

**Approved Minutes  
City Council Regular Session  
Remote Council Meeting  
April 27, 2020  
Monday 6:00 p.m.**

The regular session of the City Council, City of Renville, Minnesota was called to order on April 27, 2020 at 6:00 p.m. by Mayor Wertish.

City Council Members present were Adam Zaske, Laura Rosen, Jeff Pike, Alma Gasca and Dave Grund. Also present were Mayor Janette Wertish and City Administrator/Clerk Shane Wohlman. Auditor Sara Oberloh, Robyn Hoerr with MN Rural Water, Scott Tedrick from the Register, & Deputy Clerk Angi Wulf were also in attendance.

**1. Pledge of Allegiance**

**2. Approval of Agenda**

A motion was made by Adam Zaske and seconded by Dave Grund to approve the agenda. Ayes: Gasca, Pike, & Rosen.

**3. Approval of Minutes**

A motion was made by Jeff Pike and seconded by Adam Zaske to approve the minutes of the April 13, 2020 Regular Council Meeting. Ayes: Gasca, Grund, & Rosen.

**4. Invoices Payable**

Check #	Name	Amount	Account	Comments	Date
035460	AMERIPRIDE SERVICES, INC	\$80.23	E 101-45400-229 Contractual Service	Community Center Contractual	4/27/2020
035461	COMMUNITY ELECTRIC	\$73.00	E 601-49400-221 Repair/Maint. Equipment	Replace selonoid at Water Plant	4/27/2020
035462	DUININCK BROSINC.	\$800.80	E 101-43100-219 General Supplies-Maint.	Cold Mix	4/27/2020
035463	GRIZZLY SUPPLY	\$13.08	E 101-45400-219 General Supplies-Maint.	CC Supplies	4/27/2020
035464	KIESLER POLICE SUPPLY	\$614.78	E 101-42100-222 Equipment	PD EQUIPMENT	4/27/2020
035464	KIESLER POLICE SUPPLY	\$1,866.50	E 101-42100-222 Equipment	PD EQUIPMENT	4/27/2020
035465	MAC QUEEN EQUIPMENT INC.	\$886.57	E 101-43100-221 Repair/Maint. Equipment	Street sweeper repairs	4/27/2020
035466	MVTL LABORATORIES, INC.	\$285.00	E 602-49450-229 Contractual Service	Sewer Testing	4/27/2020
035466	MVTL LABORATORIES, INC.	\$33.00	E 601-49400-229 Contractual Service	Water Testing	4/27/2020
035467	NCPERS MINNESOTA	\$80.00	G 101-21760 Hospitalization/Medical Ins	Insurance	4/27/2020
035468	NEGEN ASSOC	\$1,560.00	E 412-47000-300 Professional Srvs (GENERAL)	Architect fees	4/27/2020
035469	RENVILLE CO AUDITOR-TREAS.	\$1,712.31	E 101-49260-457 Property Taxes	1st half Property Taxes 2020	4/27/2020
035470	RENVILLE FIRE RELIEF ASSN.	\$100.00	E 101-49260-437 Other Miscellaneous	Donation - F. Schmidt	4/27/2020
035471	RENVILLE-SIBLEY COOPERATIVE	\$1,088.32	E 601-49400-381 Utilities	Water Electric	4/27/2020
035472	SLAGTER, AARON	\$107.36	E 101-42100-201 Office Supplies	Microsoft Office Subscription	4/27/2020
035472	SLAGTER, AARON	\$50.79	E 101-42100-221 Repair/Maint. Equipment	2014 Explorer Parts	4/27/2020
035473	TEAM LABORATORY CHEMICAL LLC	\$761.50	E 101-43100-219 General Supplies-Maint.	Road Patch (50 bags)	4/27/2020

035474	TWIN CITIES & WESTERN RAILROAD	\$583.04	E 602-49450-229 Contractual Service	Site Lease-Sewer	4/27/2020
035475	USABLE LIFE	\$9.40	E 101-41400-131 Employee Insurance	Life Ins.	4/27/2020
035475	USABLE LIFE	\$30.96	E 101-42100-131 Employee Insurance	Life Ins.	4/27/2020
035475	USABLE LIFE	\$15.92	E 601-49400-131 Employee Insurance	Life Ins.	4/27/2020
035475	USABLE LIFE	\$15.92	E 602-49450-131 Employee Insurance	Life Ins.	4/27/2020
035475	USABLE LIFE	\$15.91	E 101-43100-131 Employee Insurance	Life Ins.	4/27/2020
035475	USABLE LIFE	\$10.90	E 101-41300-131 Employee Insurance	Life Ins.	4/27/2020
035476	VERIZON WIRELESS	\$62.50	E 101-43100-321 Telephone	Street Dept. Telephone	4/27/2020
035476	VERIZON WIRELESS	\$51.25	E 101-42100-321 Telephone	Police Dept. Telephone	4/27/2020
035477	WATER CONSERVATION SERVICE	\$916.40	E 601-49400-229 Contractual Service	Locate leak at 2nd & Chestnut	4/27/2020
035478	WEST CENTRAL SANITATION	\$17.55	E 101-43100-229 Contractual Service	Street Refuse	4/27/2020
035478	WEST CENTRAL SANITATION	\$35.92	E 602-49450-229 Contractual Service	WWT Refuse	4/27/2020
035479	WINSTED SOLAR, LLC	\$82.26	E 101-43100-380 Utility Services (GENERAL)	Street Electric	4/27/2020
035479	WINSTED SOLAR, LLC	\$61.48	E 101-42200-380 Utility Services (GENERAL)	Fire Electric	4/27/2020
035479	WINSTED SOLAR, LLC	\$28.93	E 101-45400-380 Utility Services (GENERAL)	CC Electric	4/27/2020
035479	WINSTED SOLAR, LLC	\$750.74	E 602-49450-387 Utilities-Wastewater Plan	Sewer Electric	4/27/2020
035479	WINSTED SOLAR, LLC	\$20.19	E 101-41400-380 Utility Services (GENERAL)	City Hall Electric	4/27/2020
035479	WINSTED SOLAR, LLC	\$282.04	E 601-49400-381 Utilities	Water Electric	4/27/2020
035479	WINSTED SOLAR, LLC	\$13.60	E 101-45200-380 Utility Services (GENERAL)	Park Electric	4/27/2020
035479	WINSTED SOLAR, LLC	\$18.17	E 101-45500-380 Utility Services (GENERAL)	Library Electric	4/27/2020
035480	XCEL ENERGY	\$1,932.40	E 101-43100-380 Utility Services (GENERAL)	Street Electric	4/27/2020
997331E	MINNESOTA DEPT. OF REVENUE	\$542.97	G 101-21720 State Withholding	State Withholding Tax	4/14/2020
997332E	INTERNAL REVENUE SERVICE	\$1,087.03	G 101-21710 Federal Withholding Tax	FWH	4/14/2020
997332E	INTERNAL REVENUE SERVICE	\$1,937.20	G 101-21730 FICA Tax Withholding	FICA/Medicare	4/14/2020
997333E	PUBLIC EMPLOYEES RETIREMENT	\$3,248.95	G 101-21740 PERA	PERA	4/14/2020
997334E	ICMA	\$50.00	G 101-21750 ICMA Payable	Sunvold, Nathan #302283	4/14/2020
997337E	LIGHTBEAM INTERNET	\$40.00	E 101-49260-722 Internet Fees & Updates	Internet - City Hall	4/22/2020
997337E	LIGHTBEAM INTERNET	\$40.00	E 602-49450-321 Telephone	Internet - WWTP	4/22/2020
997337E	LIGHTBEAM INTERNET	\$40.00	E 101-42100-321 Telephone	Internet - PD	4/22/2020
997337E	LIGHTBEAM INTERNET	\$40.00	E 101-43100-321 Telephone	Internet - Street Dept	4/22/2020
997337E	LIGHTBEAM INTERNET	\$40.00	E 101-42200-321 Telephone	Internet - Fire Hall	4/22/2020
<b>TOTAL</b>		<b>\$22,134.87</b>			

A motion was made by Adam Zaske and seconded by Dave Grund to approve the invoices payable. Ayes: Gasca, Pike & Rosen.

## 5. Public Comment

Sara Oberloh was in attendance to review the 2019 Audit.

## 6. Committee/Staff Reports

**a. Public Safety**

**City of Renville**  
**Public Safety Committee Minutes**

Virtual Meeting: 4/23/2020 5:30 p.m.

Present: Janette Wertish, Laura Rosen, Aaron Slagter, Nate Sunvold, Dennis Ulrich, Nelida Marcus, and Shane Wohlman

Absent: Alma Gasca, Aaron Haen, Anna Knapper, Pam Kjersten, and Gary Wulf

**Mike Hennen- Renville County Emergency Management Director**

- Mike went through a complete personal and department run-down of the County Emergency Operations Center (EOC) set up for the pandemic.
- All information is coming from the top down, through the State. Trying to distribute as quick as possible. Communication between emergency services is critical.
- All emergency services that need PPE supplies should fill out a 213RR and submit to Mike. The County will handle expenditures through FEMA.
- Code Red messages are being sent out every Friday.
- Update on new quarterly newsletter and Community Outreach Program.

**RPD Update**

- Went through the 1st quarter Activity Report. See attached.

**RFD Update**

- For the first quarter the fire department has had 7 calls. See attached breakdown.
- Have had about 8 Birthday Parade Drive-by's in the last week. Have 4 more scheduled.
- Will be applying for a DNR grant for some new fire hose and masks that can be worn at grass fires.
- A \$49,300 grant was received from First Security to finish purchasing 16 sets of new turnout gear, 25 helmets, and 25 new pairs of leather boots. The Fire Relief will contribute the remaining \$1,100.
- Will be participating in the Governor's Homemade Mask drop-off this Saturday the 25<sup>th</sup> from 10-2. A couple of firefighters will be at the fire hall to receive donations.

**Public Works Update**

- The city is now signed up with MnWARN. Training a new PW employee. Received a new payloader. Preparing for Citywide Cleanup Days on May 1 & 2.

**Ambulance Update**

- Still operational. Business as usual.

**National Night Out**

- The committee started the planning process for National Night Out which is scheduled for Tuesday, August 4<sup>th</sup>.
- Committee recommends approving the resolution to solicit funds for this event.

**Next meeting- July 23 at 5:30 pm.**

A motion was made by Jeff Pike and seconded by Dave Grund to approve the Public Safety Meeting Minutes. Ayes: Gasca, Rosen, & Zaske.

**c. City Administrator**

**City of Renville**  
City Administrator Report  
4-27-2020

\* COVID-19 Update- On April 23<sup>rd</sup>, the Governor signed Executive Order 20-40, which allows workers in industrial and office settings to return to work, subject to several conditions including: creating a COVID-19 Preparedness Plan and conducting health screenings of employees each day at arrival. S.F. 4489 was passed that allows restaurants that currently hold certain liquor licenses to sell alcohol with take-out meals. Broadband, potential election changes and the Federal Coronavirus Community Relief Act are other items that are being monitored. Renville, along with 6 other cities in the County are asking that we be included in the County's Emergency Management process. A letter has been crafted and sent to the Commissioners asking to participate in the conversation to help and be helped. The ultimate purpose and goal are to serve the health, safety and welfare needs of our citizens. The Mayor, Emergency Manager and I have added our names to the document.

\* Starting tomorrow (4/28) the library will be offering curbside pick-up only. This will take place Tuesday-Friday from 1:00-6:00 pm. Patrons will need to call in or place items on hold online. Staff will then schedule a pick-up time accordingly.

\* The training burn paperwork for 449 NW 2<sup>nd</sup> Street has been submitted to the state.

\* The Fire Contracts have just been wrapped up and you will see them at the next council meeting for approval.

\* Reminder that Clean-up Days will be held this Friday and Saturday.

\* I have spent some time last week working with our Engineers (SEH) to wrap up the Contamination Cleanup Grant, which is due May 1<sup>st</sup>. Again, this grant can pay up to 75% of the cost of cleaning contamination, as well as petroleum contamination which includes: Investigation (Phase I, Phase II and RAP), Cleanup, and other necessary expenses.

\* We have received an interim approval from MPCA of our Response Action Plan (RAP) for the Medical Complex Site. There is a list of additional conditions tied to the approval. The next step is to have the underground fuel tanks removed.

\* Wellhead Protection Plan, Part I. Robyn Hoerr from MN Rural Water Association.

\*\*\*Upcoming Meetings:

5/4- Fire Relief Mtg, 6:30

5/6- EDA, 12:15

A motion was made by Adam Zaske and seconded by Jeff Pike to approve the City Administrator’s Report. Ayes: Gasca, Grund & Rosen.

**7. Discussion Items**

**8. Action Items**

A motion was made by Adam Zaske and seconded by Dave Grund to approve Part 1 of the Wellhead Protection Plan. Ayes: Gasca, Pike, & Rosen

A motion was made by Jeff Pike and seconded by Adam Zaske to approve Westmor as the Certified Underground Tank Supervisor while the fuel tanks are removed from the property at 102 N Main Street. Ayes: Gasca, Grund, & Rosen.

A motion was made by Adam Zaske and seconded by Dave Grund to schedule a Public Building Task Force meeting on May 5, 2020 at 5:30 pm. Ayes: Gasca, Pike, & Rosen.

A motion was made by Adam Zaske and seconded by Laura Rosen to schedule a Tree Board meeting on May 7, 2020 at 3:00 pm. Ayes: Gasca, Grund, & Pike.

**CITY OF RENVILLE  
RESOLUTION 10-20**

**A RESOLUTION AUTHORIZING SOLICITATION OF CONTRIBUTIONS TO FUND EVENTS THAT FOSTER POSITIVE RELATIONSHIPS BETWEEN LAW ENFORCEMENT AND THE COMMUNITY**

**WHEREAS**, Minn. Stat. § 471.198 authorizes cities to solicit contributions to fund events that foster positive relationships between law enforcement and the community.

**WHEREAS**, events including, but not limited to, National Night Out, an annual community-building campaign, promote police-community partnerships and neighborhood camaraderie to make neighborhoods safer and more connected.

**WHEREAS**, National Night Out and similar events provide opportunities to bring police and neighbors together under positive circumstances.

**WHEREAS**, pursuant to this law, the City of Renville may authorize solicitation of contributions to hold or sponsor these events.

**WHEREAS**, the governing body determines National Night Out will foster positive relationships between law enforcement and the community.

**NOW THEREFORE**, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RENVILLE, MINNESOTA AS FOLLOWS:

That this council hereby authorizes officials and staff to solicit contributions for the purposes of funding or supporting a National Night Out in this community.

Passed and adopted this 27<sup>th</sup> day of April, 2020, by the City Council of Renville, Minnesota.

The resolution was offered by: Adam Zaske  
The resolution was seconded by: Dave Grund  
Voting in favor: Alma Gasca, Jeff Pike, & Laura Rosen  
Voting against: none

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

ATTEST:

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

**CITY OF RENVILLE**  
**RESOLUTION 11-20**

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

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

- Faye Schmidt \$100

**WHEREAS**, this donation is specifically requested to be designated to go towards the Fire Department.

**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 27<sup>th</sup> day of April 2020, by the City Council of Renville, Minnesota.

This resolution was offered by: Adam Zaske  
This resolution was seconded by: Laura Rosen  
Voting in favor: Alma Gasca, Dave Grund, & Jeff Pike  
Voting against: none

Attest: \_\_\_\_\_  
Janette Wertish, Mayor

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

**9. Mayor’s Report**

Alma gave a report from Revitalizing Renville. Reminded everyone about the Curbside Exchange program on April 29 & 30. Also, announced that Sugar Beet Days would be cancelled in 2020 due to the Covid-19 Pandemic.

A motion was made by Adam Zaske and seconded by Jeff Pike to approve the Mayor’s report. Ayes: Gasca, Grund & Rosen.

**10. Adjourn**

A motion was made by Adam Zaske and seconded by Laura Rosen to adjourn the meeting. Ayes: Gasca, Grund & Pike. Meeting was adjourned at 7:09 p.m.

Dated at Renville, Minnesota this 27<sup>th</sup> day of April, 2020.

THE GOVERNING BODY OF THE CITY  
OF RENVILLE, MINNESOTA

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

ATTEST:

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