

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, February 14, 2024 7:00 PM
Danube City Council Chambers

A regular meeting of the Danube City Council was conducted on February 14, 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, Public Works Director Dan Kaufenberg, Police Chief Les Schneider and City Clerk-Treasurer Dotty Schnobrich

Approval of Agenda

Councilmember Schneider moved and Councilmember Standfuss seconded a motion to approve the Agenda for the Regular Meeting with the addition of Gambling Permit – Danube Area Action Club – July 13, 2024 under Consent Agenda. The motion carried unanimously.

Approval of Consent Agenda

Councilmember Schneider moved and Councilmember Krogman 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 10, 2024
- Bar Door Open – Thursday, February 15, 2024 – Annual Meeting American Legion
- Bar Door Open – Friday, March 1, 2024 – Birthday Party
- Bar Door Open – Friday & Saturday, March 15 & 16, 2024 – Smelt Fry
- Bar Door Open – Saturday, May 4, 2024 – Bridal Shower
- Off-Site Gambling Permit – Danube Firemen’s Relief Association – LG230 – March 15 & 16 of 2024 at 407 Main Street in Danube Minnesota
- Gambling Permit – Danube Area Action Club – July 13, 2024

Open Forum

Bryan Beckendorf – Bryan wanted to follow up with what was going on since the last council meeting. He informed the Councilmembers his claim was denied by the insurance company due to no police report being filed. Bryan was informed by Mayor Bentley that a police report was filed with the insurance company on Tuesday, February 6th. Bryan asked for a copy of the police report that was turned over to the insurance company. Police Chief Schneider said he would bring him the report on Thursday, February 15th.

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 – Chappell Central was called out due to a boiler not firing. It was determined that a flame sensor was bad and a new one was installed. Boilers are both running up to par.

Tri-Valleys fix it list is almost complete except for a few items that will need discussion

- o Tree outside front entry – The Councilmembers gave permission to remove the tree.
- o Water Softener – The Councilmembers did not wish to replace the water softener at this time.
- o Pipes in cafeteria – The Councilmembers did not wish to cover the pipes in the cafeteria.
- o Room 102 – paint – The Councilmembers asked Dan to speak to Sandy regarding this issue.

Water – Well #5 fluoride pump has not been working properly lately. Will see if it needs a head unit rebuild or a new pump will be needed. The wells averaged 25,000 gal/day for the month of January.

Sanitary – I was able to wash down the lift station inside with fire hose using hook ups at city park building. There was a lot of grease buildup on the walls. No other present issues. The lift station averaged 32,000 dal/day for the month of January.

Storm – No current issues.

Streets – The stop and yield signs at Oak & 4th and Maple & 6th have been rotated. If the council wants a 4way stop on Maple I will have posts put in in the spring.

Community Center – I received a quote from Steves Htg. to replace the last two toilets in the Community Center that have the pressurized tanks in them. One of them isn't flushing/filling properly anymore. I've tried adjusting it and still not working. Parts are no longer available for these models and only matter of time before next one goes out. Quote included with report.

Councilmember Standfuss moved and Councilmember Schneider seconded a motion to approve Steve's Htg & A/C to replace the two (2) toilets in the Community Center for \$1,125.94. The motion carried unanimously

MRWA Training – I will be attending the MRWA water/wastewater conference on March 5-7.

Vacation – I am planning on using vacation April 12-21.

Snow Removal – Mayor Bentley asked Dan to remove the snow at the Community Center as there are events over the weekend.

Emerald Ash Borer – Dotty mentioned to the Councilmembers that Danube received an email from Jonathan Osthus, Pest Detection & Export Certification Unit from the State of Minnesota

informing them that Danube has Emerald Ash Borer. She also received a phone call asking what the City has done to address the issue. She informed Jonathan that they had a meeting on Wednesday, February 14, 2024 at which time it would get addressed. Dan was given the original email. The Councilmembers decided to post the notice from Jonathan on the bulletin board and on the City website. The map will also be looked at and see how many places were marked. Either a notice can be delivered to those properties or mailed to the home owners.

Employee Report - Moore Engineering – Kent Ritterman

Kent was not present at the meeting but did send an email updating the Councilmembers on the Water Treatment Plant.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give his monthly employee and Police Department report. Statistics for January 2024 were lower compared to last year at the same time with 24 calls, 18 reports, 5 traffic stops, 2 citations, 17 mutual assists and 3 home security checks.

- School Building Updates – The gym will be used for a family birthday party on Feb. 24. The Tri-Valley Director will be back in the building beginning on Feb. 26. Youth sports have been in the gym multiple times this month, creating many uses for the gym.
- OSHA Course – I attended the mandated AWAIR, Bloodborne pathogens, RTK class in Hector on Jan. 31. 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 2023. That information was submitted on Jan. 31. Also added to the mandated annual report of forfeiture expenditures, which was also submitted.
- AED Project Update – One additional AED was received on the U of M Grant Project allowing for an AED to be placed in the Community Center. Gene Alex Sr. donated a wall case for the AED to be held in on the west wall of the Community Center.
- POST Board Policy Update – The POST Board adopted a new pursuit policy for the state, and we adopted it on January 30, 2024, replacing our old PD pursuit policy.
- Semi-Truck Parking – The three residents that were parking on city streets that are not on a truck route now all park on Farmward Elevator property. They have not been driving down any restricted city streets recently, and I will continue to monitor that throughout the year.
- Training Update – I attended a Suicide Prevention Training for agricultural communities on January 22, 2024. The two-hour training session provided information for incidents unique to the rural area provided by state and federal resources.
- First Response Update – The 44-Plan Training given by Ridgewater College took place on January 25, 2024. The Danube MRU Team received a pager from SWEMS on February 5, with programming the pager being the only cost to the service.

Employee Report – City Clerk

- Land Update – Dotty reported that she had someone contact her and asked to mention to the Councilmembers about possibly rezoning the lot from residential to commercial.
- 2023 Audit Review - The 2023 Audit will be reviewed at the March meeting to be approved.
- Completed Items – Dotty has filed PERA and paid the monthly Federal and State Payroll Taxes for January.
- Office Closed & Vacation – The Office will be closed on Monday, February 19th for Presidents Day and Closing early at 12:00 noon on Wednesday, February 28th for an OSHA meeting.

School Building Updates - None

Community Center Updates - None

Unfinished Business

Central Community Transit Donation - \$794.00 – The Councilmembers reviewed the request from Central Community Transit.

Councilmember Krogman moved and Councilmember Standfuss seconded a motion to approve donating \$794.00 to Central Community Transit. The motion carried unanimously

Financial Reports

The Councilmembers reviewed the claims list from January 11, 2024 thru February 14, 2024.

Councilmember Schneider moved and Councilmember Krogman seconded a motion to approve the bills as submitted in the amount of \$34,955.29 (checks) and \$10,538.64 (electronic fund transfers). The motion carried unanimously.

The Councilmembers reviewed the Receipts List from January 9, 2024 thru February 12, 2024.

The Councilmembers reviewed the Actual verses Budget Comparison for 2024.

The Councilmembers reviewed the Bank Reconciliations for December 2023.

New Business

City of Danube – Data Practices Policy for the Public – The Councilmembers reviewed the policy as prepared by City Attorney Aaron Walton.

Councilmember Standfuss moved and Councilmember Schneider seconded a motion to approve adopting the City of Danube - Data Practices for the Public as prepared by City Attorney Aaron Walton. The motion carried unanimously

City of Danube Data Practices Policy – Requests for Data About You and Your Rights as a Data Subject – The Councilmembers reviewed the policy as prepared by City Attorney Aaron Walton. *Councilmember Schneider moved and Councilmember Krogman seconded a motion to approve adopting the City of Danube Data Practices Policy - Requests for Data About You and Your Rights as a Data Subject as prepared by the City Attorney Aaron Walton.* The motion carried unanimously

Notice to Commissioner – The Councilmembers reviewed the notice as prepared by City Attorney Aaron Walton.

Councilmember Krogman moved and Councilmember Standfuss seconded a motion to approve signing and submitting the Notice of Adopting of Model Policy for the Public and Model Policy for Data Subjects to the Commissioner of Administration. The motion carried

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 7:33 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Ryan Bentley, Mayor

Dotty Schnobrich, City Clerk