

**DANUBE CITY COUNCIL  
Regular Council Meeting  
Wednesday, March 14, 2018 7:00 PM  
Danube City Council Chambers**

A regular meeting of the Danube City Council was conducted on March 14, 2018 at 7:00 p.m. with Mayor Alex presiding.

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

Councilmembers absent:

Others Present: Ben Ryan – Danube Area Action Club, Fire Chief Brian Block – Fire Department, Darrell Mattson, Police Chief Les Schneider, City Clerk-Treasurer Dotty Schnobrich, and media.

**Approval of Agenda**

*Councilmember Malvin moved and Councilmember Standfuss seconded a motion to approve the Agenda with the additions to Cable Franchise Agreement for TDS under Future Business and Renville County Administrator Email. The motion carried unanimously.*

**Approval of Consent Agenda**

*Councilmember Standfuss 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, 2018
- Bar Door Open – Saturday, April 7, 2018 – Birthday Party
- Bar Door Open – Saturday, April 14, 2018 – Steak & Shrimp Fry
- Bar Door Open – Saturday, May 19, 2018 – Graduation
- Gambling Permit – Danube Area Action Club – Danube Funs Days – Saturday, July 14, 2018

**Open Forum**

Fire Chief Brian Block – Brian Block spoke with the Councilmembers about the Mutual Aid Agreement for West Central Firefighters Association. Brian talked about that the League of MN Cities has approved it and it is similar to the Renville County Agreement that Danube has already signed it just expands the area if Danube were to get called to help.

*Councilmember Maurice moved and Councilmember Standfuss seconded a motion to approve signing the Southwest Fire Department Association and West Central Fire Department Association Mutual Aid agreement . The motion carried unanimously.*

Brian also spoke with the Councilmembers about the Fire Department getting into becoming a Rescue Department. The Fire Department has put together a letter that they are looking to send out to the Townships, Danube Lions and other organizations for help in purchasing the tool needed. The cost of the tool is approximately \$10,000. Over the next few years the Rescue Department would like to purchase additional rescue equipment.

Brian informed the Councilmembers that Renville County is looking at getting into to Tech Rescue. Examples of what Tech Rescue is high angle rescues and grain bin rescues. Yellow Medicine County has had a Tech Rescue for a couple of years now. The Tech Rescue is still just in the works and there isn't much known at this time.

Ben Ryan – Danube Area Action Club – Ben Ryan asked the Councilmembers if they would like to donate again to Danube Fun Days. Last year the City gave \$1,500.00 to go towards Danube Fun Days.

*Councilmember Maurice moved and Councilmember Malvin seconded a motion to approve giving the Danube Area Action Club \$1,500.00 to help defray the costs of Danube Fun Days from the Mediacom Franchise Fee monies the City receives. The motion carried unanimously.*

### **Financial Review with Dennis Oberloh – Oberloh & Associates**

City Auditor Dennis Oberloh from Oberloh and Associates was present to go over the 2017 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 Maurice did inquire about the funds in the Debt Service. Dennis explained that since the City of Danube did not have any debt he did not see a reason that the City couldn't transfer those funds out of the Debt Service into somewhere else. Dennis recommended that the City move the funds so if the City does go into debt the funds are not tied to the debt.

*Councilmember Maurice moved and Councilmember Standfuss seconded a motion to approve the 2017 audit report as presented by Dennis Oberloh of Oberloh & Associates. The motion carried unanimously*

### **Employee Report – Chief of Police**

Chief of Police Les Schneider was present to give monthly employee and Police Department report. Statistics for February 2018 were slightly lower compared to last year at the same time with 43 calls, 32 reports, 25 traffic stops, 10 citations, 21 mutual assists and 3 home security checks. Additional business discussed:

- *School Building Updates* – Schneider reported that Dan is addressing the water leak down at the school. Schedule is still busy at the school. Tri-Valley has a new director, her name is Emily. Schneider also reported that he bought supplies for down at the school.
- *Civil Defense Siren Update* – Schneider reported the siren was done down at the park.
- *LMCIT Training (April 12)* – Schneider reported that he will be attending the Training on April 12<sup>th</sup> and Dawn will be attending the training on the 17<sup>th</sup>.

- Computer Trainings – Schneider reported that he is looking into doing some training starting in April.
- Part-time Officer Trainings – Schneider reported that Rebecca is taking classes to become the use of force trainer for the City of Danube.
- West Central Communications Portable Radio Quote – Schneider presented the Councilmembers with a quote for a used portable radio from West Central Communications.  
*Councilmember Standfuss moved and Councilmember Malvin seconded a motion to approve purchasing a XTS 2500 portable radio for \$1,379.89 from West Central Communications. The motion carried unanimously*
- Ordinance #74, #84 and #92 – Dotty reported that Les called the City Attorney after speaking with a Councilmember and let him to keep Ordinance #74 Dogs – Licensing, #84 Blighted Property and #92 Swimming Pools & Spas as the City of Danube Ordinance and not to use the State Code.
- Internet at the Maintenance Shop and Police Department – Dotty reported that Dan asked Les to talk to the Council about the internet. Dan would like to go to 50Mbps, he is currently at 5Mbps. The cost would increase to \$50.00 per month. The Councilmembers asked that we look into the internet down at the shop before purchasing a higher plan. Schneider later reported that the internet was dropping the Wi-Fi signal for his computer to work. The Councilmembers asked Dotty to ask Mediacom if they would be willing to amend the contract to include internet instead of cable television.

### 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 some bigger steam traps that are failing that will need to be addressed. I will be ordering out some part kits to fix them. The kits will be cheaper than ordering a whole new trap. As long as their available. Lonny looked after the Boilers while I was attending the water conference in St. Cloud.
- Water – Well #5 had an issue over the weekend. The pump was staying on even though the tower was full and overflowing. At the same time our control system was offline and I couldn't access anything. Don't know if this is related or not. It seems to be working fine now. I'm still trying to get some answers to figure out what happened. I am also in the process of taking more lead/copper tests throughout the city for MDH. The wells averaged 25,000 for the month of February.
- Wastewater – Lift station monitoring system is still operating as it should. We have had a few more clogged pumps. The wet well literally had shop rags and plastic bags floating on top that were pulled out. Need to keep getting the word out on what can be flushed and what can't. **Toilet paper only!** The lift station averaged 32,000 for the month of February.  
Mayor Alex said he would talk to Dan about the basket and also help Dan get the basket back in place to help prevent this from happening in the future if it is not already in place.
- Snow Removal – There was some damage done to the shop building. While Damon was backing the plow truck in the shop he caught some ice and slid over into the building. Some sheet metal and trim will need to be replaced. Also, in the process the sander must have hit the wall as now the pump is leaking hydraulic fluid. I have not had a chance to investigate further to see what actual problem is. Mike Kemnitz filled in to do skid

loader work and will need to be paid. Don't have an hourly wage set up for him yet. Should be in line with snow plow driver wage. I told Mike I would get him a list of spots that he needs to do if he does it again as some were missed.

*Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve paying Mike Kemnitz \$18.00 for the skid loader work.* The motion passed with Mayor Alex, Councilmember Krogman, Councilmember Malvin and Councilmember Standfuss voting in favor and Councilmember Maurice abstaining from the vote.

- Pickup – The check engine light has been coming on and the truck had been running rough as of late. Also, has been losing some coolant. Would like to bring it in to Danube Auto to diagnose and fix the issues.

### **Employee Report – City Clerk**

- Vacant Lot - Update – Dotty has no new information.
- LMCI Safety and Loss Control Workshop – Dotty decided not to attend the workshop due to it being on a Council Meeting night.
- CD's at Edward Jones – Dotty called Edward Jones and three (3) different CD's for \$100,000.00 each were set up the beginning of March.
- Completed Items – Dotty has filed the payroll taxes for February.

### **School Building Updates**

Mayor Alex reported that the school had a roof leak down at the school.

### **Community Center Updates**

Councilmember Krogman reported that she spoke with Dan from Dan's Flooring Covering in Olivia about the Community Center steps his estimate that he gave the City was the same material as what was there – it is rubber. The Councilmembers discussed the steps and option to put vinyl instead. The rubber would be more durable and easier to clean.

*Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve Dan's Floor Covering & Paint to replace the rubber on the steps at the Community Center for up to \$3,500.00.* The motion carried unanimously

### **Unfinished Business**

Agreement Julie Krueger & Stefanie Ryan – Aaron Walton reviewed the Fiscal Sponsorship Agreement and was fine with it but he did recommend sending it on to the Auditor. The Auditor, Sara Beavers, reviewed the Agreement and had some concerns regarding the Agreement. The Councilmembers reviewed the email from Sara and asked Dotty to speak with Stefanie about some concerns that the Auditor had and the concerns of the Councilmembers. The Councilmembers did agree to have a Special Meeting if it is needed.

Holiday Lights – Sharon spoke with the Councilmembers about Holiday decorations. There were 2 quotes in the Councilmembers packets. One option was a 4'5" snowflake and the other option was a 6' snowflake from Display Sales. One advantage to the snowflakes is that they could be put up for a longer period of time. Dotty reported that at the EDA approved purchasing 4 snowflake decorations provided they are allowed to do so with EDA funds.

*Councilmember Maurice moved and Councilmember Standfuss seconded a motion to approve purchasing 6 - 6' Snow Flake Holiday Lights from Display Sales for \$1,379.89. The motion carried unanimously*

### **Financial Reports**

The Councilmembers reviewed the claims list from February 13, 2018 thru March 14, 2018. *Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve the bills as submitted in the amount of \$24,634.38 (checks) and \$7,437.46 (electronic fund transfers). The motion carried unanimously.*

The Councilmembers reviewed the Receipts List from February 7, 2018 thru March 8, 2018.  
The Councilmembers reviewed the Actual verses Budget Comparison for 2018.  
The Councilmembers reviewed the Bank Reconciliations for February 2018.

### **New Business - None**

### **Future Business**

Board of Appeals Meeting – April 11, 2018 at 6pm  
Cable Franchise Agreement for TDS Telecom

### **Correspondence**

Renville County Register Email – Mayor Alex reported he already submitted an article for the paper.  
Renville County Administrator - Email

*There being no further business before the council, Councilmember Standfuss moved and Councilmember Malvin seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 8:49 p.m.*

Respectfully submitted: Dotty Schnobrich, City Clerk

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Gene Alex, Mayor

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Dotty Schnobrich, City Clerk