

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, July 9, 2014 6:30 PM
Danube City Council Chambers

A regular meeting of the Danube City Council was conducted on July 9, 2014 at 6:30 p.m. with Mayor Gene Alex presiding.

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

Councilmembers absent: None

Others Present: Kevin Friesen from Rural Development, Mr. & Mrs. Duane Standfuss, Nicole Allen, Public Works Director Dan Kaufenberg, Chief of Police 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 with the addition of Brush Site under New Business and Rural Development – Water Tower Funding – Kevin Friesen going after Approve Agenda and Approve consent Agenda after the Open Forum. The motion carried unanimously.

Rural Development – Water Tower Funding

Kevin Friesen from Rural Development gave a presentation regarding Rural Development funding. Kevin Friesen will email an application for funding from Rural Development. The next steps for the City of Danube are to start the application process and work on selecting an engineering company if not Lee Elfering.

Open Forum

Mr. & Mrs. Duane Standfuss spoke with the Councilmembers about their concerns regarding the catch basin down at his corner and the plumbing of his sump pump. Mr. & Mrs. Duane Standfuss brought attention to dogs running around on peoples lawns without dog leashes. And other ordinances that other Danube residents are not being abided by. The Councilmembers discussed the issues with Mr. & Mrs. Duane Standfuss and will discuss the catch basin with Dan and review the quote that Dan has submitted with his Public Works report. Mr. & Mrs. Duane Standfuss requested the \$50.00 fee be removed that was added on to the last utility bill. The Councilmembers discussed the issue and it was decided not to remove the \$50.00 fee but to continue the fee every quarter until the switch is removed.

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 11, 2014
- Building Permit – Nicole Allen – Garden Shed & Fence, 402 6th Street – See City Clerk Notes. Nicole Allen spoke with the Councilmembers regarding concerns on the fence running east to west that would be located on the north side of the property. After a discussion between the Councilmembers and Nicole Allen, it was decided that the north fence line would change to 6 feet tall and would be in from the curb approximately 17 feet and 10 inches.
- Building Permit – Paul Wittman – 2 Bedroom Addition & Deck, 409 4th Street

Employee Report – Public Works Director

Public Works Director Dan Kaufenberg was present to give his monthly report.

- Waste Water – Dan mentioned that he was sure everyone knows that we had backups in our sanitary sewer on June 19th. We had a lot of rain over a two week period. During recovery time during the day the pumps in the Lift Station stopped pumping for some reason. Dan called Dakota pump to come and pull the pumps to find the problem. We believe that one set of check valves were not opening. We finally got them to pump around 8:00 at night. Dakota pump was hoping to get here this week to replace both sets of check valves in the Lift Station. Then the power went out around 4:00 am on June 20th and to add to the list of problems the generator voltage regulator decided to go bad so the generator wasn't useable. Dan got Renville's generator and had to have Sullivan's switch cords on it just so we could use it. By the time it was 10:30 am and the power was restored at 12:00 noon. Dan talked with Jim Sullivan and the generator repair will be around \$2,000.00 he said. The parts were not cheap but this is used in three different spots in town. Dan is also having Sullivan quote a new standby generator to sit by the Lift Station that would automatically start up upon power failure. Dan did receive the quote from Sullivan's Electric prior to tonight's meeting. First option is install new automatic transfer switch to existing lift station pump panel with underground generator wires dug in to shed (so generator could stay in shed) and set up existing generator for automatic control. Cost would be \$12,900.00. Second option is same as first option but adding a new indoor natural gas generator that would be installed permanently in the back of the shed for a cost of \$30,400.00. Dan also purchased a second water pump from Dave Lang that Thursday morning to help alleviate the sanitary system faster. The pump was purchased for \$500.00 and is valued at \$1,200.00. The pump was brand new. Dan is also in the process of getting some quotes to do some manhole rehabs to help with excess water during the heavy rain falls.

Councilmember Maurice moved and Councilmember Krogman seconded a motion to approve Dakota Pump & Control Inc to replace the check valves at the lift station for a cost of \$7,165.61. The motion carried unanimously.

- Storm Sewer – Dan received a quote to replace the catch basin by Duane Standfuss from Monson's. For a completely new basin it would be \$4,895.00 to replace. Other option is to leave the old basin in and replace casting on top for \$3,435.00. Dan does not know how much of a difference this will make. Water can only exit as fast as the pipe will allow. The grates on top are there for a purpose to keep potential problems on top where easily accessible and not in the pipe. The Councilmembers discussed the catch basin down by Duane Standfuss's house. Dan further discussed that the water can only go down as fast as the pipe will allow the water to drain. Dan also mentioned that the large things falling from the tree and how that is plugging the grate on top of the catch basin and is part of the reason for the water back up happening at that corner. The Council discussed what options could be done to fix the falling back part of the catch basin and if a new catch basin would be beneficial. After the discussion it was decided that Dan is to check on the catch basin size with Gary Monson Excavating and try getting prices for a new catch basin and then talk with Randy Krueger about catch basin casting costs and present the information at the next City Council meeting.
- Water – The wells have been pumping fine and averaging around 40,000 gallons a day. Dan will be ordering more chlorine, poly phosphate and fluoride from Hawkins Chemical.
- School – The fire alarm system was not working in the school. Dan called Sullivan's to see if there was a power supply problem. We noticed a fuse in the unit itself that was soldered in was broken. We took the power supply unit out of the alarm and they brought it back to replace the fuse. When it was reinstalled the fuse blew when the power was restored. So Dan called Willmar Electric since they service and monitor the alarm. They determined the power supply unit was bad and needed to be replaced. Only problem was the unit is no longer made and you can't get parts. Dan was lucky and found one on EBay for \$215.00 and it is currently working fine. A new alarm would have been \$1,500.00 minimum. Dan also reported that only one tree was removed from down by the school and not two that was originally planned.
- Streets – Dan would like to schedule Glieden to come and to do 1-2 days of air patching on the streets. There are a few spots that are breaking up and could use some attention. James Handt's driveway also needs to be fixed yet from the skid loader this spring. *Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve Glieden to come and do patching for 1 to 2 days as needed (approximately \$6,200.00). The motion carried unanimously.*
- Fun Days – Dan has reserved 10 tables from the Renville County again this year. They will be picked up on Thursday and put behind Community Center. Also 6 dumpsters were ordered from West Central Sanitation. 2 will be by the Community Center, 3 will be at the park and 1 at the softball field. Dan will also be getting barricades from Olivia.
- Gutters at City Office – Dan presented a quote from Tom Smith from Superior Home Exteriors to remove and put new gutters, downspouts and ice breakers at the Danube City Office for a cost of 2,230.00. *Councilmember Strunc moved and Councilmember Maurice seconded a motion to approve the quote as presented by Tom Smith from Superior home Exteriors to remove and replace the gutters, downspouts and install ice breakers at the Danube City Office. The motion carried unanimously.*
- City Shop Air Conditioner – Dan reported to the Councilmembers that the air conditioning down at the City Shop has been freezing up in July for years now. Dan will get a quote about the air conditioning and bring it back to a future council meeting.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give his monthly employee and Police Department report. Statistics for June 2014 were lower compared to last year at the same time with 47 calls, 28 reports, 33 traffic stops, 12 citations, 27 mutual assists and 2 home security checks.

Additional business discussed:

- Mass Disaster Drill at Beet Plant – Schneider informed the Councilmembers that he spoke with Mike Hennen from county emergency for funding reimbursement that is eligible for when the police, fire department and first response went to the drill at the beet plant on June 5, 2014. Things that qualify are equipment, time, fuel, and etc that can be turned in for a portion of reimbursement.
- Use of Force Training – Schneider reported that the whole department attended the use of force training on June 14, 2014 which is an annual requirement.
- Public Works Assists – Schneider reported that he assisted Dan on June 18, 2014 when 4 inches of rain fell. Schneider informed the Councilmembers that he also assisted with the power outage a couple of days after the 4 inches of rain fell on June 18, 2014.
- Mosquito Spraying – Schneider informed the Council that he is catching up and has about 2 days left. Schneider has enough mosquito spray for the major parts of town to hit again before Fun Days. Dan, Public Works Director, has ordered more spray and it should be arriving sometime soon.
- Power Outage Incident – Schneider reported that the transformer on the north east side of town that blew at 3:30 am. Schneider got a hold of Xcel at about 3:45 am, they were here and looking for the issue and at about 5:00 am found the blown transformer. Xcel found the transformer after the sun came up. All three transformers were replaced on the north east side of town. Power was out or on low voltage for about 7 to 8 hours.
- School Building Update – Schneider informed the Councilmembers that he the dance team used the school building for captain's practice. The dance team does a good job of cleaning when they are done. Schneider has been helping Tri-Valley in lock down and fire drills for the last couple of weeks which is mandated.
- Blighted Properties Update – Schneider informed the Councilmembers that all the people that have received blighted property letters have done some kind of improvement and additional work on a couple of them yet to be completed. The properties that have been foreclosed on were either contacted by Schneider or Dotty. The City mowed one property and will assess the charges to that property. Schneider is to talk with a Danube resident and the fire department about a property in town about possibly having the fire department burn the property to remove the hazardous conditions that it is causing. Schneider is to bring back what information he was able to gather regarding this issue at the next Council meeting in August.
- Fun Days Update – Schneider informed the Councilmembers that he has been working with the Danube Area Action Club about blocking the street for the parade, car show and the 5k dash that is being held this year. The police department will also assist with some intersections during the 5k dash.
- POST Board Information – Schneider informed the Councilmembers that he has received Officer Marcel Krueger's license and that he sent in the termination form for Retired Officer Dan Hotovec's part time license. The Councilmembers discussed the nineteen (19) years of service that Officer Dan Hotovec did for Danube and decided that a letter of

thanks and a token of appreciation be given to Officer Dan Hotovec. Schneider said he will put something together and contact the paper regarding the 19 years of service.

- Continued Education Reimbursement – Schneider reported that Dotty has given him the breakdown from the continuing education expenses from July 1, 2013 to June 30, 2014 to be turned in for reimbursement. The reimbursement is due by July 31, 2014. Schneider estimates it will be about \$1,500.00 back for the expenses that are turned in regarding the continuing education expenses.
- First Response Information – Schneider informed the Councilmembers that the First Responders held a meeting and training on June 26, 2014. Schneider was elected as director again of the First Responders for another year. Schneider also reported that he has quotes coming regarding three defibrillators to be purchased. Of the three that may be purchased two of the locations would be the Community Center and the school. Dotty will speak to the Danube Lions Club about a donation for the one at the Community Center and Schneider will speak with Tri-Valley about funds for the one at the school once the quotes come in on the cost for the defibrillators.
- Health Insurance Update – Dotty reported that unfortunately there is no insurance available through League of Minnesota Cities or through any other organizations that Schneider can join for insurance. Schneider is working with his insurance agent about doing a private exchange. Schneider will bring this issue back to a City Council at the end of the year with more information.

Employee Report – City Clerk

- Building Permit 402 6th Street – Michelle Groen called the City Office and voiced concerns about the fence. Michelle said that she would be fine with the fence from the house back but not the fence in front. Her concerns were that the height of the fence would cause an obstruction. The other concern Michelle had was that they already have a problem with snow and she thinks that the fence would cause more problems.
- Duane Standfuss – Duane Standfuss came into the office on Monday, July 7, 2014 and is very upset that he is still being charged \$50.00 for a sump pump fine. I explained to him that Dan, Water Superintendent, needed to verify that the sump pump was hard plumed outside. Duane said no they have not hard plumed the line and will not be hard plumbing the line. He wants the fine removed because there are other households in Danube that do not have their sump pump running outside or have them hard plumed. I informed Duane that if the fine is left unpaid the City can possibly come and turn off the water. Another complaint Duane made was that there are residents walking their dogs without leashes and wants to know why these individuals are not being fined like he is? He is upset that some ordinances are being followed but not the other ones. He mentioned the dog ordinance is not being followed.
- Ernesto Tamayo Vacant Property Update (407 1st Street) – Dotty got in contact with the company that had a sticker on the door and they put a call in with the mortgage company and the mortgage company hired VK Landscaping out of Springfield to take care of the yard at 407 1st Street.
- ACH – Direct Deposits for Water Billings – Dotty was approached by a couple different businesses and individuals about doing automatic transfers to pay their water bills. Dotty has been working with Connie at MinnWest Bank about the cost and process of doing this. Currently it would cost \$10.00 per template sent in and we would set it up so there

is only one template going in per quarter and \$0.08 per individual record on the template. Connie is looking into the template cost since we only would submit a template 4 times a year. Once Dotty knows more about the cost for sure on this she will bring it back to a future Council meeting for discussion.

- Good Neighbor Carts – Dotty and Lacey from West Central Sanitation have now completed a two to three month long process of getting all of the Good Neighbor Carts accounted for in Danube. The list is updated with the current residents and also the addresses have now all been charged for the Good Neighbor Carts. In the process we found that there were quite a few Good Neighbor Carts not being billed out. Right after the Utility Bills went out I was busy answering questions of the new charge on some of the bills. The new charge was for the Good Neighbor Cart that they previously had not been paying for.
- Wellhead Protection Plan: – Meeting with Dave Neiman Thursday, June 19th at 11:00 am from Rural Water for Wellhead Protection Plan Implementation was cancelled due to all the rain. I am currently working on rescheduling the meeting.
- City Office Closed Dates – Closing at 12:30 pm Tuesday, July 15th to attend my brother's wedding, 12.30 pm Wednesday, July 16th for Election Judge Training in Olivia and Thursday, July 17th from 9:00 am till 1:30 pm for OSHA training on recordkeeping and administrative duties (not sure where the training is yet at this time).

School Building Updates

Councilmember Strunc reported that now that the tree has been removed it would be nice to get it replaced. A couple years ago another tree was removed from the front of the school. Strunc would like to see a couple of trees be planted to replace those that have been removed. Dotty was asked to contact National Arbor Day Foundation and Mary Lee Black from the Danube Lions club regarding a tree. Councilmember Strunc was contacted by Tri-Valley about putting a permanent fence where there currently is a portable galvanized fence in the playground area. Strunc also talked with Tri-Valley about the Little Lambs daycare that will be running year round and if they were going to be any further expenses for heating those two rooms. Strunc would like Honeywell to come and do an assessment at the school regarding the heating issues and make a recommendation on what to do about the system. Strunc reported that he is having Dan talk with Honeywell about these two issues at the school.

Community Center Updates

Roof Leak Update – Mayor Alex asked Councilmember Strunc if Randy has made any progress on the roof leak. Strunc will contact Randy and remind him of the concern on the roof leak above the bathroom.

Unfinished Business

Blighted Properties Update – The Councilmembers received a packet about blighted properties that was obtained from the League of Minnesota and Minnesota Statutes. The Councilmembers were asked to review the information and bring back any questions, comments or concerns to the next Council meeting in August.

Financial Reports

The Councilmembers reviewed the claims list and receipts list from June 12, 2014 thru July 09, 2014.

Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve the bills as submitted in the amount of \$42,135.82 (checks) and \$9,521.13 (electronic fund transfers). The motion carried unanimously.

The Councilmembers reviewed the Actual verses Budget Comparison for 2014. The Councilmembers also reviewed a sheet that Dotty prepared breaking down the insurance payment to the League of MN Insurance Trust. The Councilmembers discussed how they would like the insurance and work comp insurance reported on the financial reports. The Councilmembers decided that the insurance should be broke down and placed into the correct areas and start budgeting for this in the future instead of lumping the insurance just under one category.

The Councilmembers reviewed the reconciled bank statements for June 2014.

New Business

New Generator – Dan Kaufenberg gave an estimate in his packet regarding a possible new generator. Councilmember Maurice brought to the Councilmembers attention that Danhoff had a used generator for sale. The Councilmembers discussed the generator issue and Councilmember Strunc voiced concerns about buying a used generator and that generators do have a useful life. The Councilmembers decided it was best not to purchase a used generator. After a discussion the Councilmembers decided to table the issue for right now. Dan can look into seeing if this item is one that can be added to the water tower project.

2015 Budget – Dotty reported that she has given the Fire Department, First Responders and Police Department paperwork to be completed for the 2015 budget figures. Dotty will talk with Dan regarding what areas he has budgeted in the past so that paperwork can be completed and then Dan can fill in the budget figures 2015. Dotty will prepare budget packets for the next meeting in August for the Councilmembers.

Brush Site – Councilmember Maurice brought concerns of companies bringing in branches, leaves, lawn clippings, etc from non Danube residents. The Councilmembers agreed that the brush site is for Danube residents only and that a letter should be sent out to RMK, Doug's Lawn Care and Hoffman's Lawn Service reminding them that the brush site is to be used for Danube residents in the City of Danube brush only. The post at the brush site also needs to be put back up so the brush site can be locked.

Sump Pumps – Councilmember Strunc asked the Councilmembers if the City of Danube should have a provision/variance for sump pumps that run in the winter to allow them to run the sump pump down the drain in the winter months. Other Councilmembers stated that their sump pumps run in the winter outside and they have had no problems with them freezing. The Councilmembers decided not to add a provision/variance to the ordinance but to leave the ordinance as it is stated and to leave the \$50.00 fine on Mr. & Mrs. Duane Standfuss's bill until in compliance.

Correspondence

The Councilmembers received the following informational material in their packets:

1. Mediacom
2. Minnesota Unemployment – Update on Jim Aalderks

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 10:10 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk