

**DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, October 14, 2015 7:00 PM
Danube City Council Chambers**

A regular meeting of the Danube City Council was conducted on October 14, 2015 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 Officer Matt Vatsaas, Ben Ryan, City Clerk-Treasurer Dotty Schnobrich, and media.

Approval of Agenda

Councilmember Maurice moved and Councilmember Krogman seconded a motion to approve the Agenda with the additions of Water Tower Update – Lee Elfering under Unfinished Business and Assessments 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 September 9, 2015
- Bar Door Open Friday, November 20, 2015 – Turkey Bingo, Danube Legion

Open Forum – None

Employee Report – Chief of Police

Chief of Police Les Schneider and part-time Police Officer Matt Vatsaas presented to the Councilmembers wage information regarding the part-time officers. Officer Vatsaas handed out to the Councilmembers a breakdown of part-time Police Officers' wages from around the area along with the City of Danube employees' wages. Vatsaas informed the Councilmembers that the City of Danube is by far the lowest starting pay for part-time officers in the area with a starting pay of \$11.00 per hour. The closest one to Danube is Yellow Medicine County Jailer starting wage of \$14.81 per hour next was Sacred Heart part-time Police Officer starting wage of \$15.00 per hour. Councilmember Strunc asked how many hours per week does he have part-time help. Schneider prefers to have the part-time officers' work for about 16 hours per week.

The Councilmember Strunc stated that for every dollar raise to the part-time pay is approximately \$1,000.00 per year in wage, PERA and taxes. Schneider stated that he is having issues with hiring part-time officers due to the low starting pay. The Councilmembers asked Schneider for a recommendation on the pay for the part-time officers. Schneider recommended that the wage be raised to what Sacred Heart is paying which is \$15.00 per hour for part-time Police Officers. Schneider also stated that if the increase is given that he would not use the part-time officers as often.

Chief of Police Les Schneider was present to give a two month employee and Police Department report. Statistics for September 2015 were lower to last year at the same time with 47 calls, 30 reports, 25 traffic stops, 8 citations, 23 mutual assists and 3 home security checks. Statistics for August 2015 were lower to last year at the same time with 55 calls, 22 reports, 31 traffic stops, 10 citations, 25 mutual assists and 2 home security checks.

Additional business discussed:

- School Building Update – Tri-Valley is done in November. Volleyball is finished. Basketball starts November 2nd. Just for Kix is no longer using the school but instead is using the armory in Olivia.
- POST Board Continuing Education Reimbursement Receiver – Schneider informed the Councilmembers that he received the reimbursement for continuing education in the amount of \$1,332.72.
- First Response Training – Schneider informed the Councilmembers that the First Response had training on Thursday, September 24, 2015. The training was based on mental health issues.
- New Officer Information & Resolution No. 6-2015 – Schneider reported that approval is needed of the Police Officer Declaration for Anthony Boddie for PERA. Councilmember Strunc moved and Councilmember Standfuss seconded a motion to approve Resolution #6-2015 A Resolution to Adopt a Police Officer Declaration for Anthony Boddie for PERA. The motion carried unanimously.
- Police State Aid Received (\$7,975.61) – Schneider reported that the police state aid was received and it is \$359.63 higher than last year.
- POST Board Annual Compliance Review – Schneider reported that the POST Board annual compliance review was completed the week of October 12th. Some of the items covered are policies and allege of misconduct of officers.
- Part-time Officer Wage Discussion – This discussion was held earlier in the Chief of Police Employee Report.

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 has started putting the boilers back together and will have Great Plains turn the gas back on in the next few weeks. At that time Dan will have them check the gas lines running to old Home Economics room to make sure they are off. Dan will also contact Chappell Central to come and calibrate the burners on the boilers once they are operational. Hartford Boiler Insurance was here to inspect boilers. He said the boilers looked good. Just needed to update a few recommended items. Dan will get quotes on those and present them to the council.

- Water – Dan met with the tower inspector for Bolten & Menk. He did his inspection inside and out and will be getting a report back to us in the next couple of months. He said he really doesn't start to type the reports up till the weather doesn't allow him to do anymore inspections. So may be awhile. No issues with Water Department in September. The wells averaged 34,000 gal/day for the month of September.
- Waste Water – We have been having issues with Coontail in the Secondary pond still. Dan has gotten rid of most of the problem with spray but some still remains. Dan would like to order some more chemical to rid the problem. The pond would need roughly \$1000.00 worth of spray to get rid of the Coontail. The spray would not be used until next season but would like approval now. That way if it comes on sale Dan can purchase without hesitation. The Lift Station averaged 35,000 gal/day for September.
Councilmember Strunc moved and Councilmember Maurice seconded a motion to approve purchasing chemical for removal of Coontail in the amount of \$1,000.00. The motion carried unanimously.
- Sidewalks – Dan has started on grinding sidewalks. What a messy job. Dan purchased a bigger grinder so Dan could cut more off and grind less. It is still a very time consuming job. Right now on the bigger ones Dan is just taking the sharp lip off and smoothing it back. Just trying to eliminate the chance of catching ones foot on it.
- Danube EDA – Dan went to all the apartments and replaced the furnace filters and checked the carbon Monoxide detectors. Everybody is up to date.
- Vacation – As of now Dan is planning on taking Nov. 9th and 10th off.
- Snow Plow Driver – Councilmember Maurice reported the person he has been talking with about plowing snow this winter has still not given an answer because he is busy in the fields. Mayor Alex said he would speak with the individual since he sees him everyday.

Employee Report – City Clerk

- LMC Workshop – Dotty reported that both Dan Kaufenberg and Dotty attended the workshop in Gaylord. One of the things we learned was that OSHA has up to \$10,000.00 in grant money available for each department in the City. Dotty also informed Police Chief Schneider about the grant. Dotty is researching the grant to see what items can be applied for. One of the conditions is that that has to be a recommendation when applying for the grant. Michael Sewell from MMUA could be one who could do a recommendation for the city and Dotty will speak with him at the next safety meeting.
- CCFE Address – The CCFE received a new address from the Renville County Sherriff's Office of 708 HWY 212 East. Dotty also informed Craig Hebrink about the City will not be requesting a speed study on Thursday, September 10, 2015.
- Snow Removal Contracts – Dotty mailed out the snow removal contracts to Bob Kopel and James Nyquist on September 22, 2015. James Nyquist has already signed and returned his contract along with a copy of his insurance.
- OSHA Meeting – The next OSHA safety meeting will be held in Danube on Wednesday, October 21, 2015 and it will cover fire extinguisher safety. Anyone that would like to attend are more than welcome to join. We will be having a new instructor and his name is Michael Sewell. Also Michael Sewell and Dan will be doing a walkthrough of the City for Michael Sewell to perform a mock OSHA inspection after the meeting
- Employee Evaluations – Reminder employee evaluations are on Wednesday, October 21, 2015 at 6:00 pm in the Council Chambers.

School Building Updates – None

Community Center Updates

Dotty informed the Councilmembers that 16 ceiling tiles were ordered from Danube Lumber for a cost of \$72.96. When the ceiling tiles arrive Dotty is hoping that the existing bad tiles will get replaced before the Holiday Season. Also Dotty asked the Councilmembers if it would be alright to purchase some items for the Community Center yet this year since there is money remaining in the budget. Such items would be a vacuum cleaner, window squeegee, etc. Dotty did report she has done some research on the items and thinks she can get them for a good price. The Councilmembers discussed the items and recommended that Dotty use her best judgment to purchase the items at a reasonable price.

Unfinished Business

November Meeting Date – Mayor Alex picked the date for the November 2015 meeting to be held on Wednesday, November 18, 2015.

Water Tower Update – Lee Elfering Email – The Councilmembers reviewed an email from City Engineer, Lee Elfering. The Councilmembers discussed the email and some confusion they had on the email. The Councilmembers asked Dotty to contact Lee Elfering and see if he could clarify the email about the piece of property he is talking about with attaching a map with the spot marked. After the information is received Councilmember Strunc will speak with the property owner about the piece of land.

Financial Reports

The Councilmembers reviewed the claims list and receipts list from September 10, 2015 thru October 14, 2015.

Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve the bills as submitted in the amount of \$26,288.66 (checks) and \$10,849.07 (electronic fund transfers). The motion carried unanimously.

The Councilmembers reviewed the Receipts List from September 10, 2015 thru October 12, 2015.

The Councilmembers reviewed the Actual verses Budget Comparison for 2015.

The Councilmembers reviewed the reconciled bank statement for September 2015.

New Business

Fee Schedule – The Councilmembers reviewed the Fee Schedule from previous years and discussed some of the fees.

Councilmember Maurice moved and Councilmember Strunc seconded a motion to approve the fees from 2015 for 2016. The motion carried unanimously.

Utility Schedule – The Councilmembers reviewed the Utility Schedule Dotty put together. The utility schedule had the water rates for residents and commercial and the sewer rates for residents and commercial. The Councilmembers asked Dotty to bring information of what increases

happened and when along with a breakdown of the income received for residents that use more than 5,000 gallons for the November 18, 2015 meeting.

Assessments – The Councilmembers discussed two properties to be assessed in Danube. One is for lawn mowing and the other is for an outstanding water bill.

Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve the two properties to be assessed on their 2016 property taxes. The motion carried unanimously.

Future Business - None

Correspondence

The Councilmembers received the following informational material in their packets:

1. Redwood/Renville Regional Solid Waste Authority Letter – The Councilmembers discussed the letter and asked Dotty to contact West Central Sanitation and see when our contract comes due to see if we need to do an amendment to the contract to specify Redwood/Renville Regional Solid Waste Material and Transfer Facility as the designated location for your Municipal Solid Waste (garbage). This issue will be discussed at the November 18, 2015 meeting.

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 8:15 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk