

**DANUBE CITY COUNCIL**  
**Regular Council Meeting**  
**Wednesday, February 8, 2023 7:00 PM**  
**Danube City Council Chambers**

A regular meeting of the Danube City Council was conducted on February 8, 2023 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: Carrie Garza, Sharon Krogman (via phone), Chris Schneider and Phil Standfuss

Councilmembers absent:

Others Present: Jeremy Boots – Moore Engineering, Police Chief Les Schneider and City Clerk-Treasurer Dotty Schnobrich and media.

**Approval of Agenda**

*Councilmember Standfuss moved and Councilmember Garza seconded a motion to approve the Agenda for the Regular Meeting. The motion carried unanimously.*

**Oath of Office**

Councilmember Schneider read and signed the Oath of Office.

**Approval of Consent Agenda**

*Councilmember Garza moved and Councilmember Schneider 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 January 11, 2023
- Off-Site Gambling Permit – Danube Firemen’s Relief Association – LG230 for March 17 and 18 of 2023 at 407 Main Street in Danube Minnesota.
- Bar Door Open – February 16<sup>th</sup> – Legion Meeting
- Bar Door Open – March 17<sup>th</sup> & 18<sup>th</sup> – Smelt Fry

**Open Forum** - None**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 – More oxygen scavenger and boiler treatment has been ordered from MARC Corporation. About half of Tri-Valley's to do list has been completed. Boilers have been running well as of late.
- Water – Shawn Malvin water line update. Due to no water pressure at Malvin's, I put in a temporary water line hooked up from Rickers outside spigot to Malvin's. Hopefully this will get them through the winter. Come Spring time a new line will need to be put in from 2<sup>nd</sup> St S. to Malvin curbsto. The wells averaged 24,000 gal/day for the month of January.
- Wastewater – A new block heater was installed on lift station generator. Part was ordered through Interstate Power Systems and installed by myself. Lift station averaged 29,000 gal/day for the month of January.
- Community Center – The broken water pipe was fixed by Steve's Heating and Plumbing. The hole in the wall will need to be covered and repaired. There are also floor tiles that are curling up and loose from the excess water on them. I will look into what I can do to save as much as I can and patch the wall the most economical way. A new furnace was also installed for the bathroom and kitchen area as old one was not working anymore.
- Grain Truck – Still waiting on truck to be done. The alternator issue should be fixed but now the throttle is stuck wide open. Don't know if its from being so cold as of late or another issue. Balderston's is looking into it.
- Skid Loader - New hydraulic hoses were ordered from Kibble Equipment and installed on the boom by myself.
- Vacation – I will be back from vacation on Feb 14<sup>th</sup>.

**Employee Report - Moore Engineering – Jeremy Boots**

Jeremy was present at the meeting. The Councilmembers reviewed Bond Counsel and Municipal Counsel and all the attachments about the water treatment plant and funding.

*Councilmember Standfuss moved and Councilmember Garza seconded a motion to rescind the motion approve hiring Ehlers as the Bond Council and Municipal Council for the City of Danube for the Water Treatment Plant project. The motion carried unanimously.*

*Councilmember Standfuss moved and Councilmember Garza seconded a motion to approve hiring Taft as the Bond Council and Northern Securities as the Municipal Council for the City of Danube for the Water Treatment Plant project. The motion carried unanimously.*

The Councilmembers next reviewed the MN Dept of Health Grant Agreement.

*Councilmember Garza moved and Councilmember Schneider seconded a motion to approve signing the Dept of Health Grant Agreement. The motion carried unanimously.*

The Councilmembers then reviewed the Authorization Agreement for Payments.

*Councilmember Standfuss moved and Councilmember Garza seconded a motion to approve the Authorization Agreement for Payments. The motion carried unanimously.*

The Councilmembers reviewed the RUS Bulletin 1780-27 Loan Resolution that was approved by the City Attorney Aaron Walton.

*Councilmember Schneider moved and Councilmember Garza seconded a motion to approve signing RUS BULLETIN 1780-27 Loan Resolution. The motion carried unanimously.*

The Councilmembers reviewed the Compliance Review that was prepared by Dotty and Moore Engineering.

*Councilmember Standfuss moved and Councilmember Garza seconded a motion to approve the Compliance Review that was prepared by Dotty and Moore Engineering. The motion carried unanimously.*

The Councilmembers reviewed the RUS Bulletin 1780-12 Water and Waste System Grant Agreement.

*Councilmember Garza moved and Councilmember Standfuss seconded a motion to approve signing RUS BULLETIN 1780-12 Water and Waste System Grant Agreement. The motion carried unanimously.*

Jeremy informed the Councilmembers that he had a 3D rendering of the water treatment plant and he would send it to Dotty for her to send to all of them.

### **Employee Report – Chief of Police**

Chief of Police Les Schneider was present to give his monthly employee and Police Department report. Statistics for January 2023 were higher compared to last year at the same time with 37 calls, 21 reports, 14 traffic stops, 4 citations, 28 mutual assists and 2 home security checks.

- School Building Updates – The gym will be used for a family birthday party on Feb. 26. I have boiler duties while Dan is on vacation this month when Lonny Davis is out of town. The Tri-Valley Director will be back in the building beginning on Feb. 20.
- OSHA Course – I attended the mandated AWAIR, Bloodborne pathogens, and Haz. Mat. class in Hector on Jan. 13. This covered OSHA annual mandated courses.
- MN Office of the State Auditor – The State Auditor’s Office requires law enforcement agencies to report all criminal forfeitures in 2022. That information was submitted on Jan. 17. Also added to the mandated annual report of forfeiture expenditures, which was submitted on Feb. 6.
- BCA Reporting – The BCA annual reporting of justified use of force by a permit holder was due on Feb. 1, and was submitted on Jan. 17.
- 2023 Police State Aid - The MN Dept. of Revenue Certification of Peace Officers for Police State Aid for 2023 was sent in by Dotty on Jan. 18.
- Radio Encryption Codes - The county has made changes to the encryption codes to the mobile/portable radios. The Renville County Sheriff’s Office has been completing the changes for all radios countywide.
- MRWA Conference - The annual MRWA conference in St. Cloud will be held from March 6-9. Dan and I will both be attending this training for required credits for state licensure. We will both miss the March 8<sup>th</sup> council meeting because of this training.
- MPCA ETI - The annual MCPA Executive Training Institute will be held in Duluth this April, and I will not be attending this year.

- Police Chief Vacation Hours Update - I was able to use 36 hours of vacation time in January, leaving 16 hours needing to be used according to city policy.
- First Response Update - The Danube First Response team's training was held on Jan. 26 covering CPR renewal, Bloodborne pathogens in EMS, and Haz. Mat. awareness. The election held at the annual meeting for MRU Director resulted in a tie between Brad Williams and myself. The next training/meeting will be on May 25, where another election to decide Director will take place.
- Snow Plowing – Les informed the Councilmembers that he sent out Adam Pennings to clean the streets the other day. The Councilmembers asked Les to contact Jamie Aadlerks first for snow plowing as he was hired to do so and if he is unavailable then to contact Adam Pennings.
- First Response Jackets – Les asked the Councilmembers for permission to purchase 18 jackets for the First Responders.  
*Councilmember Garza moved and Councilmember Schneider seconded a motion to approve purchasing 18 jackets from X-Grain Sportswear for \$918.00. The motion carried unanimously.*

### **Employee Report – City Clerk**

- Land Update – Nothing new to report.
- 2022 Audit Review Date - The Audit review is scheduled for the March 8<sup>th</sup> meeting.
- Completed Items – Dotty has filed PERA, paid Payroll Taxes and all year end work.
- Office Closed & Vacation – Closed Monday, February 20<sup>th</sup> for Presidents Day.

### **School Building Updates**

Councilmember Krogman informed the Councilmembers that Back the Pack was given a new contact list. Les will get quotes for the School floor and Community Center for a future meeting.

### **Community Center Updates**

Mayor Bentley informed the Councilmembers that the Danube Fire Department is looking into purchasing 3 tables and 24 chairs for the Community Center. Also the Danube Legion is possibly interested in donating \$500.00 to the City to purchase additional chairs. The Councilmembers discussed purchasing more chairs. It was decided to purchase a total of 144 chairs. Dotty will check to see if Quill has a better price than Sam's Club. Councilmember Garza said she would purchase the chairs from Sam's Club as she has a membership. Mayor Bentley will let Councilmember Garza know if the Fire Department has already purchased the 3 tables and 24 chairs.

*Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve purchasing 144 chairs for the Danube Community Center. The motion carried unanimously.*

*Councilmember Standfuss moved and Councilmember Schneider seconded a motion to approve issuing Councilmember Garza a check for the cost of the chairs once she has purchased them for the City of Danube. The motion carried with four (4) voting in favor and Councilmember Garza abstaining.*

**Unfinished Business** - None

**Financial Reports**

The Councilmembers reviewed the claims list from January 12, 2023 thru February 8, 2023. *Councilmember Standfuss moved and Councilmember Schneider seconded a motion to approve the bills as submitted in the amount of \$81,531.04 (checks) and \$3,980.72 (electronic fund transfers).* The motion carried unanimously.

The Councilmembers reviewed the Receipts List from January 10, 2022 thru February 6, 2023. The Councilmembers reviewed the Actual versus Budget Comparison for 2023. The Councilmembers reviewed the Bank Reconciliations for December 2022.

**New Business** - None

**Future Business**

Councilmember Standfuss brought up concerns about snow around fire hydrants and who is responsible for cleaning around them. The Councilmembers discussed this and Dotty will look into other cities that have a program for adopting fire hydrants and drains to see if residents in the community would be interested in helping out by taking care of them with the City.

Mayor Bentley will review the appointment list and make changes to include Councilmember Schneider in it for the next Council meeting in March.

Due to multiple Councilmembers having a conflict with the date of the next Council meeting the date was changed.

*Councilmember Schneider moved and Councilmember Standfuss seconded a motion to approve changing the next Council meeting date from March 8, 2023 to March 15, 2023.* The motion carried unanimously.

**Correspondence** - None

*There being no further business before the council, Councilmember Garza moved and Councilmember Standfuss seconded a motion to adjourn the meeting.* With all members voting in favor, the meeting was adjourned at 7:56 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

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Ryan Bentley, Mayor

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Dotty Schnobrich, City Clerk