

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, June 8, 2016 7:00 PM
Danube City Council Chambers

A regular meeting of the Danube City Council was conducted on June 8, 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: Police Chief Les Schneider, City Clerk-Treasurer Dotty Schnobrich, and media.

Approval of Agenda

Councilmember Strunc moved and Councilmember Krogman seconded a motion to approve the Agenda with the addition of Jason Mitchell Driveway & Gutter Replacement under New Business. The motion carried unanimously.

Approval of Consent Agenda

Councilmember Standfuss 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.

- Minutes of Regular Meeting of May 11, 2016
- Approve Liquor License for Firemen's Keg Shoot on July 10, 2016

Open Forum - None

Fire Dept. Mutual Aid

Dotty informed the Councilmembers that she sent the Mutual Aid Agreement to the League of Minnesota Cities for review. The League responded that the Mutual Aid Agreement is off of their format that they put out.

Councilmember Maurice moved and Councilmember Standfuss seconded a motion to approve and sign the Mutual Aid Agreement. 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 – Dan is still waiting for Chappell Central to stop and give a quote on piping out the safety valve discharges.

The Councilmembers discussed if the mats and wraps at the school have been completed. Mayor Alex is to talk to Dan about the mats at the school. Mayor Alex will also talk to RCW about the wraps at Sacred Heart.

- Water – The wells averaged 60,000 gal/day for the month of May. This was up from average due to the CCFE filling their water tanks. Normal for May is around 40,000 gal/day. The Well houses need some attention. The windows are rotted out and are falling apart. The grout is falling out in some spots also. Dan will be getting estimates on windows and making repairs throughout the summer. Will also be doing some insulation on the ceilings that fallen down over the years.
The Councilmembers discussed the windows and Councilmember Maurice is to talk with Dan regarding getting vinyl windows at the well houses.
- Waste Water – Dan contacted Thul Specialties and they put us on their schedule to do 10 manholes this summer. Dan has begun popping covers to inspect the manholes to determine which ones are in the worst shape and should be done first. The spring pond discharge has been completed. The lift station averaged 40,000 gal/day for the month of May.
- Street repair – Dan has been trying to contact someone about air patching some spots like we've done in the past. Dan thinks the company is under a new name again. Dan will keep trying to get ahold of someone to see if they still do it. Dan has also left messages to get Railroad Ave graded but have not heard back. Dan is sure they are very busy this time of year. Dan will keep pursuing it.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give a two month employee and Police Department report. Statistics for April 2016 were slightly lower to last year at the same time with 41 calls, 22 reports, 24 traffic stops, 10 citations, 19 mutual assists and 3 home security checks; May 2016 were slightly lower to last year at the same time with 55 calls, 32 reports, 34 traffic stops, 13 citations, 23 mutual assists and 2 home security checks. Additional business discussed:

- School Building Update – Schneider reported that Tri-Valley will start on Monday, June 13th, the spring play was held in May, and Little Lambs had a rummage sale from the 15th to the 22nd. Schneider also reported that the gym floor is in terrible shape there is no protection left on the floor. Over the past two months of use the floor has been scratched and it is like walking on ice right now. Schneider talked to the Athletic Director from RCW and they requested captains practice from August 8th through the 12th for varsity volleyball.
- 2016 MCPA ETI – Schneider informed the Councilmembers that he will be attending the conference for police chiefs April 17th through the 20th. He received 16 education credits for attending.
- POST Board Audit (May 11) – Schneider reported that had his POST Board Audit on May 11th and that is why he was not at the Council Meeting on May 11th.
- State E-charging Status – Starting July 1st all of Minnesota will be required to enter all tickets in the state e-charging system.
- Blighted Properties – Schneider reported that he spoke to 12 residents regarding blighted properties. Some of the residents didn't feel that they should have to clean up their property if Bensons's are not required to. Schneider will continue to work on getting them to clean up their properties and not worry about others.

- Memorial Day Program – Schneider assisted the Legion on the 29th on May for the Memorial Day Program down at the school. Schneider also unlocked and locked the Community Center.
- POST License Renewal – Matt Vatsaas forgot to renew his license by June 30th and he is aware of it and he will be renewing his license and it will be valid for 3 years.
- Fun Days Planning – Schneider reported that he will have extra officers on during Fun Days again this year.
- MCPA Twins Card Program – Schneider that he has received his Twins cards and has started handing them out to the kids.
- First Response Equipment Information – Schneider is working on getting quotes for a defibrillator. Schneider also renewed his AMT license on March 31st and he is good until April 2018. Schneider reported the First Responders have been on 3 calls in 21 hours
- Civil Defense – Schneider called in Two-Way Communications to come and fix the civil defense siren. They managed to get it working and it was tested on June 3rd at 2pm. Schneider informed the Councilmembers that he can manually turn the siren on if something did happen.
- Community Center – The Councilmembers asked Schneider if he would be able to check on the Community Center between the renters on June 18th and June 19th and unlock the Community Center on June 19th and lock up June 19th. Schneider said that he could take care of the Community Center.

Employee Report – City Clerk

- Street Lighting – Scott Johnson from Xcel Energy stopped in and visited with Dotty on Tuesday morning June 7, 2016. He informed Dotty that Xcel Energy will be changing out the street lights to LED lights in the next 2 to 3 years. Scott did not foresee that it would take them long to switch out the lights in Danube once they start. Scott will be bringing in a schedule this fall with more details on the switching of the lights.
- Office Closed – The City Office will be closed on Monday, July 4, 2016 for the Fourth of July.

School Building Updates – None

Community Center Updates

Councilmember Krogman was to do some research about the Community Center but she was unable to get the information prior to the meeting. Mayor Alex will unlock and lock up for the Bloodmobile on June 10th. There is an upcoming wedding reception at the Community Center that would require someone to go and unlock quite a bit unless the Councilmembers would like to release the keys to the party to unlock and lock up themselves. The Councilmembers discussed the issue and decided to release the keys to the party for the wedding reception. Dotty did talk with Marlys Sharpe about if she would be willing to help the city out if we were unable to find someone to unlock and check on the Community Center on the Sunday after the wedding for the next group using the Community Center. Marlys said she would but Dotty pointed out that this was only a one time deal and Dotty requested that the City not to ask Marlys again. Police Chief Schneider said that he would be willing to check on the Community Center on Sunday morning after the wedding and do some cleaning as necessary and Councilmember Krogman said if she was around she would help out with the cleaning also. Mayor Alex said he

would clean the Community Center after the events the weekend of June 18th. The Councilmembers discussed releasing the keys to the renters and make them responsible for unlocking and locking up the Community Center for their events. No decision was made regarding this issue at this meeting. The Councilmembers also discussed the non profits that use the Community Center and the lack of cleaning that they are held to when they use the Community Center. The Councilmembers decided to have the Councilmember Krogman and Councilmember Maurice come up with a cleaning checklist to hand out to all renters including nonprofit organizations. The Councilmembers decided that renters (including nonprofit organizations) need to start being charged for the lack of cleaning that they are doing. The Councilmembers also discussed the current pay and some duties of the Community Center custodian and asked Councilmember Krogman and Councilmember Maurice to review the duties and pay of the Custodian and update them accordingly. Councilmember Maurice will talk with the person in charge of the Renville Community Center to see if they would be interested in also taking care of the Danube Community Center, if they are not a new advertisement will be published in the paper listing the pay that may be more appealing to people to apply. The Councilmembers decided to only allow one event per weekend other than the ones that are already booked until further notice.

Unfinished Business

Water Tower – Funding – There was no new issues to discuss on the water tower funding but to continue to carry this item forward on each agenda until further notice.

Water Tower - Demolition – Councilmember Maurice spoke with the Councilmembers regarding the person who has given a quote of \$15,000.00 to remove the old water tower. Concerns include they no longer would want it, cost of removal could go up, Councilmember Maurice moved and Councilmember Standfuss seconded a motion to approve Fagen Inc to remove the old water tower for a cost of \$15,000.00 after the water tower is taken out of service. The motion carried unanimously.

HWY 212 By-pass & Turning Lane Update – Lee Elfering Email – The following is an email received from Lee Elfering.

I thought I would shoot you an update on the CCFE Entrance. I have spoken to Maurice Schroeder (owner of the farm field east of Grizzly's) regarding moving the field approach location and the ditch modification that will need to occur to allow for the widening. He was more receptive to at least consider moving the field approach but wanted to look it over and think about it. He told me to give him a call after Memorial Day to maybe set up a time to meet and discuss it.

I think I mentioned before that MnDOT is requiring that they meet with the property owner as well to make sure they are acceptable to the modifications and the ditch grading specifically. MnDOT has apparently had issues with property owners blaming poor drainage on a project even if the issue was present before the project. That is why they want to meet with them. I want to have everything worked out with the property owner before we get MnDOT involved in the meeting.

Benson House – Councilmember Maurice reported that MAAC did the inspection of the Benson house for \$480.00. The inspection came back showing asbestos in different areas and Councilmember Maurice spoke with them and they told Councilmember Maurice that it would

be cheaper to demolish the house then to remove all the items with asbestos and then burn the house. MAAC gave an estimate of \$16,155.00 to demolish the house and haul it out, however all the furniture, clothing, tires, paint, etc all need to be removed from inside the house first. Mayor Alex stated that he along with some guys on the Danube Fire Department would be cleaning out the house of these items. After the house is cleaned out and demolished the basement would still need to be removed and filled in. The previous Haney Construction quote was looked at but it needs to be redone because it was including removing sidewalks, driveway, hauling away the debris after the house burn, etc. Also the basement is smaller than what Haney had thought on the original quote. Councilmember Strunc stated that the City is in need of a good ordinance on blighted property for this reason. By the City taking on this expense it is like rewarding them for bad behavior. Councilmember Krogman agreed with Councilmember Strunc. The Councilmembers discussed assessing or obtaining the property due to the high cost to remove the house and fill in the basement. The Councilmembers discussed the possibility of contacting the Department of Health or other asbestos removal companies. Police Chief Schneider stated that the Bensons have not been fined as stated in the blighted property ordinance in the past regarding this property. Councilmember Standfuss asked if the City should start budgeting in for blighted properties in the future. The Councilmembers discussed the issue of future blighted property removal and Mayor Alex stated that if the City is going to be removing the blighted property then the property needs to be turned over to the City. The Councilmembers discussed the issue further and Councilmember Maurice is to talk with the Bensons about turning the property over to the City of Danube due to the high cost to remove the blighted property. Councilmember Krogman stated that she would like to see somehow for the City to go after the property owners for the cost of blighted property removal. Police Chief Schneider stated that the City Attorney would need to be involved with the changing of the blighted property ordinance regarding assessing the property owners for the cost of the blighted property removal the city would incur.

Councilmember Strunc moved and Councilmember Maurice seconded a motion to approve hiring MAAC for \$16,155.00 to remove the Benson house at 404 3rd Street. The motion carried unanimously.

Financial Reports

The Councilmembers reviewed the claims list and receipts list from May 12, 2016 thru June 8, 2016.

Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve the bills as submitted in the amount of \$20,385.32 (checks) and \$11,079.70 (electronic fund transfers). The motion carried unanimously.

Mayor Alex asked Doty if all water bills were current or agreements signed. Doty informed the Councilmembers that they are not all current and not all have signed an agreement. The Councilmembers discussed the issue and it was decided the Councilmember Maurice is to speak to Public Works Director Dan Kaufenberg regarding the water bills and turning off all people on the shut off list.

The Councilmembers reviewed the Receipts List from May 5, 2016 thru June 6, 2016.

Doty Schnobrich informed the Councilmembers that the property tax check was received and with the deposit of the check Minnwest Bank account would be getting close to the FDIC amount of \$250,000.00 and would like to have permission to move funds if needed in order to stay under that amount.

Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve City Clerk Dotty Schnobrich to move funds as needed from Minnwest Bank to Edward Jones as needed to stay under \$250,000.00. The motion carried unanimously.

The Councilmembers reviewed the Actual verses Budget Comparison for 2016.
The Councilmembers reviewed the Bank Reconciliations for May 2016.

New Business

Tree Moving – Freedom and Oak Street – City Engineer informed the City of Danube that there were some trees that would have to be moved and others possibly cut down at the new water tower site. The Councilmembers received a site plan for the new water tower site in their Council packets. Mayor Alex contacted Iverson Tree Farms, LLC about the trees at the new water tower site. Iverson picked out the three best trees to transplant to the city park for a cost of \$1,275.00. The Councilmembers discussed the trees and moving them down to the park. The trees should be moved soon because it would be better for the trees before it gets to hot in the summer which would be harder on the trees.

Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve Iverson Tree Farms to transplant three (3) trees for a cost of \$1,275.00. The motion carried unanimously.

Resolution 3-2016 – Adopt a Police Officer Declaration for Marc Brandt II – Dotty reported that approval is needed of the Police Officer Declaration for Marc Brandt II for PERA.

Councilmember Maurice moved and Councilmember Strunc seconded a motion to approve Resolution #6-2015 A Resolution to Adopt a Police Officer Declaration for Marc Brandt II for PERA. The motion carried unanimously.

League of Minnesota Cities Renewal Application for Liability Coverage Insurance – The Councilmembers reviewed and discussed the insurance papers from the League of Minnesota Cities.

Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve the renewal of League of Minnesota Insurance waiving the monetary limit on tort liability. The motion carried unanimously.

Temporary Dwelling Ordinance – Email Aaron Walton – The Councilmembers reviewed the email from Aaron Walton and decided to give Dotty more time to research the information and bring it back at the next Council meeting.

Jason Mitchell Driveway & Gutter Replacement – Councilmember Standfuss received a call from Jason Mitchell and he went down and looked at the driveway and gutter and Jason inquired if the City would be responsible for the replacement of the gutter or some of the cost. Councilmember Maurice also saw the gutter that was in question. Councilmember Strunc stated that the gutter was damaged by the previous homeowner and the new home owner assumed the responsibility of the damage. Since the homeowner damaged it Councilmember Strunc is unsure how it becomes a City expense. Jason Mitchell is going to redo the driveway and would like to get the gutter fixed at the same time. Councilmember Standfuss stated that Jason Mitchell would like the City to possible help pay for some of the cost to fix the gutter. The Councilmembers discussed the issue and decided that once Jason Mitchell gets a quote for the gutter that Councilmember Standfuss and Councilmember Maurice were to review the quote and make a decision on any amount the City would assume of the cost.

Future Business - None

Correspondence

The Councilmembers received the following informational material in their packets: None

Adjournment

There being no further business before the council, Councilmember Krogman moved and Councilmember Maurice seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 9:25 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk