

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

A regular meeting of the Danube City Council was conducted on March 11, 2015 at 7:03 p.m. with Mayor Alex presiding.

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

Councilmembers absent: None

Others Present: Jon Mitchell, Director of Redwood County Environmental Office, Sara Beavers from Oberloh & Associates, 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 with the addition of a closed meeting following the Financial Review with Sara Beavers. 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 February 11, 2015

**Open Forum**

Jon Mitchell, Director of Redwood County Environmental Office -- Information regarding upcoming changes to recycling & MSW contracts in Redwood & Renville Counties -- Jon gave a presentation on the Redwood/Renville Regional Solid Waste Authority's joint recycling and MSW facility. Jon invited the City Councilmembers to come tour the facility once it was open. Jon thought that the facility would be open in November. Jon asked that the City of Danube when they renew their contract with West Central Sanitation to designate the new facility as the destination for city recycling and solid waste when the Renville County Landfill closes. Jon also shared with the City Councilmembers the process on how the new facility works and how Danube residents would recycle once the landfill closes and the new facility is listed as the designated facility.

### **Financial Review with Sara Beavers – Oberloh & Associates**

City Auditor Sara Beavers from Oberloh and Associates was present to go over the 2014 audit report and answered questions. The audit report is available for viewing in the City-Clerk's Office.

*Councilmember Strunc moved and Councilmember Maurice seconded a motion to approve the 2014 audit report as presented by Sara Beavers of Oberloh & Associates with the corrections to the EDA loan dates. The motion carried unanimously.*

### **Closed Meeting**

Mayor Alex asked for the City Council to go to a closed meeting at 8:06 pm for the purpose of talking about an employee issue that has come to attention.

*Councilmember Krogman moved and Councilmember Standfuss seconded a motion to adjourn the closed meeting and reopen the regular City Council Meeting at 8:19 pm. 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 2015 were lower to last year at the same time with 37 calls, 22 reports, 27 traffic stops, 7 citations, 21 mutual assists and 2 home security checks.

Additional business discussed:

- School Building Schedule – Schneider informed the Councilmembers that Tri-Valley is going to be having an inspection down at the school. Basketball is done, Volleyball has started and Just for Kix goes until April 29<sup>th</sup>.
- Squad Car Laptop Computer Update – Schneider informed the Councilmembers that the new computer has arrived and Schneider is waiting for Renville County to install.
- MRWA Conference (March 3-5) – Schneider informed the Councilmembers that he attended the MRWA Conference on March 3<sup>rd</sup> thru the 5<sup>th</sup> and now has enough credits in for his renewal.
- Siren Update – Schneider reported that the siren has been switched to the correct time.
- Continuing Education Courses – Schneider will be attending the Chiefs Conference and Officer Marcel Krueger asked Schneider to ask the Councilmembers for permission to attend AR Armors Course. After a brief discussion the Councilmembers decided against the training and not to make a motion for Officer Marcel to attend the training.
- New Part-Time Officer Hired & Current Pay Scale – Schneider informed the Councilmembers that he has hired a new part-time officer Adrienne Lamers. Schneider will ask Officer Lamers to attend a future meeting to meet the Councilmembers. Schneider also discussed with the Councilmembers the starting wage of \$10.00 and asked that the starting wage be increased to \$11.00. The Councilmembers discussed the issue and asked Schneider to bring back information about the surrounding towns to do a comparison. The Councilmembers also informed Schneider that if the wage is increased that Schneider will still have to keep the part-time wages within the budgeted amount that has already been approved.

*Councilmember Strunc moved and Councilmember Maurice seconded a motion to increase the starting wage from \$10.00 to \$11.00 per hour for part-time officers. The motion carried unanimously.*

### **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 – One of the boilers has developed a fuel oil leak around the burner unit. I'm in the process of trying to locate and fix the problem. If I can't get fixed I will have to call Chappell Central to come assist me. All other areas of boilers have been operating well. I will also need to place an order for some of the single light covers in some of the hallways. These will be ordered through Border States Supply in Willmar. I have started to cycle boilers on and off with warmer weather to save fuel costs. I will be attending boiler class in Alexandria on March 12-13
- Water Dept – The Wells averaged 28,000 gal/day in the month of February. This is average with years past. With the warmer temps on the way I'm hoping to be able to start flushing some hydrants soon.
- Waste Water – The Lift Station averaged 28,000 gal/day for the month of February. I've started to see an increase the last couple of days of 10,000 gal/day with warmer temps and snow melt. Will continue to monitor. I will be ordering some Aquashade for the ponds. This will help keep algae and weeds from forming in ponds. Cost will be around \$300.00. I've never used this product in the ponds before. I'm hoping it will help reduce use of more expensive herbicides.  
Councilmember Strunc had a concern about the increase of 10,000 gal/day increase at the Lift Station and would like Dan to look into the increase and see if he can find out possibly where the extra water is coming from.
- Storm Water - I looked into the church and found that there sump pump goes outside. But when it gets outside the hose then goes into a down spout that goes into the ground. This could be going into Sanitary. I didn't see any outsource for the water. I am going to do some dye testing when weather is warmer and I know everything is opened up to determine where water is going for sure.
- Snow Removal – The Plow truck took a hit last week during snow removal. Jim was turning around downtown and the truck slid on the ice into a pole. The blade was bent in on the front and top. It is still operational but will probably need to be straightened out. Hopefully it is done for the season.

### **Employee Report – City Clerk**

- Renville County 10 Meeting – City Councils & staff, please share the following announcement at your next city council meeting and forward to all city council members. The Renville County 10 (the 10 cities of Renville County) are inviting all our cities councils and other interested individuals to a meeting on Monday, March 30 at the lower level of the Renville County Courthouse Annex Building. The meeting will be in the evening starting at 6:30 pm. I'm working on the agenda which at this time includes a legislative update. I will also invite all our legislators (Koenen, Miller, Dahms, Torkelson). I'm not sure about their attendance with legislature schedule. I'm open to

other ideas for topics so contact me if you have a good one. Please save the date, more info will be coming. Thanks,

Suzanne Hilgert, Mayor of Olivia

Doug Erickson, Mayor of Bird Island

PS: I will be attending the LMC Joint Legislative Conference on March 4-5. If anyone would like to visit legislators with me, please let me know.

[shilgert@olivia.mn.us](mailto:shilgert@olivia.mn.us)

- Safety and Loss Control Workshop Follow-Up – This is the response I received from Jamie Oxley regarding registration for the workshop: To answer your question, online registration closes for this event on 3/27. If your council decides they would like to attend and you miss the online registration cutoff date, you can always register on-site in Morton and we will invoice the city for the cost afterwards.
- Edward Jones Follow-Up – Investment Policy – Following the City Clerk Notes in your packet you will find a sample Investment Policy to be reviewed and updated. The Councilmembers reviewed the Investment Policy that Dotty presented and made one change to the policy and made a motion to approve the Investment Policy. *Councilmember Strunc moved and Councilmember Maurice seconded a motion to approve the Investment Policy for the City of Danube.* The motion carried unanimously.
- School Building Taxes – Barb Trochlil from Renville County Assessor's Office called Dotty on Wednesday, March 4, 2015 to let the city know that in 2016 part of the school building will be getting taxed due to Little Lambs Daycare using the building. Barb will be here on Wednesday, April 8, 2015 meeting and if you have any questions please ask them of her when she is here.
- City Office Closed Dates – The Danube City Office will be closed on Wednesday, April 1, 2015 for the City Clerk to attend the Safety and Loss Control Workshop in Morton, MN. Also Dotty will be going to her annual checkup in the Cities Thursday, April 23, 2015.
- Rug for the Entry Way – Dotty looked into a new rug for the entry way and found a rug for \$51.29 plus shipping the rug is 4 x 6 which is slightly larger than the rug that is there and is made of olefin. The rug is from Rapids Wholesale Equipment which is the place that I could order a new dish washer rack also. The one at Hillyard was \$100.50 for a 4 x 6 olefin rug. The Councilmembers agreed that they would leave the decision up to Dotty to order a new rug for the entry way.
- Board of Appeal and Equalization Meeting – This is a reminder that the next City Council meeting, Wednesday, April 8, 2015 is scheduled for an earlier time due to the Board of Appeal and Equalization being held before the meeting. Barb sent Dotty a announcement to hang outside and publish in the paper but the time on the flyer said 5:00 pm to 5:30 pm and Dotty thought that the meeting was to be held at 5:30 pm to 6:00 pm. Dotty has left a couple of messages for Barb and also sent an email and is waiting for a response from Barb to verify the time. Dotty will inform all Councilmembers of the correct time of the next meeting in advance to the meeting.
- Blanchard House – Robert Blanchard's daughter called and asked if the City of Danube would like the house. She said she would be willing to donate the house but from what I understood it is in probate at this time and to get it out could cost a

couple of thousand to get it out or out early. Sorry but I am not real positive about probate court.

The Councilmembers discussed the offer and decided not to accept the house at this time.

- Resolution Number 2-2015 – Budgeted Capital Outlay Funds – Need approval for the funds to be transferred to Capital Outlay per the approved 2015 budget. *Councilmember Maurice moved and Councilmember Standfuss seconded a motion to approve Resolution #2-2015 to transfer \$38,500.00 in capital outlay funds.* The motion carried unanimously.
- Resolution Number 3-2015 – Police Officer Declaration – Need approval of the Police Officer Declaration for Adrienne Lamers for PERA. *Councilmember Strunc moved and Councilmember Krogman seconded a motion to approve Resolution #3-2015 A Resolution to Adopt a Police Officer Declaration for Adrienne Lamers for PERA.* The motion carried unanimously.
- FYI Only – Below is a copy of the memo that went out to the Fire Department, Police Department and Public Works after the last Council Meeting on Wednesday, February 11, 2015.

2/12/2015

#### Attention All Departments

The City Council has requested all departments to evaluate their needs within the next five to ten years and present them at the April 8, 2015 City Council meeting at 7:00 pm. The items listed should be ones of actual need and purchase such as a new police car, fire equipment, street sweeper, etc. Please do not include any wants that are not necessary and normal expenses that get budgeted in the year. Capital outlay expenses would be needed in the list of items because those would include larger purchases the City would need to plan for. The request is being asked so the City Council can make the best decision on how to go forward with the financing of the water tower project that will be occurring in the City of Danube.

#### School Building Updates

Councilmember Strunc reported that Tri-Valley is getting a lot of things done in preparation to the big inspection coming up and that they will be installing the fence this spring. Councilmember Strunc also asked that the sidewalk in front of the school get addressed in a timely matter. Also Dotty was asked by Stacey from Tri-Valley to ask permission to put a storage shed in the back of the school for them to store items. The Councilmembers discussed the request and decided that yes Tri-Valley could put a shed in the back of the school. The Councilmembers did ask Dotty to talk with Stacey and inform her that before the storage shed could be placed anywhere that they would need to verify that they would not be setting the storage shed on any kind of underground lines such as water, sewer, gas, etc.

#### Community Center Updates - None

#### Unfinished Business

Water Tower Discussion – The Councilmembers decided to invite Lee Elfering to the April 8, 2015 Council meeting to further discuss the water tower.

### Financial Reports

The Councilmembers reviewed the claims list and receipts list from February 12, 2015 thru March 11, 2015.

*Councilmember Maurice moved and Councilmember Standfuss seconded a motion to approve the bills as submitted in the amount of \$26,986.11 (checks) and \$9,224.74 (electronic fund transfers). The motion carried unanimously.*

The Councilmembers reviewed the Actual verses Budget Comparison for 2015.

The Councilmembers reviewed the reconciled bank statement for February 2015.

### New Business

Danube Firemen's Relief Association – Amended By-Laws Approval – The Councilmembers reviewed the Danube Firemen's Relief Association By-Laws.

*Councilmember Strunc moved and Councilmember Standfuss seconded a motion to approve the Danube Firemen's Relief Association – Amended By-Laws. The motion carried unanimously.*

Renville Co. Public Works- 1999 International Tandem Axle Truck w/Snow Equip - Memo – The Councilmembers reviewed the memo from Renville Co. Public Works and decided that the 1999 International Tandem Axle Truck was too big for the City of Danube.

League of Minnesota Cities – Mayor Alex – Email – Mayor Alex reviewed with the Councilmembers an email he received supporting city street funding and another for early voting. The Councilmembers discussed both issues and acted only on the supporting of city street funding.

*Councilmember Strunc moved and Councilmember Maurice seconded a motion to approve the adoption of Resolution #4-2015 A Resolution Supporting Dedicated State Funding for City Streets. The motion carried unanimously.*

### Correspondence

The Councilmembers received the following informational material in their packets:

1. MDH – Quarterly Results for Radiochemical Monitoring
2. MDH – Sanitary Survey Report for Danube Public Water System
3. MnDOT – MnDOT District 8 Utility Meeting Memo
4. Notification of Vendor Change – Dynamic Recycling
5. Free Pavement Preservation Event – Tuesday, April 14, 2015

### Adjournment

*There being no further business before the council, Councilmember Standfuss moved and Councilmember Krogman seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 9:23 p.m.*

Respectfully submitted: Dotty Schnobrich, City Clerk

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Gene Alex, Mayor

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Dotty Schnobrich, City Clerk