

**Approved Minutes
City Council Regular Session
September 27, 2021
Monday 6:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on September 27, 2021 at 6:00 p.m. by Mayor Wertish.

City Council Members present were Alma Gasca, Dave Grund, Pete Peterson, David Van Hove, Jr., & Adam Zaske. Also present were Mayor Janette Wertish, City Administrator/Clerk Shane Wohlman, Steve Wohlman and Scott Tedrick from the Register joined the meeting remotely.

1. Pledge of Allegiance

2. Approval of Agenda

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

3. Public Hearing

A public hearing was held to consider Steve Wohlman’s application for a Variance. The Variance was requested because his garage does not meet the required setback from the right of way. The ordinance states the setback needs to be 25’ from the right of way, the addition would be 16’ from the right of way.

The hearing was called to order on September 27, 2021, at 6:02 pm by Mayor Wertish.

Notice of the hearing was published and posted and letters were sent to 12 neighboring property owners requesting feedback if there were any questions or concerns with the variance. City Hall did not receive any questions, comments, or letters.

A motion was made by Adam Zaske and seconded by Dave Grund to close the Public Hearing at 6:10 pm. Ayes: Gasca, Peterson, & Van Hove.

4. Approval of Minutes

A motion was made by Dave Grund and seconded by Alma Gasca to approve the minutes of the September 13, 2021, Regular Council Meeting. Ayes: Peterson, Van Hove, & Zaske.

5. Invoices Payable

Check #	Name	Amount	Account	Comments	Date
500162	AEI	\$75.00	E 101-42100-221 Repair/Maint. Equipment	IT Consulting	9/27/2021
500163	HACH COMPANY	\$165.40	E 601-49400-219 General Supplies-Maint.	Water Dept Supplies	9/27/2021
500164	HILLYARD FLOOR CARE SUPPLY	\$200.00	E 101-45400-219 General Supplies-Maint.	Community Center Supplies	9/27/2021
500164	HILLYARD FLOOR CARE SUPPLY	\$49.00	E 101-45400-219 General Supplies-Maint.	Community Center Supplies	9/27/2021
500165	LOCKMAN INC.	\$249.95	E 101-45400-401 Repairs/Maint Buildings-Equip	Door Lock repairs	9/27/2021
500166	MARCUS CONSTRUCTION	\$56,811.96	E 412-47000-311 Construction	Reno App for Payment #5	9/27/2021
500167	MN FIRE SERVICE CERT. BOARD	\$225.00	E 101-42200-433 Dues and Licensing	Firefighter II Recertification (9 Firemen)	9/27/2021

500168	MVTL LABORATORIES, INC.	\$34.90	E 601-49400-229 Contractual Service	Water Testing	9/27/2021
500168	MVTL LABORATORIES, INC.	\$200.00	E 602-49450-229 Contractual Service	Sewer Testing	9/27/2021
500168	MVTL LABORATORIES, INC.	\$502.00	E 602-49450-229 Contractual Service	Sewer Testing	9/27/2021
500169	QUILL CORPORATION	\$274.66	E 101-41400-560 Furniture and Fixtures	Office Chairs	9/27/2021
500170	RENVILLE SALES INC.	\$78.60	E 101-43100-219 General Supplies-Maint.	St Dept - saw & supplies	9/27/2021
500170	RENVILLE SALES INC.	\$200.00	E 101-49000-219 General Supplies-Maint.	Cemetery - saw & supplies	9/27/2021
500170	RENVILLE SALES INC.	\$200.00	E 101-45200-219 General Supplies-Maint.	Parks - saw & supplies	9/27/2021
500171	RENVILLE-SIBLEY COOPERATIVE	\$519.62	E 601-49400-381 Utilities	Water Electric	9/27/2021
500172	SLAGTER, AARON	\$403.27	E 400-49100-275 Police Building	PD - Shelving hardware	9/27/2021
500173	SMITH PLUMBING & HEATING	\$356.00	E 101-45400-401 Repairs/Maint Buildings-Equip	Water Heater & Meter repairs	9/27/2021
500173	SMITH PLUMBING & HEATING	\$500.00	E 601-49400-229 Contractual Service	Machine Time - Water leak Elm & 4th	9/27/2021
500174	USABLE LIFE	\$28.02	E 101-42100-131 Employee Insurance	Life Ins.	9/27/2021
500174	USABLE LIFE	\$11.18	E 602-49450-131 Employee Insurance	Life Ins.	9/27/2021
500174	USABLE LIFE	\$11.19	E 101-43100-131 Employee Insurance	Life Ins.	9/27/2021
500174	USABLE LIFE	\$9.40	E 101-41400-131 Employee Insurance	Life Ins.	9/27/2021
500174	USABLE LIFE	\$11.19	E 601-49400-131 Employee Insurance	Life Ins.	9/27/2021
500174	USABLE LIFE	\$14.01	E 101-41300-131 Employee Insurance	Life Ins.	9/27/2021
500175	VERIZON WIRELESS	\$65.31	E 101-43100-321 Telephone	Street Dept. Telephone	9/27/2021
500176	WEST CENTRAL SANITATION	\$17.55	E 101-43100-229 Contractual Service	Street Refuse	9/27/2021
500176	WEST CENTRAL SANITATION	\$35.92	E 602-49450-229 Contractual Service	WWT Refuse	9/27/2021
500177	WINSTED SOLAR, LLC	\$75.32	E 101-45400-380 Utility Services (GENERAL)	Community Center Electric	9/27/2021
500177	WINSTED SOLAR, LLC	\$152.89	E 101-42200-380 Utility Services (GENERAL)	FD Electric	9/27/2021
500177	WINSTED SOLAR, LLC	\$36.82	E 101-45500-380 Utility Services (GENERAL)	PD Electric	9/27/2021
500177	WINSTED SOLAR, LLC	\$36.82	E 101-45500-380 Utility Services (GENERAL)	Library Electric	9/27/2021
500177	WINSTED SOLAR, LLC	\$18.41	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	9/27/2021
500177	WINSTED SOLAR, LLC	\$1,865.27	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	9/27/2021
500177	WINSTED SOLAR, LLC	\$700.88	E 601-49400-381 Utilities	Water Electric	9/27/2021
500177	WINSTED SOLAR, LLC	\$33.89	E 101-45200-380 Utility Services (GENERAL)	Park Electric	9/27/2021
500177	WINSTED SOLAR, LLC	\$204.48	E 101-43100-380 Utility Services (GENERAL)	Street Dept Electric	9/27/2021
500178	XCEL ENERGY	\$1,992.83	E 101-43100-380 Utility Services (GENERAL)	Street Electric	9/27/2021
997637E	MINNESOTA DEPT. OF REVENUE	\$680.46	G 101-21720 State Withholding	State Withholding Tax	9/14/2021
997638E	INTERNAL REVENUE SERVICE	\$1,970.64	G 101-21730 FICA Tax Withholding	FICA/Medicare	9/14/2021
997638E	INTERNAL REVENUE SERVICE	\$1,304.51	G 101-21710 Federal Withholding Tax	FWH	9/14/2021
997639E	PUBLIC EMPLOYEES RETIREMENT	\$3,532.08	G 101-21740 PERA	PERA	9/14/2021
997640E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	9/14/2021
TOTAL		\$73,904.43			

A motion was made by Alma Gasca and seconded by David Van Hove, Jr. to approve the invoices payable. Ayes: Grund, Peterson, & Zaske.

6. Public Comment

7. Committee/Staff Reports
a. Public Works

Public Works Minutes
September 15, 2021 at 5:30 pm

Present: Dennis Ulrich, Alma Gasca, Janette Wertish, David Van Hove, Jr., Nathan Sunvold, Lonnie Clemenson, Jeff Pike, Lloyd Zabel, & Shane Wohlman

Absent: Bill Sietsema & Jon Driggs

Don Fitzner asked for an adjustment to his water bill. Due to a leak with a water heater his bill was \$161.49. He would just like relief on some of the sewer portion since the water did not go into the sewer but drained into his sump pump and was discharged on his lawn. The Committee recommends to the council to adjust ½ the sewer portion of his bill only. The sewer portion was \$90.02 – 50% = \$45.01.

The Renville Lions Club gave an update on the park projects. It would be divided in two phases. They would like to have Phase 1 completed by the end of 2023. The price for the courts has doubled in the last year. Fundraising events are tougher due to Covid. The Lions are hoping there will be community support to assist with the projects. See handouts.

- Phase 1 – Courts Project
- Phase 2 – Park Project

Discussed fees for the community center. It was suggested to increase deposit fees for small and large events and clean up fees. The committee will continue to work through the rest of the schedule and bring a recommendation to the council at a later date.

The carpet will be installed by the end of September. New shampooer and vacuum will be needed to keep the carpet clean. Quotes were received from Hillyard Supply as follows: Karcher Ride-on Vacuum \$8,400, after \$1,400 trade allowance. Trident EX20 Carpet Extractor \$7,500. The committee recommends purchasing the vacuum cleaner only at this time from Hillyard for \$8,400, which includes a trade in of \$1,400 for the old floor scrubber.

Casey's of Renville has donated a used commercial coffee maker to the city. After discussion, the committee would like to get a price for hook up and installation prior to accepting.

Shane updated on the Public Works building project. The Fire Department building project will start when the Public Works building is complete. Firemen are volunteering to start pulling ceiling out of the truck bay, paneling off the walls in the meeting room. Extra floor tile from the community center will be used in the fire hall meeting room. Forsman Farms purchased Rembrandt on August 16.

Public Works Report: see attached

Next Meeting – October 13, 2021, at 5:30 pm

A motion was made by Adam Zaske and seconded by Dave Grund to approve the Public Works Committee Report.
Ayes: Gasca, Peterson, & Van Hove.

b. City Administrator

City of Renville
City Administrator Report
9-27-2021

* Public Building Project Update- Phase 1 (PD & CC) is almost complete. Carpet install in the ballroom will be taking place this Tuesday and Wednesday. The only other item on the list is the light sensors in the PD and bathrooms. There are some issues with the amount of time that the lights stay on. Phase 2 (PW Building) Exterior steel, interior liner panels, plumbing rough- ins, and insulation are complete. Overhead doors, attic insulation, ridge vent, and bathroom finishing touches are scheduled for this week. With the recent rains, there were a couple of leaks discovered near the sidewalls. Marcus Construction will investigate this further when the ridge vent is installed, but the preliminary assessment is that gutters might need to be installed. Right now, it is expected that Phase 2 will wrap up on Friday, October 8th. (See schedule) Phase 3 (FD) The fire department is continuing to demo the ceiling in the truck bay. They have ¾ of the ceiling finished and are working on filling their third dumpster. Marcus Construction would like to start Phase 3 on either Monday, October 11th or Tuesday, October 12th.

* I've included a copy of the Job Announcement and ad for the Administrative Assistant that will be placed in the Renville County Register, Shopper, and posted on the LMC website. It will also be posted on all the city's social media, website, and TV.

* The second session of the Renville County Emergency Management Community Outreach Program will take place on Tuesday, September 28th from 9:00 am till Noon in the Council Chambers. Mike Hennen from Emergency Management will be present to answer questions and provide an update on County EOC activities. City officials and community members are invited to stop by.

* The League of MN Cities Fall Forum scheduled for Redwood Falls has been cancelled for Thursday, September 30th due to "a variety of important factors". They are planning an alternate online event for later in 2021.

* Liquor License renewals have been put together for the 2 providers and will be distributed this week.

* Commissioner Hamre received the letter regarding the tax forfeiture property at 102 2nd St. SW. The County will take this into consideration at their October 19th meeting.

* The permit for the crosswalk project has been updated with MnDOT. A preconstruction meeting is planned for the end of this week, where we should find out an exact start date. I've reached out to the school, and we are coordinating a plan to keep the intersection safe during construction.

* The rehab of Well #3 is complete and it is running alongside the country wells. The static water level in the aquifer has continued to rise and all testing has been cleared through MN Department of Health.

* Items of special note- 1. There was a group of volunteers that pulled weeds and picked up sticks at the Community Center and one of the parks. 2. The Legion installed 2 new benches at Memorial Park by the memorial.

***Upcoming Meetings & Important Dates:

9/28 Renville County EOC held in Council Chambers 9:00a – Noon

9/30 Webinar 3:00p

9/30 Webinar 9:00a - Noon

10/11 City Council 6:00p

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

8. Discussion Items

9. Action Items

A motion was made by Adam Zaske and seconded by Dave Grund to approve Steve Wohlman's Variance. Ayes: Gasca, Peterson, & Van Hove.

A motion was made by Pete Peterson and seconded by Adam Zaske to refund \$45.01 of the sewer portion of Don Fitzner's utility bill.

A motion was made by Pete Peterson and seconded by Alma Gasca to purchase a Karcher vacuum from Hillyard for \$8,400, including \$1,400 trade-in of current floor cleaner. Ayes: Grund, Van Hove, & Zaske.

A motion was made by Pete Peterson and seconded by Adam Zaske to approve the 2022 SMBSC Wastewater Permit. Ayes: Gasca, Grund, & Van Hove.

A motion was made by David Van Hove, Jr. and seconded by Dave Grund to set a Public Hearing on October 11, 2021, at 6:00 pm or shortly thereafter for a Variance application submitted by Ramon Barajas. Ayes: Gasca, Peterson, & Zaske.

A motion was made by Adam Zaske and seconded by Dave Grund to set the Truth in Taxation Hearing for December 13, 2021, at 6:00 pm or shortly thereafter in the Council Chambers. Ayes: Gasca, Peterson, & Van Hove.

CITY OF RENVILLE RESOLUTION 30-21

A RESOLUTION APPROVING 2021 TAX LEVY, COLLECTIBLE IN 2022

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 2022, upon taxable property in the City of Renville:

Total levy: \$819,343.00

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 27th day of September 2021, by the City Council of Renville, Minnesota.

The resolution was offered by: Adam Zaske

The resolution was seconded by: Pete Peterson

Voting in favor: Alma Gasca, Dave Grund, & David Van Hove, Jr.

Voting against: none

Janette Wertish, Mayor

ATTEST:

Shane Wohlman, City Administrator/Clerk

**CITY OF RENVILLE
RESOLUTION 31-21**

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

WHEREAS, the following have made donations:

- Quilters Along the Yellowstone Trail \$200.00

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 27th day of September 2021, by the City Council of Renville, Minnesota.

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

This resolution was seconded by: Pete Peterson

Voting in favor: Alma Gasca, Dave Grund, & Adam Zaske

Voting against: none

Attest:

Janette Wertish, Mayor

Shane Wohlman, City Administrator/Clerk

9. Mayor's Report

The Mayor thanked the Police Department for their efforts in passing the POST audit.

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

10. Adjourn

A motion was made by Dave Grund and seconded by Adam Zaske to adjourn the meeting. Ayes: Gasca, Peterson, & Van Hove. Meeting was adjourned at 6:45 p.m.

Dated at Renville, Minnesota this 27th day of September, 2021.

THE GOVERNING BODY OF THE CITY
OF RENVILLE, MINNESOTA

BY _____
Janette Wertish, Mayor

ATTEST:

BY _____
Shane Wohlman, City Administrator/Clerk