

**Approved Minutes
City Council Regular Session
September 25th, 2017
Monday 7:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on September 25th, 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, City Administrator/Clerk Jessica Gorman, Scott Tedrick, Joy Peterson, Adrienne Peterson, Nelida Marcus, & Bo Anderson.

1. Pledge of Allegiance

2. Approval of Agenda

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

3. Approval of Minutes

A motion was made by Shane Wohlman and seconded by Brent Dahl to approve the minutes of the September 11, 2017 Regular Council Meeting. The motion carried 5 to 0.

4. Invoices Payable

Check #	Name	Amount	Comments	Date
33486	CENTURYLINK	\$159.19	Police Dept. Telephone	9/14/2017
33486	CENTURYLINK	\$61.48	Sewer Dept. Telephone	9/14/2017
33486	CENTURYLINK	\$61.67	Public Works Telephone	9/14/2017
33486	CENTURYLINK	\$65.92	Library Telephone	9/14/2017
33486	CENTURYLINK	\$137.86	Water Dept. Telephone	9/14/2017
33486	CENTURYLINK	\$148.04	City Hall Telephone	9/14/2017
33487	EDS SERVICE CENTER	\$110.00	Vehicle Tow - Investigation	9/14/2017
33488	MAYNARD S FOOD CENTER	\$7.77	Supplies - CC	9/14/2017
33489	RENVILLE COUNTY SOLID WASTE	\$54.09	Dispose of junk left at brush site	9/14/2017
33490	SW/WC SERVICE COOPERATIVES	\$856.00	Medical Insurance-Jodi	9/14/2017
33490	SW/WC SERVICE COOPERATIVES	\$316.00	Medical Insurance-Jodi	9/14/2017
33490	SW/WC SERVICE COOPERATIVES	\$3,200.00	Medical Insurance-Police	9/14/2017
33490	SW/WC SERVICE COOPERATIVES	\$1,562.66	Medical Insurance-Street	9/14/2017
33490	SW/WC SERVICE COOPERATIVES	\$1,562.67	Medical Insurance-Water	9/14/2017
33490	SW/WC SERVICE COOPERATIVES	\$1,562.67	Medical Insurance-Sewer	9/14/2017
33490	SW/WC SERVICE COOPERATIVES	\$1,172.00	Medical Insurance - Admin	9/14/2017
33491	OFFICE OF THE TX ATTNYS GENERAL	\$314.77	Rem ID 0011520455200641465	9/19/2017
33492	AMERIPRIDE SERVICES, INC	\$134.76	Community Center Contractual	9/25/2017
33493	VOID	\$0.00		9/25/2017
33494	LEAGUE OF MINNESOTA CITIES	\$1,404.00	Membership Dues 2017-18	9/25/2017
33495	MAC QUEEN EQUIPMENT INC.	\$120.22	Street Dept. Repairs	9/25/2017
33495	MAC QUEEN EQUIPMENT INC.	\$868.87	Street Dept Repairs	9/25/2017
33496	MN PIPE & EQUIPMENT	\$283.81	Water Dept. repairs	9/25/2017
33497	MVTL LABORATORIES, INC.	\$193.00	Sewer Testing	9/25/2017

33497	MVTL LABORATORIES, INC.	\$33.00	Water Testing	9/25/2017
33497	MVTL LABORATORIES, INC.	\$738.50	Sewer Testing	9/25/2017
33498	RENVILLE-SIBLEY COOPERATIVE	\$899.70	Water Electric	9/25/2017
33499	SCHROEDER, GARRET	\$100.00	Street Dept. Maintenance	9/25/2017
33500	SEHRCM	\$9,945.60	Engineering Fees - UV Project	9/25/2017
33501	SLAGTER, AARON	\$132.57	Driver's side mirror-PD	9/25/2017
33502	USABLE LIFE	\$21.30	Life Ins.	9/25/2017
33502	USABLE LIFE	\$21.30	Life Ins.	9/25/2017
33502	USABLE LIFE	\$21.31	Life Ins.	9/25/2017
33502	USABLE LIFE	\$30.96	Life Ins.	9/25/2017
33502	USABLE LIFE	\$8.16	Life Ins.	9/25/2017
33502	USABLE LIFE	\$9.40	Life Ins.	9/25/2017
33503	WEST CENTRAL SANITATION	\$17.55	Street Refuse	9/25/2017
33503	WEST CENTRAL SANITATION	\$35.92	WWT Refuse	9/25/2017
33504	XCEL ENERGY	\$1,894.07	Street Electric	9/25/2017
996895E	MINNESOTA DEPT. OF REVENUE	\$509.02	State Withholding Tax	9/19/2017
996896E	INTERNAL REVENUE SERVICE	\$1,244.34	FWH	9/19/2017
996896E	INTERNAL REVENUE SERVICE	\$1,562.22	FICA/Medicare	9/19/2017
996897E	PUBLIC EMPLOYEES RETIREMENT	\$2,971.79	PERA	9/19/2017
996898E	ICMA	\$50.00	Sunvold, Nathan #302283	9/19/2017
33505	SEHRCM	\$261,885.55	UV Disinfection Project	9/25/2017
Total		\$296,489.71		

A motion was made by Jeremy Hinderks and seconded by Jeff Pike to approve the invoices payable. The motion carried 5 to 0.

5. Committee/Staff Reports

A. EDA Committee

EDA COMMITTEE MINUTES

9-20-17 12:15pm

Attendance: Jeremy Hinderks, Shane Wohlman, Pam Kjersten, Janette Wertish, Jessica Gorman, Cari Rice

- **Membership appointments and residency** - The group discussed the residency information related to EDA committees as the topic has come up with a recent members move. The committee had the opportunity to define what makes someone a candidate for EDA and determined, to be a member of the committee, an individual should be a stake holder in the Renville Business Community. All members are still appointed by the Mayor yearly.
- **McClurg house update** - The Large white home near the corner of north main and highway 212 was in the tax forfeiture process however the owner worked out a concession with the county, essentially paying a portion of the taxes and setting the remainder on a payment plan. If a payment is missed the seizure process is swift. The administrator is reviewing options with the city attorney to prompt the clean-up of removal of the blighted home. The process and cost will be brought back to group for discussion.
- **Defining roles continued** - The group continue to define their role as a committee looking currently at commercial developments. The committee determined when a commercial development is launching in Renville the EDA committee will look at the type of development

and if needed recommend a sub-committee of community/industry experts to review development specifics for that single project. This project specific fluidity will allow the most knowledgeable community members to be paired with each project type. The core members of each development sub-committee would be the: Mayor, administrator and the two council members currently on EDA.

- **Zoning for city planning** - The group continued to look at the city's zoning along highway 212 for future city planning. There were 3 properties currently zoned residential that the committee felt would be good candidates for B-2 highway commercial rezoning; the old total station, the adjacent white blighted home to the total station, and the "Refuge". The group will continue to look at future city zoning needs.
- **Renville Chamber donation** - The former Renville Chamber of commerce has funds left over from their former operation that the last remaining committee members would like to donate to the city. The estimated amount is around \$13,000 and the donation would be specified for the start of a city revolving loan fund. More to come.

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

B. City Administrators Report

City Administrators Report 9-25-17

- The community center painting was completed Saturday 9/23/17 and the final cost stayed as projected and agreed at \$4950. The bill will be in next meetings packet.
- On 9/12/17 The Renville County Commissioners elected to take no action regarding the Renville county tobacco ordinance per a request prompted by Casey's. The county ordinance will stand as is written.
- Public works, the City Administrator and SEH have worked through a design concern on the ballast box modules at the WWTF. As part of the ongoing UV change over the modules were discovered to be set too low in consideration of possible future flood issues. The total adjustment cost to raise the modules is approximately \$16,000. SEH has asked the city to cover roughly \$1100 of that cost for a more robust bracket that the city would normally have covered if detailed in earlier site plans. SEH will cover the remaining approximate \$15,000 and the city will see an adjustment to the project management bill to account for that removed cost from the change order.
- The League of Minnesota Cities has posted regional meetings for the month of October. Registration can be done online. The New Ulm meeting has an optional communicating change session that may be of interest, the New Ulm date is 10/12/17.

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

C. Public Works Committee

Public Works Committee Minutes

9-20-17 5:30 pm

Attendance: Lloyd Zabel, Adam Zaske, Nate Sunvold, Shane Wohlman, Janette Wertish and Jessica Gorman

- **UV WWTF update** - August 21st construction began on the UV change over. On September 6th the UV system was started for the first time. The chlorine system was shut down on September 7th. The first samples have come back good showing successful operation. The project is 90% complete with a few items still being completed; tank lids are being replaced, davet crane still to come, extensions on modules, and lighting. Nate can give tours to interested council and committee members once all final items are in place.
- **Community Center painting** - The ballroom/rental space painting is complete. The hall and offices will be finished by or during the weekend ending on Sunday the 24th. If the bathroom stalls are desired for repainting this can be looked at the next public works meeting.
- **Other community center updates** - The group discussed updating the pink office blinds and front public counter. Audio visual equipment updates were also considered. The administrator will get quotes for various replacement options.
- **Community Center trash can** - The small dual purpose ash tray and trash can at the front exterior community center entrance is in poor shape and is not adequately sized for the location. Jessica has found nice exterior commercial replacements for around the mid-two hundreds. The group concurred the timing was good to replace this piece of equipment and the administrator confirmed where funding existed in the 2017 budget for this type of replacement.
- **Defining committee roles** - The public works committee discussed their committee's role in the city. In terms of common city business, the committee concluded their focus is the needs of city facilities and infrastructure. In terms of commercial development, the group saw their role as aiding in reviewing utilities related specifications. A contracted building inspector possibility was also discussed in specific development needs.
- **Roadwork** - The public works director gave the committee an update on the recent road work done in town. Future concrete needs were discussed.

A motion was made by Jeremy Hinderks and seconded by Jeff Pike to approve the Public Works Committee Report. The motion carried 5 to 0.

7. Discussion Items

- Tobacco Ordinance.

8. Action Items

- A motion was made by Jeff Pike and seconded by Brent Dahl to change order with SEH, not to exceed the overall cost to the city of \$1100. The motion carried 5 to 0.
- A motion was made by Jeremy Hinderks and seconded by Jeff Pike to set the Truth in Taxation hearing for December 11, 2017 at 6:30 pm. The motion carried 5 to 0.
- A motion was made by Adam Zaske and seconded by Jeremy Hinderks to have the City Administrator draft a City Tobacco Ordinance with the City Attorney for council review. The motion carried 5 to 0.

CITY OF RENVILLE

RESOLUTION 10-17

RESOLUTION EXPRESSING ACCEPTANCE OF, APPRECIATION FOR AND DESIGNATION OF DONATIONS RECEIVED

WHEREAS, the following have made donations:

Quilters Along the Yellowstone Trail \$300.00

WHEREAS, this donation is specifically requested to be designated to go to the Community Center

WHEREAS, the City Council is appreciative of these donations and commends and thanks these individuals for their support, generosity and consideration,

THEREFORE BE IT RESOLVED, the City Council of the City of Renville, Minnesota accepts and acknowledges with gratitude these donations; and designates the donations to be appropriated as requested

Passed and adopted this 25th day of September, 2017, by the City Council of Renville, Minnesota.

This resolution was offered by: Jeremy Hinderks

This resolution was seconded by: Adam Zaske

Voting in favor: Jeremy Hinderks, Adam Zaske, Jeff Pike, Shane Wohlman, & Brent Dahl

Voting against: none

Attest:

Janette Wertish, Mayor

Jessica Gorman, City Admin./Clerk

9. Mayor's Report

Congrats to Anna Knapper for ALP Leadership Award.

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

10. Adjourn

A motion was made by Adam Zaske and seconded by Jeff Pike to adjourn the meeting. The motion carried 5 to 0. Meeting was adjourned at 8:02 p.m.

Dated at Renville, Minnesota this 25th September, 2017

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Jessica Gorman, City Administrator/Clerk