

**DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, July 8, 2020 7:00 PM
Danube City Community Center**

A regular meeting of the Danube City Council was conducted on July 8, 2020 at 7:00 p.m. with Mayor Alex presiding. The meeting then was called to order at 7:00 p.m. in the Community Center.

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

Councilmembers absent: Carrie Garza

Others Present: Cal Lueck, Police Chief Les Schneider, City Clerk-Treasurer Dotty Schnobrich, and media.

Approval of Agenda

Councilmember Malvin moved and Councilmember Standfuss seconded a motion to approve the Agenda with the additions of Lightbeam – Water Tower, Storm Sewer Televising, and Voting in November under New Business; Golf Carts, Blighted Property and Dog Licenses under Old/Unfinished 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 with a correction on page 4 and 5 to the June 10, 2020 minutes. 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 June 10, 2020
- Bar Door Open – Bridal Shower – July 25th

Special Agenda Item – Board of Appeals

The Councilmembers were asked by Renville County to put the Board of Appeals as a special agenda item on their City Council meeting. It was requested so that the public was informed of the Board of Appeals being moved to Renville County. The Councilmembers had previously approved moving the Board of Appeals to Renville County at the January 8, 2020 City Council meeting.

Councilmember Krogman moved and Councilmember Malvin seconded a motion to transfer the duties of the Local Board of Revue to the County Board of Appeal and Equalization for the years 2021, 2022 and 2023. The motion carried unanimously.

Open Forum

Cal Lueck – Methodist Church Water Bill – Cal spoke with the Councilmembers regarding the really high Water bill from the City of Danube. The toilet at the Methodist Church was leaking and it is unknown for how long as last quarter the meter wasn't read by the maintenance department. The Councilmembers discussed the bill for some time.

Councilmember Standfuss moved and Councilmember Malvin seconded a motion to approve Methodist Church to pay \$1,151.41 for the water bill. The motion failed by a vote of 2 in favor and 2 opposed.

Councilmember Standfuss moved and Councilmember Malvin seconded a motion to approve Methodist Church to pay \$1,151.41 for the water bill giving them until the end of the year (6 months) to pay it in full interest free. The motion carried unanimously.

Cal also asked if the Council if they would consider changing the Council meeting date to a different day than on Wednesdays. The Councilmembers said they would consider it and discuss it.

Employee Report – Public Works Director

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

- Water – Their Well was here to inspect both wells. Both are due to be pulled and have pumps and drop pipe replaced. This is usually done about every seven years. I recommend doing Well #3 this year and Well #5 next year. Well #3 showed some resistance on the motor during testing and had a longer drawdown than normal. That could be an indication of a partially plugged screen on the pump. Last years estimated cost to do Well #3 was \$3500.00 plus parts and materials. The wells averaged 41,000 gal/day for the month of June.
Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve Their Well to replace the pump and drop pipe for approximately \$3,500 in labor plus parts and materials for Well #3. The motion carried unanimously.
 - Sanitary – Lauritsen was here to clean the lift station. I also had them jet out a storm line on East Maple and a sanitary line in the alley behind firehall. The storm was plugged and backing up. There was a complaint of a backup on a resident's line so I had the sanitary line jetted to make sure it was not the cities problem. The line was open and clear. We also televised the line to make sure the line was open and clear with no obstructions or blockages limiting flow.
 - Storm – I am waiting to get someone to dig up the two sinkholes in town resulting from broken storm lines. Everyone is busy during this time. I am on a few waiting lists.
 - School – The ceiling in lobby is fully removed. I will order the new tiles and we will get them up when they come in. Boilers are opened up and cleaned and waiting for inspection from the state inspector for the upcoming heating season.
 - Curbs – Diamond Vogel Paints where we usually get our paint for our sprayer is no longer in business. I had to order some paint through Marc Chemical. This has delayed our timing a bit to get curbs painted.
 - Vacation - A reminder that I will be on vacation July 10th-20th.
- ***Motion needed** – Pull Well #3 for inspection and replace pump and drop pipe if needed

Moore Engineering – Jeremy Boots

Jeremy Boots had a letter for the Councilmembers in with their packets for them to review. Mayor Alex asked Dotty if she had received the letter yet to send out to the resident. Dotty informed the Councilmembers that she had received the letter and also has already mailed the letter out to the residents.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give his monthly employee and Police Department report. Statistics for June 2020 were lower compared to last year at the same time with 66 calls, 39 reports, 35 traffic stops, 14 citations, 41 mutual assists and 2 home security checks. Additional business discussed:

- School Building Updates – Tri-Valley started with students on June 15, I have received copied of their Screening Procedures and Preparedness Plan related to Covid-19. The director has been communicating any issues with the city.
- Civil Defense Siren Update – The siren at Voelz Park went off at 3:30 am on June 29, after a very heavy rainfall. Sullivan's Electric determined that water leaked into the circuit board box, which created the malfunction. It was repaired and tested later on June 29, to determine that the siren is now working correctly. Sullivan's are working on warranty for that electrical box, which was recently installed when the siren was moved last year. Councilmember Standfuss asked if all the police officers are aware of how to shut it off in case Les isn't around. Councilmember Standfuss also mentioned that Dan and all the Councilmembers also should be aware just in case. The Councilmembers decided to have Les take pictures and send an email out to all the Councilmembers showing the breaker box, which switch to turn off the siren and where the key will be located to get in the breaker box.
- City Ordinance Violation Updates – I spoke with the owner at 405 1st Street, and was advised that they recently finished the roof, including taking the chimney down. That created more boarded up areas, which is the next project for repair and window replacement. The inside was recently finished, and an electrician inspected the work. They advised that they will keep up on the weed and grass growth. The resident at 406 4th Street will be removing the partial trucks on the property by the end of the month. Additional properties with violations have occurred as the summer has continued, and these residents have been advised of the city ordinances. The resident at 203 E. Maple Street has paid his fine on the first citation for parking his semi-truck on E. Maple Street, and the City Attorney has discussed options for future violations. I have been in contact with this resident through this process. Schneider has since seen the semi since then. Schneider is talking with the attorney about defining out the streets in which are truck routes in Danube in the Codification. The Councilmembers agreed that they should look at getting the changes done in Codification before the project in Danube happens. The streets that should be listed include: 1st Street (County Road #1), Main Street/2nd Street, Railroad Avenue and Oak Street East. Councilmember Standfuss brought up concerns on the semi using 2nd Street East to leave their residence. Mayor Alex brought up a couple more properties for blighted properties located at 306 5th Street, 201 4th Street, 100 5th Street and 503 HWY 212. Schneider will give another update at the August Council meeting.

- Officer POST License Renewals – Officers Rebecca Pieper and Dean Truax have been had their POST licenses renewed, and both licenses expire on June 30, 2023.
- County EOC Covid-19 Update – The County EOC meeting meets every Wednesday morning, and we have discovered email issues with Renville County and the City email address from this meeting. The County IT dept. is dealing with these system issues, and hopefully resolves it soon. The laptop in the squad car also been having issues, which are being looked into by Co. IT. Schneider will get information about the cost to replace the laptop for the next Council meeting in August.
- City of Danube Annual Fire Extinguisher Checks – All fire extinguishers were checked on June 23 by Willmar Fire, for the annual required inspection.
- POST Board Annual Training Reimbursement – The yearly reimbursement forms for the POST Board are due July 31, 2020. I'm in the process of completing that. Last year the PD received \$3900 from that fund.
- Annual Radar Certifications – Direct Radar will be out on August 5 at 7:45 pm to complete the annual radar certifications for the PD. This is a mandatory process needed to use the radar equipment.
- Mayor Alex asked about painting a new center line on County Road #1 now that West side of the road is considered no parking. Schneider will talk with Jeff Marlowe about painting a center line and no parking signs. Councilmember Standfuss asked about the playground and park area and if they are following the guidelines of social distancing or if they are overcrowding. Schneider has noticed the adults have been fine and he hasn't had anyone complain to him. If he receives complaints he will document it and educate them on the guidelines. Councilmember Standfuss also asked how many dog licenses we are currently at. Dotty stated that 63 dogs currently have been licensed in Danube. Dotty will get Schneider a copy of the current dogs licensed along with a copy of the letter that was sent out to the residents regarding the fees. Schneider will work on contacting the dog owners of those who have not licensed yet. Councilmember Standfuss also asked about any golf carts that still need to be licensed. Schneider said he had a couple more to go and it would be around 45 permits issued for golf carts, ATV, etc. Mayor Alex mentioned to Schneider about a dog that recently came to town that would not be on the current list Dotty has.

Employee Report – City Clerk

- Land Update – Nothing new to report.
- CD Rates – Dotty spoke with John from Edward Jones for the current CD rates available. A three (3) month CD is 0.15% and a one (1) year is 0.15%. The interest in the Money Market Fund where the \$786,614.27 is sitting is getting 0.01% and is insured. The Councilmembers decided to wait until next month to revisit the CD rates.
- OSHA Meetings – The OSHA meetings will be starting back up for our safety group and Michael prepared a new schedule and a copy is attached.
- Yellowstone Trail Sign Follow Up - I tried contacting Randy with MNDOT but he is out of the office until August 1st so I sent an email to Jeff with MNDOT and I am waiting to hear back. I did hear back from another person and they are looking into the information and we may have to wait until Randy comes back.
- COVID-19 Absences - It has recently come up on how to handle anyone who is quarantined due to possible COVID-19 exposure or who has COVID-19, to help aide in consistency between all the employees we thought we should ask for clarification on it.

There are 3 different possible situations that are included in this. The three is personal quarantine due to contact outside of work, work related quarantine and emergency personal quarantine. The Emergency personal are covered under workers comp so it will go through the insurance company and reported like any other injury. We would like clarification on the other two of work related verses personal (example we are required to use sick time or vacation for personal exposure but not for work related exposure). Dotty did include Employee Rights sheet from the Federal Dept. of Labor that does not identify between the situations but instead it is all covered according to them.

- Completed Items – Dotty has filed PERA, Payroll Taxes for the month, Quarterly Sales Tax and Quarterly Payroll Reports.
- Office Closed & Vacation – None at this time.
- Scott Hable Email – Dotty included an email from Scott Hable and if any Councilmember wishes to respond can email Scott Hable or call him on the number listed in the email.
- Andrew Kruppa Follow Up – Dotty sent out the new utility bills and the Councilmembers asked that the new reading from Andrew Kruppa be brought for the Councilmembers to review the information and decide what to do with the increase in the reading. Councilmember Malvin asked if Dotty could put something on the water bills reminding the residents to check anything in their house for water. *Councilmember Malvin moved and Councilmember Krogman seconded a motion to forgiving the balance on the utility bill due to a faulty meter jump.* The motion carried unanimously.

School Building Updates

Mayor Alex stated that he spoke with Dan about the door on the East end of the School building and Dan told him that the door has been fixed and has had no complaints from Tri-Valley.

Community Center Updates

Mayor Alex asked about the ceiling tiles in the Community Center and getting them replaced. The Councilmembers asked Dotty to order some more ceiling tiles so the ones damaged could be replaced. Councilmember Malvin asked about the stove. Mayor Alex stated that the stove could remain and Joey would be removing the fire suppression system. Mayor Alex will follow up with Joey about getting the Ansul system removed. Mayor Alex also mentioned the half wall that needs to be removed by the front doors. Councilmember Standfuss will talk to Dan about the half wall and getting it removed.

Unfinished Business

Golf Carts, Blighted Property and Dog Licenses – This was covered in the Chief of Police Employee Report section.

Financial Reports

The Councilmembers reviewed the claims list from June 9, 2020 thru July 8, 2020.

Councilmember Standfuss moved and Councilmember Malvin seconded a motion to approve the bills as submitted in the amount of \$47,010.97 (checks) and \$9,300.58 (electronic fund transfers). The motion carried unanimously.

The Councilmembers reviewed the Receipts List from June 9, 2020 thru July 3, 2020.

The Councilmembers reviewed the Actual versus Budget Comparison for 2020.

The Councilmembers reviewed the Bank Reconciliations for June 2020.

New Business

TDS Cable Franchise – The Councilmembers reviewed the Resolution that was presented by TDS Telecom the Cable Franchise Granted to Mid-State Telephone Company, LLC d/b/a TDS Telecom.

Councilmember Krogman moved and Councilmember Standfuss seconded a motion to approve Resolution 08-2020 Regarding the Cable Franchise pending approval from City Attorney, Aaron Walton. The motion carried unanimously.

Blight Removal Program – Renville County – In the Councilmembers packets there was a letter from Renville County informing them of the deadline to apply for a grant for cleanup of blighted property. The Councilmembers reviewed the information and asked Dotty to send a copy of the program to Meredith Olson by email regarding her property in town and about the deadline for the grant.

Lightbeam – Water Tower – Councilmember Krogman reported that she had a request from Lightbeam to put a monitoring system on top of the Water Tower to see what kind of signal they could get. They have done this in the past but would like to try again. Councilmember Krogman would like to give them 90 days and inform them that the City is not responsible for any damages or injuries or death. The Councilmembers asked that Dotty check with the League guidelines on it and email them to let them know.

Councilmember Krogman moved and Councilmember Malvin seconded a motion to approve Lightbeam to put up a monitoring system for up to 90 days on the Water Tower following the League guidelines and also including that the City is not being liable for any damages or injuries or death if they should happen to occur. The motion carried unanimously.

Storm Sewer Televising – Councilmember Standfuss spoke with the Councilmembers about a homeowner that spoke to them regarding after the televising on the lines is done it was unclear in the paper if the City was going to make them fix it or up to the homeowner to fix it. Mayor Alex stated that it would be up to the homeowner to fix it. The Councilmembers discussed it and it was decided to clarify in the minutes and newspaper that the homeowners will be responsible for any repairs that are discovered after televising.

Voting in November – Councilmember Standfuss brought up when it was decided to do mail in balloting would it be mail in voting also in November or was that only for 6 months. The Councilmembers discussed the possibility of going back to in person voting for the November election. Dotty did inform the Councilmembers that Marc Iverson did tell her that the City would have to ask the City Attorney if there is a way to switch back to in person voting and have the attorney interrupt the law. After further discussion by the Councilmembers the concern of enough election judges and already informing the residents of mail in balloting may get confusing to switch it back so it was decided to leave it as mail in balloting. Marc did explain to Dotty that Danube has a polling a place it just is Marc Iverson's Office in Olivia and any Danube resident can go over in person and turn in their ballot.

Future Business

Dotty informed the Councilmembers that JJ's Bar and Grill and Main Street Café decided not to hold their event on Saturday, July 11, 2020 because they did not want to pay all of the fees.

Correspondence

League of MN Cities Letter
Renville County HRA/EDA Advisory Committee Meeting
Renville County HRA/EDA Housing Study Letter

There being no further business before the council, Councilmember Krogman moved and Councilmember Standfuss seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 9:00 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk