

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, February 10, 2016 7:00 PM
Danube City Council Chambers

A regular meeting of the Danube City Council was conducted on February 10, 2016 at 7:00 p.m. with Mayor Alex presiding.

The following Councilmembers were present: Sharon Krogman, Dave Maurice, Phil Standfuss, and Al Strunc

Councilmembers absent: None

Others Present: Michael Kemnitz, Ben Ryan, Police Chief Les Schneider, City Clerk-Treasurer Dotty Schnobrich, and media.

Approval of Agenda

Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve the Agenda. The motion carried unanimously.

Approval of Consent Agenda

Councilmember Strunc moved and Councilmember Standfuss seconded a motion to approve the consent agenda as listed below with the correction two corrections to the January 13, 2016 minutes under Subcommittee Meeting Highway 212 Access for the CCFE the figure \$730,000 should be \$73,000 on page 4 of 6 and the comment regarding the pharmacy should be changed to CCFE on page 5 of 6. 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.

- Minutes of Regular Meeting of January 13, 2016
- Bar Door Open Thursday, February 18, 2016 Danube Legion Party
- Bar Door Open Friday & Saturday March 18 & 19, 2016 for Firemen's Smelt Fry
- Gambling Permit – Danube Area Action Club – Fun Days July 9, 2016

Open Forum

Michael Kemnitz – Fire Department – Mike Kemnitz came to talk about the training reimbursement program. The fire department could get \$3,520.00 in reimbursement for training. Mike asked for approval for the fire department to take part in a training reimbursement program. The reason for the approval being needs is because the expense will show up as an overage in expense on the budget for 2016. Mike Kemnitz informed the Councilmembers that there are three people who would like to do a house burn. The Councilmembers discussed the clean up issue from after doing a house burn. Mike Kemnitz will check into further as far as cost of the training and some other stuff but he would like not to be too involved as far as the cleanup

costs to the home owners. Also Mike Kemnitz reported that other fire departments may not use this reimbursement program and any funds left in the program can go out to fire departments that had more expense in training than the \$3,520.00 that is available to each department as long as the paperwork is turned in. The Councilmembers agreed that the fire department would be okay in going above the budget to take part in the reimbursement program for training. Mike Kemnitz finished by reporting that Brian Block is the new fire chief, Ryan Bentley is assistant chief, Damon Bratsch is secretary, Mike Kemnitz is the training officer and Shane Malvin is the assistant training officer.

Ben Ryan – Danube Area Athletic Club – Ben Ryan approached the Councilmembers about a need or want Community Recreation building at the park. Councilmember Strunc and Ben Ryan went to the Fargo area to check out some buildings that they have. A new building could be used as new warming house that could be used year round for events down at the park. Things that would be part of the Recreation building would include warming house, bathrooms, the pump house, generator room, storage area and summer use for the public. The Councilmembers would like to come up with what should be included the size that is involved and then prepare a sketch. After that then pay to have a blue print prepared and get estimates for the building and then go from there on any further decisions about a new building down at the park along with funding the project. The Councilmembers discussed the issue and decided to have a special meeting on Wednesday, May 4, 2016 at 6 pm. The Councilmembers will meet down at Voelz Park to tour the current buildings there and the surroundings and then come back to the Council Chambers to discuss the issue further.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to his monthly employee and Police Department report. Statistics for January 2016 were slightly higher to last year at the same time with 44 calls, 28 reports, 24 traffic stops, 8 citations, 29 mutual assists and 3 home security checks. Additional business discussed:

- School Building Update – Schneider reported that the school is being used every day thru February. Stacy is back working at Tri-Valley.
- Equipment Purchase Options – Schneider reported that he is looking for grants to purchase some medical equipment.
- Part-time Officers Status – Schneider informed the Councilmembers that Police Officer Tony Boddie was hired by Ramsey County and his last day is March 7, 2016. Schneider is also in the process of licensing a new officer.
- First Response Meeting & Training (01-28-16) – Schneider reported that the first responders had their training on January 28, 2016. Some of the topics that were covered were AWAIR, ERTK and Blood Borne Pathogens. Schneider also reported that the first responders had 24 calls in 2015 and payroll was \$1,500.00 which is down from the prior year.
- 2016 MCPA Executive Training Institute – Schneider would like to attend the MCPA Institute training in St. Cloud. The cost to attend the training is \$570.00. Councilmember Strunc moved and Councilmember Maurice seconded a motion to approve Police Chief Schneider to attend the MCPA Executive Training Institute in St. Cloud for \$570.00. The motion carried unanimously.

- Appointments – The Councilmembers reviewed the appointments for 2016 from Mayor Alex. The Councilmembers were informed of that Brian Block is the fire chief, Ryan Bentley is the assistant fire chief, Damon Bratsch is the secretary, Mike Kemnitz is the training officer, Shane Malvin is the assistant training officer and Les Schneider Jr as the director of the first responders.
Councilmember Maurice moved and Councilmember Krogman seconded a motion to approve the 2016 Appointments for the city, fire department and first responders. The motion carried unanimously.

Employee Report – Public Works Director

In the council packets, Councilmembers received a monthly report for Public Works Director Dan Kaufenberg. The report is below

- School – Chappell Central came to replace new fuel pump on Boiler #1 and put a new modulator on Boiler #2 and replaced fuel filters. Dan also had them replace all fuel lines in Boiler #1. With all the excessive vibration from the bad pump they were all weakened and some were already cracked that had been replaced earlier.
- Water – The wells averaged 30,000 for the month of January. No issues to report.
- Waste Water – The Lift Station averaged 32,000 for the month of January. No issues to report.
- Plow Truck – Dan replaced the strobe power supply on the truck. One of the strobes is working. Dan believes the other ones are burned out and need replacing. Dan will do some testing to confirm before purchasing new lights.
- Training – Dan will be attending the water/wastewater conference in St. Cloud this year on March 1-3.

Councilmember Maurice moved and Councilmember Standfuss seconded a motion to approve Dan to attend the Water/Wastewater Conference in St. Cloud on March 1-3. The motion carried unanimously.

Employee Report – City Clerk

- 2015 Audit – The audit was completed on January 27th & 28th. Sara has not given Dotty the starting numbers for 2016 so Dotty is not able to create a bank reconciliation for January 2016. Also Sara will be at the March 9, 2016 Council meeting to review the audit.
- Water Tower Bids – City Engineer Lee Elfering contacted Dotty and told her the deadline for the water tower bids is February 11th at 2 pm (I believe Lee said). Lee is planning on being here to open the bids with Dotty at the City Office. Currently two (2) bids have come in for the water tower.
- Safety and Loss Control Workshop – Dotty would like to attend the Safety & Loss Control Workshop in Springfield on Wednesday, April 6, 2016. It would be an all day event. The cost is \$20.00 to attend. The Councilmembers agreed that it would be okay for Dotty to attend this workshop in Springfield on April 6, 2016.
- Lee Elfering Email – Dotty sent Lee an email inquiring about the turning and by-pass lane and below is his response.

Dotty,

Your timing is pretty good but a little early for any real answers. I just checked in with Geri again on Monday. When I originally talked to her she sent over the standard ditch

and geometric layout requirements. Those requirements were pretty much what you had outlined for me when we talked. When I asked her what they needed to see for documentation of the pavement design (gravel and bituminous thickness) she told me that Mn/DOT's soils engineer would do the design and they would tell me what they were going to require. When I talked to Geri on Monday she indicated that they thought they would have the requirements for the pavement design to me late this week or early next. That won't help for the meeting on Wednesday, but that is the best information I have right now.

Just a few thoughts on how it could go good or not so good for us on this issue. As you are aware the curb stops/starts at about the football field fence. I am hoping when that section was built they used the same gravel and bituminous thickness from curb to curb. If they did the existing pavement may be able to handle traffic load so we would only need to remove the curb, widen the road, tweak the storm sewer a little, put in new curb, and move/regrade the ditch in that section. If it wasn't built the same all the way across we will need to remove pavement and curb. In the rural section of 212 it is likely the shoulder has a thinner section than the drive lanes, so I am guessing we will need to fully remove shoulders where we are turning them into a turn lane and bypass lane. That is my best guess/hope on what will need to be done, but Mn/DOT will be the one to tell us what actually needs to be done. I will let you know when I hear from them.

One item that I need to nail down is the width of the access. In the original CCFE application they requested "the widest access allowed by law". I have asked Mn/DOT what they would allow, but I wasn't sure if they City had a maximum allowed driveway/access width that they would need to hold to or not.

Thanks,

Lee Elfering

Elfering & Associates

- Office Closed – The City Office will be closed on Monday, February 15th for Presidents Day.
- Safety Deposit Box – Mayor Alex informed the Councilmembers that he went to the Minnwest Bank and looked in the safety deposit boxes. Mayor Alex said that the boxes could not be combined to go down to one box but that he would like to have someone go through the boxes with him and get rid of the stuff that is no longer needed.

School Building Updates

Mayor Alex reported that the school didn't get back to him about putting up the scoreboards at this time. Councilmember Strunc asked Police Chief Schneider once the school is done with their new building will they still be using our building. Schneider believes that they will be still using our building. Mayor Alex is still waiting to hear back from Schrupp to get back to him regarding the scoreboards.

Community Center Updates

Dotty informed the Councilmembers that the ceiling tiles came in and Dan Kaufenberg changed the old ones out. Dotty asked if the old stained tiles could be thrown. The Councilmembers gave Dotty permission to discard of the old tiles in the trash. Dotty also asked if she could order a new rug for in the coat room. The Councilmembers agreed that it would be okay for her to order a new rug for the coat room at the Community Center. Councilmember Maurice reported that the water heater was replaced in the Community Center. The old water heater was only getting to 120 degrees and ran out of hot water quickly. The regulator was bad on the old water

heater. A new regulator could have been put in the existing water heater but odds were that the old water heater was 1/3 full of sediment and there is a possibility that the old water heater could have started leaking.

Unfinished Business – None

Financial Reports

The Councilmembers reviewed the claims list and receipts list from January 13, 2016 thru February 10, 2016.

Councilmember Strunc moved and Councilmember Maurice seconded a motion to approve the bills as submitted in the amount of \$21,844.05 (checks) and \$7,085.88 (electronic fund transfers). The motion carried unanimously.

The Councilmembers reviewed the Receipts List from January 12, 2015 thru February 10, 2016. The Councilmembers reviewed the Actual versus Budget Comparison for 2016.

New Business

Resolution 1-2016 –Transfer Capital Funds 2016 – Need approval for the funds to be transferred to Capital Outlay per the approved 2016 budget.

Councilmember Maurice moved and Councilmember Strunc seconded a motion to approve Resolution #1-2016 to transfer \$39,500.00 in capital outlay funds. The motion carried unanimously.

Appointments – The Councilmembers reviewed the appointments for 2016 from Mayor Alex. The Councilmembers were informed of that Brian Block is the fire chief, Ryan Bentley is the assistant fire chief, Damon Bratsch is the secretary, Mike Kemnitz is the training officer, Shane Malvin is the assistant training officer and Les Schneider Jr is the director of the first responders. *Councilmember Maurice moved and Councilmember Krogman seconded a motion to approve the 2016 Appointments for the city, fire department and first responders. The motion carried unanimously.*

Future Business - None

Correspondence

The Councilmembers received the following informational material in their packets:

1. Renville County 10 Email
2. MUNIFACTS

Adjournment

There being no further business before the council, Councilmember Maurice moved and Councilmember Krogman seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 8:21 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk