

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, January 10, 2024 7:00 PM
Danube City Council Chambers

A regular meeting of the Danube City Council was conducted on January 10, 2024 at 7:00 p.m. with Mayor Bentley opening the meeting. The meeting then was called to order at 7:00 p.m. in the Council Chambers.

The following Councilmembers were present: Sharon Krogman, Chris Schneider and Phil Standfuss

Councilmembers absent: Carrie Garza

Others Present: Bryan Beckendorf, Kent Ritterman – Moore Engineering, Police Chief Les Schneider and City Clerk-Treasurer Dotty Schnobrich.

Approval of Agenda

Councilmember Standfuss moved and Councilmember Schneider seconded a motion to approve the Agenda for the Regular Meeting with the addition of Bryan Beckendorf under Open Forum. The motion carried unanimously.

Approval of Consent Agenda

Councilmember Krogman moved and Councilmember Standfuss 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 13, 2023
- Bar Door Open – Thursday, February 1, 2024 – Annual Meeting Fire Department
- Bar Door Open – Saturday, June 22, 2024 – Birthday Party
- Bar Door Open – Wednesday, January 17, 2024 – Retirement Party

Open Forum

Bryan Beckendorf – Bryan spoke with the Councilmembers about some concerns he had regarding the police department and the police chief. Bryan made a data request regarding the police department at the meeting. The Councilmembers thanked Bryan and said that they would look into his request.

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* – Still working in Tri Valley fix it list. No other issues at this time.
- *Water* – The wells averaged 22,000 gal/day for the month of December. No current issues.
- *Sanitary* – The lift station averaged 32,000 gal/day for the month of December.
- *Storm* – No current issues.
- *Streets* – Will rotate yield and stop signs on Oak ST and 6th ST.

Employee Report - Moore Engineering – Kent Ritterman

Kent spoke with the Councilmembers regarding the one (1) bid received for the Water Treatment Plant. Kent also discussed possible more funding that may be available. Kent recommended that the Councilmembers reject the bid and advertise again for bids for the Water Treatment Plant.

Councilmember Schneider moved and Councilmember Standfuss seconded a motion to reject all bid(s) for the Water Treatment Plant. The motion carried unanimously

Councilmember Standfuss moved and Councilmember Schneider seconded a motion to authorize Moore Engineering to readvertise the Water Treatment Plant project for bids. The motion carried unanimously

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give his monthly employee and Police Department report. Statistics for December 2023 were lower compared to last year at the same time with 32 calls, 21 reports, 16 traffic stops, 3 citations, 19 mutual assists and 5 home security checks.

- *School Building Updates* – This month was busy with activity in the school building and is continuing into January. Repair issues in the building between Christmas and New Year's Day were resolved and time consuming.
- *Police Chief Vacation Update* – I currently have 200 hours unused after the end of 2023. I used 96 vacation hours since November 1, and will continue using vacation/holiday hours, when possible, while completing required duties.

- First Response Update – The Danube First Response team’s next meeting/training will be held on January 25 at 6:30, through Ridgewater College. We have had 6 MRU calls to start 024, after totaling a smaller number of medical incidents reported in 2023.

Employee Report – City Clerk

- Land Update – Nothing new to report.
- 2023 Audit - The 2023 Audit is scheduled for January 16th & 17th. The review of the audit will be at the March 2023 meeting.
- Public Safety Aid – The City of Danube received \$19,911.00 in Public Safety Aid from the State of Minnesota in December. This is the information I found on the MN Dept. of Revenue website regarding the funds received. I believe Fire Chief Brian Block will be speaking with the Councilmembers regarding these funds and possible uses for them. Dotty also included the Eligible uses list from the State of Minnesota and also what the funds can’t be used for.
- Completed Items – Dotty has completed almost all of the year end reports. The only reports remaining is Fire Aid, Summary Budget Report and Annual PERA Report. Once these 3 reports are done that will complete everything for the City of Danube outside of the Audit for 2023.
- Office Closed & Vacation – The Office will be closed on Monday, January 15th for Martin Luther King Day and closing early Wednesday, January 31st for OSHA Training.

School Building Updates - None

Community Center Updates

Mayor Bentley informed the Councilmembers that he advertised the stove at the Community Center on a social platform and had a party contact him regarding the stove. They offered \$750.00 for the stove at the Community Center. Mayor Bentley also informed the Councilmembers that Olivia TV & Appliance has ordered longer cords for the stoves and once they come in they will install the two (2) new stoves in the Community Center.

Councilmember Schneider moved and Councilmember Krogman seconded a motion to approve selling the stove at the Community Center for \$750.00. The motion carried unanimously

Unfinished Business - None

Financial Reports

The Councilmembers reviewed the claims list from December 14, 2023 thru January 10, 2024.

Councilmember Krogman moved and Councilmember Schneider seconded a motion to approve the bills as submitted in the amount of \$31,890.89 (checks) and \$12,711.53 (electronic fund transfers). The motion carried unanimously.

The Councilmembers reviewed the Receipts List from December 11, 2023 thru January 8, 2024. The Councilmembers reviewed the Actual versus Budget Comparison for 2023. The Councilmembers will review the Bank Reconciliations for December 2023 at the next meeting.

New Business

2024 Appointments – The Councilmembers reviewed the appointments for 2024 from Mayor Bentley.

Councilmember Standfuss moved and Councilmember Schneider seconded a motion to approve the 2024 Appointments for the city. The motion carried unanimously

Transfer Capital Outlay – Resolution 1-2023 – Dotty asked the Councilmembers for approval for the funds to be transferred to Capital Outlay per the approved 2024 budget. The Councilmembers reviewed Resolution 2-2024.

Councilmember Krogman moved and Councilmember Standfuss seconded a motion to approve Resolution 1-2024 to transfer \$72,045.00 in capital outlay funds. The motion carried unanimously.

Future Business - None

Correspondence - None

There being no further business before the council, Councilmember Schneider moved and Councilmember Krogman seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 7:44 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Ryan Bentley, Mayor

Dotty Schnobrich, City Clerk