

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, October 8 2014 7:00 PM
Danube City Council Chambers

A regular meeting of the Danube City Council was conducted on October 8, 2014 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 Standfuss moved and Councilmember Krogman seconded a motion to approve the Agenda with the additions of Fee Schedule and Dead Trees at Meredith Olson (Kline) Property under New Business. The motion carried unanimously.

Approval of Consent Agenda

Councilmember Strunc 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 September 10, 2014
- Minutes of Special Meeting of September 24, 2014 – Fertilizer Plant Tour
- Bar Door Open November 6, 2014 – Community Ed Painting Class
- Bar Door Open November 21, 2014 – Turkey Bingo

Open Forum – None

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 – Chappell Central finished repairing/replacing steam traps on our main lines. The Boilers were started on 10-7-14 and Dan noticed one that was leaking that they had worked on. One of the bolts does not tighten up and is allowing steam to leak through. This trap will need to be replaced completely. The new kit that was installed on it will be saved for a later use. Dan would like to get a plumber in to roto-rooter some drains in the boiler room. They are backing up very rapidly when water is put down them from the boilers.

The Councilmembers discussed the school issues and decided that Dan could contact a plumber to roto-rooter the drains at the school.

- Water – The wells have been working without issue. They had averaged a total of 32,000 gal /day in September. I will be replacing some Styrofoam insulating panels in the pump houses. Some have falling down or have been broken over the years.
- Waste Water –The Lift station has run without issue. It had a pumping average of 36,000 gallons per day. I did a fall discharge on secondary pond that lasted 8 days. Our PH was higher than normal which resulted in some downstream sampling. Shouldn't be an issue with MPCA.
- OSHA – Randy, Les, and Dan attended an OSHA meeting in Sacred Heart. The class taught about confined space entry.

The following items were discussed by the Councilmembers after finishing the Public Works Director's Report.

- Street Patching – Councilmember Strunc reported that the street patching that was to be done is no longer going to be taking place for fear that it may be too cold for the patching to work properly.
- Potholes on Main Street – The Councilmembers discussed contacting Renville County about the potholes on Main Street and trying to get them fixed before winter. Dotty will speak with Dan about contacting Renville County regarding the potholes.
- Bollig – Mayor Alex informed the Councilmembers that Dan, Mayor Alex and two engineers from Bollig went around the town of Danube on September 30th. Dan is to contact Lee Elfering after the report is back from Bollig regarding the findings.
- December Meeting – The Councilmembers discussed having Dan at the next meeting in November but Dan will be gone on vacation and unable to attend. The Councilmembers decided that Dan will need to attend the December meeting to give an update on Bollig and Lee Elfering.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give a monthly employee and Police Department report. Statistics for September 2014 were lower compared to last year at the same time with 53 calls, 24 reports, 47 traffic stops, 13 citations, 27 mutual assists and 2 home security checks.

Additional business discussed:

- School Building Update – Schneider informed the Councilmembers that Just for Kix has started and is held on Wednesdays. Rod Black party is being held at the school on October 19, 2014.
- OSHA Confined Spaces Course Attended in Sacred Heart on Sept. 18th – Schneider reported that he attended the OSHA training in Sacred Heart on September 18th.
- Police State Aid Received - \$7,615.98 – Schneider reported that the City of Danube received the Police State Aid and that it is higher than last year's State Aid.
- Squad Car Service, New Battery (Danube Auto Works) – Schneider informed the Councilmembers that he purchased a new battery and had an oil change at Danube Auto Works. Schneider informed that Councilmembers that the battery in the squad car does not last as long as a normal car because the computer wears on the battery and the battery needs to be replaced more often.

- POST Board Annual Compliance Review – Schneider informed the Council the paperwork has been sent in to the POST Board regarding the annual compliance review.
- LMC Report Writing Class in Olivia, October 13th – Schneider reported that he will be attending a class on report writing on October 13, 2014 in Olivia. The class costs \$15.00 for Schneider to attend.
- Portable Radio to West Central Communications, Battery Purchased – Schneider informed the Councilmembers that he purchased a battery for the police department portable radio. The cost should be approximately \$90.00. The radio was constantly been drained and they thought it best to trade out the old battery for a new one.
- LETG Issues After System Update – Schneider informed the Council that he had been experiencing issues with the County Software System ever since they updated the software but now the issues should be fixed soon.
- First Response Update – Schneider informed the Councilmembers that the first response will be having training on September 25, 2014. The training will be about aging population and elderly trauma.
- Defibrillators – Schneider informed the Councilmembers that he is getting quotes for three defibrillators and will bring back to the Council once the quotes are received.
- Three Dog Households – Councilmember Maurice informed Schneider that there are a couple of households that have three dogs and need to be reminded of the City of Danube's Ordinance #74 prohibiting having more than two dogs.

Employee Report – City Clerk

- Wellhead Protection Signs Update – The signs have been ordered and received and Dan needs to get put them up in the areas as discussed with Dave Neiman.
- Credit Card Issue – Dotty is currently working with the company on a possible false charge on Dan Wersal's credit card (Fire Departments credit card). Gene will also be assisting Dotty with this matter because Dotty's name is not listed as an individual that can speak with the credit card company.
- OSHA Update – OSHA did the year review for the City of Danube and OSHA imposed the remaining penalty to the City of Danube for \$2,754.00 because of an increase in workers' compensation claims. The prior amount of claims was zero and because there was one claim the City was fined. The claim that was reported was from the fire department.
- Material Data Safety Sheets – Dotty is working on getting the material safety data sheets for all the chemicals that the City uses. Dotty has completed the ones for the Danube City Office and will start working on the Community Center chemicals next. Dan informed Dotty that he has most of the material safety data sheets for his chemicals but ones he does not have he will give Dotty a list and she will print the sheets for him to have down at the shop. This is being done to be compliant with OSHA.
- RCW Utility Bill – Dotty was creating the utility bills for the football field and the bathrooms for RCW and found that RCW was not billed in 2013. Due to them not being charged in 2013 Dotty was unsure if the bills were being calculated correctly due to this lapse. RCW has two meters one is an indoor meter and one is an outdoor meter. The indoor meter is for the bathrooms and the outdoor one is for the football field. The Councilmembers discussed the RCW billings in depth and decided that RCW should be billed accordingly, the outdoor meter will be read once a year and the indoor meter will

be read quarterly but billed once a year and charged the same as Danube residents. Dotty is to calculate the bills and send a letter explaining them to RCW.

School Building Updates

Councilmember Strunc reported that the City is not to pay for consumable items for down at the school but instead it will be up to Tri-Valley to purchase these items and replace them as needed. Examples of these items would include light bulbs, ballasts, floor cleaning, etc.

Community Center Updates

Councilmember Strunc reported that the back doors for the Community Center have been painted by TJ's.

Unfinished Business

Employee Evaluation Date – The Councilmembers discussed dates to meet with the employees to do their evaluations. The Councilmembers decided to have a special meeting on October 29, 2014 at 6:00 pm for the employee evaluations. The meeting will be held in the Council Chambers.

Financial Reports

The Councilmembers reviewed the claims list and receipts list from September 11, 2014 thru October 8, 2014.

Councilmember Strunc moved and Councilmember Standfuss seconded a motion to approve the bills as submitted in the amount of \$38,772.72 (checks) and \$8,942.56 (electronic fund transfers). The motion carried unanimously.

The Councilmembers reviewed the Actual verses Budget Comparison for 2014.
The Councilmembers reviewed the reconciled bank statement for September 2014.

The Councilmembers discussed the City's current available funds and decided that it would be best to have John Neubauer from Edward Jones come to the next meeting and prepare a proposal of what he thinks would be the most advantageous benefit for the City of Danube.

New Business

Special Assessments – The Councilmembers reviewed a list of unpaid bills to decide if they are going to turn them into Renville County to be assessed on the property taxes. There are five outstanding bills that need to be addressed. The Councilmembers decided that these five items are to be turned to be assessed to the properties.

Police Officer Resolution – Marcel Krueger – Dotty received in the mail a letter from Public Employee Retirement Association stating that Marcel Krueger did not have on file a written certification of eligibility from the City of Danube. PERA asked that the City of Danube pass a resolution to adopt a police officer declaration for Marcel Krueger. This resolution would have no affect on the City but only classify Marcel Krueger in the right area at PERA. After a brief discussion *Councilmember Maurice moved and Councilmember Krogman seconded a motion to*

pass resolution 3-2014a resolution to adopt a police officer declaration for Marcel Krueger. The motion carried unanimously.

Approve Liquor Rates for 2015 - \$2,100.00 On-Sale & \$100.00 Off-Sale – The Councilmembers briefly discussed the liquor rates for 2015. *Councilmember Maurice moved and Councilmember Standfuss seconded a motion to approve the liquor rates for 2015 as follows: \$2,100.00 on-sale and \$100.00 off-sale. The motion carried unanimously.*

Utility Rates – The Councilmembers reviewed the breakdown of rates that Dotty prepared and discussed the utility rates and asked Dotty to research into state charge connection fee to verify that the amount is correct. The issue got tabled until the next meeting after the research is done.

Loss Prevention Report – The Councilmembers received in their packets a loss prevention report from the Hartford Steam Boiler Inspection and Insurance Company for the school boilers. The Councilmembers reviewed the report and discussed the issues in the report. After the discussion it was decided that Mayor Alex, Councilmember Strunc, Public Works Director Dan Kaufenberg and Lonny Davis will get together at the school to look at the boilers and discuss which boiler is to be replaced. Quotes will need to be received for replacing the boiler down at the school after their meeting and the information will come to a future meeting after the quotes are received.

Fee Schedule – The Councilmembers reviewed the fees schedule after a discussion, *Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve the same fee schedule for 2015 the same as from 2014. The motion carried unanimously.*

Dead Trees – Meredith Olson (Kline) Property – Councilmember Maurice brought to the other Councilmembers attention that there are two dead trees on the Olson (Kline) property, on 5th Street, that need to be addressed. The Councilmembers agreed that the dead trees should be removed and asked Dotty to contact Meredith Olson (Kline) regarding this issue to be addressed at that property.

Correspondence

The Councilmembers received the following informational material in their packets:

1. MDH – Quarterly Results for Radiochemical Monitoring
2. Public Notice of Intent to Approve Southwest Regional Solid Waste Commission Solid Waste Management Plan
3. Email from MAOSC, Jill Sletten

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 9:01 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk