

**DANUBE CITY COUNCIL**  
**Regular Council Meeting**  
**Wednesday, March 9, 2022 7:00 PM**  
**Danube Council Chambers**

A regular meeting of the Danube City Council was conducted on March 9, 2022 at 7:00 p.m. with Mayor Alex presiding.

The following Councilmembers were present: Ryan Bentley, Carrie Garza, and Phil Standfuss

Councilmembers absent: Sharon Krogman

Others Present: Jeremy Boots – Moore Engineering, Sara Oberloh – Auditor, Public Works Director Dan Kaufenberg, Police Chief Les Schneider and City Clerk-Treasurer Dotty Schnobrich.

**Approval of Agenda**

*Councilmember Standfuss moved and Councilmember Garza seconded a motion to approve the Agenda for the Regular Meeting with the addition of EDA Board Member under New Business. The motion carried unanimously.*

**Approval of Consent Agenda**

*Councilmember Garza moved and Councilmember Bentley 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 February 9, 2022
- Special Events Permit – SMBSC Picnic – Saturday, June 25, 2022
- Bar Door Open – Saturday, April 2, 2022 – Baby Shower
- Bar Door Open – Saturday, May 21, 2022 – Birthday Party
- Bar Door Open – Saturday, June 11, 2022 – Graduation Party

**Financial Review with Sara Oberloh – Oberloh & Oberloh, Ltd.**

City Auditor Sara Oberloh from Oberloh and Oberloh, Ltd. was present to go over the 2021 audit report and answered questions. The audit report is available for viewing in the City Clerk's Office or on the website [www.cityofdanube.com](http://www.cityofdanube.com).

*Councilmember Garza moved and Councilmember Bentley seconded a motion to approve the 2021 audit report as presented by Sara Oberloh of Oberloh & Oberloh, Ltd. The motion carried unanimously*

**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 – Still having issues with low water cutouts. They were rewired to take away the amp draw that was on them and one of them still burned out after a week. At this point we are looking at alternative styles to put on and possibly eliminate electronic control boards all together. I am also talking with the electricians to see if there is anything we can do.
- Water – We are still on well #5 only for another month for our compliance with MDH relating to Radium in well #3. No other issues at this point. The wells averaged 25,000 gal/day for the month of February.
- Sanitary – The lift station will need to be cleaned again this spring. The last two times it was done by Johnson Jet-Line. I would like to get on a contract with them to do it twice per year. The last contract proposal they sent was for \$1200 per cleaning. This is by far cheaper than any other quotes I've received from other companies. I would need to get a new price if a contract is decided. The lift station averaged 26,000 gal/day for the month of February. The Councilmembers asked Dan to check into whether or not he can get a longer period for a better price on the contract and bring it back to the next council meeting.
- Training – I will be using vacation April 9-17.
- Flag at the City Office – Councilmember Bentley brought up the flag in front of the City Office building. Dan will take down the flag and this summer will install the new flag pole that was purchased over a year ago.
- Hydraulic Leak – Dan reported that the new wheel loader had a coupler leak and he is unsure if this will be covered under warranty or not.

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

Jeremy Boots informed the Councilmembers that the SCDP application was sent in. This was completed by Moore Engineering and Dotty. That was to apply for the \$600,000.00 grant. There are other grants that are also being pursued for the water treatment plant. Jeremy also discussed a possible new well and if there was a preference on where it would be located. Dan and the Councilmembers agreed that, if possible, to be by the water tower would be ideal. Jeremy will bring to a future meeting the task order for the treatment plant design/funding. He would like to review it one more time and make any changes needed before presenting it to the Councilmembers. The Councilmembers and Jeremy also discussed other projects that the City of Danube is in need of doing such as streets, water mains, sewer mains, etc.

*Councilmember Garza moved and Councilmember Standfuss seconded a motion to approve Task Order #4 Boundary and Topographic Survey for \$76,425.00. 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 February 2022 were lower compared to last year at the same time with 27 calls, 18 reports, 15 traffic stops, 5 citations, 21 mutual assists and 2 home security checks. Additional business discussed:

- School Building Updates – Matt Savig’s floor company completed the school lobby floors on February 19. The entryway, lobby, seating area, restrooms, and between the steps in the hallway were waxed. The job took 12 hours and looks exceptionally good. Tri-Valley’s Director has been back in the building in February. She will be hiring and training staff until the students return in June. The family birthday party took place in the gym on February 26, and Flora Township had their annual meeting and election in the school lobby on March 8.
- First Response Training - First Response 44-plan training and meeting took place on Feb. 24 at 6:30 pm. The five new members joined the First Response from the FD training that they completed in January. That gives the First Response Team a total of nineteen current members. My EMT certification is up for renewal on March 31, valid for two years.
- MN POST Board - MN POST Board mandated reporting on data of policy and training compliance, as well as data on alleged misconduct each calendar year was due on March 1, 2022. The 2021 MN POST mandated reports were sent in on-line keeping our department compliant. I have been working with the POST Board and the City Attorney while the legal process is being completed against one of our Part-time Officers.  
*Councilmember Standfuss moved and Councilmember Garza seconded a motion to close the meeting Minnesota Statute 13D.05 subdivision 2(b).* With all members voting in favor, the meeting was closed at 7:58 p.m.  
*Councilmember Standfuss moved and Councilmember Garza seconded a motion to reopen the meeting.* With all members voting in favor, the meeting was reopened at 8:12 p.m.  
*Councilmember Standfuss moved and Councilmember Garza seconded a motion to place Rebecca Pieper on leave until it is addressed at a future Council meeting on her employment status with the City of Danube.* The motion carried unanimously

### **Employee Report – City Clerk**

- Land Update – Nothing new to report.
- Tables for the Community Center – All the tables have been received and paid for the Community Center.
- Park Rental Form - Dotty made changes to the Community Center rental forms and they are included in the packets to be reviewed. Items that need to be addressed is the cost to rent the Park Building, max capacity and if there is a dishwasher there or any other items on the Maintenance list that needs to be added or removed. When would the public be able to start renting the Community Center? Also, as of today I still have no access to the building or the security system for the doors. The Councilmembers discussed the rental form and made changes to include maximum capacity of 50 people, maximum seating capacity of 30 people, resident rental rate of \$75.00, nonresident rental rate of \$150.00, event ending time of 10pm and premises vacated by 11pm. The Councilmembers discussed a couple of signs that should be displayed at the new building. 1 sign for capacity and another about skates on the mats only and possibly one for the closing time of the

building and park. The Councilmembers made some changes to the rental form that Dotty had in the packets.

*Councilmember Standfuss moved and Councilmember Bentley seconded a motion to approve adopting the revised rental form for the Park Building with the changes made during the meeting.* The motion carried unanimously.

Councilmember Krogman asked Dotty to inquire if the thermostats are in locked boxes like the Community Center. There was no one that was aware if they are or are not in locked boxes, it will need to be checked into.

- Vosika Bill - Dotty received an email from Ben Ryan regarding those invoices. There are two (2) invoices for \$690.00 each. The bill cycles are for the following: January 19, 2021 thru July 19, 2021 and July 19, 2021 thru January 19, 2022.

Dotty,

Please see if the City will pay the invoices. I am comfortable having the porta potty removed for good by March 31. DAAC would be willing to pay any future invoices until we initiate the removal of the on site portable toilet.

Ben Ryan

*Councilmember Garza moved and Councilmember Standfuss seconded a motion to approve paying \$1,380.00 from City Funds to Vosika Portable Toilet Rental and Sewer Service with any future bills to be paid by DAAC.* The motion carried unanimously.

- Completed Items - Dotty has filed PERA and paid payroll taxes. Dog letters have also been sent out. Tri-Valley new lease amount was sent out to them.
- Office Closed & Vacation – The OSHA Safety class that was scheduled for Thursday, March 10, 2022 has been cancelled.
- Advertisement for Part-time Maintenance Person – The Councilmembers discussed advertising for a part-time maintenance person as Mayor Alex reported that Joey doesn't have time and is okay with them finding someone else. Dan will write up the job description and all the things required of the person and once this is done Dotty will run an ad in the paper approximately 20 hours a week with a starting pay of \$17.00.
- Lee Elfering – City Engineer – Mayor Alex asked if Lee Elfering was contacted and asked if he has been in communication with Dan and Moore Engineering. Dotty informed the Councilmembers she did contact Lee and he stated he hasn't talked to anyone other than me regarding the City of Danube.
- Mayor Alex inquired about the attorney bill being it was so large. Dotty said that was for the final letter that Aaron has wrote up for the City of Danube and Renville Sibley Tax Abatement agreement.

### **School Building Updates** - None

### **Community Center & Park Building Updates**

Mayor Alex brought up concerns of ice in the parking lot in the back of the Community Center and that it needs to be addressed in a timelier manner.

### **Unfinished Business**

**Ordinance 2022-01** – The Councilmembers held the first reading of Ordinance 2022-01. The second reading will be held on Wednesday, April 13, 2022, the next council meeting date.

### **Financial Reports**

The Councilmembers reviewed the claims list from February 10, 2022 thru March 09, 2022. *Councilmember Standfuss moved and Councilmember Garza seconded a motion to approve the bills as submitted in the amount of \$77,208.78 (checks) and \$12,028.81 (electronic fund transfers).* The motion carried unanimously.

The Councilmembers reviewed the Receipts List from February 08, 2022 thru March 07, 2022. The Councilmembers reviewed the Actual versus Budget Comparison for 2022. The Councilmembers will review the Bank Reconciliation for February 2022 at the April Meeting.

### **New Business**

*Resolution 03-2022 – Reestablishing Precincts and Polling Places* – The Councilmembers reviewed resolution 03-2022.

*Councilmember Standfuss moved and Councilmember Garza seconded a motion to adopt Resolution 03-2022 Reestablishing Precincts and Polling Places.* The motion carried unanimously.

*Resolution 04-2022 – Resolution of Adopting Renville County All-Hazard Mitigation Plan* – The Councilmembers reviewed the all-hazard mitigation plan.

*Councilmember Bentley moved and Councilmember Garza seconded a motion to adopt Resolution 04-2022 Resolution of Adopting Renville County All-Hazard Mitigation Plan.* The motion carried unanimously.

*Board Member(s) on the EDA* – Mayor Alex spoke with the Councilmembers regarding needing another board member on the EDA Board from the City Council. Councilmember Bentley said that he would join the EDA Board on behalf of the City Councilmembers.

### **Future Business** - None

### **Correspondence**

Mediacom

*There being no further business before the council, Councilmember Standfuss moved and Councilmember Bentley seconded a motion to adjourn the meeting.* With all members voting in favor, the meeting was adjourned at 8:53 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

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Gene Alex, Mayor

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Dotty Schnobrich, City Clerk