

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, May 11, 2022 7:00 PM
Danube Council Chambers

A regular meeting of the Danube City Council was conducted on May 11, 2022 at 7:00 p.m. with Mayor Alex presiding.

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

Councilmembers absent: Carrie Garza

Others Present: Ben Ryan, Jeremy Boots & Sarah Brunsvold from Moore Engineering, Public Works Director Dan Kaufenberg and City Clerk-Treasurer Dotty Schnobrich.

Approval of Agenda

Councilmember Standfuss moved and Councilmember Bentley seconded a motion to approve the Agenda for the Regular Meeting with the addition of a Building Permit for 102 6th Street under Consent Agenda. The motion carried unanimously.

Approval of Consent Agenda

Councilmember Bentley 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 April 13, 2022
- Liquor License – Danube Fun Days July 10, 2022 – DAAC
- Building Permit – 406 Oak Street – Storage Shed
- Building Permit – 404 1st Street – Performance Stage Addition
- Building Permit – 102 6th Street - Fence

Open Forum

***Ben Ryan – Park Building** – Ben reported he thinks they are finally done down there. There are a few things left to tinker around with yet. Ben gave a set of keys to the City and another set for renters for the Park Building. Internet still isn't yet down there so SIFELY still isn't working correctly. Ben also has keys. Ben is hoping that they will be getting dirt donated for down at the park and hopefully get grass seed planted. Possibly an Open House could be held around Fun Days time. Ben will talk with Julie Krueger about an Open House date. Ben would like to be updated on when the building will be used down at the park. Locks still need to be put up on the thermostats.*

Employee Report – Public Works Director

In the council packets, Councilmembers received a monthly report for Public Works Director Dan Kaufenberg. Dan was present for the meeting. The report is below

- School – The boilers have been hopefully shutdown for the season. They will be drained soon and cleaned for inspection. There will also be some work done by Chappell Central with installing new low water cutouts. Forcier was here to look at roof over boiler room.
- Water – The wells averaged 27,000 gal/day for the month of April. I will be ordering a new door for Well #3. The frame is rotted out and falling apart.
- Wastewater – A Spring Secondary Pond discharge has been completed. All samples taken were within limits. I'm in talks with MPCA about getting our new permit. We have to decide whether the city meets the phosphorus limits to be in the general permit or we need an individual one. The lift station averaged 48,000 gal/day for the month of April.
- Sanitary – 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.
- Storm – There is a small sinkhole up on Railroad by 4th Street. I will try to locate it with camera before digging up and fixing to lessen the dig area.
- Sweeper – There is a hydraulic leak on the main broom motor on the sweeper. Would like to get this fixed by Macqueen Equipment. I will also be getting a quote to replace the conveyor frame. It is rusted out.
- Ponds – Dan asked the Councilmembers for approval to purchase some bacteria from Team Lab for at the ponds.
Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve purchasing two (2) pails of sludge control for \$650.00 each from Team Lab. The motion carried unanimously.
- Streets - The Councilmembers discussed the streets in great length and asked that Dan and Jeremy get square footage and pricing for the next meeting. The Councilmembers also discussed seal coat verses full patching.
- School – Councilmember Krogman informed Dan that the new renters down at the school are looking to get Lightbeam down there and she would like Lightbeam to work with Dan on this before just putting an antenna up.
- Brush Site – Mayor Alex spoke with Bruce Maurice about the sign but Bruce hasn't gotten back to him on a price. Dan will contact Bruce Maurice for a follow up on this.

Employee Report - Moore Engineering – Jeremy Boots

Jeremy Boots and Sarah Brunsvold went over the LRE Water report about the desktop hydrogeologic assessment that was done. Jeremy mentioned that there is a water treatment plant similar to the one that Danube would be building in Verndale Minnesota if any of the Councilmembers are interested on going an seeing it. Sarah reviewed the aquafers that Danube has and where they are located. The Councilmembers also discussed with Sarah current land Danube owns and possible places to place the water treatment plant. Jeremy and Sarah will see if there is enough room for a water treatment plant where well four (4) is currently located. Once the site is decided on a design would then be rendered for the water treatment plant.

Employee Report – Chief of Police

Chief of Police Les Schneider was not present to give his monthly employee and Police Department report. Statistics for April 2022 were lower compared to last year at the same time with 33 calls, 19 reports, 16 traffic stops, 7 citations, 29 mutual assists and 2 home security checks. Additional business discussed:

- School Building Updates – Tri-Valley waxed the floor in the hallways and by their offices on April 14, and no one was in the school the weekend while the floor dried. Staff has been interviewed and the students start on June 13. The RCW JH Softball team practiced in the gym until April 20, and the RCW spring play began using the stage on April 21, with performances on May 13 and 14.
- Dog License/Golf Cart Permits - Dog licenses are due on May 16, and I will continue to contact dog owners to get this done before citations would be issued on Aug. 15. Golf cart/ATV permits have been issued, with about half completed at this time.
- Continuing Education Updates – I attended a League of MN Cities Safety and Loss Control Police Track Workshop in Mankato on April 6. That evening I took the NOAA Sky Warn Spotter’s course 44-plan training on May 26 through Ridgewater College.
- Police Visibility - With the warmer weather arriving, I have increased the day visibility of the squad car. I will also work later into the night to defer problems that occur with the summer activity. Slowing traffic down has become a priority with more people out.
- Written Employee Complaints Update – City employees response to complaints updated form discussed. This is on the agenda under Old/Unfinished Business.
- Mayor Alex will speak with Schneider about blighted properties in town. Councilmember Standfuss brought up about the house on 5th Street. Mayor Alex will contact the owner along with getting an estimate to tear down the house on 5th Street and if there is any grant money available.

Employee Report – City Clerk

- Land Update – Nothing new to report.
- 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 – Closed on Monday, May 30th for Memorial Day.
- Alcohol Procedure Updates – The Councilmembers discussed briefly an updating the process in which they issue temporary on sale liquor licenses.
Councilmember Standfuss moved and Councilmember Krogman seconded a motion to adopt the changes in procedure in which how the City of Danube gives out 1 Day to 4 Day Temporary On-Sale Liquor Licenses. The motion carried unanimously

School Building Updates

Mayor Alex presented an estimate from Steve’s Heating and A/C for fixing the sinks down at the school. The estimate was for four (4) sinks but it was decided to only do two (2) of the four (4) sinks and the cost would be approximately half of the estimate already prepared. The other two (2) sinks will be removed and capped.

Councilmember Standfuss moved and Councilmember Bentley seconded a motion to approve Steve's Plumbing and A/C to replace two (2) sinks, cap two (2) sinks and the plumbing for the drain. The motion carried unanimously.

Mayor Alex and Councilmember Krogman spoke with the Councilmembers about a new renter down at the School. The renter is looking at renting three (3) rooms in total. There was a concern on not charging non-profit organizations rent for down at the school. The concern is that they will be using the rooms and the utilities will increase more than the non-profit organizations that just store things at the school or seldomly use the school. The Councilmembers discussed this and decided to charge \$50.00 per month per room when in use. This is for the organization in discussion any future non-profit organizations will be discussed individually and charged based on case by case.

Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve charging \$50.00 per month per room for this non-profit organization when they are using the rooms at the school building. The motion carried unanimously.

Mayor Alex and Councilmember Krogman will follow up with this non-profit organizations. Mayor Alex also stated that Tri-Valley is happy. He visited with them briefly while he was there.

Community Center & Park Building Updates

The Councilmembers asked Dotty to get five (5) sets of keys for the new Park Building made for when it is rented, for Councilmember Bentley and Councilmember Garza.

Unfinished Business

Citizen Concern/Complaint Form Revised – The Councilmembers reviewed the revised Citizen Concern/Complaint Form that was updated by Dotty using advice from the League of MN Cities and the examples that they sent her. Dotty did inform the Councilmembers that in all the examples that she received none had an employee response form. The Councilmembers reviewed the form. *Councilmember Krogman moved and Councilmember Bentley seconded a motion to adopt the Revised Citizen Concern/Complaint Form. The motion carried unanimously*

Financial Reports

The Councilmembers reviewed the claims list from April 14, 2022 thru May 11, 2022.

Councilmember Krogman moved and Councilmember Standfuss seconded a motion to approve the bills as submitted in the amount of \$45,752.72 (checks) and \$9,061.48 (electronic fund transfers). The motion carried unanimously.

Dotty also brought up that the attorney bill is not included as they did not send the breakdown for Les and Dotty to review and approve the charges so I would like to get approval to issue a check once we get the breakdown and both employees approve the charges. They changed how they are sending their bills but did not give the breakdown as we have received in the past. All bills will be sent electronically now from the attorney.

Councilmember Bentley moved and Councilmember Krogman seconded a motion to approve paying \$178.00 to Walton Law Group once Les and Dotty sign off on the charges. The motion carried unanimously.

The Councilmembers reviewed the Receipts List from April 12, 2022 thru May 9, 2022.

The Councilmembers reviewed the Actual verses Budget Comparison for 2022.

The Councilmembers reviewed the Bank Reconciliation for April 2022.

New Business - None

Future Business – None

Correspondence

Renville County Board of Commissioners Meeting Notice

There being no further business before the council, Councilmember Standfuss moved and Councilmember Bentley seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 8:55 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk