

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, April 13, 2016 6:00 PM
Danube City Council Chambers

A regular meeting of the Danube City Council was conducted on April 13, 2016 at 6:00 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: Fire Chief Brian Block, Fireman Jared Ridl, Suzie Lueck, Jim Krogman, Ben Ryan, Lowell Jakel, Lee Nere, Rod Black, Mary Lee Black, Harold Lambert, 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 additions of Man Holes and Street Sealing under Old/Unfinished Business. 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 March 9, 2016
- Bar Door Open Saturday, April 30, 2016 for DAAC Steak and Shrimp Fry
- Building Permit – Robert Breitreutz – Steps

Open Forum

Ben Ryan – DAAC – Fun Days – Ben Ryan told the City Councilmembers that all events are back on for Danube Fun Days. The DAAC has about 15 people committed and involved in the group for next couple of years. The Steak and Shrimp Fry is being held on Saturday, April 30, 2016. The group is short about \$4,200 worth of stuff to get paid for this year. The items include inflatable games about \$2,100.00, petting zoo & face painting (no pony rides) \$625.00, Steak & Shrimp Fry food needed \$450.00, West Central Sanitation garbage \$625.00 (Dotty informed Ben that the City of Danube pays that bill for the dumpsters, Ben will get a copy of the bill to Dotty to verify that the City paid it), Port-a-Potties \$400.00. The Danube Lions club normally pays for the inflatable games but Ben has not yet approached the Danube Lions yet about the increase in cost for them.

Councilmember Strunc moved and Councilmember Maurice 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.

Suzie Lueck – Suzie asked for the Council to approve 5-6 University of Wisconsin Stevens Point students to use the water tower park for camping and the school for showering if needed while they are down traveling the Yellow Stone Trails at the beginning of June possibly the 1st or 2nd.

Councilmember Strunc moved and Councilmember Standfuss seconded a motion to approve allowing the students from the University of Wisconsin Stevens Point to have access to the school for showering and be allowed to camp in the Water Tower Park.. The motion carried unanimously.

Suzie also inquired about hanging some Yellow Stone Trail signs similar to the ones in Olivia to be installed on the Danube City Limit sign. The Councilmembers told Suzie she is welcome to talk to MN DOT about placing the signs on other possible posts but the city limit sign is currently full and there is already another sign that needs to be put up.

Jim Krogman – Jim asked the Council if there was anything new to report on the turning and bypass lane on HWY 212 since it was not listed on the agenda. Dotty read the email from City Engineer, Lee Elfering dated Wednesday, April 13, 2016 at 1:45pm. The email is as follows: MN DOT is not finished with their review of the plan submitted yet, but did provide some verbal feedback today. They are asking for modifications and more information which we will begin putting together. I hope to receive the written review letter late this week or early next. We will make the necessary revisions and gather the additional information they want and resubmit for approval as soon as possible. Lee Elfering

Fire Dept. Mutual Aid

Fire Chief Brian Block spoke with the Councilmembers informing them about changes that are being talked about regarding the mutual aid in the surrounding towns with a mutual aid agreement. The agreement that is being worked on would provide for reimbursement for mutual aid calls that require more than 2 hours of mutual aid. Currently there are 23 firemen on the Danube Fire Department being paid \$10.00 per hour. The Council liked the idea of a mutual aid agreement being reached with the surrounding towns. There are some details yet to be worked out like when does mutual aid get called out for a fire call. Brian will keep the Council up to date as progression is made on the mutual aid agreement.

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 – We have another small slow fuel leak on boiler #1. It's coming from around the pump. Dan has contacted Chappell Central and Dan is in the process of getting it taken care of. Dan had Sullivan's Electric come and redo a light in the boiler room. There was an issue of it not working since the steam issue with the boilers. They pulled a new wire through and replaced the fixture. Also the elevator is working again.
- Waste Water – The lift station averaged 39,000 gal/day for the month of March. Which is right on average. Dan had Lauritsens come and clean out the lift station. Last year we

had some manholes rehabbed by Thul Specialties. Is this anything the city would want to do more of this year? It definitely helped the manholes that were done with infiltration.

- Water – We had a water main break on Main St in front of the school by HWY 212. It was a clean break located about one foot from previous break. So there are now two repair clamps right next to each other. That makes about six breaks on that block that Dan knows of since He has been here. There's probably been more that. Dan switched the from the powder polyphosphate to a liquid form. The liquid is stronger and should help clean up the water and the pipes better. Should hopefully help with less hydrant flushings. Once it is set to right dosage and gets worked through the system. This is a trial run to see if it improves the water and can be switched back at any time. The wells averaged 34,000 for the month of March.

Mayor Alex talked with Dan about replacing a one block of water main down by the school and asked the Council if there were any other water mains that he should look at in getting an estimate. Councilmember Maurice said he would talk to Dan to see where he is at on water main estimates.

- Shop – Dan received a quote from Sullivan's to replace the lights in the shop. Option #1 was to replace the old lights with 20-8'T-8 fluorescent strip lights for \$4600. The second option was to replace them with 12-8' led strip lights for \$5400. Dan has included a chart that shows how the lights will illuminate the shop. The LED lights have an average of 63.18 and the fluorescents have an average of 57.02. The LED's are much brighter around the lights also as indicated in the chart. LED life expectancy is 60,000 hrs. T-8s is 22,500 hrs. Going with LED means less bulbs and fixtures to maintain over the years with better lighting overall.

Councilmember Strunc moved and Councilmember Maurice seconded a motion to approve hiring Sullivan's for \$5,400.00 to replace the shop lights with LED lights. The motion carried unanimously.

- Manhole Repairs – Councilmember Strunc asked that Dan attend the next Council meeting (Wednesday, May 11, 2016) with recommendations on how many manholes need to be repaired along with an estimate cost.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to his monthly employee and Police Department report. Statistics for March 2016 were slightly lower to last year at the same time with 35 calls, 19 reports, 16 traffic stops, 5 citations, 20 mutual assists and 3 home security checks. Additional business discussed:

- 2016 MCPA ETI – Schneider informed the Councilmembers that he will be attending the conference for police chiefs in April.
- School Building Update – Schneider reported that basketball was done in March and that there are 2 Junior Volleyball teams using the school various nights. There is a spring play that is using the gym also for practice.
- Part-time Officers Status – Schneider informed the Councilmembers that Mark Brandt has been POST certified now. Schneider is hoping to get him down here and get some training in so he can be on his own in May.
- POST Board Agency Documents – Schneider informed the Councilmembers that he has filed all of the required documents (annual mandates, policies, etc) with the POST Board Agency.

- Blighted Properties – Schneider reported that the blighted properties will no longer receive a letter but instead he will go to each property and notify them. By doing this process Schneider will be able to issue citations to the properties which will in turn give each property a case number. By doing this he will be able to track each blighted property. Schneider is hoping to have the offenders dealt with by May.
- State E-Charging Updates – Schneider reported to the Councilmembers that all tickets must be issued from the computer. Starting July 1, 2016 all tickets has to be done on computers no handwritten tickets allowed anymore. The ticket is issued by the officer, state reviews the ticket and returns it if there is issues on it, the officer will then fix the issues and resubmit it to the state until the state accepts it.
- IRS Scam – Mayor Alex asked if anyone else has made reports on the IRS calling them. Schneider said no but the Sheriff's Department is aware of it and is unable to do anything about the scam but to keep the public aware that the IRS will not call you and make threats. Dotty stated that also there is a credit card scam going around right now with telling people that someone made a charge to their account and they need them to verify some information. Both the IRS and credit card scam are going around and people need to not give information over the phone.

Employee Report – City Clerk

- RCW School – The Renville County West School contacted me about using the Community Center on May 7, 2016 for a 7th & 8th grade semi formal dance and do we charge the school for renting the Community Center.
Councilmember Maurice moved and Councilmember Krogman seconded a motion to allow the RCW School use the Community Center on May 7, 2016 free of charge for the semi formal 7th & 8th grade dance, but the school will be responsible for the cleanup costs and any damage done. The motion carried unanimously.
- Renting Picnic Tables – I have had requests to rent the picnic tables and after speaking with Dan he stated that he thought the City of Danube decided a while ago to stop allowing people to use the picnic tables, if we continue to let people come and get them should there be a charge for the use (there is no current charge) and should we be requiring more than \$100.00 damage deposit.
The Councilmembers discussed the issue and decided to no longer rent out picnic tables from the park. The old tables will be moved down to the football field for them to use if they choose.
- Reduced Rate at the Landfill – Susie Lang and Jeff Marlowe have been communicating and it sounds like Jeff Marlowe possibly may have a way to get reduced cost at the landfill for a project such as blighted properties. There is a workshop being held on Tuesday, April 19, 2016 that they will be discussing this issue. This is informational material only at this time and that we should include Jeff Marlowe in the list of contacts for future blighted property discussions.
- City Clerk Training – Dotty attended a grant workshop on Monday, April 4, 2016 and a Safety & Loss Workshop on Wednesday, April 6, 2016. The grant workshop was very informative on where to find what information and on what websites for filling out required information when applying for grants. It was all about statistical information and where to find that information.
- Water Tower Grant – Dotty has been trying to contact Pat from Department of Employment and Economic Development but he has been out of the office until April 8th

and Dotty didn't work Friday, April 9th so she has been trying to get a hold of him starting Monday, April 11th regarding the grant they have out to see if the water tower would qualify for this money. Dotty is hoping that by the Wednesday, April 13th meeting she will have all the information to the City Council in on the grant and whether or not the City of Danube could possibly qualify for the money.

Dotty did get in touch with DEED and the City of Danube didn't qualify for the grant due to the water tower was not being built to increase employment in Danube. Dotty tried including the CCFE in that area but they denied it because we were not increasing the size of the water tower to accommodate them.

- Office Closed – The City Office will be closed on Thursday, April 21, 2016 for the City Clerk to go to the Cities for a dental appointment.

School Building Updates - None

Community Center Updates - None

Unfinished Business

Water Tower Bids Lee Elfering – Dotty gave a copy of the email from City Engineer Lee Elfering at the meeting.

Water Tower

Here is a summary of the items I discussed with the Tower Project low bid Contractor and his responses.

1. Would they have any issue with the City deleting the existing water tower demolition from the contract prior to award.
They would be fine if that bid item is deleted.
2. I spoke to the Contractor about moving the new water tower to the alternate site on the west side of town or to a 3rd site at the corner of Oak and Hwy 1.
Their initial thought was that there would be no problem moving the tower as long as the soil conditions were similar to those of the original site and the height of the tower remained the same. In looking at the general topography for the City it looks like the site at the northeast corner of Oak and Hwy 1 is a few feet higher than the original site, the well #3 site is likely a few feet lower than the original site. In talking with the Contractor they estimated savings or additional costs of about \$1,000 to \$1,500 per foot of adjusted water tower height. The well #3 site would likely require a little taller tower so it would be additional and the Oak/Hwy 1 site would be a slightly shorter tower so a little cheaper. I don't know the exact height differences and we would need to work through the deduct or addition with the Contractor.
3. I also asked if they would allow the City to extend the 90 day limit on award of the project?
He indicated if the City needed more time they would agree to extending the 90 day period. If the Council does need more time to make the decision I would want to get written approval from the Contractor for the time extension before the 90 day period is up.

Lee Elfering

Councilmember Strunc informed the Councilmembers that he contacted Lee Elfering about changing the location to 608 Oak Street instead of building behind the current water tower and buying property from Jeff Sindelir or buying the property on the corner on County Road #1. Councilmember Strunc also had concerns about removing a house that could be lived in. The Councilmembers discussed the different sites possible to build the water tower. Councilmember Maurice thought by placing the water tower over at Oak Street and Freedom Lane it would open the area up for the Historical Society when they host their events. LeRoy Nere informed the Councilmembers that the house on the corner of County Road #1 has been sold. The Councilmembers agreed then that property was no longer an option. The Councilmembers discussed Lee's email regarding the height of the new site and that there could be additional costs due to the additional height that would need to be added to the water tower at the Oak Street and Freedom Lane site. The Councilmembers asked Dotty to contact Lee Elfering about additional costs at Oak Street and Freedom Lane site due to the height, changes to the water pressure at Oak Street and Freedom Lane, allowing the removal of the costs associated with the removal of the old tank, and color of the tower if it is one color or two colors. A special meeting is tentatively scheduled for April 27, 2016 at 6pm to review the answers to the Councilmembers questions and make a decision regarding the water tower. Dotty is also to inform Lee Elfering that the City will block off the road at the new site if the company has concerns about working in that area.

Manhole Repairs – This item was discussed in the Employee Reports - Public Works Director Report above.

Seal Coating – Councilmember Strunc asked about if the City of Danube was going to join in with the City of Olivia on a joint venture of seal coating the streets. The issue was tabled at the last Council Meeting. The Councilmembers discussed different areas of town in which the streets need attention. The Councilmembers discussed putting off the streets until next year and just doing the hot patching again this year. The Councilmembers asked Dotty to contact Jeff Marlowe at Renville County Highway Department to see if he would come over and look at Pine Street and Maple Street and give his advice on what would be the best way to address the streets and inquire about the deadline for going in with the City of Olivia. The Councilmembers asked that the street repairs be added to the special meeting and require Public Works Director Dan Kaufenberg be at the meeting to discuss the issue.

Financial Reports

The Councilmembers reviewed the claims list and receipts list from March 10, 2016 thru April 13, 2016.

Councilmember Maurice moved and Councilmember Krogman seconded a motion to approve the bills as submitted in the amount of \$34,856.05 (checks) and \$10,627.89 (electronic fund transfers). The motion carried unanimously.

The Councilmembers reviewed the Receipts List from March 8, 2015 thru April 11, 2016.

The Councilmembers reviewed the Actual versus Budget Comparison for 2016.

The Councilmembers reviewed the Bank Reconciliations for March 2016.

New Business

John Benson House – Councilmember Maurice talked with the Councilmembers that he applied for matching grant money (up to \$1,000.00) through Renville County EDA for removal of the blighted property on 3rd Street. Susie from Renville County EDA will get back to

Councilmember Maurice on April 28th after their meeting or April 29th with an answer to the matching grant. John does have to clean out the house and the garage before the inspection or the possible burn can be done. The total cost will be about \$6,000-\$7,000 to burn the house down, remove the debris, cement and fill in the basement.

Future Business - None

Correspondence

The Councilmembers received the following informational material in their packets:

1. Central Community Transit – Thank You
2. Mediacom Letters
3. RRRSWA - Memo

Adjournment

There being no further business before the council, Councilmember Maurice moved and Councilmember Krogman seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 7:52 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk