height of the garage. There was nobody present for the Public Hearing. Notices were mailed to 36 property owners within 350'. Notice was published in the Renville County Register on September 1, 2022. No responses were received at City Hall regarding this matter.

B. A Public Hearing was held to discuss the variance application submitted by K&M Manufacturing to repurpose a building located at 309 NW 2<sup>nd</sup> Street to be used as a powder coat painting facility. Notices were mailed to 39 property owners within 350'. Notice was published in the Renville County Register on September 1, 2022. There was one letter received from Melissa Sheffer regarding this variance application on September 12, 2022 at 1:32 pm. Public Works Director Nathan Sunvold requested additional information regarding what potential effluent levels could be.

**2. Minutes**

A. Reviewed Minutes from the August 22, 2022 Regular Council Meeting.

**3. Finance**

A. Review invoices through 9/9/2022

a. Total amount of payment batch - \$64,517.84

Check #	Name	Amount	Account	Comments	Date
500807	ALEX AIR APPARATUS, INC.	\$293.00	E 101-42200-219 General Supplies-Maint.	Leader Smoke Training Fluid	8/24/2022
500808	ANDERSON, CAL	\$114.00	E 101-41410-101 Wages and Salaries	Election Judge Wages	8/24/2022
500809	AXON ENTERPRISE, INC.	\$696.00	E 101-42100-222 Equipment	Taser Assurance Plan	8/24/2022
500810	CARLSON, ABIGAIL	\$108.00	E 101-41410-101 Wages and Salaries	Election Judge wages	8/24/2022
500811	CLEMENSON, LONNIE	\$114.00	E 101-41410-101 Wages and Salaries	Election Judge Wages	8/24/2022
500812	COMMUNITY ELECTRIC	\$90.00	E 602-49450-285 Repair Waste Water Plant	Hook up generator at lift station	8/24/2022

500813	CORE & MAIN, LP	\$463.22	E 601-49400-221 Repair/Maint. Equipment	Water Dept repairs	8/24/2022
500814	CORYS HOMETOWN ELECTRIC	\$62.50	E 101-42100-229 Contractual Service	Move light switches and motion detectors	8/24/2022
500815	FELDMAN, DAVE	\$120.00	E 101-41410-101 Wages and Salaries	ELECTION JUDGE WAGES	8/24/2022
500816	MARCUS, NELIDA	\$120.00	E 101-41410-101 Wages and Salaries	Election Judge Wages	8/24/2022
500817	MAURICE, SHARON	\$279.75	E 101-41410-101 Wages and Salaries	Election Judge Wages	8/24/2022
500818	MINNESOTA POLLUTION CONTROL	\$55.00	E 602-49450-331 Travel/Seminar Course	Wastewater Class C Exam - M Roxberg	8/24/2022
500819	MN FIRE SERVICE CERT. BOARD	\$25.00	E 101-42200-414 Fire Dept. Training	FF II - J Dahl	8/24/2022
500820	MVTL LABORATORIES, INC.	\$399.10	E 602-49450-229 Contractual Service	Sewer Testing	8/24/2022
500821	PIONEERLAND LIBRARY SYSTEM	\$9,100.00	E 101-45500-229 Contractual Service	Library Services	8/24/2022
500822	QUILL CORPORATION	\$151.95	E 101-42100-201 Office Supplies	PD Office Supplies	8/24/2022
500823	RENVILLE-SIBLEY COOPERATIVE	\$370.55	E 601-49400-381 Utilities	Water Electric	8/24/2022
500824	SCHUELLER, JIM	\$255.50	E 101-41410-101 Wages and Salaries	Election Judge	8/24/2022
500825	SIETSEMA, KAREN	\$126.00	E 101-41410-101 Wages and Salaries	ELECTION JUDGE WAGES	8/24/2022
500826	STEVEN J HINDERKS	\$208.32	E 602-49450-219 General Supplies-Maint.	Filters	8/24/2022
500827	USABLE LIFE	\$36.67	E 101-42100-131 Employee Insurance	Life Ins.	8/24/2022
500827	USABLE LIFE	\$14.01	E 101-41300-131 Employee Insurance	Life Ins.	8/24/2022
500827	USABLE LIFE	\$11.26	E 101-41400-131 Employee Insurance	Life Ins.	8/24/2022
500827	USABLE LIFE	\$11.19	E 601-49400-131 Employee Insurance	Life Ins.	8/24/2022
500827	USABLE LIFE	\$11.18	E 602-49450-131 Employee Insurance	Life Ins.	8/24/2022
500827	USABLE LIFE	\$11.19	E 101-43100-131 Employee Insurance	Life Ins.	8/24/2022
500828	VERIZON WIRELESS	\$47.73	E 101-43100-321 Telephone	Street Dept. Telephone	8/24/2022
500829	ZASKE, LAVELDA	\$126.00	E 101-41410-101 Wages and Salaries	ELECTION JUDGE WAGES	8/24/2022
500830	MAGNOLIA MARKET & FLORAL	\$3,000.00	E 250-46500-234 City Marketing/Development	BCL	8/26/2022
500831	UNITED STATES POSTAL SERVICE	\$134.20	E 601-49400-201 Office Supplies	Utility Postage	8/26/2022
500831	UNITED STATES POSTAL SERVICE	\$134.20	E 602-49450-201 Office Supplies	Utility Postage	8/26/2022
500832	BADGER METER, INC.	\$20.16	E 601-49400-229 Contractual Service	Beacon Hosting Service	9/1/2022
500832	BADGER METER, INC.	\$20.16	E 602-49450-229 Contractual Service	Beacon Hosting Service	9/1/2022
500833	BHE RENEWABLES	\$512.30	E 101-45400-380 Utility Services (GENERAL)	CC Electric	9/1/2022
500833	BHE RENEWABLES	\$1,618.36	E 601-49400-381 Utilities	Water Electric	9/1/2022
500833	BHE RENEWABLES	\$125.23	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	9/1/2022
500833	BHE RENEWABLES	\$250.45	E 101-42100-380 Utility Services (GENERAL)	PD Electric	9/1/2022
500833	BHE RENEWABLES	\$12,286.02	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	9/1/2022
500833	BHE RENEWABLES	\$250.45	E 101-45500-380 Utility Services (GENERAL)	Library Electric	9/1/2022
500834	CORE & MAIN, LP	\$178.83	E 601-49400-221 Repair/Maint. Equipment	Water Dept repairs	9/1/2022
500835	GRIZZLY SUPPLY	\$25.43	E 602-49450-219 General Supplies-Maint.	Sewer Dept supplies	9/1/2022
500835	GRIZZLY SUPPLY	\$47.93	E 101-45200-221 Repair/Maint. Equipment	Repairs/Maintenance - Parks	9/1/2022
500836	HAWKINS INC.	\$20.00	E 601-49400-219 General Supplies-Maint.	Water Supplies	9/1/2022
500837	MVTL LABORATORIES, INC.	\$226.43	E 602-49450-229 Contractual Service	Sewer Testing	9/1/2022
500838	NCPERS MINNESOTA	\$96.00	G 101-21760 Hospitalization/Medical Ins	Insurance	9/1/2022
500839	WINSTED SOLAR, LLC	\$36.66	E 101-42100-380 Utility Services (GENERAL)	PD Electric	9/1/2022
500839	WINSTED SOLAR, LLC	\$33.89	E 101-45200-380 Utility Services (GENERAL)	Park Electric	9/1/2022
500839	WINSTED SOLAR, LLC	\$697.80	E 601-49400-381 Utilities	Water Electric	9/1/2022
500839	WINSTED SOLAR, LLC	\$1,857.23	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	9/1/2022
500839	WINSTED SOLAR, LLC	\$18.33	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	9/1/2022

500839	WINSTED SOLAR, LLC	\$36.66	E 101-45500-380 Utility Services (GENERAL)	Library Electric	9/1/2022
500839	WINSTED SOLAR, LLC	\$152.27	E 101-42200-380 Utility Services (GENERAL)	FD Electric	9/1/2022
500839	WINSTED SOLAR, LLC	\$203.61	E 101-43100-380 Utility Services (GENERAL)	Street Dept Electric	9/1/2022
500839	WINSTED SOLAR, LLC	\$74.97	E 101-45400-380 Utility Services (GENERAL)	Community Center Electric	9/1/2022
500840	ZIEGLER	\$215.18	E 101-43100-221 Repair/Maint. Equipment	Street Dept supplies	9/1/2022
500841	BADGE & WALLET	\$364.00	E 101-42100-417 Uniforms	Badges	9/7/2022
500841	BADGE & WALLET	\$113.40	E 101-42100-417 Uniforms	Badges	9/7/2022
500842	COMMUNITY ELECTRIC	\$1,000.00	E 602-49450-285 Repair Waste Water Plant	Replace broken fuse & change pump	9/7/2022
500843	FARMERS CO-OP OIL CO	\$18.25	E 101-42100-221 Repair/Maint. Equipment	PD Repairs	9/7/2022
500843	FARMERS CO-OP OIL CO	\$173.57	E 101-42100-437 Other Miscellaneous	NNO Supplies	9/7/2022
500843	FARMERS CO-OP OIL CO	\$2,116.73	E 101-43100-212 Gas and Oil	Street Dept. Gas	9/7/2022
500843	FARMERS CO-OP OIL CO	\$262.43	E 101-42200-212 Gas and Oil	Fire Dept. Gas	9/7/2022
500843	FARMERS CO-OP OIL CO	\$737.13	E 101-42100-212 Gas and Oil	Police Dept. Gas	9/7/2022
500844	FARMWARD COOPERATIVE	\$366.18	E 101-43100-219 General Supplies-Maint.	roundup, ultifarm	9/7/2022
500845	GOPHER STATE ONE-CALL, INC	\$11.47	E 601-49400-229 Contractual Service	Water Contractual	9/7/2022
500845	GOPHER STATE ONE-CALL, INC	\$11.48	E 602-49450-229 Contractual Service	Sewer Contractual	9/7/2022
500846	GREAT PLAINS NATURAL GAS	\$15.67	E 101-41400-380 Utility Services (GENERAL)	Clerk Gas Service	9/7/2022
500846	GREAT PLAINS NATURAL GAS	\$23.00	E 101-45200-380 Utility Services (GENERAL)	Park Gas Service	9/7/2022
500846	GREAT PLAINS NATURAL GAS	\$46.00	E 602-49450-387 Utilities-Wastewater Plan	Sewer Gas Service	9/7/2022
500846	GREAT PLAINS NATURAL GAS	\$169.76	E 601-49400-381 Utilities	Water Gas Service	9/7/2022
500846	GREAT PLAINS NATURAL GAS	\$28.73	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Gas	9/7/2022
500846	GREAT PLAINS NATURAL GAS	\$31.34	E 101-42100-380 Utility Services (GENERAL)	Police Dept. Gas	9/7/2022
500846	GREAT PLAINS NATURAL GAS	\$31.34	E 101-45500-380 Utility Services (GENERAL)	Library Gas Service	9/7/2022
500846	GREAT PLAINS NATURAL GAS	\$23.00	E 101-43100-380 Utility Services (GENERAL)	Street Gas Service	9/7/2022
500846	GREAT PLAINS NATURAL GAS	\$64.12	E 101-45400-380 Utility Services (GENERAL)	Community Center	9/7/2022
500847	HAWKINS INC.	\$823.66	E 601-49400-219 General Supplies-Maint.	Water Supplies	9/7/2022
500848	LEAGUE OF MINNESOTA CITIES	\$1,626.00	E 101-49260-433 Dues and Licensing	2022-23 Membership Dues	9/7/2022
500848	LEAGUE OF MINNESOTA CITIES	\$30.00	E 101-41100-433 Dues and Licensing	2022-23 Mayor Assoc. Membership	9/7/2022
500849	MINNESOTA DEPT OF HEALTH	\$1,409.00	E 601-49400-436 Licenses & Permits	Well Maintenance Permit	9/7/2022
500850	MVTL LABORATORIES, INC.	\$226.43	E 602-49450-229 Contractual Service	Sewer Testing	9/7/2022
500851	RENVILLE SALES INC.	\$194.50	E 101-43100-221 Repair/Maint. Equipment	Street Dept repairs	9/7/2022
500852	SCHROEDER, GARRET	\$187.50	E 101-43100-229 Contractual Service	Street Dept. Maintenance	9/7/2022
500853	STAR GROUP, LLC	\$50.31	E 101-43100-219 General Supplies-Maint.	Street Dept supplies	9/7/2022
500853	STAR GROUP, LLC	\$39.11	E 602-49450-219 General Supplies-Maint.	Sewer Dept supplies	9/7/2022
500854	VERIZON WIRELESS	\$70.02	E 101-42100-321 Telephone	Police Dept. Telephone	9/7/2022
500855	XCEL ENERGY	\$52.19	E 101-45500-380 Utility Services (GENERAL)	Library Electric	9/7/2022
500855	XCEL ENERGY	\$52.19	E 101-42100-380 Utility Services (GENERAL)	PD Electric	9/7/2022
500855	XCEL ENERGY	\$212.39	E 101-43100-380 Utility Services (GENERAL)	Street Electric	9/7/2022
500855	XCEL ENERGY	\$41.83	E 101-42200-380 Utility Services (GENERAL)	Fire Dept. Electric	9/7/2022
500855	XCEL ENERGY	\$26.10	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	9/7/2022
500855	XCEL ENERGY	\$106.76	E 101-45400-380 Utility Services (GENERAL)	Community Center	9/7/2022
500855	XCEL ENERGY	\$51.08	E 101-45200-380 Utility Services (GENERAL)	Park Electric	9/7/2022
500856	ZIEGLER	\$126.70	E 101-43100-221 Repair/Maint. Equipment	Street Dept supplies	9/7/2022
500856	ZIEGLER	\$331.35	E 101-43100-221 Repair/Maint. Equipment	Street Dept supplies	9/7/2022

997852E	MINNESOTA DEPT. OF REVENUE	\$835.27	G 101-21720 State Withholding	State Withholding Tax	8/19/2022
997853E	INTERNAL REVENUE SERVICE	\$1,661.86	G 101-21710 Federal Withholding Tax	FWH	8/19/2022
997853E	INTERNAL REVENUE SERVICE	\$2,424.38	G 101-21730 FICA Tax Withholding	FICA/Medicare	8/19/2022
997854E	PUBLIC EMPLOYEES RETIREMENT	\$3,707.15	G 101-21740 PERA	PERA	8/19/2022
997855E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	8/19/2022
997861E	MINNESOTA DEPT. OF REVENUE	\$818.88	G 101-21720 State Withholding	State Withholding Tax	9/1/2022
997862E	INTERNAL REVENUE SERVICE	\$2,361.72	G 101-21730 FICA Tax Withholding	FICA/Medicare	9/1/2022
997862E	INTERNAL REVENUE SERVICE	\$1,620.69	G 101-21710 Federal Withholding Tax	FWH	9/1/2022
997863E	PUBLIC EMPLOYEES RETIREMENT	\$3,913.34	G 101-21740 PERA	PERA	9/1/2022
997868E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	9/1/2022
997869E	MACS	\$115.96	E 101-43100-219 General Supplies-Maint.	Street Dept supplies	9/7/2022
<b>TOTAL</b>		<b>\$64,517.84</b>			

B. Revenue-Expenditure Budget Report

C. Cash Balance Report

D. Local Improvement Report

## 5. Discussion

A. 2023 Budget Planning/Levy- Council agreed to set the 2023 preliminary levy at \$852,116.72 which would be an increase of 4%.

B. West Central Sanitation Contract- Reviewed proposed changes. Waiting to hear back from WCS on final adjustments.

C. Zoning Permits- Reviewed 3 zoning permits.

## 6. Active Living Committee

### Mid-Minnesota Development Commission

### Renville Active Living Transportation Plan Meeting #5 Minutes

**August 23, 2022 – 7:00 P.M.**

**Location: West Section of Community Center Ballroom**

**221 North Main Street**

Present: Janette Wertish, Pete Peterson, Stefanie Ryan, Jeff Filipek, Brittany Schmalz, Jane Feldman, Don Feldman, Rhonda Houdek, Kyle Ten Napel, and Shane Wohlman

Absent: David Van Hove, Jr.

Kyle Ten Napel began the meeting with a welcome.

The group reviewed and discussed chapter 4 Existing Conditions and Engineering Needs and chapter 5 Strategies and Implementation.

This completes the committee's meetings for now. Kyle will compile all the information and send out to the group for a final review. Once that is complete, Kyle will make a presentation at a future Council Work Session.

Kyle recommends that the group looks at meeting quarterly in the future to follow-up with the plan. New members can always be added as needed. The SHIP partners would be willing to commit to a continued group.

Committee members were thanked for their service and dedication, on behalf of the City.

Adjourned at 8:01 pm.

Submitted by Shane Wohlman.

## **7. Administration**

### **A. City Administrator Report**

#### City Administrator Report September 12, 2022

\* We have received word from MnDOT and the City Engineer that the Crosswalk/RRFB paperwork has been approved and finalized. This completes the project.

\* On August 24<sup>th</sup>, Jordan Zeller and I conducted a Housing Developer Familiarization tour to three people from SW MN Housing Partnership. The site tours consisted of viewing the available residential and commercial properties that are currently available. The EDA committee will discuss this further at a future meeting.

\* On August 23<sup>rd</sup>, the Mayor and I attended a Renville County Strategic Planning meeting. The meeting included a variety of agenda items about food access, childcare, and housing, to name a few. All cities were invited along with the school districts. The County would like to continue this as a quarterly meeting.

\* I have been asked to serve on a couple of the Coalition of Greater MN Cities policy committees: LGA/Property Taxes and Economic Development. Committees will be meeting remotely soon to draft policy recommendations for the upcoming legislative session.

\* The LMC Insurance Trust insurance adjuster completed her work on August 31<sup>st</sup>. There was a total of 15 buildings that were checked. I spoke with the adjuster this afternoon and she will be sending out an email with the results of the inspection shortly. This will be available for Council to review at the next meeting.

\* There was a water leak at 311 2<sup>nd</sup> St NW that was repaired on September 6<sup>th</sup>. The leak was on the city's valve body of the curb stop. Chris Knight Excavating and Steve Hinderks Plumbing assisted with this repair.

\* Administrative Assistant Position: Received 4 applications so far.

- Advertise Sept. 6-23 at noon
- HR Meeting on Sept. 26 at 2:30 pm

- Interview week of Sept. 26 or Oct. 3
- Approve Hire Special Meeting on Oct. 10

\* Informational: 1. Copy of the next Lunch & Learn 2. Resolution 20-22 (requesting a special session for bonding bill and LGA) was forwarded to the appropriate Legislatures that were listed. There have been 2 replies received: an email from the Governor’s office stating that it has been received and a letter from the Speaker of the House Melissa Hortman. 3. MESERB and PFAS letters.

\*\*\*Upcoming Meetings & Important Dates:

- 9/13 Lead & Copper Webinar 10:00
- 9/13 Meeting Noon
- 9/14 Meeting 10:00
- 9/16 Regional DEED Mtg. 10:00
- 9/21 Public Works/Public Safety Committee 5:30
- 9/22 Ad Hoc Committee 5:30
- 9/26 HR Committee 2:30
- 9/26 Regular Council Meeting 6:00

**8. Council Reports**

- A. Mayor Wertish read a letter about Don Fitzner & shared memories

**9. Adjourn**

Work Session was adjourned at 7:46 pm.

Dated at Renville, Minnesota this 12<sup>th</sup> day of September, 2022.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

BY \_\_\_\_\_  
Janette Wertish, Mayor

ATTEST:

BY \_\_\_\_\_  
Shane Wohlman, City Administrator/Clerk