

**DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, August 12, 2015 7:00 PM
Danube City Council Chambers**

A regular meeting of the Danube City Council was conducted on August 12, 2015 at 7:00 p.m. with Acting Mayor Maurice presiding.

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

Councilmembers absent: Mayor Alex

Others Present: City Attorney Aaron Walton, Jim Krogman, Dennis Zieske, Public Works Director Dan Kaufenberg, 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 with the addition of a Building Permit Garage & Addition for Adam Pennings 507 Oak Street under the Consent agenda. The motion carried unanimously.

Approval of Consent Agenda

Councilmember Strunc moved and Councilmember Krogman seconded a motion to approve the consent agenda as listed below with the addition of granting a variance for the building permit contingent on that 75% signatures are acquired as stated in Ordinance #94. 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 (Transcript) of Special Meeting of July 8, 2015
- Minutes of Regular Meeting of July 8, 2015
- Building Permit – Garage & Addition – 507 Oak Street – Adam Pennings

Open Forum

Subcommittee Report – Aaron Walton - City Attorney - Oak Street - Councilmember Strunc gave the Councilmembers and Aaron Walton, City Attorney a summary of the Subcommittee meeting that was held on Wednesday, July 29, 2015. CCFE is not willing to give up the contract that was signed with the City of Danube, however, they are willing to apply for an access to HWY 212 and they stated that they are done paying for roads. The CCFE said that if the City paid for the access and a road to be built off of HWY 212, and paid back the money for the extra assessment

to upgrade Oak Street the CCFE would close Oak Street to not just truck traffic but all traffic. Councilmember Strunc added that the new road would be from east of the football field going north. Councilmember Strunc referred to the proposal from Haney which was sent from Craig Hebrink in an email to Dotty. The Councilmembers received the Haney Construction estimate to build a road and approach off of HWY 212 for the Councilmembers. Councilmember Strunc asked that the record show that we are talking about the East side of County Road #1 to the East Side of Second Street is the part of Oak Street being addressed. The Councilmembers discussed the assessments that were assessed to CCFE for the upgrade to Oak Street. Councilmember Strunc said the first step should be CCFE apply for the access and the City can put a letter of recommendation with the application. The Councilmembers discussed building a road and if you could build a road on private property. Councilmember Maurice stated that the CCFE did not want the road to be a city street because they want to block it off like the current entrances for security purposes. Aaron's opinion is that if you designated Oak as a non truck route it would result in a bad situation and a law suit and the city could renegotiate the contract to something that works. The City could look further into the permit more and go from there. Councilmember Krogman stated that this is a solution that all parties are agreeable to building this road. Councilmember Strunc responded assuming that a majority of the Councilmembers is in favor of it but it has not been voted on. Councilmember Standfuss asked if the EDA has any money that could be used to build the road. Dotty responded that the City of Danube could not get funds from the EDA for building a road because the EDA gives money to businesses not non-profit organizations and government use. Councilmember Maurice asked would the CCFE have to give up the land for the City to build a road there. Aaron responded not necessarily. Dotty informed the Councilmembers that Craig responded that the CCFE wanted to apply for the permit from MNDOT not for the City to do the application. Councilmember Krogman voiced that this is a possible solution (meaning building a road) all parties that came to the table are willing to go with it and we should try it and take on hurdle at a time. Councilmember Maurice voiced that he is not in favor of spending \$80,000 to build a road when there are other issues that the money could be used on such as water tower and other streets in town that need work. Councilmember Maurice voice his opinion that he is not opposed to the CCFE getting another access he just doesn't want the city to own or put in the road for them, that should be there baby, they maintain it, and they take care of it; just like they are doing with the other road going to the corn plant. Councilmember Strunc said did not agree with Councilmember Maurice. Councilmember Maurice suggested that maybe we could talk to the CCFE about using the money that was to be used to pave the road that is already constructed and move it to building the new road. Councilmember Strunc does not think that the contract is an iron clad contract and asked if Aaron was the one the draw up the contract. Aaron stated that he thinks the engineer drew up the contract that was signed by the City of Danube and the CCFE but he did see it. The Councilmembers discussed the possibility of redirecting the funds within CCFE from the paving to a new road and decided that Councilmember Maurice and Councilmember Standfuss will talk with Craig and propose to him about redirecting the money that would be spent on tarring the road on north side of their property and the south side of the Krogman property to build a new road. Dotty printed out the MNDOT application and instructions for an access for the Councilmembers to review. Dotty was asked to email Geri Vick about who does the specifics relating to this project. Dotty is also to contact Sharon or Gail regarding assessments and if it is possible to remove them.

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 – Hartford Steam boilers insurance will be coming to inspect the boilers on August 17th. After that Dan will start putting them back together. Some parts will need to be ordered from State Supply. Have not heard much from Tri-Valley this summer. Everything must be running smoothly. They have requested that we fix some ceiling tiles in the bathroom that Little Lambs uses though.
- Water – Well #3 has been having an issue of the started sticking and needing to be reset before it will kick on. Dan will be having Sullivan's come and replace starter. It seems to kick out on average of 2-3 per week. The wells averaged 39,000 gal/day for the month of July.
- Waste Water – Thul Specialties came and did the rehab on the three manholes. Dan has been checking them after the few rains we have had since and they are staying dry. No more water shooting across from the holes in the sides and water running through the chimney at the top. Dakota Pump is scheduled to come and do an inspection on the Lift Station in the next few weeks. This is for the annual inspection that is required. Dan will also be getting William Young to come and calibrate the flow meter which is also required by MPCA. The Lift Station averaged 42,000 gal/day in July. Dan shared some pictures of the manholes with the Councilmembers. The Councilmembers discussed the manholes with Dan and decided that they would like Dan to get a quote for ten (10) manholes or as many that he thinks are in the worst shape and need attention.
- Streets – Glieden is now called Midwest Asphalt. They were here for a total of 4 days. Dan feels they got a lot done and did a good job. The water main break on Freedom Lane will be done when Duininck does the entry road for the CCFE.
- Snow Plow – Dan received a quote from Schmoll's Welding to fix plow blade and skid loader bucket. They came at a total of \$837.70. Malvin's bid was \$1210.00. Will also need to start advertising for a plow driver for this winter.
Councilmember Standfuss moved and Councilmember Strunc seconded a motion to approve Schmoll's Welding to fix the plow blade and skid loader bucket for \$837.70. The motion carried unanimously.
The Councilmembers discussed possible people for the position of snow plow driver with Dan.
- Vacation – Dan will be using vacation Aug 21-30.
- Dept. of Health and Human Services – Dan spoke with the Councilmembers about a change in the fluoride levels. The fluoride was 1.2 but now the guidance is .7. The City of Danube can file for a variance for this new guidance for one of the wells. Dan stated that one well has fluoride of .9 and the other is .5. The well that is at .9 would no longer need fluoride added.
Councilmember Strunc moved and Councilmember Krogman seconded a motion to approve Dan filling for the variance for the fluoride with the Dept of Health and Human Services. The motion carried unanimously.
- Sidewalks – Councilmember Maurice and Dan Kaufenberg will discuss some spots on the sidewalks that need to be addressed by Dan.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give his monthly employee and Police Department report. Statistics for June 2015 were slightly lower to last year at the same time with 45 calls, 22 reports, 38 traffic stops, 15 citations, 33 mutual assists and 4 home security checks. Statistics for July 2015 were lower to last year at the same time with 53 calls, 38 reports, 31 traffic stops, 13 citations, 23 mutual assists and 3 home security checks.

Additional business discussed:

- POST License Renewed – Schneider informed the Councilmembers that Both Dawn Owens and Police Chief's Schneider full time license was renewed and valid until June 30, 2018. Dawn did pay for her own license to be renewed.
- School Building Update – Volleyball started for Junior High. Schneider reported that the gym floor is in need of being striped and waxed. Schneider is talking with RCW and will bring information back at a future meeting regarding the floor. Schneider reported that everybody is out of the band room now. The DAAC moved their stuff across the hall from the band room.
- POST Board Continuing Education Reimbursement Applied For – Schneider informed the Councilmembers that he should be receiving the reimbursement for continuing education.
- Fun Days Summary – Schneider informed the Councilmembers that they got barricades from the City of Olivia and picnic tables from Renville County and everything went good until Saturday late night early Sunday morning. Schneider asked that a thank you be sent out to both. Doty will type a thank you and send them out to both the City of Olivia and Renville County.
- Blighted property and Forfeiture Vehicle Updates – Schneider informed that 2 citations were issued and one of the blighted properties is working with a college about burning the house for a practice burn for the Danube Fire Department. Schneider is hoping that they may be able to burn the house down before the end of the year. Schneider reported that both forfeited cars have been sold before Fun Days. One sold for \$350.00 the other sold for \$200.00. Schneider also reported that the money is to go into a designated fund and Schneider will get the information on how those funds are to be spent and will report back with the information.
- Radar Certification – Schneider reported that tuning fork and radar were certified by Direct Radar on July 29, 2015. The certification is mandated by the State.
- Squad Car Maintenance – Schneider reported that Danube Auto Works last June put two new tires on the squad car during an oil change and Schneider will be putting two new tires again with an oil change. The back tires will be rotated to the front and the new tires will be put on the back of the squad car.
- State Volunteer Stipend Retention Program – Schneider informed the Councilmembers that the First Responders and Fire Department applied for the State pilot project retention project that is to help retain volunteers. There was a thirteen county that was approved for the program and Renville County was one of them. The individuals had to be on the departments for 365 days in 2014 for them to receive the \$500.00. The funds have to be distributed by September 9, 2015 with withholding withheld from the checks. The checks are included in the disbursement list for the Councilmembers to approve at tonight's meeting.

- First Response Ridgewater Training – Schneider reported that the Danube First Response received the contract for training for First Responders from Ridgewater College for \$1,116.00.
Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve paying Ridgewater College \$1,116.00 for First Response training. The motion carried unanimously.

Employee Report – City Clerk

- Signs & Crosswalk Update – Dotty reported that there is no new update from Jeff Marlowe. Dotty will try to contact Jeff Marlowe again regarding the signs and crosswalk on County Road #1.
- Sewer Depart Licenses/Permits/Fees Account – Dotty reported that the amounts were paid to MPCA for permits (\$1,585.00) and MVTL for permit and testing (\$571.25) for a grand total of \$2,156.25.
- City Office Closed – The City Office will be closed on Monday, September 8, 2015 for Labor Day.
- Thank You Letter to Renville County Follow Up – Dotty reported that a letter was sent to Renville County thanking them for the patching work on July 15, 2015.
- Transportation Economic for Development Meeting – Dotty asked the Councilmembers if she could attend this meeting because it is relating to grants that are available for roads on August 20, 2015 in Willmar, MN. Dotty would like to attend it to see if there would be anything that Danube may qualify for in grant money. The Councilmembers agreed that it would be okay for Dotty to attend the meeting in Willmar.
- League of Minnesota Cities Workshop – Dotty reported that there is a workshop being held in Gaylord on September 30, 2015 regarding OSHA laws and grant writing for \$15.00. The Councilmembers were in favor of Dotty attending the meeting in Gaylord and Councilmember Standfuss added that if there are any meetings that she feels that would be beneficial that she should just go ahead and attend them.
- Non Delivered Water Bill – Dotty had another party spoke with her and claimed that they did not receive a water bill in the mail. They received the letter telling them it was late and that the water would be turned off if not paid in full. The individual is willing to come in on Thursday, August 13, 2015 and pay the bill in full. Is the City willing to wave the late fee since they have been paying their bill on time? The Councilmembers were in favor of waving the late fee.

School Building Updates - None

Community Center Updates

Councilmember Krogman reported that Dotty took her over to the Community Center to show the things that have been done. Councilmember Krogman said that the Community Center looked really good. Councilmember Krogman also reported that the Community Center is in need of some ceiling tiles and that Dotty is waiting for Nancy to get her the information to order some new ceiling tiles. Councilmember Krogman stated that the kitchen and everything looked really clean in there and she spent some time cleaning and it looks good. Dotty informed the Councilmembers that when she went over to help Nancy with some of the cleaning and stuff at the Community Center that she volunteered her time to help Nancy.

Unfinished Business

Water Tower – The Councilmembers received an email from City Engineer, Lee Elfering along with two (2) proposals for soil borings and a geotechnical evaluation. The companies are Independent Testing Technologies (ITT) for \$4,705.00 and Braun Intertec for \$5,400.00. Lee has worked with both companies and recommended the lower bidder Independent Testing Technologies (ITT).

Councilmember Strunc moved and Councilmember Standfuss seconded a motion to approve the proposal from Independent Testing Technologies (ITT) in the amount of \$7,705.00. The motion carried unanimously.

Bollig – Councilmember Maurice reported that he received a call from Bollig asking wondering what the City of Danube is doing and that the infrastructure is in tough shape and that we should be doing something about it. Councilmember Maurice told them that we are working with the City Engineer, Lee Elfering. They asked if they could call him and Councilmember Maurice told them they could. Bollig stated that there were some grants out there that the City of Danube may be eligible for and Councilmember Maurice stated that they thought Danube would not qualify for because of the financial situation and they said Raymond thought the same thing but ended up qualifying for some grants.

Financial Reports

The Councilmembers reviewed the claims list and receipts list from July 9, 2015 thru August 12, 2015.

Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve the bills as submitted in the amount of \$61,071.77 (checks) and \$9,563.23 (electronic fund transfers). The motion carried unanimously.

The Councilmembers reviewed the Receipts List from July 9, 2015 thru August 12, 2015.

The Councilmembers reviewed the Actual verses Budget Comparison for 2015.

The Councilmembers reviewed the reconciled bank statement for July 2015.

New Business

Budget – Dotty asked the Councilmembers how they would like to do the budget this year. Dotty also informed the Councilmembers that last year Councilmember Maurice and Councilmember Strunc came to the office and sat down with her to go through the budget to bring back to the council. The Councilmembers discussed it and decided that since it worked out well last year with doing the budget that way that we would once again have two Councilmembers meet with Dotty and work through the budget and bring it back to the September meeting for the Council to review and prepare a figure to be submitted for the proposed truth in taxation figure to Renville County. The Councilmembers are Councilmember Maurice and Councilmember Strunc that will meet with Dotty. Councilmember Maurice will check his calendar and contact Dotty with a date and time that works for him and Dotty will contact Councilmember Strunc with the information.

Future Business - None

Correspondence

The Councilmembers received the following informational material in their packets:

1. Tri-Valley Open House Invitation
2. MUNIFACTS
3. SME Twin Cities 2015 Annual Conference
4. Renville County 10 Group Meeting Email

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 9:01 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk