

**DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, March 9, 2016 7:00 PM
Danube City Council Chambers**

A regular meeting of the Danube City Council was conducted on March 9, 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: Nikita Bickham, Sara Beavers from Oberloh & Associates, Jim Krogman, Suzie Lueck, City Engineer Lee Elfering, Public Works Director Dan Kaufenberg, Police Chief Les Schneider, City Clerk-Treasurer Dotty Schnobrich, and media.

Approval of Agenda

Councilmember Standfuss moved and Councilmember Maurice 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. 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 February 10, 2016

Open Forum

Nikita Bickham – Nikita Bickham came before the City Council to ask that the \$100.00 reconnect fee be returned or credited to her account due to unforeseen circumstances. The Councilmembers asked Nikita questions and discussed the issue.

Councilmember Strunc moved and Councilmember Standfuss seconded a motion to approve giving Nikita Bickham credit of \$100.00 on her water and sewer bill. The motion carried unanimously.

Financial Review with Sara Beavers – Oberloh & Associates

City Auditor Sara Beavers from Oberloh and Associates was present to go over the 2015 audit report and answered questions. The audit report is available for viewing in the City-Clerk's Office.

Councilmember Maurice moved and Councilmember Krogman seconded a motion to approve the 2015 audit report as presented by Sara Beavers of Oberloh & Associates with the corrections to the City Attorney and Sewer Fund in required communications & financial analysts. 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** – The boilers were switched over to burn on fuel oil to use up some of the older oil. In doing so Dan encountered a problem. The modulation motor that was installed three years ago by Paape was wired in wrong. It had been working fine for natural gas but when switched to fuel oil it would not shut boilers down when up to pressure. We have never had to switch over since it was replaced. The boilers continued to run full burn until the safety relief valves opened up filling the entire boiler room with steam. Dan was able to shut them down before any major damage happened. Dan did have to call Chappell Central to come find out the problem originally. Dan also had to have Willmar Electric come to service the fire alarm. The sensors in the boilers room needed to be replaced due to moisture damage from the steam. For some reason the Elevator isn't working. It is stuck on the third floor. Dan will probably call Sullivan's to see if it a power issue or not.
- **Water** – The wells averaged 28,000 gal/day for the month of February. No issues at this time.
- **Waste Water** – The lift station averaged 29,000 gal/day for the month of February. I will be calling Lauritsen Septic to come and pump out the lift station. It is getting a buildup layer on top that needs to be removed before it starts affecting the floats. This is routine maintenance. Dan would like to get some floating degreasers for approximately \$500.00 for at the lift station. Dan will check with the school to see what they do with their grease and talk to some other businesses about this also.
- **Streets** – I was contacted by Dave Palm of Bolten Menk Engineering. The city of Olivia is doing seal coat project this year. They are offering an invitation to join them on a joint venture for the project. The estimated costs per block would range from \$3200-3600. Depending on whether the city does their own pre and post sweeping. I've included the email for all to see.

Good Morning to All:

The City of Olivia is planning for another Seal Coat Project for this summer, 2016. Their budget for 2016 is between \$90,000 to \$100,000 for seal coat work. Olivia has joint ventured with neighboring Cities in the past couple of years. It was Olivia and Franklin in 2015. It was Olivia, Bird Island, and Hector in 2014.

The costs for the seal coat project in 2015 in Olivia and Franklin ranged from around \$3,200 to \$3,400 per block depending if the Contractor or City did the pre-sweeping. This included costs for Construction and Engineering. Olivia did both its own pre and post sweeping. Franklin had the Contractor do the pre-sweeping and they did their own post-sweeping. (Note – application rates and street widths also vary from City to City and will affect the costs per block)

The City of Olivia extends an invitation to neighboring Cities to joint venture with them for a seal coat project in 2016. It is felt that if we can get a Contractor to mobilize once to the area and perform multiple projects in neighboring / close Cities at the same time, it should save construction costs for all Cities involved. Also, the

Engineering costs can be reduced some with one Project Manual / Specifications for all Cities included.

Let us know if you would like to join the City of Olivia with a seal coat project in 2016.

Give me a call or email with any questions.

Deb & Dave (Bird Island): I know you will not be doing a seal coat this year. We did your whole City in 2016. This is sent to you for your info.

Thank you.

David

David A. Palm P.E.; Project Engineer; **Bolton & Menk, Inc.;** Consulting Engineers & Surveyors; 140 1st Avenue North; Sleepy Eye, MN 56085

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email: davepa@bolton-menk.com; www.bolton-menk.com

The Councilmembers discussed the street issue and decided that they would address the issue at a later time.

- Lights at the Shop – Dan informed the Councilmembers that there are 4 lights down at the shop that are bad and he would like to bring Sullivan’s in for an estimate to replace the lights.
- Picnic Tables – Councilmember Strunc informed the Councilmembers that the fire department has volunteered to paint the picnic tables and assemble them. Councilmember also got some garbage can lids for free and asked Dan if he could put them on the garbage cans down at the park.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to his monthly employee and Police Department report. Statistics for February 2016 were slightly higher to last year at the same time with 41 calls, 24 reports, 21 traffic stops, 5 citations, 26 mutual assists and 3 home security checks. Additional business discussed:

- School Building Update – Schneider reported that the school is being used year round, Little Lambs is upstairs and Stacy is back working at Tri-Valley. Basketball finished on Monday, Junior Volleyball is on Tuesday and Thursdays. Church groups have been asking for additional time in the school along with an increase in private parties renting the school. Bathroom supplies needs to be ordered. Schneider will contact Dotty with the information so she can order the supplies.
- Squad Car Update – Schneider reported that he is still having issues with the squad car starting. The battery is 2 years old and he will talk to Brian Beckendorf as far as a warranty on the battery.
- Part-time Officers Status – Schneider informed the Councilmembers that Police Officer Tony Boddie’s last day was March 7, 2016. Schneider has started the process of licensing Mark Brandt. Mark has been out here doing ride alongs for training.
- BCA Joint Powers Agreement & Court Data Amendment Resolution 3-2016 – Schneider spoke with the Councilmembers regarding Resolution 3-2016. The City of Danube is required to do the resolution for data system access for the City Attorney and Danube Police Department.

Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve Resolution 3-2016 State of Minnesota Joint Power Agreements with the City of

Danube on Behalf of its City Attorney and Police Department. The motion carried unanimously.

- County Emergency Responders' Meeting (Feb. 24, 2016) – Schneider reported that he attended the County meeting on February 24, 2016 and was informed that dispatching is now going through a smart phone and Schneider will need to look into getting a smart phone. Schneider and Dan are on the same plan with Verizon and once he gets some more information on a new phone he will talk to Dan. There are talks about doing regional SWAT team training.
- First Response 2015 Volunteer Recruitment & Retention Stipend Application – Schneider reported to the Councilmembers that he sent in the application on February 24, 2016 for the First Responders to receive the stipends again this year. The amount is the same as last year of \$500.00.
Mayor Alex asked Schneider to talk with the resident about the chickens in town and about patrolling by the school in the mornings due to people speeding when they go by.

Employee Report – City Clerk

- Progress Report – The Renville County Register is planning to release a progress report on March 31st. We are giving local school superintendents and city mayors/administrators the opportunity to inform our readers on progress being made in your organizations/communities. As editor, I have decided that I will not cap the number of words you can use. Just be aware that we may have to edit articles to fit into the paper, if everyone responds. The deadline for submitted work is set for Wednesday, March 23 at noon.
- April 13, 2016 Meeting – Reminder that the meeting on April 13, 2016 will start at 5:30pm. for the Board of Appeals and Equalization Meeting to be held and the regular City Council meeting will follow at 6:00pm.

School Building Updates

Councilmember Strunc spoke with Stacy at Tri-Valley and she is happy with things but did inquire about getting a water softener. Councilmember Strunc stopped and talked with Jahnke Water about getting an estimate on putting a water softener in at the School. Councilmember Strunc will bring the issue back once an estimate is received.

Community Center Updates

Councilmember inquired about the woman's bathroom tile. Dan Kaufenberg stated that he had tile down at the school and would grab one and replace the missing tile at the Community Center. Dan informed the Councilmembers that the senior citizens are looking at possibly lowering the television at the Community Center and Dan after the senior citizens inform him of it being completed will contact Sullivan's for an estimate to put an outlet in the wall located behind the television.

Unfinished Business

Water Tower Bids Lee Elfering – City Engineer Lee Elfering spoke with the Councilmembers letting them know that there were no bids that came in for the rehabilitation of the water tower. The bids that were received for building new are good for 90 days from February 11, 2016. If the Councilmembers don't make a decision within 90 days Lee would have to ask the contractor

for an extension on the bid. Maguire Iron, Inc. \$497,000.00; General Construction Services, Inc. \$519,000.00; Caldwell Tanks, Inc. \$549,000.00; and Phoenix Fabrications and Erection, Inc. \$701,700.00. The Councilmembers reviewed the bids and discussed concerns with Lee Elfering. One of the concerns is the power lines. Mayor Alex talked about the house on the corner of Oak Street and County Road #1 and possibly purchasing that property, knocking down the house and placing the water tower there instead of the site that was bid out. The Councilmembers also asked Lee if the water tower went to the other side of town instead if there would be any difference. Lee stated that there could be a slight change in water pressure for the east side of town by moving the water tower to the west side of town. The current water tower is 100 feet tall and the new water tower would be the same height at the site located east of the current water tower. Councilmember Strunc voiced that he didn't see the advantage or any urgency to doing the water tower right now. Councilmember Maurice stated that a couple years ago when the council asked for estimates for the repairs that there were big flakes falling off in the water tower tank and was concerned if the flakes could be messing up the pumps. Councilmember Strunc stated that if he thought it was a health hazard he would say start the project tomorrow that's our job. Our number one priority is to provide good safe water for the city; number two would be a sewer system that works, everyone has a list of priorities that they could come up with for the city. Councilmember Strunc also voiced concerns about borrowing money for the water tower project. Councilmember Maurice asked where the funds would come from if the money isn't borrowed. The Councilmembers discussed the other funds that the City could borrow funds from and pay back over time. Councilmember Krogman stated she didn't think we were in dire straits with our current water tower if we got five years. The Councilmembers discussed how the water tower inspection came about. The Councilmembers decided to table the water tower issue until the April 13, 2016 Council meeting so the Councilmembers have some time to review the pictures of the water tower from the KLM Engineering report from 2013. Lee showed all the Councilmembers on a map where the site is that the new water tower would be located according to the soil borings taken.

Lee Elfering Email - HWY 212 By-pass and Turning Lane – This information was in the Councilmembers packet prior to the meeting.

I am working on them, but ran into a few snags so they aren't done quite yet.

I have been trying to work out the need to move the field approach on the south side that is within the bypass lane taper. Mn/DOT's original position was that it had to be moved. The local number I got from you for the Schroeders (property owner) isn't accepting calls at this time. I think they are down in Arizona for the winter. So I tracked down that the Bratches rent the land and I talked to Darnell to try and get the number for the Schroeders in Arizona. I also talked to him about moving the approach and he is totally against it. He said he would look for the number for the Schroeders so I could talk to them, but I haven't heard anything in a week. After doing some checking there is a field approach in the bypass lane at the existing elevator entrance and I have brought that up with Mn/DOT and they are reviewing the need to move the entrance. At this point my plan is to leave the field approach where it is and see if Mn/DOT approves it. There are also some issues with the existing storm sewer that is out there. Right now 3 out of the 4 pipes don't daylight into the ditch and the one that does only daylights by 1 or 2 inches. I just talked to Mn/DOT about the situation again yesterday and they were going to have their hydraulics engineer take a look at it. One of the CB's needs to be moved because of the bypass lane and we will need to put in a new catch basin and pipe for that one. The question is what needs to be done with the other three if they aren't functioning. That is what Mn/DOT is checking on and will be getting back to me on.

I will have the plans done by the meeting so I would like the City Council to approve them and authorizing bidding the project at the Wednesday meeting contingent on getting the approval from Mn/DOT. I can write you a memo to that effect to put in the Council packet if you would like one.

Lee Elfering

Highway 212 Access – Accept Plans & Authorize Bidding – Lee Elfering asked the City Council to approve the plans so he can move forward once MnDOT approves the plans to put the plans out for bids. Lee reviewed some of the plans with the City Council members regarding the Highway 212 by-pass lane and turning lane. He is still working on getting a hold of the Schroeders.

Councilmember Strunc moved and Councilmember Standfuss seconded a motion to approving the plans for the HWY 212 by-pass and turn lane and authorizing City Engineer to receive bids contingent on MnDOT's approval. The motion carried unanimously.

Financial Reports

The Councilmembers reviewed the claims list and receipts list from February 11, 2016 thru March 9, 2016.

Councilmember Maurice moved and Councilmember Krogman seconded a motion to approve the bills as submitted in the amount of \$21,505.42 (checks) and \$7287.57 (electronic fund transfers). The motion carried unanimously.

The Councilmembers reviewed the Receipts List from February 11, 2015 thru March 7, 2016.

The Councilmembers reviewed the Actual versus Budget Comparison for 2016.

The Councilmembers reviewed the Bank Reconciliations for January and February 2016.

New Business

Resolution 2-2016 –Join HWY 212 Regional Safety Group – Dotty informed the Councilmembers that the HWY 212 Regional Safety Group has given permission for Danube to join the safety group but the Council needs to pass a Resolution allowing Danube to join the group.

Councilmember Krogman moved and Councilmember Standfuss seconded a motion to approve Resolution #2-2016 Authorizing New Member in Regional Safety Group. The motion carried unanimously.

Minnesota Statutes 272.02 Subd 23 – Farmers Coop – Councilmember Maurice just wanted to inform the Councilmembers about the Minnesota Statutes 2015 272.02 Exempt Property Subd. 23 which would affect some of the buildings at the CCFE. Councilmember stated that it is in affect now and it would have to be appealed in order for it to change. Mayor Alex stated that he contacted the Representatives to get on it and get it rescinded. Tim Miller got back to Mayor Alex. Councilmember Maurice stated the CCFE is a great asset to the town. Mayor Alex feels it needs to get out of there and it is going to cost us. Councilmember Maurice stated it was just information.

Geronimo Energy – Solar Garden – Dotty spoke with another City Clerk and she contacted Xcel Energy and asked if they would recommend this company or if there was a company they would recommend. Xcel Energy would not recommend any of these groups but did recommend that the City talk to the League of MN Cities prior to entering in any contract for a solar garden with

any organization. Dotty explained how the solar garden with Geronimo Energy would work for the City of Danube. The Councilmembers discussed the issue and made no decisions regarding the solar garden.

Renville County 10 Meeting – Blighted Property – Councilmember Maurice reported at the last Renville County 10 meeting that they asked each city to map out their town and place all the blighted properties on it and submit it to her. Councilmember Maurice also reported that the landfill could be open longer than a year or two like what was thought. Councilmember Strunc stated that maybe the Danube EDA or the City of Danube may have to cover some of the expenses in order to help remove some of the blighted properties in the City of Danube. The Councilmembers discussed some blighted properties and how to move forward.

Future Business - None

Correspondence

The Councilmembers received the following informational material in their packets:

1. Renville County Historical Society & Museum

Adjournment

There being no further business before the council, Councilmember Krogman moved and Councilmember Standfuss seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 9:47 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk