

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, January 8, 2020 7:00 PM
Danube City Council Chambers

A regular meeting of the Danube City Council was conducted on January 8, 2020 at 7:00 p.m. with Mayor Alex presiding. The meeting then was called to order at 7:00 p.m. in the Council Chambers.

The following Councilmembers were present: Cathy Malvin, Sharon Krogman and Phil Standfuss

Councilmembers absent: Carrie Garza

Others Present: Darrell Mattson, Veva Mittelstadt, Jeremy Boots – Moore Engineering, 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. The motion carried unanimously.

Approval of Consent Agenda

Councilmember Krogman moved and Councilmember Malvin 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 December 11, 2019
- Bar Door Open Thursday, February 20th – Over The Top – Danube Legion
- Bar Door Open Saturday, January 25th – Birthday Party
- Gambling Permit – Danube Fireman’s Relief Association – March 21st
- Bar Door Open Friday, February 7th – Birthday Party
- Bar Door Open – March 20th & 21st - Smelt Fry

Public Hearing – Codification 2nd Reading & Zoning Map

The Councilmembers held the second reading of the Codification and made no other changes. The Councilmembers discussed whether to wait one more month before approving the Codification. Dotty stated that if they waited another month that it would need to ran in the paper again and require another Public Hearing.

Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve adopting the Codification as presented. The motion carried unanimously.

Dotty explained to the Councilmembers that she spoke with City Attorney, Aaron Walton and he told her if the Councilmembers want to change the classification of any property they have to hold a public hearing and notify the property being changed along with everyone within 350 feet of the property to be reclassified.

Councilmember Standfuss moved and Councilmember Malvin seconded a motion to approve the Zoning Map as presented by the City Attorney, Aaron Walton. The motion carried unanimously.

Open Forum

Veva Mittelstadt – Veva spoke with the Councilmembers about the closed meeting in December and her concerns regarding it. Mayor Alex stated it was closed for personal matters. The Councilmembers discussed that it was regarding all the employees not just one but all employees along with other issues. Councilmember Standfuss stated it was for looking forward into 2020 as a Council and to improve relationships with each department.

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 – Midwest boiler will be here for the next two weeks retubing boiler #2. Chappell Central was brought in to remove the burner unit to gain access to the inside as there is no manway cover on the boiler. I will be measuring the lobby to get materials needed to do false ceiling. Joey will be starting the painting of the lobby area and behind the seats in the gym area. I reminded Steve's heating when they were reinstalling toilets about replacing the faucets, valves, and piping on the sinks in the bathrooms. Sullivan's Electric will hopefully be in the school by the end of the week to start putting in new electrical boxes. This is to upgrade the old fuse panels to circuit breakers for insurance purposes.

Mayor Alex also reported that Dan will be getting an estimate for a false ceiling in the commons area/lobby.

- Water – Hawkins Chemical was out to work on the poly pump in well #5. It was having an issue with keeping its prime. They also delivered more chlorine at the time. The wells averaged 25,000 gal/day for the month of December 2019.
- Wastewater – The lift station averaged 37,000 gal/day for the month of December 2019. There haven't been any issues as of late with lift station.
- Generators – The generators are set to do a test run every other Wednesday around 9:00 am. So, if anybody comments on them running when there is power that is why.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give his monthly employee and Police Department report. Statistics for December 2019 were lower compared to last year at the same time with 35 calls, 27 reports, 24 traffic stops, 6 citations, 18 mutual assists and 4 home security checks. Additional business discussed:

- School Building Updates – Riverside Flooring completed the installation of the floor tile on Jan. 5, and Steve's H/AC put the toilets in the restrooms by the gym on Monday. The RCW Jr. High Girls BB team played a game in the gym that day (Jan. 6), and will play all

home games in our gym until Feb. 11. All practices will be in Renville. One Act Play performances in the gym will be on Jan. 23 & 24. Tri-Valley has a yearly fire alarm inspection that has been postponed until a later date. Santa's Closet is done for the season, and I have been asked to provide a key for the office in the back room of their store. The director has a computer in the location with personal information that needs to be secure. Mayor Alex reported that Riverside will be installing the edging after Joey gets done painting.

- FEMA Update – All grant information has been completed on the street projects, and the Subrecipient Certification for Small Projects has been signed and electronically submitted.
- PD Activity – The last court date for ordinance violations was Dec. 23, completing the 2019 cases. With the warmer weather in December, the shifts have changed, having later night patrol along with day visibility.
- OSHA Course – The annual mandated Blood Borne Pathogens, AWAIR, RTK class will be January 27 at 1pm in Hector.
- New Officer Update – Tiffany Owen recently received her POST license on Dec 31, and had her pre-employment psychological evaluation completed by Dr. Thomas Campion according to POST regulations. Campion's firm prefers payment by department per policy, which has been submitted to bills. Officer Owen will be reimbursing the Police Dept. for the \$425 fee of the law enforcement testing that was completed.

Employee Report – City Clerk

- Land Update – Nothing new to report.
- 2019 Audit – The 2019 audit is scheduled for Tuesday and Wednesday January 21st & 22nd.
- Snow Removal Contracts – Dotty has received Jim Nyquist's information but is still waiting on Bob's information. Dotty spoke with Bob about a month ago to remind him that I needed the contract back signed. Mayor Alex will do a follow up with Bob.
- Completed Items – Dotty has filed PERA, Payroll Taxes, W-2s, Quarterly Sales Tax filed, 2019 EDA CRPs, Fire Contracts and the PERA Exclusion report.
- Chart of Accounts – Dotty included in each Councilmembers packet a list of the Chart of Accounts that the City of Danube uses.
- Office Closed – The Danube City Office will be closed Monday, January 20th for Dr. Martin Luther King Jr. Day, closing early at 12:15pm on Thursday, January 23rd for Dotty to attend election training in Olivia for the Primary (if it changes due to weather Dotty will let you know) and also closing early at 12:30pm on Monday, January 27th for Dotty to attend the OSHA meeting in Hector.

School Building Updates - None

Community Center Updates - None

Unfinished Business - None

Financial Reports

The Councilmembers reviewed the claims list from December 12, 2019 thru January 8, 2020. *Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve the bills as submitted in the amount of \$30,743.14 (checks) and \$13,166.73 (electronic fund transfers).* The motion carried unanimously.

The Councilmembers reviewed the Receipts List from December 9, 2019 thru January 6, 2020. The Councilmembers reviewed the Actual verses Budget Comparison for 2019. The Councilmembers reviewed the Bank Reconciliations for December 2019.

Dotty pointed out the balance in the checking account and inquired if the Councilmembers wanted to invest any of the funds at Edward Jones in a CD. Minnwest did put extra leveraging on it to keep it insured at no cost.

New Business

2020 Appointments – The Councilmembers reviewed the appointments for 2020 from Mayor Alex. *Councilmember Standfuss moved and Councilmember Malvin seconded a motion to approve the 2020 Appointments for the city.* The motion carried unanimously

Transfer Capital Outlay – Resolution 1-2020 – Dotty asked the Councilmembers for approval for the funds to be transferred to Capital Outlay per the approved 2020 budget. The Councilmembers reviewed and discussed Resolution 1-2020. *Councilmember Krogman moved and Councilmember Malvin seconded a motion to approve Resolution 1-2020 to transfer \$116,545.00 in capital outlay funds.* The motion carried unanimously.

Moore Information – Sewer Televising & Soil Borings Pricings – Jeremy spoke with the Councilmembers regarding three (3) estimates for cleaning & televising of the Sanitary Sewer. The Councilmembers reviewed the information and nothing was decided at this time regarding the three (3) estimates and asked Jeremy to talk with Dan regarding the cleaning at the lift station and if it was just done. Jeremy then discussed the two (2) quotes for Soil Borings. Jeremy did ask that the Council approve one of them so they could move forward so he could get the required material submitted by the deadline of March 3rd. The Councilmembers discussed the roads having Soil Borings done on them. *Councilmember Malvin moved and Councilmember Standfuss seconded a motion to approve ITT to do the Soil Borings for \$8,050.00.* The motion carried unanimously

Resolution 2-2020 – Fire Services Study – Mayor Alex spoke with Fire Chief Brian Block regarding the Study. The cost should be approximately a couple of hundreds for a grant of \$100,000-\$200,000. Dotty did report that the cost would be \$450.00 for each City if all three go in. The grant they are going for would be for \$24,999.00. The Councilmembers reviewed the resolution relating to area fire department collaboration. They City can always decide to not join in the area department at a later time. *Councilmember Standfuss moved and Councilmember Malvin seconded a motion to approve Resolution 2-2020 Fire Services Study.* The motion carried unanimously.

Renville County Local Board of Appeal Letter – The Councilmembers reviewed the letter from Renville County regarding the County doing the 2020 Local Board of Appeal and thoughts on how to handle them going forward.

Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve having Renville County to have Renville County take over the Local Board of Appeals and Equalization going forward for the City of Danube . The motion carried unanimously.

Future Business - None

Correspondence

Renville County – Public Hearing
Census 2020 Email

Mayor Alex also reported he spoke with Jim Sullivan about the one light not working. Councilmember Malvin reported the Holiday decorations will be coming down on the first nice day.

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 8:24 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk