

**DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, February 12, 2014 7:00 PM
Danube City Council Chambers**

A regular meeting of the Danube City Council was conducted on February 12, 2014 at 7:00 p.m. with Mayor Gene Alex presiding.

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

Councilmembers absent: None

Others Present: Chief of Police Les Schneider, City Clerk-Treasurer Dotty Schnobrich, and media.

Approval of Agenda

Councilmember Maurice moved and Councilmember Standfuss seconded a motion to approve the Agenda with the following additions: Danube Firemen's Relief By-Laws under Old Business; Other information under Financial Reports; 2014 Appointments under New Business. The motion carried unanimously.

Approval of Consent Agenda

Councilmember Standfuss moved and Councilmember Maurice 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 8, 2014.

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 – Dan ordered the steam traps that he could replace from State Supply. Dan has all but 5 left out of the 25 to do. Dan would like to get Chappell Central in to do the bigger ones. The previous quote was around \$6,000.00 with half being parts. The labor was an estimate so it could be cheaper. Once Dan sees them do one he may be able to do others to save time costs on labor.
- Waste Water – The lift Station pumped an average of 25,000 gallons per day for the month of January. This is normal for this time of year. The pond levels are also normal.

- Water – The new Fluoride pump was installed in Well #5 by Hawkins Chemical. Both wells have been running without any problems. They have averaged a total of 24,000 gallons per day. We had a water main break on Freedom Lane up by HWY 212 on January 25th. The repair was done by Gary Monson Excavating. Sam Smith no longer wishes to do them anymore. Starting to retire. The cost is higher to have Monson do the work but they are quick and do a great job. Keep in mind they bring in gravel and pack the hole so it is drivable and bring their own repair clamp. Before these were supplied by City at our expense. This added an extra \$500.00 to the bill. There was also a Sunday charge of \$200.00 on this particular bill. Dan could have waited till Monday to fix the leak but it was supposed to be a blizzard conditions and dangerous wind chills. So it was fixed as soon as possible. Monson also can do the street repair for Danube. Maybe we can work out a deal on package pricing in the future if they do both and know we are committed to use them.
- Water Tower – Dan talked with Lee about the Tower rehab costs vs. new and Lee was going to review the quote and call KLM Engineering if he had any questions. Dan has not heard back from Lee yet at this time.
- Snow Removal – A shaft of the snow blower in the gearbox that turns the augers stripped out. Dan ordered the parts from Loftness and had Schmoll's do the work. Dan also got a quote to replace the cutting edge on the snow bucket for the skid loader. Dan would like to get a bolt on cutting edge put on so there is less hassle to replace it when needed. Also get longer wear since it is reversible. Shawn Malvin quoted it at \$13,000.00. This was to replace edge and put on bolt on edge. There needs to be two edges for the bolt on. There is also some damage to the corner that will be fixed. After that replacement cost is for only the new blade. No more hiring of welding being done.
- Conference – Reminder that Dan will be attending the Wastewater/Water conference in St. Cloud March 4-6.

The following discussions were held after the Councilmembers reviewed the above report from Dan Kaufenberg.

- The Councilmembers discussed the water tower issue and asked Dotty to contact Lee Elfering and set up a meeting to review the information as soon as possible. Dotty is also to check with Lee Elfering and Dave Neiman (from Rural Water) about any available grants that the City of Danube could apply for.
- The Councilmembers discussed the snow bucket for the skid loader. *Councilmember Strunc moved and Councilmember Maurice seconded a motion to approve Dan to contact Shawn Malvin to replace the cutting edge with a bolt on cutting edge for \$1,300.00. 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 January 2014 were higher to last year at the same time with 41 calls, 22 reports, 40 traffic stops, 16 citations, 27 mutual assists and 2 home security checks.

Additional business discussed:

- School Building Schedule – Schneider reported that the school schedule is still really busy and changing almost daily. Willmar Electric maintains the alarm system at the

school and they sent out a letter informing us that the cost will be going up \$70.00 per year. Willmar Electric has not raised their price for over five (5) years. Schneider will update the contact list with Willmar Electric.

- First Response Information – Schneider reported that the First Responders had their annual CPR and OSHA requirements completed on January 31. Schneider will get a log of the individuals and when the training was completed.
- Public Works Assist with Water Main Break (01-25 & 01-26) – Schneider helped Dan Kaufenberg with opening valves after the repairs were completed.
- MCPA Conference (March 31 – April 2) - Schneider reported that he has had to bring the laptop inside because it is very slow to start up in the cold weather. Due to the computer being out of the car during the extreme cold weather the log sheets will not be accurate. *Councilmember Maurice moved and Councilmember Krogman seconded a motion to approve a check to be issued to MCPA for Police Chief Schneider to attend the conference on March 31st – April 2nd.* The motion carried unanimously.
- Crown Victoria Recall – When Officer Marcel Krueger took the vehicle to get the recall fixed the radio also got fixed by Kohls Wheelberg Ford in Redwood Falls.
- DAP Classes – Police chief Schneider reported that individuals who now get pulled over will no longer (as of January 31, 2014) have the option to take the Driver Awareness Program class. The State of Minnesota said that after the Wabasha County case the class is no longer an option. Councilmembers discussed what the City did receive from the DAP classes and Councilmember Strunc asked that Police Chief Schneider bring up at a venue where other towns and Police Chiefs face the same issues regarding concerns of giving all the monies from fines and all of the attorney bills to the State. The reason for the concern is that the fines are not enough to cover the attorney bills.
- Elevator Lights – There was an agreement with the elevator last year that the lights on the east elevator bins be shut off especially now that the weather is getting warmer. Last year they left the top three lights on for security reasons. Police chief Schneider will talk with Brian Block on turning off these lights.

School Building Updates

Police Chief Schneider updated the Councilmembers that Santa's Closet is all cleaned up and done now and that they keep the keys because they are in and out during the year. Councilmember Strunc asked Dotty to send Mark Barton a letter regarding his rent for Wild Prairie Computers.

Community Center Updates

Mayor Alex asked Dotty Schnobrich is to talk to Randy Grunke about one light that is blinking and one light that is out in the Community Center by the front window. Also Mayor Alex asked that Randy also look at the dimmer switch because it was not working properly.

Unfinished Business

Duane Standfuss – Dotty informed the City Councilmembers that Mr. & Mrs. Duane Standfuss had stopped by the City Office and said that he turned his switch for the sump pump to go outside. Duane asked that Dotty remove the surcharge from his water bill and Dotty informed Duane that she is not able to do that without the City Councilmembers approval. Duane asked that Dotty bring this back to the meeting to have a decision made on the \$50.00 surcharge. The

Councilmembers discussed the issue and decided that the surcharge should not be removed but instead once the sump pump is hard plumed to the outside the \$50.00 surcharge will no longer be accessed. Dotty is to write a letter to Mr. & Mrs. Duane Standfuss regarding the decision along with a copy of the sump pump ordinance. Councilmember Strunc added that once the sump pump is hard plumed outside then Public Works Director Dan Kaufenberg needs to inspect it.

Christmas Lights/Decoration – This issue is to be tabled and removed from the agenda until further notice.

OSHA Meeting Dates – Dotty Schnobrich attended the first meeting to stay compliant with OSHA. Randy Grunke was unable to attend due to not feeling well. There have been five more meetings set for 2014. Dotty will post the meeting dates for all of the employees to be informed of the dates. Dotty also inquired if the City of Danube is going to make these meetings mandatory for the different departments that the meetings would pertain to. Dotty put behind each meeting date on the agenda what areas would be affected. Once Brenda from Sacred Heart has sent Dotty the complete list of items that will be discussed she will update the Councilmembers of the meeting subjects. The Councilmembers decided that the classes would be mandatory for the areas in which they pertain to. Dotty is to make up a schedule for the full-time and part-time employees so they know which classes they are required to attend.

Danube Firemens Relief Association By-Laws - The Councilmembers reviewed the Danube Firemen's Relief Association By-Laws with the changes on the dollar amounts. Councilmember Standfuss moved and Councilmember Krogman seconded a motion to accept the Danube Firemen's Relief Association By-Laws with the submitted changes to the dollar amounts. The motion carried unanimously.

Financial Reports

The Councilmembers reviewed the claims list and receipts list from January 9, 2014 thru February 12, 2014.

Councilmember Strunc moved and Councilmember Standfuss seconded a motion to approve the bills as submitted in the amount of \$32,502.40 (checks), \$7,863.32 (electronic fund transfers) and \$2,809.44 in additional previous claims from July 1, 2013 to December 31, 2013 not yet approved. The motion carried unanimously.

The Councilmembers reviewed the Actual verses Budget Comparison for 2013. The Councilmembers discussed concerns about some of the variances in the actual figures verses the budgeted figures. The Councilmembers asked Dotty Schnobrich to look into the accounts that are over the budgeted amount for 2013 to see why those accounts are over budget and make adjustments as needed.

The Councilmembers reviewed the reconciled bank statements from July to December of 2013. Dotty asked for the Councilmembers to review the credit card policy she put together so the City can get a credit card policy in place. The Councilmembers are asked to make changes and bring them to the next meeting so the policy can get finalized.

Dotty asked permission to set up an account with H&L Printing to purchase office supplies from them in Olivia because it was a better deal than going through the Quill company that was being previously used.

Dotty asked the Councilmembers for approval for Dotty to attend the 2014 Safety and Loss Control Workshop in Springfield on April 2nd. The Councilmembers reviewed what items would be covered at the all day workshop.

Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve Dotty to attend the 2014 Safety and Loss Control Workshop in Springfield on April 2nd at a cost of \$20.00. The motion carried unanimously.

New Business

Snow Removal Complaints – Mayor Alex commented that Jim is doing a good job at plowing the snow and the last snow fall he did not get tight against the curb but the reason was that there were garbage cans on the road due to garbage pickup that day. A concern that came up was the cars that are left at the end of the dead end streets and Jim is not able to get the road plowed correctly with the cars being there. Finally Mayor Alex mentioned that when the snow was left on Main Street was because the snow blower broke down. As soon as the snow blower was fixed the snow was removed.

Appointments for 2014 – Mayor Alex informed the Councilmembers that the appointments for 2014 will stay the same as 2013.

Correspondence

The Councilmembers received the following informational material in their packets:

1. Minnesota River Valley Scenic Byway Alliance Flyer
2. Blandin Community Leadership Programs Handout
3. Xcel Energy Application for Rate Increase Notice
4. Renville County Ditch No. 59 Petition
5. Minnesota Rural Water Letter and Certificate
6. Workforce Wisdom Handout
7. MUNIFACTS Handout
8. Waterline Handout
9. Renville County Emergency Management Handout

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 9:31 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk