

**DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, January 10, 2018 7:00 PM
Danube City Council Chambers**

A regular meeting of the Danube City Council was conducted on January 10, 2018 at 7:00 p.m. with Mayor Alex presiding.

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

Councilmembers absent: None

Others Present: Jean Pauk – TDS Telecom, Rodney Black and Stan Malecek – Danube Historical Society, Police Chief Les Schneider, City Clerk-Treasurer Dotty Schnobrich, and media.

Approval of Agenda

Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve the Agenda. The motion carried unanimously.

Approval of Consent Agenda

Councilmember Maurice moved and Councilmember Krogman seconded a motion to approve the consent agenda as listed below with the correction of Left Station to Lift Station on Page 2 under the Employee Report – Public Works Director. 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 13, 2017
- Bar Door Open – Thursday, February 15, 2018 – American Legion

Open Forum

TDS Telecom – Cable Franchise Application – Jean Pauk – Jean Pauk, State Government Affairs Manager for TDS based out of Madison, spoke with the Councilmembers about a video franchise with the City of Danube to offer video services over their telecommunications network. Jean gave a brief summary about TDS and the history. TDS would be looking at providing services by middle of 2018. The Councilmembers discussed the speed that would be available and the area of coverage. The Councilmembers held the public hearing for the intent to consider the franchise for TDS Telecom and any other company that wished to pursue a cable franchise with the City of Danube. The next step is for the City of Danube and TDS Telecom to negotiate the terms of Cable Franchise Agreement.

Rodney Black and Stan Malecek – Danube Historical Society – Rodney asked about putting up a building for storage space and also to serve food out of during events. They also would need access to water for the building. As of right now the spot hasn't been officially decided on. The building they would be looking at a size similar to a 2 car stall garage. The Councilmembers encouraged the Historical Society to come up to the City office obtain a building permit and fill it out for the Council to review along with a building inspector to make sure set backs are being followed and a better understanding of where the building would be located.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give a two (2) month employee and Police Department report. Statistics for December 2017 were lower compared to last year at the same time with 32 calls, 18 reports, 22 traffic stops, 6 citations, 17 mutual assists and 4 home security checks. Statistics for November 2017 were lower compared to last year at the same time with 48 calls, 19 reports, 27 traffic stops, 8 citations, 31 mutual assists and 3 home security checks. Additional business discussed:

- School Building Updates – Schneider reported that the RCW play was held on November 9th, 10th and 11th. Tri-Valley's last day December 15th and they will be returning in February. The youth sports schedule is filling up. Some maintenance issues that were recently found were leaking pipes in the girls' locker room (Dan is fixing them), light fixtures are being addressed and the glass door that was replaced a couple years ago again is closing very quickly.
- Civil Defense Siren Update – Schneider reported that the control box for the siren down at the park has been ordered. West Central Communication and Sullivan's are all lined up as soon as the box gets here.
- Squad Car Update – Schneider reported that the squad car was repaired on November 16th by Wertish Auto in Renville. There was a wires were not connected correctly when the new motor was put in, Jason showed Schneider were they were located. A new battery was needed but not a alternator.
- Cars on Street and Garbage Updates – Schneider reported that he has taken cars off of 5th Street, County Road #1 alley and Main Street Square alley. There was also a garbage issue that was taken care of at Main Street Square Alley once Renville County Public Health was brought in. Mayor Alex reported that there is still one car back there that is unlicensed and Schneider said he would get that taken care of.
- Officer Dean Truax Licensed – Schneider reported that the new officer Dean Truax licensing is done and got his license from the POST board and he will finish up his training on January 19th and 20th.
- POST Board Annual Training Requirements – Schneider informed the Councilmembers the all the required documents have been sent in per the agreement. This is the second (2nd) of the five (5) year that we are required to turn everything into them.
- BCA Annual Reporting – Schneider reported that the BCA annual has been completed.
- OSHA Training Reporting – Schneider reported he attended the training in Hector on January 3rd.
- Liquor License and Sheriff's Office Contract Renewals – Schneider reported all the paperwork for JJs Bar and Grill has been done. Schneider also reported that the Sherriff's contract for the record system they use was renewed for \$1,000.00. Schneider also informed the Councilmembers that the printer in the squad car went down and the

printer needs to be replaced. The printer will be here on Thursday January 11th for about \$100.00.

- First Response Information – Schneider reported that they will have training on the 25th of January for CPR renewal with the fire department. The First Responders will be showing up earlier to do the Blood Borne Pathogens and the other required OSHA classes required by EMS. The fire department will not be attending the OSHA classes because they will be holding their own classes for OSHA requirements. In 2017 there were 33 calls with 36 calls in 2016. Payroll was down \$290.00 for a total of \$1,800.00 in 2017
- Street Lights – Schneider reported that Xcel Energy repaired 5 street lights on Main Street.
- Dog Ordinance #74 – Schneider reported that he was contacted about Ordinance #74 – Dogs, the question that came up was the two (2) dog rule in the ordinance. An individual with three (3) dogs would like to keep his dogs; one (1) is an outside dog and two (2) are inside dogs. Schneider asked the Councilmembers if they would consider changing the ordinance to three (3) dogs instead of the two (2). Mayor Alex stated that he would like to keep it at two (2) and also there should be a time frame on which they have to remove the third dog from the City. The City has issued a variance for another resident to allow three (3) dogs. The City has since revoked the variance due to the resident lacking to license the dogs as required by the ordinance. The Councilmembers agreed that the ordinance would stay the same with the two (2) dogs limit. The Councilmembers informed Schneider that the resident that has three (3) dogs can come to a Council meeting so the Councilmembers can speak with them and ask questions before they decide on whether or not to grant a variance or they will have to remove one (1) dog from town.
- Loaded Semis Parked on Streets – Mayor Alex brought up that they are loaded semis being parked on some streets and they need to be addressed. Schneider said he would check into the semis being parked on the streets and inform them of other places to park the semi.
- Blighted Property on Main Street – Councilmember Maurice asked if there was an update on the blighted property on Main Street. Schneider reported that the owner is looking removing all the brick and putting up steel. They are talking to contractors about the building.

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 – The school had a steam leak on a main supply line in the girl's locker room. Chappell central was brought in to replace a section of pipe and some fittings. Dan will be doing some minor repairs for Tri- Valley rooms such as floor/ceiling tiles that are bad.
- Water – Dan is still gathering more info on generator prices. Dan has not been in contact with Ben Ryan yet on what he had found. Sullivan's were going to get some more quotes with just a price for generator to compare apples to apples. The wells averaged 30,000 for the month of December 2017.
- Wastewater – The lift station has been having trouble with a pump sticking on. The contact point on the starter motor have become almost welded from excessive runtime with clogs. MN Pump works wanted \$1500.00 to replace motor. Dan had Sullivan's

quote me one out for \$600.00. Sullivan's will be doing in the next week or so. The lift station averaged 35,000 for the month of December 2017.

- MRWA Conference – Dan will be attending the MRWA water/wastewater conference again this year. Dates are March 5-8.

Employee Report – City Clerk

- Vacant Lot - Update – Dotty had another person call about the lot being used for Commercial. The Councilmembers decided to put the vacant lot on the June meeting to further discuss possibly allowing it to be sold for Residential or Commercial.
- City Audit – Dotty informed the Councilmembers that the audit will be held on Wednesday, January 24th and Thursday, January 25th.
- Completed Items – Dotty has completed a majority of reports for the City (W-2s, 941, MN unemployment, 1099s, sales tax, OSHA 300 report, etc.) and for the EDA (certificate of rent paid forms) for the year. Dotty will continue to finish filing the other year end reports that are due over the next couple of weeks.
- Office Closed – The Danube City Office will be closed on Monday, January 15th for Martin Luther King Jr.
- Council Chamber Chairs – Mayor Alex reported that he went and looked for chairs at Slumberland and Office Max. Slumberland didn't have any other than oak dining room chairs. Office Max had a chair and the Councilmembers were sent an email regarding that chair and they were not purchased before the sale ended. The Councilmembers discussed the current chairs and Mayor Alex will get the chairs in the chambers rewelded.
- Holiday Decorations – Councilmember Malvin asked about the holiday decorations. Dotty said at this time she has not received any sales flyers for the holiday decorations. She usually sees the flyers in February when they go on sale.

School Building Updates

Dotty inquired about Little Lambs paying rent of \$200.00 that was suppose to start in June but got moved to January because of the A/C they put in. Mayor Alex reported that he asked Al Strunc about it and never got back to him regarding the room they are using. Councilmember Maurice thought that he was the contact to speak with Al regarding the school and Mayor Alex said no that both Mayor Alex and Councilmember Maurice are on the school building but Mayor Alex is the one who is to talk to Al regarding the school. Mayor Alex said he did talk to Al but Al wasn't sure about it and would talk to Little Lambs and get back to him and he didn't, so Mayor Alex will check back with Al about the rent.

Community Center Updates

Councilmember Malvin reported that Dan from Dan's Floor Covering in Olivia turned in a estimate of \$3,045.00 for the front steps to have the old treads removed and new ones put on. Dotty did speak with Dan about the colors available and she wrote them on the estimate. Dan did tell Dotty that he underlined the word estimate but the price could change depending on when they do it and what else may need to be done. The Councilmembers decided to get another estimate from Riverside Flooring about the Community Center steps. Councilmember Krogman did report that there was a sink clog that did get taken care of. Mayor Alex asked about a

Christmas tree and Councilmember Malvin reported that all the trees were sold out immediately so she was unable to find one. Councilmember has been keeping in touch with Thomas about the snow getting removed and she left a list of things to be completed by Sunday and she will go check to make the stuff is done. Councilmember Malvin asked if an issue arises do they contact Dan first or do they contact someone else to fix the issue. Councilmember Krogman stated that first they will contact Dan and if he is unable to fix it then he will contact someone to come take care of it. Smaller issues should be handled by Thomas.

Unfinished Business - None

Financial Reports

The Councilmembers reviewed the claims list from December 12, 2017 thru January 9, 2018. *Councilmember Standfuss moved and Councilmember Malvin seconded a motion to approve the bills as submitted in the amount of \$29,305.80 (checks) and \$12,276.31 (electronic fund transfers).* The motion carried unanimously.

The Councilmembers reviewed the Receipts List from December 8, 2017 thru January 8, 2018. The Councilmembers reviewed the Actual versus Budget Comparison for 2017 and 2018. The Councilmembers reviewed the Bank Reconciliations for December 2017.

New Business

Water Account Debt – The Councilmembers reviewed the Water Fund and made a motion regarding the account balance.

Councilmember Maurice moved and Councilmember Malvin seconded a motion to use \$300,000.00 from the School Operating Fund, \$100,000.00 from the Garbage Operating Fund and the remainder as needed from the General Fund to clear out the Water Operating Fund debt. The motion carried unanimously.

2018 Appointments – The Councilmembers reviewed the appointments for 2018 from Mayor Alex.

Councilmember Maurice moved and Mayor Alex seconded a motion to approve the 2018 Appointments as listed for the city. The motion failed with Mayor Alex and Councilmember Maurice voting in favor and Councilmember Standfuss, Councilmember Krogman and Councilmember Malvin voting against.

Councilmember Standfuss suggested that Councilmember Krogman could take the legal and police department area along with being Les Schneider's supervisor. Councilmember Krogman was fine with taking that department and supervision. The Councilmembers made the changes to take Councilmember Standfuss off of the legal and police department and as supervisor of Les Schneider and to replace him with Councilmember Krogman in those two areas.

Councilmember Standfuss moved and Councilmember Malvin seconded a motion to approve the 2018 Appointments for the city with the change to the legal and police department and supervisor of Les Schneider. The motion carried unanimously

Transfer Capital Outlay – Resolution 1-2018 – Dotty asked the Councilmembers for approval for the funds to be transferred to Capital Outlay per the approved 2018 budget. The

Councilmembers reviewed and discussed Resolution 1-2018 and the year was changed on the Resolution to the correct year.

Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve Resolution 1-2018 to transfer \$77,700.00 in capital outlay funds. The motion carried unanimously.

Limiting Time – Councilmember Standfuss asked that the time get limited on all the employees reports to 15 minutes to cut back on the time on the Council meetings. The Councilmembers discussed and asked that Mayor Alex speak with all the employees and ask them to type up their correspondence for the meetings and the Councilmembers will read their info and if they have questions they will discuss it with the employee at the meeting under the section employee's report on the agenda.

Future Business

Correspondence - None

There being no further business before the council, Councilmember Standfuss moved and Councilmember Maurice seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 8:36 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk