

**DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, April 11, 2018 6:30 PM
Danube City Council Chambers**

A regular meeting of the Danube City Council was conducted on April 11, 2018 at 6:30 p.m. with Mayor Alex presiding.

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

Councilmembers absent: None

Others Present: Public Works Director Dan Kaufenberg, Police Chief Les Schneider, City Clerk-Treasurer Dotty Schnobrich, and media.

Approval of Agenda

Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve the Agenda with the addition to RenSola Power Holdings – Solar Garden under Future Business and Renville County Administrator Email. The motion carried unanimously.

Approval of Consent Agenda

Councilmember Malvin 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 March 14, 2018
- Building Permit – Farmward - Sign

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 – I received two quotes to replace heater in entry way in school by gymnasium. One is for \$2201.63 to replace just the coil that was leaking. The other is for \$3146.00 to replace with a new unit heater and new piping. There were a couple of rooms that were overheating for Tri-Valley that I took care of. I will need to order out more boiler treatment.

Dan spoke with the Councilmembers about the issue with the heat in the entry way.

Councilmember Maurice moved and Councilmember Standfuss seconded a motion to approve replacing the heating coil for \$2,201.63 by Chappell Central. The motion carried unanimously

- Water – Thein Well did both well inspections on 4-10-18. There have been no issues with the wells for the month of March. They pumped on average 25,000 for the month of March.
- Wastewater – No major issues with wastewater for the month of March. There have been a few days where the snow has melted that the pump total has risen. But not very much. I've been trying to track down where the water has been coming from. The lift station averaged 36,000 for the month of March. The ponds are going to need some more riprap put around the edges this summer. MPCA had recommended it last year when they did an inspection. I will contact Serbus Gravel to get a price.
- Snow Removal – Does the City want to do more air patching again this year? 2nd ST E. could also use some crack sealing done. Last year we had Midwest Asphalt do 3 days of air patching.
- Internet – The internet at the shop/police office still needs to be upgraded. TDS has been out several times over the last two years and nothing changes. The speed that we have is not fast enough to support our needs. Les cannot even get on his computer if I'm on mine. There simply is not enough bandwidth to go around. Dotty has talked with Mediacom about having free internet in the contract and they do not offer it. According to them they are only allowed to offer cable. I would like to upgrade to the 50mg package from TDS. We currently have 5mg.

Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve upgrading the internet at the maintenance shop to 50mbps with TDS. The motion carried unanimously

- Mosquito Spray – Dan reported that he has been having an issue with getting a hold of the company in which a drum of mosquito spray was purchased from to order another one to have on hand. Councilmember Maurice suggested that Dan talk to the elevator and see if they could order the spray. Dan will contact the elevator and look into the possibility of ordering through them.
- Tank Mixer for the Water Tower – Dan talked to the Councilmembers about looking into getting a tank mixer for the water tower to keep the water rotating and chlorine levels consistent along with keeping ice from forming on the top layer. This would also help with extending the life of the water tower. The mixer is about \$10,000 and the cost of the electrical to install it. The mixer is from SolarBee.
- Generator – Dan spoke with Ben Ryan about the \$11,000.00 generator and what Dan was in need of in a generator. Ben told him that his was not even close to what he needed and what he is looking for is right in line with the price. Mayor Alex will talk to another town that got a grant for a generator.
- Community Center Roof – Councilmember Krogman asked Dan if he had a chance to look at the roof at the Community Center where it leaks into the women's bathroom. Dan recommended that the City look into having a professional to come look at the roof to resolve the issue. Councilmember Malvin asked Dan about changing the filters at the Community Center and the right faucet in the women's bathroom is not working properly. Dan said he would go change the filters and look at the faucet.
- EDA Apartments – Mayor Alex asked Dan if he has had time to get things done down at the EDA apartments. Dan said he has got some things done but recommended bringing in a plumber to fix the other issues because of the time it could take.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give monthly employee and Police Department report. Statistics for March 2018 were slightly lower compared to last year at the same time with 46 calls, 24 reports, 29 traffic stops, 11 citations, 29 mutual assists and 2 home security checks. Additional business discussed:

- School Building Updates – Schneider reported that the school is being used daily. JO volleyball is using the gym twice a week.
- Portable Radio Purchase – Schneider reported the portable radio has been purchased and programmed.
- Dog Issues – Schneider reported that he has been approached by many residents regarding the dog ordinance. Schneider thought that more people may have licensed their dogs but Dotty reported that the amount is down yet. Dotty did send a letter out to all residents letting them know of the changes to the dog ordinance.
- LMCIT Trainings – Schneider reported that he will be attending the Safety and Loss Workshop on Thursday, April 12th. Also Danube signed up with the League of MN Cities for PATROL which is an online site to do continuing education.
- POST License Renewal – Schneider reported that he renewed his license and is valid until June 30th, 2021. The cost was \$92.24 which includes a \$2.24 charge for using credit card to pay for it.
- EMT Certification Renewal – Schneider reported that he renewed his EMT certification and is valid until March 31, 2020.
- Part-time Officers' Status – Schneider reported that Rebecca Pieper has completed the Use of Force instructor course and she still has to complete the Firearms Instructor course in May. Schneider also reported that the St. Paul Police Department is doing a background check on Rebecca and that she will still be the Use of Force Instructor for as long as needed for Danube.
- Great Plains Gas Company Emergency Plan – Schneider reported that both him and Brian Block have met with a representative from Great Plains about updating the contacts and to review their procedures.
- PD, FD & First Response Training – OSHA Mandates & CPR – Schneider reported that everyone has taken the OSHA classes and all people have taken the CPR class. Dotty requested a copy of the syllabus and the sign in sheet from the class to be put on file for proper record keeping. Schneider said he would provide that information to Dotty.

Employee Report – City Clerk

- Vacant Lot - Update – Dotty has no new information.
- Vacation – Dotty will be taking Monday, May 21st and Tuesday, May 22nd off.
- Completed Items – Dotty has filed the quarterly payroll reports and sales tax report.
- Rescue Tool – Fire Department – Brian Block asked Dotty to inform the Councilmembers that the Fire Department is in the process of purchasing the rescue tool from Fire Safety USA and the Relief Association will pay for the tool. The cost is approximately \$9,000.00. It was brought to the attention of Dotty by the auditor that the equipment should be paid through the City. The Relief Association also was informed that they should turn over the funds from the Relief Association to the City for the City then to turn around and write a check for the equipment because of insurance reasons.

School Building Updates

Mayor Alex reported that Tri Valley has a new Center Manager, Emily Olinger. Mayor Alex also reported that he spoke to Al Strunc and he also had nothing to add about the school at this time.

Community Center Updates

Councilmember Malvin moved and Councilmember Standfuss seconded a motion to close the meeting at 7:33 pm to discuss personal matters. The motion carried unanimously

Councilmember Maurice moved and Councilmember Standfuss seconded a motion to reopen the Council meeting at 7:54 pm. The motion carried unanimously

The Councilmembers discussed the custodian position at the Community Center. It was decided to run an ad for 2 weeks in the paper for a part-time custodian at \$18.00 per hour. The deadline for applications will be Monday, April 30th and interviews will be held later that week or early the following week to allow time for the supervisors of the Community Center to come forward with a recommendation on a new custodian to be hired at the next Community Center.

Councilmember Malvin reported that the Community Center needs 3 door stoppers to be installed. Dotty also reported that the pin on the back door is gone and needs to be replaced. Mayor Alex will pick up the door stoppers and also the pin for the back door and get them installed. Councilmember Krogman reported Dan from Dan's Floor Covering and Paint won't be replacing the covering on the steps until end of May or beginning of June because he has gotten busy. It should take about 3 days to replace the covering with new. Councilmember Krogman also informed the Councilmembers that it will be a maroon cover like what was originally put in.

Unfinished Business

Agreement Julie Krueger & Stefanie Ryan – Dotty reported that she spoke with Sara Beavers and Sara informed Dotty that the group doesn't need to turn over all of the funds but instead when the equipment is to be purchased at that time the funds should be given to the City so that the City can issue the check for the equipment as it would be considered City property. Councilmember Maurice commented that they should turn over any funds that are needed for the matching grant that the City would do a grant for. Mayor Alex reported that he called Dennis Oberloh about putting the funds into a fund that would not be limited to just park equipment but could be used for other things down at the park. Dotty reported that City already has a generic account for the park for capital improvements.

TDS Agreement – Ordinance #106 – The Councilmembers reviewed and discussed Ordinance #106 Grant of a Cable Franchise agreement to Mid-State Telephone Company, D/B/A TDS Telecom.

Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve Ordinance #106 Granting of a Cable Franchise to TDS Telecom. The motion carried unanimously

Financial Reports

The Councilmembers reviewed the claims list from March 15, 2018 thru April 11, 2018.

Councilmember Maurice moved and Councilmember Malvin seconded a motion to approve the bills as submitted in the amount of \$33,920.04 (checks) and \$10,856.17 (electronic fund transfers). The motion carried unanimously.

The Councilmembers reviewed the Receipts List from March 9, 2018 thru April 9, 2018. *Councilmember Maurice moved and Councilmember Krogman seconded a motion to approve moving the funds of \$10,324.77 from the Debt Service-Comm to the Capital Improvements. The motion carried unanimously.*

The Councilmembers reviewed the Actual verses Budget Comparison for 2018. The Councilmembers reviewed the Bank Reconciliations for March 2018.

New Business - None

Future Business

ReneSola Power Holdings – Solar Garden

Correspondence

Minnesota Emergency Medical Services Regulatory Board
Renville County Administration Letter

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 8:32 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk