

**DANUBE CITY COUNCIL  
Regular Council Meeting  
Wednesday, July 8, 2015 8:20 PM  
Danube City Council Chambers**

A regular meeting of the Danube City Council was conducted on July 8, 2015 at 8:20 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: David Kadlec, Daryl Raddatz Jim Krogman, Steve Santjer, 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 Maurice 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 June 10, 2015
- Bar Door Open During Fun Days Only in Case of Rain

**Open Forum - None**

**Employee Report – Chief of Police**

Chief of Police Les Schneider was present but did not give a Police Department report for June 2015. Chief Schneider will give a two month report at the August Meeting.

The Councilmembers told Schneider that whatever he has been doing about the mosquitoes it has been working and that he is doing a good job in spraying.

**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 hasn't had any issues with the building as of late with Tri-Valley. Everything seemed to go well during their inspection. Dan will be buying some piping to bring down the discharge of the safety valves on the boilers to the floor. Dan is expecting the boilers will be inspected sometime in July. Dan would like to have Chappell Central come and tune the burners on the boilers. This has never been done since the City has owned them. Doing this should help with efficiency to make sure they are burning at optimum levels.
- Water – The wells averaged 40,000 gal/day for the month of June. Servocal Instruments came and helped reset the Water Tower levels. Dan should now be able to cycle back and forth for Winter/Summer settings on my own.
- Wastewater – The Lift Station pumped an average of 42,000 gal/day for the month of June. There were no issues with Lift Station for the month. Dan found some manholes that were leaking around the rim up top. The old gasket seal was gone underneath and it was nothing but dirt packed in there keeping the water out. Dan has resealed them and hopefully makes a difference when it rains to keep water out of Sanitary. Thul Specialties will be here 7-7-15 to rehab the 3 manholes that were approved. The Councilmembers asked that Dan report back to the Councilmembers on the manhole repairs.
- Streets – Duininck plans on doing the patch on Freedom when they do the Elevator road. This was to help keep mobility costs down. Glieden is planning on being here July 22-24<sup>th</sup>. They wanted to come this week but Dan didn't want the mess with all the loose rock around town for Fun Days and the Parade.
- Mosquitoes – Dan ordered more mosquito spray for a total of \$425.00 from Bug Source.
- Shop – Dan would like to have Steve's Htg replace the A/C unit in the Shop office. The quote was for \$3500.00 to replace the unit, line set, pad, and add some return/supply lines. The old unit is outdated with old refrigerant and is not worth fixing. The money for the unit was already approved into the budget for the maintenance shop for this year. Dan will also need to replace my computer soon. The one we have is a cheaper computer that was bought just to get started. With the ever increasing need and demand on the computer it is started to get extremely slow. Sometimes it takes more than 5 minutes just to wake up so Dan can do anything. Every year more and more reports and documents are done online. Need a reliable powerful computer. Dan can bring estimates to next meeting.  
Mayor Alex asked if the A/C is just for the shop or it is also for the police department. Police Chief Schneider responded that it is for both the shop and police department.  
*Councilmember Strunc moved and Councilmember Standfuss seconded a motion to approve Dan to hire Steve's Htg. to replace the A/c unit in the shop not to exceed \$3,500.00. The motion carried unanimously.*  
The Councilmembers also discussed Dan getting a new computer. The Councilmembers recommend Dan get quotes for either a laptop or desktop which ever would be best for him to use to get his work completed. Mayor Alex also said to look into a new printer also.
- Vacation – Dan will be on vacation August 21<sup>st</sup> – 31<sup>st</sup>.

### Employee Report – City Clerk

- CD's at Edward Jones – Dotty deposited the property tax check of \$109,108.27 and transferred \$126,746.41 from the ICS at Hometown to Edward Jones after receiving a

response from Sara Beavers (auditor from Dennis E. Oberloh, Ltd.) regarding the question about FDIC. Sara's email is below.

Hi Dotty

The short answer is yes you can put money into an Investment Company invested with bank CD's. The same FDIC rules apply in the Edward Jones account as they do with the local bank. You would have \$250,000 FDIC coverage for each bank. Keep in mind, Edward Jones can invest for example \$1,000,000 for you in multiple bank CD's that are \$250,000 or less and you would be sufficient with coverage. You would have the same FDIC coverage as you would with the funds invested at the local bank. The only thing to watch which shouldn't be a problem is that they don't purchase a CD that you are also using as your local bank (ie Minnwest Bank). Often times I see the Edward Jones accounts using the larger banks like Wells Fargo, US Bank, etc.

Hopefully this answered your question. If you still have questions let me know. I am around all day today except from about 10-11 as my daughter has a softball game.

Sara Beavers

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After some research the funds were invested as follows:

3 year - \$75,000.00 @ 1.65%

2 year - \$55,000.00 @ 1.15%

18 month - \$50,000.00 @ 0.80%

1 year - \$50,000.00 @ 0.55%

This leaves a balance of \$5,854.68 in the money market account. This account does require a minimum balance of \$2,500.00.

One question is how does the City of Danube want to receive the interest earnings from the CD's as they come due? Edward Jones can either issue a check or make a direct deposit into the Minnwest account at no charge. Currently I have them issuing a check to the City of Danube. The original amount was \$61.95 that was approved. All four books have been received.

- Water Tower Meeting – On Wednesday, July 1, 2015 a meeting was held with Lee Elfering regarding the water tower. Those who were present included Lee Elfering (City Engineer), Dan Kaufenberg (Public Works Director), Al Strunc (Councilmember), Dotty Schnobrich (City Clerk), and Gene Alex (Mayor, attended for a short period of the meeting). The items discussed were the rehabilitation of the water tower and constructing a new water tower. Lee recommended that the City of Danube but both bid packages out on the same day. Lee recommends putting the bids out in January or February to get the best price. Lee has sent out a request for a quote on cost to put together a specification report to KLM and Badger for the rehabilitation of the water tower. Lee will ask that the costs relating to the OSHA upgrades to be itemized out so the City of Danube can see the individual costs. Lee also informed the group that the rehabilitation even with the bid could have more unknowns at the time the rehabilitation is taking place that could be additional expense. One item could be water main breaks while the water tower is off line due to the wells directly feeding the town's water and the pressure could change in the lines. The City of Danube would need to get some pressure relief valves and put around time during the rehabilitation. The valves cost

approximately \$1,500.00 a piece. Lee recommended also that the City of Danube include in the rehabilitation project the cost for a variable speed pump. The water tower would also be off line for at least 1 and ½ months while the rehabilitation is taking place. Lee also stated that the maintenance and any improvements down the road to the current water tower would cost more than a golf ball style tower. The group discussed two possible sites for a new water tower. Lee will get in contact with some people to do soil borings at the two sites for the City of Danube to decide which site would be the best place for a new water tower. An advantage to building a new tower there will be less unknowns and less possibility of water main breaks because the current tower would continue to be used during the construction of the new tower. Another advantage as mentioned earlier was the maintenance and improvements would be less expensive due to the smooth surface of a golf ball style water tower. Dotty did inform Lee that she was informed by another city that they received grant money for their water tower from a Revitalizing America Grant. Lee asked Dotty to forward the addresses for the websites that she has been informed about.

Councilmember Strunc reported that at the meeting that once they receive the bids at that time the Council discuss which choice is best for the City of Danube whether it be a restoration or a new water tower. Councilmember Strunc also added that if it is a new water tower it will be the golf ball style and the same size as the current water tower. Once the soil borings are done Lee Elfering, City Engineer, at that time will ask for the Councilmembers to decide on the site of a new water tower for the bid process.

- Signs & Crosswalk Update – Dotty called Jeff Marlowe on Wednesday, July 1, 2015 for an update. Dotty is to hear back from Jeff on Tuesday, July 7, 2015. Dotty will report any update at the City Council meeting on Wednesday, July 8, 2015. Dotty received a return call from Jeff Marlowe stating that he would like to come over and walk County Road #1 with Dotty and review the signs currently there and discuss the letter submitted by the City of Danube. Jeff will contact Dotty in the near future with a date to do this review.
- Water Meters – Dotty and Dan reviewed three accounts which had very high water usage. Upon reviewing the history of the three accounts Dan suggested that we charge them an average until he can read the meters after a month of usage to see if they are still reading really high. If the usage stays the same and nothing is wrong with the meter at that time we can adjust their bill to reflect the usage. Dotty will enclose a letter explaining the water issue and to encourage the individuals to verify that there are no items running water at their house (example toilets, water softener, etc.).

The Councilmembers discussed the water meters and decided that the bills could be done with an average as recommended along with a letter explaining the situation and have Dan Kaufenberg, Public Works Director, follow up at those three residences in about a month to check on the meter readings. If the readings were correct then an additional bill will be sent out for the additional amounts that were not previously billed.

Councilmember Standfuss asked that Dotty send a letter about the street patching work that the county did on Main Street telling them that they did a good job.

- Vacation Day – Dotty will be taking vacation on August 5, 2015.

### **School Building Updates**

Councilmember Strunc reported that the windows at the school have been installed at the school. Councilmember Strunc also reported that Little Lambs is interested in using Home Recreation room. After Councilmember Strunc hears back from Little Lambs after they do some research he will bring this back to the Council for discussion.

### **Community Center Updates**

Custodian Hired – Mayor Alex reported that Councilmember Maurice and Councilmember Krogman went over the applications and went through the hiring process.

*Councilmember Maurice moved and Councilmember Krogman seconded a motion to hire Nancy Bellig as the Community Center Custodian. The motion carried unanimously.*

### **Unfinished Business**

*Sidewalks – Precision Concrete Cutting Proposal* – Dotty contacted Precision Concrete Cutting to receive a proposal for the cost of fixing the sidewalks in the business district of Danube. The Councilmembers reviewed the proposal submitted from Precision Concrete Cutting for 804 lineal feet for \$11,649.81 to remove trip hazards in the business district of Danube. The City of Danube did not budget any funds in 2015 for sidewalk repairs. After some discussion the Councilmembers decided not to hire Precision Concrete but to speak with Dan Kaufenberg, Public Works Director, about going around and fixing 12-20 spots in the business area that are the worst ones that are in need of being fixed. Councilmember Maurice will speak with Dan and inform him of the spots that they had the most concerns about.

### **Financial Reports**

The Councilmembers reviewed the claims list and receipts list from June 11, 2015 thru July 8, 2015.

*Councilmember Maurice moved and Councilmember Standfuss seconded a motion to approve the bills as submitted in the amount of \$36,704.46 (checks) and \$10,877.52 (electronic fund transfers). The motion carried unanimously.*

The Councilmembers reviewed the Actual verses Budget Comparison for 2015.

The Councilmembers reviewed the reconciled bank statement for June 2015.

The Councilmembers reviewed the second quarter breakdown of garbage, school, sewer and water income and expense sheets.

*Councilmember Strunc moved and Councilmember Krogman seconded a motion to approve the Financials for June 2015. The motion carried unanimously.*

Councilmember Strunc asked Dotty to give a breakdown of all the fees paid for licenses/permits/fees paid from the sewer department at the next meeting, Wednesday, August 12, 2015.

### **New Business**

Subcommittee Date – City Engineer asked the City of Danube form a Subcommittee to discuss the Oak Street issues. The subcommittee will consist of Councilmember Al Strunc,

Councilmember Phil Standfuss, Craig Hebrink (CCFE), Calvin Aarons (CCFE), Jim Krogman (Oak Street resident), and another resident that lives on Oak Street. A meeting date is set for Thursday, July 16, 2015 at 7:00pm to be held in the Council Chambers at the Danube City Office building.

**Future Business** - None

**Correspondence** - None

**Adjournment**

*There being no further business before the council, Councilmember Standfuss moved and Councilmember Krogman seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 9:09 p.m.*

Respectfully submitted: Dotty Schnobrich, City Clerk

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Gene Alex, Mayor

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Dotty Schnobrich, City Clerk