

**Approved Minutes
City Council Regular Session
September 25th, 2023
Monday 6:00 p.m.**

The 4th Budget Meeting was held prior to the Regular Council Meeting at 5:00 p.m.

City Council Members present were: Mayor Janette Wertish, Pete Peterson, Adam Zaske, Alma Gasca, Dave Grund, David Van Hove Jr., and City Administrator/Clerk Shane Wohlman.

The regular session of the City Council, City of Renville, Minnesota was called to order on September 25th, 2023 at 6:00 p.m. by Mayor Wertish.

City Council Members present were: Pete Peterson, Dave Grund, Alma Gasca, Adam Zaske and David Van Hove Jr. Also present were Mayor Janette Wertish and City Administrator/Clerk Shane Wohlman. Attending remotely was Scott Tedrick of the Renville County Register.

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Approval of Agenda**

A motion was made by David Van Hove Jr. and seconded by Dave Grund to approve the agenda with the addition of Action Item i. Set next HR meeting. Ayes: Gasca, Peterson, and Zaske.

4. Approval of Minutes

A motion was made by Alma Gasca and seconded by David Van Hove Jr. to approve the minutes from the September 11th Regular Council meeting. Ayes: Grund, Peterson, and Zaske.

5. Invoices Payable

a.

Check#	Name	Amount	Account	Comments	Date
501584	ANDERSON LARSON HANSON & SAUND	\$28.00	E 101-41610-101 Wages and Salaries	Attorney Fees - Admin	9/15/2023
501584	ANDERSON LARSON HANSON & SAUND	\$1,868.50	E 101-41610-101 Wages and Salaries	Attorney Fees - PD	9/15/2023
501585	DAKOTA SUPPLY GROUP, INC	\$839.89	E 602-49450-219 General Supplies-Maint.	Rings, Sealant, Wrap, Service Kit	9/15/2023
501585	DAKOTA SUPPLY GROUP, INC	\$261.28	E 601-49400-219 General Supplies-Maint.	Service Kit	9/15/2023
501586	GOPHER STATE ONE-CALL, INC	\$12.15	E 601-49400-229 Contractual Service	Water Contractual	9/15/2023
501586	GOPHER STATE ONE-CALL, INC	\$12.15	E 602-49450-229 Contractual Service	Sewer Contractual	9/15/2023
501587	KNIGHT, CHRIS	\$2,000.00	E 101-49000-229 Contractual Service	Cement structure removal & backfill	9/15/2023
501588	LOFFLER	\$336.75	E 101-41100-101 Wages and Salaries	Copier Service Contract	9/15/2023
501589	MAC QUEEN EQUIPMENT INC.	\$597.74	E 101-43100-219 General Supplies-Maint.	Pelican Patent 21 WPH	9/15/2023
501590	MN FIRE SERVICE CERT. BOARD	\$52.50	E 101-42200-414 Fire Dept. Training	Recertification I&II Potter & Novotny	9/15/2023
501591	MVTL LABORATORIES, INC.	\$354.75	E 602-49450-229 Contractual Service	Sewer Testing	9/15/2023
501591	MVTL LABORATORIES, INC.	\$354.75	E 602-49450-229 Contractual Service	Sewer Testing	9/15/2023
501592	RENCO PUBLISHING, INC.	\$52.55	E 101-41100-351 Legal Notices Publishing	Publishing-Street Vacation	9/15/2023
501593	RENVILLE COUNTY PUBLIC HEALTH	\$400.00	E 101-49260-437 Other Miscellaneous	Tobacco Compliance Checks	9/15/2023
501594	SCHROEDER, GARRET	\$130.00	E 101-43100-229 Contractual Service	Street Dept. Maintenance	9/15/2023

501595	VERIZON WIRELESS	\$70.02	E 101-42100-321 Telephone	Police Dept. Telephone	9/15/2023
501596	WEST CENTRAL SANITATION	\$17.55	E 101-43100-229 Contractual Service	Street Refuse	9/15/2023
501596	WEST CENTRAL SANITATION	\$35.92	E 602-49450-229 Contractual Service	WWT Refuse	9/15/2023
501597	COMMUNITY ELECTRIC	\$1,133.87	E 101-43100-229 Contractual Service	Street Light Repair-Had to dig & splice new wire	9/20/2023
501598	DAKOTA SUPPLY GROUP, INC	\$177.20	E 601-49400-221 Repair/Maint. Equipment	Repair Ball Curb	9/20/2023
501599	HAWKINS INC.	\$10.00	E 601-49400-219 General Supplies-Maint.	Water Supplies-Chlorine	9/20/2023
501600	HILLYARD FLOOR CARE SUPPLY	\$456.31	E 101-45400-219 General Supplies-Maint.	Community Center Supplies	9/20/2023
501601	INNOVATIVE	\$4.40	E 101-43100-201 Office Supplies	1 Desk Calendar	9/20/2023
501601	INNOVATIVE	\$13.20	E 101-42100-201 Office Supplies	3 Desk Calendars	9/20/2023
501601	INNOVATIVE	\$126.85	E 101-41400-201 Office Supplies	Tissues, Notepads, Calendar	9/20/2023
501602	MVTL LABORATORIES, INC.	\$354.75	E 602-49450-229 Contractual Service	Sewer Testing	9/20/2023
501602	MVTL LABORATORIES, INC.	\$39.60	E 601-49400-229 Contractual Service	Water Testing	9/20/2023
501603	RENVILLE-SIBLEY COOPERATIVE	\$49.33	E 601-49400-381 Utilities	Water Electric	9/20/2023
501603	RENVILLE-SIBLEY COOPERATIVE	\$471.35	E 601-49400-381 Utilities	Water Electric	9/20/2023
501604	SEHRCM	\$6,195.00	E 101-49260-303 Engineering Fees	Stormwater Resiliency Plan	9/20/2023
501605	USABLE LIFE	\$11.18	E 602-49450-131 Employee Insurance	Life Ins.	9/20/2023
501605	USABLE LIFE	\$11.19	E 601-49400-131 Employee Insurance	Life Ins.	9/20/2023
501605	USABLE LIFE	\$14.01	E 101-41300-131 Employee Insurance	Life Ins.	9/20/2023
501605	USABLE LIFE	\$11.19	E 101-43100-131 Employee Insurance	Life Ins.	9/20/2023
501605	USABLE LIFE	\$36.67	E 101-42100-131 Employee Insurance	Life Ins.	9/20/2023
501605	USABLE LIFE	\$25.27	E 101-41400-131 Employee Insurance	Life Ins.	9/20/2023
501606	UTILITYLOGIC	\$1,037.38	E 101-43100-240 Small Tools & Minor Equip	Underground Locator	9/20/2023
501606	UTILITYLOGIC	\$11,017.62	E 601-49400-221 Repair/Maint. Equipment	Locator, Bag, Transmitter, Clamp	9/20/2023
501607	VERIZON WIRELESS	\$41.20	E 101-43100-321 Telephone	Street Dept. Telephone	9/20/2023
501607	VERIZON WIRELESS	\$0.00	E 101-42100-321 Telephone	Police Dept. Telephone	9/20/2023
501608	WINSTED SOLAR, LLC	\$202.25	E 101-43100-380 Utility Services	Street Department	9/20/2023
501608	WINSTED SOLAR, LLC	\$18.21	E 101-41400-380 Utility Services (GENERAL)	City Hall	9/20/2023
501608	WINSTED SOLAR, LLC	\$74.48	E 101-45400-380 Utility Services (GENERAL)	Community Center	9/20/2023
501608	WINSTED SOLAR, LLC	\$36.41	E 101-45500-380 Utility Services (GENERAL)	Library	9/20/2023
501608	WINSTED SOLAR, LLC	\$1,844.99	E 602-49450-387 Utilities-Wastewater Plan	Sewer	9/20/2023
501608	WINSTED SOLAR, LLC	\$693.21	E 601-49400-381 Utilities	Water	9/20/2023
501608	WINSTED SOLAR, LLC	\$33.52	E 101-45200-380 Utility Services (GENERAL)	Park/Signage	9/20/2023
501608	WINSTED SOLAR, LLC	\$151.29	E 101-42200-380 Utility Services (GENERAL)	Fire Department	9/20/2023
501608	WINSTED SOLAR, LLC	\$36.41	E 101-42100-380 Utility Services (GENERAL)	Police Department	9/20/2023
777777778	INTERNAL REVENUE SERVICE	\$1,638.35	G 101-21710 Federal Withholding Tax	FWH	9/14/2023
777777778	INTERNAL REVENUE SERVICE	\$2,353.80	G 101-21730 FICA Tax Withholding	FICA/Medicare	9/14/2023
777777779	MINNESOTA DEPT. OF REVENUE	\$927.27	G 101-21720 State Withholding	State Withholding Tax	9/14/2023
777777780	PUBLIC EMPLOYEES RETIREMENT	\$4,478.30	G 101-21740 PERA	PERA	9/14/2023

A motion was made by Pete Peterson and seconded by David Van Hove Jr. to approve the payables. Ayes: Gasca, Grund, and Zaske.

6. Public Comments

a.

7. Committee/Staff Reports

a. Public Works/Public Safety

A motion was made by Alma Gasca and seconded by David Van Hove Jr. to approve the Public Works/Public Safety Report. Ayes: Grund, Peterson and Zaske.

b. HR

A verbal report was presented by Councilor Grund as the HR meeting was held prior to the Council meeting. Public Works Director Nate Sunvold gave an overview of clean-up days, new locating equipment, inquired about vacation days for 15+ years of service, and dental insurance. Nate Ammermann attended discussing different Health and Dental Insurance options. More information will be obtained in regard to a City HR Consultant. Finally, there was discussion about a 5% increase in staff wages.

A motion was made by Pete Peterson and seconded by Adam Zaske to approve the HR Report. Ayes: Gasca, Grund, and Van Hove Jr.

c. City Administrator

City Administrator Report September 25, 2023

* City Engineer: 1. SEH is continuing to explore options on a plan for future needs at the wastewater treatment plant. The PW Director and I have had a few meetings both virtually and in-person to develop the best route that works for the city. The original plan was to have SEH attend the Council meeting tonight, but we are still researching additional options. The plan will be for them to attend in the near future. 2. The Stormwater Resilience Action Plan is moving to some new tasks. The Community Stormwater Map was closed on Friday, September 15th. SEH is now working on the next task of developing a stormwater model. SEH requested historical data and pictures on previous rain events, which was provided by the city. 3. I'm happy to report that Justin Black is doing much better and has returned to work. He's been updated on Renville's projects and Justin is looking forward to resuming work with the city.

* Liquor and tobacco license renewals for 2024 are being prepared for each relevant business.

* The leaking water heater at the Community Center has been replaced.

* Public Works started flushing fire hydrants last week. They are about 50% complete and will be wrapping up with the rest of them this week. Residents may experience low water pressure while they are being flushed.

* The western Renville County childcare meeting was held on September 20th at Meadows on Main. Cassie Novotny from the EDA committee attended as the meeting overlapped with the PW/PS meeting that evening. Renville County Economic Developer Jordan Zeller stated that the meeting went well, and St Francis is willing to explore the option of using one of their vacant wings as a childcare facility. Further information is being gathered through First Children's Finance and SW Initiative Foundation.

* LMC: 1. The annual Loss Control meeting through the Insurance Trust is scheduled for this Wednesday. Planned topics include: League services, claims analysis, and a tour/walkthrough of facilities. 2. Fall Forums are coming up for the entire week of October 23 – 27. Each day is a one-hour webinar that covers 5 different topics (Working to bring Americans together, Tax Increment Financing, A look inside the cannabis industry, Artificial intelligence and cities, & Statewide employment and recruitment forecast). 3. Since 1931, the League has been traveling around the State for Regional Meetings to provide updates on what’s happening at the Legislature, what’s new at LMC, and provide an opportunity for cities to get together. This year, a Regional Meeting is scheduled to be held in Renville at the Community Center on Wednesday, October 11th. LMC’s Executive Director Luke Fisher, LMCIT Administrator Dan Greensweig, Deputy Administrator Jen Wolf, along with a LMC Board Director are scheduled to attend. Final details and the meeting time will be sent out this week.

* The Source Water Protection Grant through MN Department of Health has been submitted. This will assist with adding water level transducers to monitor water quantity in the wells, which falls under our Wellhead Protection Plan Implementation criteria. There is another opportunity that starts in October for a similar grant that falls under the competitive criteria.

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

- 9/26 County Training Event 1:00 – 2:30
- 9/27 LMCIT Loss Control Visit 1:00
- 10/3 County Convening Meeting Noon – 3:00
- 10/9 Budget Meeting 5:00
- 10/9 City Council Regular Meeting 6:00

A motion was made by David Van Hove Jr. and seconded by Alma Gasca to approve the City Administrator Report. Ayes: Grund, Peterson, and Zaske.

8. Discussion Items

a.

9. Action Items

- a. A motion was made by Dave Grund and seconded by Pete Peterson to approve additional street patching by Brouwer Construction for \$3,614.88. Ayes: Gasca, Van Hove Jr., and Zaske.
- b. A motion was made by Adam Zaske and seconded by Alma Gasca to approve moving forward with Utility Rate Increase with Sewer Surcharge per GLEIC Analysis. Ayes: Grund, Peterson, and Van Hove Jr.
- c. A motion was made by Dave Grund and seconded by Pete Peterson to set the Tax Assessment Public Hearing for October 23rd at 6:00 PM or shortly thereafter. Ayes: Gasca, Van Hove Jr., and Zaske.
- d. A motion was made by Adam Zaske and seconded by Dave Grund to set the Truth-in-Taxation Hearing Date for December 11th at 6:00 PM or shortly thereafter at City Hall. Ayes: Gasca, Peterson, and Van Hove Jr.
- e. A motion was made by Adam Zaske and seconded by Dave Grund to approve Resolution 13-23 Proposed Levy. Ayes: Gasca, Peterson, and Van Hove Jr.
- f. A motion was made by Adam Zaske and seconded by David Van Hove Jr. to approve Resolution 14-23 Vacation of Street. Ayes: Gasca, Grund, and Peterson.

- g. A motion was made by Pete Peterson and seconded by Dave Grund to approve the 2024 Southern MN Beet Sugar Coop Industrial Wastewater Discharge Permit. Ayes: Gasca, Van Hove Jr., and Zaske.
- h. A motion was made by Alma Gasca and seconded by David Van Hove Jr. to approve the 2023-24 Cliff Viessman, Inc. Industrial Wastewater Discharge Permit. Ayes: Grund, Peterson, and Zaske.
- i. A motion was made by Dave Grund and seconded by Adam Zaske to set the next HR Meeting for October 9th at 3:00 PM. Ayes: Gasca, Peterson, and Van Hove Jr.

10. Mayor's Report

The Mayor thanked David Van Hove Jr. for organizing the Mexican Independence Festival. She also thanked the retiring Corey Eischens for his service with the First Responders. Lastly, she acknowledged the Luke Fisher article in the newspaper. Dave Grund added an act of outstanding service to Public Works staff Matt Roxberg and Dan Johnson for their service by helping a citizen with a medical emergency.

A motion was made by Alam Gasca and seconded by David Van Hove Jr. to approve the Mayor's Report. Ayes: Grund, Peterson, and Zaske.

11. Adjourn

A motion was made by Dave Grund and seconded by Adam Zaske to adjourn the meeting at 6:29 p.m. Ayes: Gasca, Peterson, and Van Hove Jr.

Dated at Renville, Minnesota this 25th day of September, 2023

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Shane Wohlman, City Administrator/Clerk