

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, February 11, 2015 7:00 PM
Danube City Council Chambers

A regular meeting of the Danube City Council was conducted on February 11, 2015 at 7:00 p.m. with Mayor Alex presiding.

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

Councilmembers absent: Al Strunc

Others Present: 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 Maurice 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 January 14, 2015
- Bar Dorr Open – March 20th & 21st for Smelt Fry

Open Forum - None

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give his monthly employee and Police Department report. Statistics for January 2015 were lower to last year at the same time with 35 calls, 20 reports, 18 traffic stops, 5 citations, 21 mutual assists and 4 home security checks.

Additional business discussed:

- School Building Schedule – Schneider informed the Councilmembers that the RCW Junior High Basketball ended today Wednesday, February 11th. Schneider received requests for Junior and Senior High Baseball. There were a total of 10 junior high basketball games held at the school. However, the traveling league is still using the school along with the junior varsity volleyball group. Just for Kix is also using the

school through April. Schneider reported the main part of his work at the school has been handling the snow and ice on the sidewalks.

- Continuing Education Information – Schneider informed the Councilmembers that he would be attending the 2015 Safety and Loss Control Workshop in Morton. Schneider will be attending the Police Track in the morning and the Safety Committee Track in the afternoon.
- Public Works Assist with a Water Main Break 01-11 and 01-12 – Schneider informed the Councilmembers that he assisted Dan with the water main break on January 11th and 12th.
- Laptop Computer Issues (LETG) – Schneider reported that the issues with the software on the computer are still ongoing and will not get resolved until the new computer is received. The new computer has not been received at this time.
- First Response Meeting and Training 01-29 – Schneider informed the Councilmembers that the First Responders had their training on January 29, 2015. The classes that were covered were Employee Right to Know, A Workplace Accident and Injury Reduction Program and Blood Borne Pathogens. The class was given by Ridgewater College. The Councilmembers decided that since Schneider had his training through Ridgewater that he did not have to attend the OSHA training on Thursday, February 12th in Sacred Heart.
- Equipment Grant Information – Schneider informed the Councilmembers that he is applying for a couple of grants to purchase defibrillators for at the First Responders rig, Community Center and School. One of the grants is for communities outside of Scott County and the other is a Public Safety Grant. Schneider will bring more information back at a future meeting.

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 – There are a couple of rooms that have begun to overheat. Dan will be ordering a couple more valves to fix the problem. The valves are \$200.00. Everything else seems to be in working order. There is a 2 day Boiler Operation, Maintenance and Safety seminar in March that Dan would like to attend. Dan hasn't had any refresher courses on anything since before getting his first license seven years ago. The cost of the seminar is \$295.00 plus one night hotel stay.
Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve Public Works Director Dan Kaufenberg to attend the Boiler Operation, Maintenance and Safety seminar in March for \$295.00 and one night's hotel stay. The motion carried unanimously.
- Water Dept. – The wells averaged 35,000 gallons per day in the month of January. Well #3 has been testing a little on the high side for radon. It has been right at the level or just a bit over. Dan has been in discussion with MDH and they keep retesting the well. No actions are being taken as of now but might need to be done in future if levels don't drop back down. Dan has talked with Zach at Their Well about whether or not the Water Tower and system will be able to handle the purposed water usage of the Elevator. The Wells are capable of pumping 15,000 gallons per hour and 360,000 gallons per day. This is running 24 hours a day. After talking with Gerry Kodet he said that they can spray a maximum of 60,000 gallons per day. There will also be farmers filling their tanks. He thought that the amount would be another 60,000 gallons a day. They are planning on

having two 25,000 gallon tanks with auto float to keep them full. This will be filled with a two inch line. The sprayers will be filled with a 3 inch line. The tower will have to be adjusted in the spring to fill to max level and have the wells kick in sooner to keep it full. But Danube should be able to keep up with the demand for the two week push that they are planning.

The Councilmembers discussed the information provided by Their Well regarding the water tower and the wells. During the discussion the Councilmembers questions arose that requires further communication with Dan regarding the wells.

- Waste Water Dept. – The Lift Station averaged 34,000 gallons per day in the month of January. Which has been the norm in January. Dan sent in the renewal for Danube's MPCA permit. Dan has not heard anything back yet on whether it was accepted or needs to be amended.
- Snow Removal – It has been a quiet year for snow removal so far. Because of the small amount of snow every time the plow has been out. The blade has been on blacktop instead of snow packed roads. This has worn down the cutting edge much quicker. If we keep plowing on streets with no snow pack a new blade will have to be ordered. Which isn't a bad thing Dan guesses. It means less SNOW.

Employee Report – City Clerk

- Material Safety Data Sheets – Public Works Director Dan Kaufenberg has provided the material safety data sheets he has to the City Clerk Dotty Schnobrich. Dotty put the MSDS's made copies for a master file at the City Office. Dotty also put the originals in sheet protectors and assembled them in a folder for Dan for down at the City Shop Building
- Utility Disconnect Notices Update – Dotty reported that letters have been issued to the Danube residents that have not yet paid their utility bill ending December 2014. They have until February 23, 2015 @ 2:00 pm to pay their bill or make payment arrangements with the City.
- Actual Verses Budget Comparison – Dotty has given both Police Chief Les Schneider and Public Works Director Dan Kaufenberg a copy of the 2014 actual expenses verses what was budgeted and the variance as requested by the City Council.
- Edward Jones Follow-Up – Dotty reported that due to end of year work and preparing for the audit in February that she did not have time to do the research for this meeting regarding funds that could be invested. After the audit is completed Dotty will start working on that information and get it ready for the next Council meeting.
- 2014 Audit – Sara Beavers from Oberloh – The 2014 Audit for Danube was scheduled for February 9-10 due to the weather Sara was here on Monday but called in Tuesday and is scheduled to be here on February 11th to finish up the onsite audit work.
- OSHA Meeting – A mandatory meeting for AWAIR is scheduled for Thursday, February 13th at 6:30 in Sacred Heart. Everyone was reminded of this mandatory meeting.
- City Office Closed Dates – The Danube City Office will be closed on Monday, February 16, 2015 for President's Day.
- Benson Laundry – Dotty had a representative from Benson laundry stop in the office and said that the front rug in the entry way is their rug and that Sara had discussed with them about getting the rug serviced for \$6.00 per month. Currently Dotty is vacuuming the rug

as needed but I think either Benson laundry would like us to have them service the rug or possibly take the rug back if the City chooses not to have them come and service the rug.

- Stout/River Falls College Kids Camping – Dotty received a call from Suzie Lueck asking if on Wednesday, May 27, 2015 a group of college kids and teachers could camp in the park by the bandstand and water tower? The group will be exploring the Yellowstone trail and would like to camp over night in Danube. The historical Society will be feeding the group when they arrive in Danube. (Dotty call or email Suzie the answer)
- 2015 Safety & Loss Control Workshop – There is a 2015 safety & loss control workshop in Morton, MN on Wednesday, April 1, 2015 and this one of the workshops that I attended last year and would like to attend the workshop again this year. The cost to attend the workshop is \$20.00.
- Items Discussed with Sara, Auditor – Dotty spoke with Sara about using City Funds to fund the water tower project instead of taking out a loan and how to account for that on the books as to not have it show as income like the assessments are from the 2nd Street East project. Sara encouraged the City to look at what items may need to be purchased or any major repairs to buildings in the next 5 years as to prevent a short fall of money. The items she mentioned are like a new cop car, fire truck, new equipment for the maintenance dept like street sweeper, truck, skid loader, etc. It would be best to speak with Police Chief Les Schneider, Fire Chief Dan Wersal and Public Works Director Dan Kaufenberg and have each department make a list of items that may need to be purchased within the next five years so that the City can account for these possible purchases also when discussing funding ideas. Sara also suggested maybe using funds ½ from the City and taking out a loan for ½ the expenses to prevent any short fall to the City. Especially if the expenses end up being more than what is quoted.

Also Dotty Spoke with Sara regarding reducing the accounts on the financial statements, Sara mentioned that unlike business returns the City does not file that kind of return. Sara did say that you could reduce some accounts but as a City you may want to keep the breakdown to know where the money is going and why. The Councilmembers decided to leave the accounts as they are

School Building Updates

Mayor Alex reported that the bathrooms were not clean and out of toilet paper. Mayor Alex was going to talk with Schneider about this issue to pass on to the ones using the school about cleaning and restocking the bathrooms after they are done using the school.

Community Center Updates

Dotty reported that the Community Center had some furnace repairs done along with the outside light in front of the building was also repaired.

Unfinished Business

Thein Well - Water Tower Discussion – The Councilmembers discussed this issue when reviewing the Public Works Director Employee report earlier in the council meeting.

Financial Reports

The Councilmembers reviewed the claims list and receipts list from January 15, 2015 thru February 11, 2015.

Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve the bills as submitted in the amount of \$23,840.93 (checks) and \$7693.31 (electronic fund transfers). The motion carried unanimously.

The Councilmembers reviewed the Actual versus Budget Comparison for 2015.

The Councilmembers reviewed the reconciled bank statement for January 2015.

New Business

Adoption of the Renville County All-Hazard Mitigation Plan – Resolution 1-2015 – The Councilmembers reviewed the Renville County All-Hazard Mitigation Plan.

Councilmember Maurice moved and Councilmember Krogman seconded a motion to approve Resolution 1-2015 adopting the Renville County All-Hazard Mitigation Plan. The motion carried unanimously.

Correspondence

The Councilmembers received the following informational material in their packets:

1. MUNIFACTS
2. Central Community Transit Thank You

Adjournment

There being no further business before the council, Councilmember Krogman moved and Councilmember Standfuss seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 8:19 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk