

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, January 11, 2012 7:00 PM
Danube City Council Chambers

A regular meeting of the Danube City Council was conducted on January 11, 2012 at 7:00 p.m. with Mayor Gene Alex presiding.

The following Councilmembers were present: Ryan Bentley, Dave Maurice, Phil Standfuss, and Al Strunc.

Councilmembers absent: none

Others Present: Chief of Police Les Schneider, City Clerk-Treasurer Sara Wilson, and media.

Approval of Agenda

Councilmember Bentley moved and Councilmember Strunc seconded a motion to approve the Agenda, with the addition of “sump pumps” being added under Unfinished Business. The motion carried unanimously.

Oath of Office

The Oath of Office was administered because it was the first meeting of the year. Each councilmember participated and signed the oath and gave it to the Clerk to keep on file.

Approval of Consent Agenda

Councilmember Strunc moved and Councilmember Maurice seconded a motion to approve the consent agenda as listed below. The motion carried unanimously.

Consent Agenda – *please see notes to agenda items below*

The following items are considered routine or non-controversial by the Council and will be approved with one motion. There will be no separate discussion of these items unless a council member, city staff or citizen so requests, in which case the item (s) will be removed from the consent agenda and be considered in its normal sequence on the agenda.

1. Minutes of Regular Meeting of December 14, 2011
2. Receipts List – FYI
3. Approve door open between Community Center and Millers on Main for:
 - January 21 – ND Cole Trucking
 - February 2 – Fire Dept Annual Meeting
 - February 23 – Legion Annual Meeting

Employee Report – Public Works Director

In the council packets, councilmembers received a monthly report for Public Works Director Dan Kaufenberg. The report is hereby attached. Al Strunc let the council know that Kaufenberg had been on the roof of the EDA 4-plex to see if the shingling job was complete because the EDA received a bill from Ray Barth. Kaufenberg had found that there were 6 vent caps missing on the roof and loose shingles were covering the exhaust pipes. There were a lot of nail heads showing so Kaufenberg put Black Jack on the nails so they were covered before the snow came. There were a lot of nails left lying on the roof and in the gutters and debris in the landscaping and around the building. Strunc and EDA member Jeff Sindelir also went to the 4-plex to take a look at the shingling job after reading Kaufenberg's report and they came to the same conclusion. Strunc called Ray Barth and left a message and had not received a return call at the time of the council meeting.

School Building Updates

Clerk Wilson reported that has completed all the paperwork for FEMA regarding the July 1st storm.

Councilmember Strunc reported that Nationwide has still not gotten back to him on doing the window repairs on the school. West Central Roofing is making new fascia the front of the building and when that's done Creative Details will put the signs up that need to be replaced.

Community Center Updates

Councilmember Strunc thinks the Community Center rental rate for non-residents should be higher and would like to revisit this topic at the next council meeting.

Approval of Bills

Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve the bills as submitted in the amount of \$37,073.11. The motion carried unanimously.

Councilmember Standfuss asked if Fire Chief Dan Wersal budgeted for the pagers that were being purchased. Part of the money will be reimbursed through a grant. The township fire protection contracts were increased to help offset costs.

Unfinished Business

1. *Employee Evaluations* - Employee evaluations will take place at 7pm on Wednesday, January 25th with Dan going first, followed by Les, then Sara. Evaluations will be done as a council at the meeting. The Clerk will post a special meeting notice. Wages and salaries will be set for all employees.

2. ***Sewer charges for local business*** - The council questioned whether Grizzly Supply is hooked up to the City's sewer system. The minimum sewer charge is \$12.93 per quarter. This will be further investigated as will a couple other property owners.

3. ***Sump Pumps*** – The council asked if all the homes in town had been checked for proper sump pump connection. The clerk told them that there hasn't been enough time and that it was her understanding that when the policy was made, homes would start being checked after the first of the year. Councilmember Strunc said he wants all the homes checked by the next utility billing even if that means overtime for Kaufenberg.

Business Relating to the First Meeting of the Year

Upon recommendation by Mayor Alex, Councilmember Maurice moved and Councilmember Standfuss seconded a motion to approve the 2012 Appointments with no changes from last year. The motion carried unanimously. The 2012 Appointments are attached.

All councilmembers were given a packet of information from the League of Minnesota Cities as a refresher for their positions.

Training

Clerk Wilson gave the council information on attending the 2012 Leadership Conference for Experience Officials or for Newly Elected Officials which is held on January 27-28. All councilmembers expressed interest but most thought they had a conflict. They will contact the Clerk for more information if they would like to go. The City will pay for the class and hotel for anyone wanting to attend.

The council received a letter from the Minnesota Clerks & Finance Officers Association (MCFOA) outlining the upcoming training opportunities for City Clerks and explaining the grants available. Clerk Wilson asked to attend her final year of the 3 year Municipal Clerks Institute in April. She told the council that she felt she should skip the Annual MCFOA Conference this year because it is held in March and being gone for a week, 2 months in a row is too much.

Councilmember Bentley moved and Councilmember Standfuss seconded a motion to send City Clerk Sara Wilson to the Municipal Clerks Institute April 23-27. The motion carried unanimously.

Special Assessments Certified

The council was given a copy of the list of special assessments that the Clerk certified to Renville County for collection in 2012.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give his monthly employee and Police Department report. Statistics for the Danube Police Department for the month of December 2011 were 51 calls, 26 reports, 25 traffic stops, 7 citations, 31 mutual assists, and 3 home security checks.

Chief Schneider reported that his department will be taking training for the new computer system on January 16 at the Sheriff's Office. Schneider helped Public Works Director Dan Kaufenberg take down Christmas lights on January 5, he reported that the school gym is busy through March, and he also signed off on the 2012 On Sale Liquor License for Miller's on Main Bar & Grill.

Schneider informed the council that Officer Brittany Owen works for him once a month when he needs to be out of town. She's a full-time licensed officer so she doesn't have to be supervised.

Schneider reported that the Danube First Responders received a \$250 donation from Farmer's Coop Oil and \$100 from Fern Weihr. That money gets put aside for future equipment purchases.

Correspondence

The council received a thank you note from the Danube Historical Society for the seeding of the grass in Mueller Park last fall.

Adjournment

There being no further business before the council, Councilmember Maurice moved and Councilmember Standfuss seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 8:15 p.m.

Respectfully submitted: Sara Wilson, City Clerk

Gene Alex, Mayor

Sara Wilson, City Clerk