

**DANUBE CITY COUNCIL**  
**Regular Council Meeting**  
**Wednesday, November 13, 2013 7:00 PM**  
**Danube City Council Chambers**

A regular meeting of the Danube City Council was conducted on November 13, 2013 at 7:00 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: 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 additions of Insurance on one of the Fire Trucks and Approval of the fee schedule for 2014 under New Business and the Agreement of Establishing Safety Group (Sacred Heart) under old business. 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. 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 October 9, 2013

**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 had to get a new low water cutout installed on one of the boilers. It would not fire because the float was stuck down due to a pinhole in the float which caused it to fill with water and hang down (which basically was telling the controls it was out of water). This was done by Chappell Central. Dan also had them do a steam Trap analysis and is awaiting their results. Midwest Boiler Repair will be back to finish insulating the

boilers where they did the repairs in the next week. Otherwise the Boilers seem to be running well so far.

- Waste Water – Dan will be doing a routine Secondary Pond discharge this month. The lift Station averaged 34,000 gallons/day.
- Water – The wells averaged 32,000 gallons/day for the month. A new heater was put in Well house #5. The old one was all rusted inside and shooting sparks when turned on. Both Wells have been running with no problems as of late.
- Storm Sewer - Dan still has about 25 houses left out of 120 to check for the sump pump ordinance. So far everyone that has been checked is either complaint or does not have a sump pump, except for Duane Standfuss. Dan has not checked back with him nor has he heard from him to see if he has changed anything yet.
- Brush Site – Dan was able to remove the dirt Scott Groen was talking about by himself. Was softer than he thought. Dan does not know if it was enough though. Dan would have done more but it got to wet. Dan has not heard from Scott Groen again on it.
- Class – Dan will be attending the Waste/Water conference in St. Cloud again this year in March.
- As a reminder Dan will be on vacation from the 8<sup>th</sup> to the 18<sup>th</sup> of November.

The following discussions were held after the Councilmembers reviewed the above report from Dan Kaufenberg.

- Due to Dan's absence Mayor Gene pointed out that we have two bills one from Chappell Central and Midwest Boiler Repair that are mentioned in Dan's report and that the Councilmembers approve those two bills contingent on Dan's approval when he returns from vacation. The checks will be held until Dan approves the bills.
- The Councilmembers discussed the usage of the well and waste water and the numbers being close in usage.
- Councilmember Standfuss is talk to Dan about getting the sump pump checks done.
- Mayor Gene went and checked on a drain during the last heavy rains and monitored the drain. Mayor Gene talked with Dan since then. Mayor Gene informed the Councilmembers that all the new catch basins have no back grates in them and they are open. Renville has no back grates on their catch basins and they do not have these problems. The leaves are collecting on top of the drains and plugging them up. The Councilmembers discussed opening up the backs of the catch basins. There were concerns about leaves in the drain. Councilmember Standfuss will talk to Dan about contacting Lee Elfering about this issue.
- Mayor Gene has not heard from Scott Groen regarding the dirt that has been removed.
- Councilmember Strunc asked that Phil talk to Dan about going with the sweeper one more time before it snows.
- Councilmember Krogman asked Councilmember Standfuss to talk with Dan if there was any word yet about the seals on the manhole covers and where that is at.
- Councilmember Standfuss is to talk to Dan about checking on the bathroom for Santa's Closet.

### Employee Report – Chief of Police

Chief of Police Les Schneider was present to give his monthly employee and Police Department report. Statistics for October 2013 were higher than last year at the same time with 63 calls, 38 reports, 62 traffic stops, 29 citations, 42 mutual assists and 2 home security checks.

Additional business discussed:

- Tri-Valley fire drill took place on October 4<sup>th</sup> to complete their requirements.
- The school schedule is really filling up with many events; some people have been turned down because it is getting fully booked. Schneider will stop at the city office to update the calendar for the school. Tri Valley's last day was Friday, November 8<sup>th</sup>. Santa's Closet is already at the school working on setting up.
- October was a busy month for high school football game assists and that there were not a lot of problems that occurred during the games with the presence of the police officers.
- There were five (5) DAP (Drivers Awareness Program) citations issued. This gives the individual the chance to take the class with the Sheriff's Department. The cost is \$75.00 and Danube gets \$50.00 and the \$25.00 goes to the Sheriff's Department.
- City attorney bill was high due to the amount of activity occurring. Schneider mentioned that once the new city clerk gets settled in that he will ask her to go on the website to find out what the amount is that is coming back in fine money.
- While Kaufenberg was gone Schneider aided in water, wastewater and community center assists. A couple of hydrants were flushed after the city received a water complaint and Schneider mentioned if the weather stays nice that other hydrants should be flushed also. Councilmember Standfuss is to talk to Dan about flushing the hydrants as much as he can before the weather turns.
- Schneider helped in the City Clerk's Office while in transition.
- Schneider gave an update on an IRS penalty that was issued to the city for failure to file W-2 forms from 2010. The penalty was due to the 941's not reconciling with the W-2s and W-3 that were turned in for that year. The city was given a 6 week extension to justify why the notice is wrong but the penalty needs to be paid. The Councilmembers discussed this issue and Schneider is to meet with Dotty and give her the information and paper work to research the issue and contact the IRS regarding the issue.
- There was a discussion held by Schneider and the Councilmembers regarding forfeited vehicles. Schneider is to prepare a financial report after the sale of the vehicles that are currently forfeited for the Councilmembers to review.

Open Forum - None

School Building Updates - none

Community Center Updates

Mayor Alex reported that he opened the Community Center on Saturday, November 4<sup>th</sup> and that he noticed the floors were dirty and needed to be scrubbed. Randy was informed of this and Mayor Alex just wanted the Councilmembers to be informed of this in case of any complaints.

### Unfinished Business

Sump Pumps – A discussion took place regarding the compliance checks on the sump pumps. Councilmember Standfuss is to talk to Dan about getting this done by January 1<sup>st</sup>.

Minnesota Basic Codes – There was no discussion held and the item is to be removed from the agenda for now.

Agreement Establishing Regional Safety Group – Councilmember Maurice was in contact with Brenda (City Clerk) from Sacred Heart about the Regional Safety Group that is being formed. Councilmember Maurice also spoke with Dan Kaufenberg to see where he is on the OSHA requirements. A discussion took place and *Councilmember Maurice moved and Councilmember Strunc seconded a motion to sign the Agreement Establishing Regional Safety Group.* The motion carried unanimously.

### Approval of Bills

*Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve the bills as submitted in the amount of \$39,092.75 (checks), \$9,827.94 (current electronic fund transfers), and \$15,116.50 (prior months electronic fund transfers paid but not on approved by council).* The motion carried unanimously.

### New Business

New City Clerk – Bank Authorization – *Councilmember Maurice moved and Councilmember Standfuss seconded a motion to approve Dotty Schnobrich as the new city clerk and also to authorize Dotty Schnobrich, new city clerk-treasurer, to perform financial transactions dealing with the City of Danube.* The motion carried unanimously.

Turkey Bingo – Legion – November 22, 2013 – Approval of Bar Door Open- Agreement Establishing Regional Safety Group – *Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve the bar door being on November 22, 2013 for the Legion Turkey Bingo.* The motion carried unanimously.

Danube Firemen's Smelt Fry – Raffle and Danube Area Action Club – Danube Fun Days Raffle – Both of these items are tabled due to lack of paperwork turned in by either organization for the Councilmembers to review.

Travis Zuidema Benefit – Community Center May 17, 2014 – A discussion took place regarding the Travis Zuidema Benefit. *Councilmember Strunc moved and Councilmember Standfuss seconded a motion to waive the rental fee for the Community Center on May 17, 2014 for the Travis Zuidema Benefit.* The motion carried unanimously.

Insurance on Fire Truck – A discussion was held on a letter received from Americana Insurance. The letter is to be passed on to Fire Chief Dan Wersal and the fire department.

Approve Fees Schedule – The Councilmembers reviewed the fees schedule after a discussion, *Councilmember Strunc moved and Councilmember Standfuss seconded a motion to approve the same fee schedule for 2014 the same as from 2013.* The motion carried unanimously.

Renville County Ordinance – A discussion was held regarding the final draft from the Renville County Board Commissioners considering adopting an Ordinance to allow the operation of all-terrain vehicles, mini-trucks, utility task vehicles, and motorized golf carts on designated County roads and highways with the issuance of a Designated Roadway Use Permit.

Wellhead Protection Plan – Mayor Gene will contact them to update the contact information since Sara is no longer at the City and she was the contact person. The Councilmembers received a CD to review.

### Correspondence

Auditors Proposals

Wellhead Protection Plan Public Hearing at 7:00 pm on December 11, 2013

### 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 9:08 p.m.*

Respectfully submitted: Dotty Schnobrich, City Clerk

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Gene Alex, Mayor

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Dotty Schnobrich, City Clerk