

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, April 13, 2022 7:00 PM
Danube Council Chambers

A regular meeting of the Danube City Council was conducted on April 13, 2022 at 7:00 p.m. with Mayor Alex presiding.

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

Councilmembers absent: None

Others Present: Police Chief Les Schneider and City Clerk-Treasurer Dotty Schnobrich.

Approval of Agenda

Councilmember Krogman moved and Councilmember Garza seconded a motion to approve the Agenda for the Regular Meeting with the addition of Brush Site Sign under New Business. 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 March 9, 2022
- Bar Door Open – Saturday, August 20, 2022 – Family Reunion

Open Forum – None

Employee Report – Public Works Director

In the council packets, Councilmembers received a monthly report for Public Works Director Dan Kaufenberg. Dan was not present at the meeting. The report is below

- School – The list for Tri Valley is almost complete. The only things left are rewiring the fence by the buses and covering the condensate lines in cafeteria. I don't think the pipes need to be covered as they normally are not hot enough to burn anybody. Also, there is nobody in the cafeteria in the winter time when the heat is on. If the council wants this done it will be done. The boiler room is getting water in it when it rains. The roof will be some repairs. I would like to get Forcier Roofing out to look at it to find and repair leaks.

Also, the downspouts need extensions to get the water away from the building. The water is pooling up in the corner by boiler room and is making its way inside.

The Councilmembers would like Dan to inquire with Tri-Valley if covering the pipes is a licensing issue before doing the work.

- Water – Well #3 is back online and in use. The wells averaged 23,000 gal/day for the month of March. When weather gets nicer, I will begin hydrant flushing around town.
- Wastewater – Electric Pump was here to do annual inspection of lift station pumps. Pumps checked out ok and all floats are good. They did comment on amount of grease and rags that were in the lift station. A reminder that flushable wipes are not flushable. They do not break down in time before reaching pumps. This causes pump clogs and failures which can lead to backups and burned-out pumps. Please spread the word. I am working on getting a quote for a mixer that attaches to one of the pumps to help with grease control. The lift station averaged 31,000 gal/day for the month of March. The Councilmembers discussed the concern with flushable wipes. Dotty will post some signs at the office and post office. This will be followed up with Dan as Dan did speak with Little Lambs about this issue. If there is still an on going issue Dotty can put mention something on the utility bills that will be going out at the beginning of July.
- Storm – After having several complaints from residents about standing water I had Johnson Jet Line come and open up some drains that weren't draining. Most of them were froze up. A thaw earlier in January led to more water freezing in the pipe than normal years.
- Johnson Jet Line Quote – I've included a copy of the proposed contract from Johnson Jet Line. This is for a 5-year contract to clean the lift station and clean a total of 18,310 ft of sanitary lines. By doing so many feet of line per year we would be compliant with the league of MN cities insurance. If there was a backup we would have the proof that we've done are due diligence to keep the lines clean. It would be \$3756.36 per year for lift station and 3662 ft of line per year.
- Curb Painting – The curbs need painting again. Paint right now is getting harder to find. I would like to order 5 pails of yellow curb paint from MARC for \$1625.00. The Councilmembers discussed this and Councilmember Standfuss will talk with Dan about only painting important areas around town such as Main Street, down by the School, over by the Park and etc.
- Roads – Councilmember Standfuss brought up concerns about the roads in Danube that are in need of attention. The Councilmembers discussed the roads and will address this at the May meeting when Dan and Jeremy are both present. Councilmember Standfuss will talk with Wayne Olson and report back at the May meeting.

Items needed for approval

1. Forcier Roofing

Councilmember Standfuss moved and Councilmember Bentley seconded a motion to approve Forcier Roofing to find and repair the leaks at the school. The motion carried unanimously.

2. Johnson Jet Line contract

Councilmember Bentley moved and Councilmember Standfuss seconded a motion to approve the Johnson Jet Line contracts for 5 years for the Sanitary Sewer Maintenance Program and the Lift Station Cleaning for the prices as stated on the quotes. The motion carried unanimously.

3. Paint from Marc for \$1625.00

Councilmember Standfuss moved and Councilmember Bentley seconded a motion to approve purchasing 5 pails of yellow curb paint for \$1,625.00 from MARC. The motion carried unanimously.

Employee Report - Moore Engineering – Jeremy Boots

Jeremy Boots was not present at the meeting so no report was given. The Councilmembers did have in their packet the Hydrogeologic Assessment Report that will be addressed at the May meeting. Councilmember Krogman asked Dotty to pass the report on to Lee Elfering just so he has a copy.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give his monthly employee and Police Department report. Statistics for March 2022 were lower compared to last year at the same time with 27 calls, 18 reports, 17 traffic stops, 8 citations, 21 mutual assists and 1 home security checks. Additional business discussed:

- *School Building Updates* – Lloyd’s Security completed the annual inspection of the school building’s fire system on March 28. Tri-Valley will be having the floor waxed in the hallways by the Little Lambs rooms on April 14, with no school or daycare that day. The RCW JH softball continues to practice in the gym with the weather this spring.
- *Continuing Education and Training* - I attended the LMCIT courses in Mankato on April 6. This training consisted of liability issues with pursuits, mental health situations, and the difficulty of hiring new employees. I received six POST credits for this training. I also attended the NOAA severe weather sky warn course in Olivia on April 6, with 2.5 POST credits received.
- *Golf Cart Permits/Dog License Updates* - The three-year permits have been received and I am currently in the process of issuing the permits to residents. The annual dog licenses are also being purchased at the city office, with the deadline of May 16.
- *Written Employee Complaints* - On March 22, I met with the Mayor regarding two written complaints. I believe that city employees that have a written complaint filed against them should be able to file a response in writing to their personnel file for the City Council. Both instances filed against me were unfounded and were written because I did the job this council expects our officers to do. The Councilmembers discussed this and decided to update the Citizen Concern or Complaint Reporting Form. Dotty will prepare the form and present it at a future meeting.

Employee Report – City Clerk

- *Land Update* – Nothing new to report.
- *Park Rental Form* - Dotty just wanted the Councilmembers to know that there has been no change as far as her having access in order to start renting the building.
- *Completed Items* - Dotty has filed PERA, paid payroll taxes, filed sales tax and the quarterly payroll reports. Dog letters have also been sent out.

- Office Closed & Vacation – Closing early on Thursday, April 21st to attend an OSHA Safety Meeting.
- 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

Councilmember Bentley will contact Ben Ryan about getting the final figures to Dotty along with switching over the account with SIFELY and Ring.

Unfinished Business

Ordinance 2022-01 – The Councilmembers held the second reading of Ordinance 2022-01. *Councilmember Bentley moved and Councilmember Garza seconded a motion to approve adopt Ordinance 2022-01 Amending Code 112.05 Consumption of Alcohol in Public Places.* The motion carried unanimously

Financial Reports

The Councilmembers reviewed the claims list from March 10, 2022 thru April 13, 2022. *Councilmember Standfuss moved and Councilmember Bentley seconded a motion to approve the bills as submitted in the amount of \$41,063.47 (checks) and \$11,657.38 (electronic fund transfers).* The motion carried unanimously.

The Councilmembers reviewed the Receipts List from March 08, 2022 thru April 11, 2022. The Councilmembers reviewed the Actual verses Budget Comparison for 2022. The Councilmembers will reviewed the Bank Reconciliation for February 2022 and March 2022.

New Business

League of MN Cities – Waiver on Tort Liability – The Councilmembers discussed this briefly. *Councilmember Krogman moved and Councilmember Garza seconded a motion to approve the renewal of League of Minnesota Insurance waiving the monetary limit on tort liability.* The motion carried unanimously.

Danube Fire Dept Relief- Raises to be Approved – The Councilmembers reviewed the minutes from the February 3, 2022 Danube Fire Department Relief Association meeting.

Councilmember Standfuss moved and Councilmember Garza seconded a motion to approve the raise to retirement benefit from \$1,000 to \$1,100. The motion carried with 4 voting in favor and Councilmember Bentley abstaining from the vote.

Brush Site Sign – Mayor Alex reported that the sign at the brush site is broken and in need of being replaced. The Councilmembers asked Mayor Alex to speak with Bruce Maurice at Creative Details to get a quote for a new sign and bring it to the next Council meeting in May.

Future Business - None

Correspondence - None

There being no further business before the council, Councilmember Bentley moved and Councilmember Krogman seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 8:06 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk