

**Approved Minutes  
City Council Regular Session  
September 26, 2022  
Monday 6:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on September 26, 2022 at 6:00 p.m. by Mayor Wertish.

City Council Members present were Pete Peterson, David Van Hove, Jr., & Adam Zaske. Councilors Alma Gasca & Dave Grund were absent. Also present were Mayor Janette Wertish & City Administrator/Clerk Shane Wohlman. Scott Tedrick with the Register was in attendance remotely.

**1. Pledge of Allegiance**

**2. Approval of Agenda**

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to approve the agenda with the addition of Discussion Item 9. b. Fall Festival Permits. Aye: Peterson.

**3. Approval of Consent Agenda**

- Minutes from August 22, 2022 Regular Council Meeting
- Invoice Payment batch in the total amount of \$64,517.84 dated 9/12/22
- August 2022 Month End Financials
- Active Living Committee Report – 8/23/22
- City Administrator Report – 9/12/22

A motion was made by Adam Zaske and seconded by Pete Peterson to approve the Consent Agenda from the September 12, 2022 Council Work Session. Aye: Van Hove.

**4. Approval of Minutes**

A motion was made by David Van Hove, Jr. and seconded by Adam Zaske to approve the minutes of the September 12, 2022 Council Work Meeting. Aye: Peterson.

**5. Invoices Payable**

Check #	Name	Amount	Account	Comments	Date
500857	AEI	\$200.00	E 101-42100-222 Equipment	Carbonite Back-up	9/15/2022
500857	AEI	\$200.00	E 601-49400-540 Equipment	Carbonite Back-up	9/15/2022
500857	AEI	\$200.00	E 101-41400-201 Office Supplies	Carbonite Back-up	9/15/2022
500858	ANDERSON LARSON HANSON & SAUND	\$42.00	E 101-41610-101 Wages and Salaries	Attorney Fees - Admin	9/15/2022
500858	ANDERSON LARSON HANSON & SAUND	\$1,452.50	E 101-41610-101 Wages and Salaries	Attorney Fees - PD	9/15/2022
500859	CHRIS KNIGHT EXCAVATING & DEMO	\$800.00	E 601-49400-229 Contractual Service	Dig leaking water valve-2nd Street	9/15/2022
500860	DAVES PLACE LLC	\$83.92	E 101-41410-101 Wages and Salaries	Election Judge Meals	9/15/2022
500861	DESIGN ELECTRIC, INC.	\$2,204.90	E 400-49100-288 Streetscape Improvements	Final Retainer - RRFB	9/15/2022
500862	HOMEFRONT PROTECTIVE GROUP	\$95.00	E 101-42100-331 Travel/Seminar Course	School Safety Training-A Slagter	9/15/2022
500863	LOFFLER	\$259.53	E 101-41400-229 Contractual Service	Copier Service Contract	9/15/2022
500864	MAYNARD S FOOD CENTER	\$7.96	E 101-43100-219 General Supplies-Maint.	Street Dept supplies	9/15/2022
500864	MAYNARD S FOOD CENTER	\$90.00	E 101-42100-437 Other Miscellaneous	NNO supplies	9/15/2022
500865	MVTL LABORATORIES, INC.	\$226.43	E 602-49450-229 Contractual Service	Sewer Testing	9/15/2022
500866	SQUADS, INC	\$15,986.29	E 400-49100-262 Police Equipment	2022 Ford Equipment	9/15/2022

500867	STEVEN J HINDERKS	\$550.00	E 601-49400-229 Contractual Service	replace curb stop - NW 2nd St.	9/15/2022
500868	VOID	\$0.00			
500869	WEST CENTRAL SANITATION	\$17.55	E 101-43100-229 Contractual Service	Street Refuse	9/15/2022
500869	WEST CENTRAL SANITATION	\$35.92	E 602-49450-229 Contractual Service	WWT Refuse	9/15/2022
500870	XCEL ENERGY	\$2,340.35	E 101-43100-380 Utility Services (GENERAL)	Street Electric	9/15/2022
500871	DUININCK BROSINC.	\$107,953.00	E 400-49100-242 Street Improvements	Street Patch Work	9/21/2022
500872	MVTL LABORATORIES, INC.	\$226.43	E 602-49450-229 Contractual Service	Sewer Testing	9/21/2022
500872	MVTL LABORATORIES, INC.	\$37.90	E 601-49400-229 Contractual Service	Water Testing	9/21/2022
500873	RENVILLE-SIBLEY COOPERATIVE	\$547.61	E 601-49400-381 Utilities	Water Electric	9/21/2022
500874	USA BLUE BOOK	\$417.09	E 601-49400-221 Repair/Maint. Equipment	Vacuum Valve	9/21/2022
500875	USABLE LIFE	\$11.18	E 602-49450-131 Employee Insurance	Life Ins.	9/21/2022
500875	USABLE LIFE	\$11.19	E 601-49400-131 Employee Insurance	Life Ins.	9/21/2022
500875	USABLE LIFE	\$11.19	E 101-43100-131 Employee Insurance	Life Ins.	9/21/2022
500875	USABLE LIFE	\$36.67	E 101-42100-131 Employee Insurance	Life Ins.	9/21/2022
500875	USABLE LIFE	\$14.01	E 101-41300-131 Employee Insurance	Life Ins.	9/21/2022
500875	USABLE LIFE	\$11.26	E 101-41400-131 Employee Insurance	Life Ins.	9/21/2022
997870E	MIDCO	\$101.08	E 101-42100-321 Telephone	PD Telephone & Internet	9/15/2022
997870E	MIDCO	\$121.54	E 602-49450-321 Telephone	Sewer Dept Telephone & Internet	9/15/2022
997870E	MIDCO	\$68.97	E 101-42200-321 Telephone	FD Internet	9/15/2022
997870E	MIDCO	\$59.00	E 101-49260-722 Internet Fees & Updates	City Hall Internet	9/15/2022
997870E	MIDCO	\$41.57	E 101-41400-321 Telephone	City Hall Telephone	9/15/2022
997870E	MIDCO	\$38.98	E 101-41400-321 Telephone	City Hall Fax	9/15/2022
997870E	MIDCO	\$38.85	E 101-45400-380 Utility Services (GENERAL)	Fire Alarm	9/15/2022
997870E	MIDCO	\$117.92	E 601-49400-321 Telephone	Water Dept Telephone & Internet	9/15/2022
997870E	MIDCO	\$40.67	E 101-45500-321 Telephone	Library Telephone	9/15/2022
997871E	PUBLIC EMPLOYEES RETIREMENT	\$3,875.21	G 101-21740 PERA	PERA	9/21/2022
997872E	MINNESOTA DEPT. OF REVENUE	\$767.47	G 101-21720 State Withholding	State Withholding Tax	9/21/2022
997873E	INTERNAL REVENUE SERVICE	\$1,576.09	G 101-21710 Federal Withholding Tax	FWH	9/21/2022
997873E	INTERNAL REVENUE SERVICE	\$2,054.80	G 101-21730 FICA Tax Withholding	FICA/Medicare	9/21/2022
997874E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	9/21/2022
<b>TOTAL</b>		<b>\$143,022.03</b>			

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to approve the invoices payable. Aye: Peterson.

## 6. Public Comment

## 7. Committee/Staff Reports

### a. Public Works/Public Safety

Public Works/Public Safety Committee Minutes  
September 21, 2022 @ 5:30 pm  
Community Center Ballroom

Members in attendance: Janette Wertish, Lonnie Clemenson, Cory Eischens, Aaron Haen, Jeff Pike, Hal LeSeur, Bill Sietsema, Dennis Ulrich, Dave Grund, Nelida Marcus, Nate Sunvold, and Shane Wohlman

Members not in attendance: Aaron Slagter and David Van Hove Jr.

County Ditch 45: City Engineer Justin Black with SEH and Seth Sparks, Renville County Drainage Systems Manager were in attendance. The discussion was regarding the ditch, tile lines, and ways to get storm water out of the city faster. Justin and Seth agreed that a hydraulic review of County Ditch 45 would need to be completed as a first step. The model would run south to 810<sup>th</sup> Avenue and include all culverts in that stretch. There is a possibility that some of the cost could be shared as a ditch benefit. The committee recommends to the council that SEH's proposal be approved at a not to exceed of \$10,800. Justin also brought up a grant opportunity through MPCA that would help with stormwater resiliency planning. This grant requires a 10% match with 90% of the funds covered by MPCA. SEH is willing to assist with the grant process and estimates that a plan could cost roughly \$50,000 - \$70,000. The city would cover 10% or \$5,000 - \$7,000. The committee recommends that the council moves forward and apply for the MPCA Small Community Planning Grant for Stormwater, Wastewater, and Community Resilience.

Police Department Report: See attached.

Fire Department Report: The department will be having an auto extraction training coming up along with a training burn at the old Ranch House. December 10<sup>th</sup> will be the Pancake Feed. Rib Fest went well this year.

First Responder Report: Roster currently has 12. Probation is over for the newer staff so they should be able to assist at more calls now. There are a couple more people interested in joining.

Public Works Director Report: See attached.

Community Center Project List: Jeff Pike reviewed a list of projects/updates needed at the Community Center. It was agreed that 4-5 of the items were general maintenance items and should be taken care of first. Once these are completed the list can be reevaluated at the next meeting in December.

National Night Out: A big Thank You went out to everyone that helped with set-up, cooking, serving, and clean-up. A final financial summary was reviewed for the event.

Next meeting is scheduled for Wednesday, December 21, 2022.

Respectfully submitted by Shane Wohlman.

A motion was made by Adam Zaske and seconded by Pete Peterson to approve the Public Works/Public Safety Committee Report. Aye: Van Hove.

## **b. HR Committee**

HR Minutes  
Sept. 23, 2022  
1:00 p.m.  
City Council Chambers

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

We reviewed the applications for the Administrative Assistant position. There are seven in total, we eliminated two and decided to call the other five for an interview.

Interview date set for October 13<sup>th</sup>, depending on applicant availability.

Discussed the interview process and decided that Shane would facilitate the process and the questions used would be the same as the last time we interviewed. Mayor Wertish will ask questions that Alma would have asked. She is sitting out of the process since a family member has applied for the position.

Respectfully  
Dave Grund

A motion was made by Adam Zaske and seconded by Pete Peterson to approve the HR Committee Report. Aye: Van Hove.

**c. City Administrator**

City Administrator Report  
September 26, 2022

- \* LMC Insurance Trust storm damage results. Handouts in packet.
- \* The Renville County Community Impact Grant was submitted on September 20<sup>th</sup> for the parks trash receptacles. The project is titled "Fight dirty. Keep our parks clean."
- \* LMC Fall Forums are now available for registration. 8 webinars over 5 days from October 10<sup>th</sup> thru the 14<sup>th</sup>. \$30.00 registration fee for all 8. Handout.
- \* John Sullivan from Great Lakes Environmental Infrastructure Center has sent a first draft rate analysis for water and sewer. Staff will now review the documents and make any adjustments necessary. Once that has been completed, the Council will receive the document for consideration.
- \* Zoning Administrator- Timing of hearings.
- \* Informational: 1. Ad Hoc meeting changed from September 22<sup>nd</sup> to October 6<sup>th</sup>. 2. Forsman Farms project update. Handout.

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

- 9/27 City Auditor Mtg. 3:00
- 9/29 CGMC Committee Mtg. 10:00
- 9/30 CGMC Committee Mtg. 10:00
- 10/4 Industry Mtg. 11:00
- 10/4 CGMC Committee Mtg. 2:00
- 10/6 Ad Hoc Mtg. 2:30
- 10/10 SEH Grant Mtg. 11:00
- 10/10 Council Work Session 6:00

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to approve the Administrator's Report. Aye: Peterson.

**8. Discussion Items**

- a. Zoning Permits
- b. Fall Festival Permit requests.

**9. Action Items**

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to accept the SEH County Ditch Hydraulic Review Proposal with a not-to exceed cost of \$10,800. Aye: Peterson.

A motion was made by David Van Hove, Jr. and seconded by Adam Zaske to apply for MPCA Small Community Planning Grant for Stormwater, Wastewater, & Community Resilience. Aye: Peterson.

A motion was made by Adam Zaske and seconded by Pete Peterson to set a Public Hearing for October 10, 2022 at 6:00 pm or shortly thereafter for Variance application submitted by Jon Weidemann. Aye: Van Hove.

A motion was made by Pete Peterson and seconded by Adam Zaske to approve the 2023 SMBSC Industrial Wastewater Permit. Aye: Van Hove.

A motion was made by David Van Hove, Jr. and seconded by Adam Zaske to approve RCW’s request to close city streets for their Homecoming parade. Aye: Peterson.

A motion was made by Pete Peterson and seconded by Adam Zaske to approve Dave & Michelle Grund’s request for a variance to building a garage. Aye: Van Hove.

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to set the Truth in Taxation Hearing for Monday, December 12, 2022 at 6:00 pm or shortly thereafter at City Hall. Aye: Peterson.

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to approve requests for Renville Events Committee & Main Street Bar and Grill for the Fall Festival on October 29, 2022. There are (2) Street Closures, a Noise Variance, & Dispense Liquor off premises request. Aye: Peterson.

**CITY OF RENVILLE  
RESOLUTION #21-22**

**A RESOLUTION APPROVING 2022 TAX LEVY, COLLECTIBLE IN 2023**

**BE IT RESOLVED**, by the City Council of the City of Renville, County of Renville, Minnesota, that the following sum of money be levied for the current year, collectible in 2023, upon taxable property in the City of Renville:

Total levy: \$852,117.00

The City Administrator/Clerk is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Renville County, Minnesota.

Passed and adopted this 26<sup>th</sup> day of September 2022, by the City Council of Renville, Minnesota.

The resolution was offered by: Adam Zaske  
The resolution was seconded by: David Van Hove, Jr.  
Voting in favor: Pete Peterson  
Voting against: none

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

ATTEST:

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

**CITY OF RENVILLE  
RESOLUTION #22-22**

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

**WHEREAS**, the following have made donations:

- Dennis Ulrich: \$450.00

**WHEREAS**, this donation is specifically requested to be used by the City of Renville for the mural in the library, and;

**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**, that the City Council for the City of Renville, County of Renville, State of Minnesota accepts and acknowledges with gratitude these donations; and designates the donations to be appropriated as requested.

**PASSED AND ADOPTED** this 26<sup>th</sup> day of September, 2022, by the City Council of Renville, Minnesota.

This resolution was offered by: David Van Hove, Jr.

This resolution was seconded by: Adam Zaske

Voting in favor: Pete Peterson

Voting against: none

Attest:

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

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

**CITY OF RENVILLE  
RESOLUTION #23-22**

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

**WHEREAS**, the following have made donations:

- First Security Bank: \$300.00
- Dawson Co-op Credit Union: \$300.00

**WHEREAS**, this donation is specifically requested to be used by the City of Renville for National Night Out, and;

**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**, that the City Council for the City of Renville, County of Renville, State of Minnesota accepts and acknowledges with gratitude these donations; and designates the donations to be appropriated as requested.

**PASSED AND ADOPTED** this 26<sup>th</sup> day of September, 2022, by the City Council of Renville, Minnesota.

This resolution was offered by: David Van Hove, Jr.

This resolution was seconded by: Adam Zaske

Voting in favor: Pete Peterson

Voting against: none

Attest:

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

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

**10. Mayor’s Report**

The Mayor reminded everyone to have a safe and fun Homecoming & stay safe on the roads with beet harvest beginning.

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to approve the Mayor’s report. Aye: Peterson.

**11. Adjourn**

A motion was made by Adam Zaske and seconded by David Van Hove, Jr. to adjourn the meeting. Aye: Peterson.

Meeting was adjourned at 6:47 p.m.

Dated at Renville, Minnesota this 26<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