

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, June 8, 2022 7:00 PM
Danube Council Chambers

A regular meeting of the Danube City Council was conducted on June 8, 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: Jeremy Boots & Sarah Brunsvold from Moore Engineering, Public Works Director Dan Kaufenberg, Police Chief Les Schneider and City Clerk-Treasurer Dotty Schnobrich.

Approval of Agenda

Councilmember Bentley moved and Councilmember Garza seconded a motion to approve the Agenda for the Regular Meeting. 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 May 11, 2022
- Bar Door Open – Saturday, June 18th – Birthday Party
- Building Permit – 515 HWY 212 – New Building
- Building Permit – 200 6th Street – Basketball Court
- Building Permit – 203 2nd Street South – Deck
- Bar Door Open – July 8th & 9th for Fun Days in case of rain

Open Forum

Richard Roschild Letter – The Councilmembers received in their packets a letter from Richard Roschild asking for more money after reviewing the building permit for the Renville Sibley Coop. The Councilmembers discussed the letter.

Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve paying Richard Roschild \$45.00 for the work he did in reviewing the Building Permit for Renville Sibley Coop. The motion carried unanimously.

The Councilmembers also discussed reviewing the cost of the Building Permits and will address this at a future Council meeting.

DeAnne Newville – Renville Sibley Coop – DeAnne Newville informed the Councilmembers that Renville Sibley Coop will be breaking ground on Monday, June 27th.

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 – School – The Boilers have been drained and partially cleaned. Chappell Central will be doing some work installing new low water cutoffs to replace old style that was not working properly. After work is done, they will be inspected by the state boiler inspector. Tri- Valley is starting up full force for the summer. A dumpster was ordered from West Central Sanitation to remove a bunch of material that was collected/inherited over the years and in the way of the new renters.
- Water – The wells averaged 42,000 gal/day for the month of May. The usage was up due to Farmward filling their tanks. Hawkins Chemical was called to look at a poly phosphate pump that was constantly losing prime and not pumping.
- Sanitary – There are new phosphorus limits in place that the city needs to meet in order to renew their MPCA permit. Will discuss at meeting on what needs to be done. The lift station averaged 92,000 gal/day for the month of May. This is higher due to heavy rain totals. This also led to another secondary pond discharge being needed. The Councilmembers asked Dan to get an estimate for a new pump.
- Streets – Most potholes have been filled. There are some spots that we will be digging up and repacking with granite as they are too big for pothole patch. Dan also brought up air patching by Midwest Asphalt. The Councilmembers discussed air patching around town. *Councilmember Bentley moved and Councilmember Standfuss seconded a motion to approve up to three (3) days not to exceed \$9,900.00 in air patching by Midwest Asphalt.* The motion carried unanimously.
- Community Center – I was informed of another one of the old toilets with pressure tanks leaking. It will be replaced like the others have been when they developed same problem.
- Sweeper – Still waiting for quote in sweeper conveyor frame replacement.
- Vacation – I will be taking some vacation July 1-11. I will be in some days to get everything in order for FUN DAYS.
- Part-Time Maintenance & Custodian Needed - Joey Jensen spoke to Dotty at the bank on Monday morning about his position with the City of Danube. He would like the City of Danube to find someone to replace him at the Community Center as Custodian and he would like to be considered the third man for the maintenance department. He has no issue with helping for snow removal but as far as the rest of the work he is only able to do it when he has time and can't commit to the 20 hours per week. He says he has talked to Mayor Alex about this. The Councilmembers discussed this and decided to run an ad for Part-time Maintenance/Custodian as discussed in a previous Council meeting with a deadline of July 7, 2022.

- Mayor Alex informed the Councilmembers that he attended the Renville County Board meeting in which they discussed changing the tile size that is going through town. The engineer that was there said it would not affect the flow but they did change it from a 90-degree angle to two (2) 45-degree.
- Councilmember Bentley brought up getting barricades for the City of Danube. During heavy rainfalls Freedom when flooded should be blocked off from traffic. Dan stated he has a template on making barricades but just hasn't had the time to get them made. Dan stated the painting part is what takes the most time. The Councilmembers discussed ways to get help to get them done. Dotty suggested contacting Renville County to see if there was anyone that had community service that needed to be completed.
- Schneider reported that mosquito spraying started last night.
- A quote was submitted by Creative Details for a new sign at the Brush site.
Councilmember Bentley moved and Councilmember Garza seconded a motion to approve Creative Details for a 4 foot x 8 foot sign for the brush site at the cost of \$500.00. The motion carried unanimously.

Employee Report - Moore Engineering – Jeremy Boots

Jeremy Boots spoke with the Councilmembers about the Water Treatment Plant and that land would be needed in order to build one. The Councilmembers discussed purchasing land and decided to get a cost of how much it would be for a section of land located on the north west side of Danube.

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 starts with students on June 14, and Betsy Hennen's group is in the school. Hennen has been given two SW outdoor Main Street keys, two keys to the bottom floor room, and two keys for her second-floor rooms. Dan and I cleaned the overhead garage door area with the items that have collected over the past 15 years.
- *Codification Updates* - The dog licensing is continuing, and I have advised residents of late fees and getting this completed. Blighted properties owners have been notified and changes daily. The golf cart permits will be completed in May. The property on 5th Street was discussed again. Dotty informed the Councilmembers that that person has already signed the deed and gave the signed deed to her mom if the City is going to take possession of the property. Mayor Alex will talk to the mom to see if she has a key for the house.
- *Fun Days Planning* – Danube Fun Days is from July 6-10, and we will need to borrow barricades for the number of events going on that Saturday. Extra officers are scheduled for July 8-9.
- *First Response Update* - The Danube First Response had 44-plan training on May 26 through Ridgewater College. Training consisted of Diabetes, Weather-related and OB emergencies.

- Written Employee Complaints – The new employee complaint form has been received and has updated the previous form used by the city.

Employee Report – City Clerk

- Land Update – Nothing new to report.
- Budget Date - Dotty sent out the packets to the departments and asked they be returned by July 11th. I would need 2 Councilmembers who would be willing to meet again and work through the budget so we are ready to review it at the September meeting. Last year it was Councilmember Garza and Councilmember Krogman. Councilmember Krogman and Councilmember Standfuss will help prepare the budget for 2023.
- Attorney Bill Follow Up - At the May meeting the Council had approved paying the attorney bill for \$178.00 once both Dotty and Les confirmed the charges. A breakdown of the bill was not available before the meeting and Dotty finally received it on June 1st. In the administrative side there is a charge from another company contacting the attorney and Dotty does not wish to approve those charges as this was unknown to her until she got the breakdown. I know it is only \$30 but this isn't the first time that they have contacted the attorney without the city knowing. The concern is should we be contacting the company informing them that all correspondence needs to go through the city office and the Council will decide whether or not to involve the attorney and should these kind of fees be passed on to the company. The Councilmembers discussed and decided to send a letter to the company letting them know that all questions should come to the City Office but if they contact outside of the City Office they would be responsible for any charges that are incurred. The Mayor will sign the letter once completed.
- Completed Items - Dotty has filed PERA and paid payroll taxes.
- Office Closed & Vacation – Office closing early on Thursday, June 30 at 12:00 Noon for election judge training I will be attending in Olivia. Office will be closed on Monday, July 4th for the Fourth of July Holiday.

School Building Updates

Mayor Alex updated the Councilmembers that the new renters are in the school and they have rented three (3) rooms. They will start paying rent in August. The sinks have been taken down and should finish putting the new sinks tomorrow possibly.

Community Center & Park Building Updates

The Councilmembers discussed replacing the current stove at the Community Center with electric stove(s) so that the custodian would not be required to go in on the weekends just to light the stove for any events. Councilmember Krogman will get estimates for the stove(s) and this will be addressed at a future Council meeting. Mayor Alex asked Dan to paint the handicap spot in the back of the Community Center as it is hard to see the spot anymore.

Unfinished Business - None

Financial Reports

The Councilmembers reviewed the claims list from May 12, 2022 thru June 8, 2022.
Councilmember Standfuss moved and Councilmember Garza seconded a motion to approve the bills as submitted in the amount of \$36,382.27 (checks) and \$7,761.01 (electronic fund transfers).
The motion carried unanimously.

The Councilmembers reviewed the Receipts List from May 10, 2022 thru June 6, 2022.
The Councilmembers reviewed the Actual versus Budget Comparison for 2022.
The Councilmembers reviewed the Bank Reconciliation for May 2022.

New Business - None

Future Business – None

Correspondence - None

There being no further business before the council, Councilmember Bentley moved and Councilmember Standfuss seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 8:39 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk