

**DANUBE CITY COUNCIL**  
**Regular Council Meeting**  
**Wednesday, July 12, 2023 7:00 PM**  
**Danube City Council Chambers**

A regular meeting of the Danube City Council was conducted on July 12, 2023 at 7:00 p.m. with Mayor Bentley opening the meeting. The meeting then was called to order at 7:00 p.m. in the Council Chambers.

The following Councilmembers were present: Carrie Garza, Sharon Krogman and Chris Schneider

Councilmembers absent: Phil Standfuss

Others Present: Public Works Director Dan Kaufenberg, 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 with the additions of Building Permit – 404 Oak Street – Dog House Structure and Fenced in Cage Area under Consent Agenda. The motion carried unanimously.*

**Approval of Consent Agenda**

*Councilmember Krogman moved and Councilmember Garza 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 June 14, 2023
- Building Permit – 101 5<sup>th</sup> Street - Deck
- Bar Door Open – Saturday, July 15, 2023 – Birthday Party
- Bar Door Open – Saturday, July 22, 2023 – Birthday Party
- Bar Door Open – Saturday, August 5, 2023 – Benefit
- Building Permit – 404 Oak Street – Dog House Structure and Fenced in Cage Area

## Open Forum

None

## Employee Report – Public Works Director

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

- School – Still Waiting on boiler inspections. Tree up front has been trimmed to get it away from building. Been repairing/replacing ceiling and floor tile for Tri Valley.
- Water – Hjerpe Construction is on schedule to replace water line to Mavin residence on 7-11-2023. Update – This has been completed on 7/11/2023. Will also be installing valves in the near future. Update – The valves have been completed on 7/12/2023. CMF said they will remove stump at Lueck residence. No estimate was given. They said it could take ½ hour or more depending on stump and how it is underneath. Update – This was completed on 7/12/2023. Wells averaged 73,000 gal/day for the month of June.
- Wastewater – Still waiting on Bonnema excavating to dig and repair force main leak. The lift station averaged 41,000 gal/day for the month of June.
- Storm – Bonnema Excavating is slated to dig up broken line on railroad to be repaired.
- Mosquito Sprayer – After talking with Northern Tool they were able to knock off \$500.00 on there sprayer. The total would be \$12,349.05. All together with freight and taxes the total would be \$13,691.02.
- Part-Time Maintenance Position – The Councilmembers discussed the applicants for the part-time maintenance position. Councilmember Schneider stated that him, Councilmember Standfuss and Dan Kaufenberg make a recommendation of Jamie Aalderks for the position.  
*Councilmember Schneider moved and Councilmember Garza seconded a motion to approve offering the part-time maintenance position up to 20 hours per week to Jamie Aalderks and removing the seasonal position of snow plow driver with a start date of July 17, 2023 at \$17.00 per hour. The motion carried unanimously.*
- Trimming Trees – Dan mentioned purchasing a hand saw for tree trimming. Mayor Bentley suggested looking at Milwaukee products as they use them for the Fire Department and the battery would be interchangeable. Councilmember Krogman asked that he look at the yield sign on Pine Street and either 3<sup>rd</sup> or 4<sup>th</sup> Street there is a tree that is covering it and it is hard to see.
- Other items brought up were the faucet down at the school and the faucet in the women's bathroom at the Community Center. Dan informed the Councilmembers the faucet was addressed it is just people are using a wrench instead of the key for the faucet. Dan will look at the faucet at the Community Center along with the back door that has a screw coming out by the window and also the outside of the door where there is a piece sticking out that needs to be reattached. Dan is also going to address the men's bathroom at the Community Center.

### **Employee Report - Moore Engineering – Jeremy Boots**

Jeremy was not present at the meeting, so Dotty presented on behalf of Moore Engineering the Request for Release of Funds for DEED.

*Councilmember Garza moved and Councilmember Krogman seconded a motion to approve and have Mayor Bentley sign the Request for Release of Funds form for Deed. The motion carried unanimously.*

### **Employee Report – Chief of Police**

Chief of Police Les Schneider was present to give his monthly employee and Police Department report. Statistics for June 2023 were higher compared to last year at the same time with 65 calls, 41 reports, 24 traffic stops, 7 citations, 45 mutual assists and 1 home security checks.

- School Building Updates – Tri-Valley and Little Lambs are both in session, making a busy building daily.
- Fire Extinguisher Checks – All fire extinguishers had the annual check done in June by American Welding and Gas.
- POST Board Annual Training Reimbursement – The yearly reimbursement forms for the POST Board are due July 31, 2023. I am in the process of completing that, which assists with funding Continuing Ed. Training.
- Fun Days Summary – We had three officers working on both Friday and Saturday, and both squad cars were utilized on Fun Days, I would like to thank the City of Olivia for the use of twenty barricades used during Fun Days. We were busy all weekend and events went well.
- CJIS Security Policy - The security policy has been updated for the FBI/BCA, and I am now responsible for maintaining the system for the department.
- Defibrillator Grant Update – We received the two defibrillators from the U of M grant in June and both were placed in service. They have been registered for data use required by the grant.
- Civil Defense Sirens – The siren at Voelz Park is having another issue, West Central Communication is looking at the receiver that gets the tone to sound from the dispatcher.

### **Employee Report – City Clerk**

- Land Update – Nothing new to report.
- Completed Items – Dotty has filed PERA, paid Payroll Taxes, filed Quarterly Payroll Reports and Quarterly Sales Tax Report.
- Office Closed & Vacation – The City Office will be closing early on Tuesday, July 25<sup>th</sup> for an OSHA Meeting.

### **School Building Updates**

Councilmember Krogman informed the Councilmembers that Back the Pack would like to put in two (2) A/C units, one (1) on the first floor and one (1) on the 2<sup>nd</sup> floor. The Councilmembers discussed the request and gave ideals for Councilmember Krogman to go back and give to Betsy Hennen from Back the Pack.

*Councilmember Schneider moved and Councilmember Garza seconded a motion that the Council is in favor of them putting in two (2) A/C units with any and all expenses related to them will be the responsibility of Back the Pack. The motion carried unanimously.*

### **Community Center Updates**

The Councilmembers discussed possible rent increases in renting the Community Center and Park building. The Councilmembers asked Dotty to check around the surrounding towns and inquire their fees for renting and bring it back at a future meeting.

*Councilmember Schneider moved and Councilmember Krogman seconded a motion to keep the security deposit at \$250.00 for everyone and an increase of an additional \$250.00 for when alcohol will be present. The motion carried unanimously*

The Councilmembers discussed hiring a Part-time Community Center Custodian.

*Councilmember Garza moved and Councilmember Schneider seconded a motion to approve offering the part-time community center custodian position to Valarie Trager with a immediate start date at \$17.00 per hour. The motion carried with Councilmember Garza, Councilmember Krogman and Councilmember Schneider voting in favor and Mayor Bentley abstaining.*

Mayor Bentley mentioned that doors are being propped open on the buildings when they are getting rented, which is allowing insects in and wasting electricity when the air conditioning or furnace is running. The Councilmembers discussed the issue and asked Dotty to include it in the information sheet that goes with the rentals along with mentioning it when the buildings get rented.

### **Unfinished Business**

None

### **Financial Reports**

The Councilmembers reviewed the claims list from June 15, 2023 thru July 12, 2023.

*Councilmember Schneider moved and Councilmember Garza seconded a motion to approve the bills as submitted in the amount of \$295,658.59 (checks) and \$12,096.18 (electronic fund transfers). The motion carried unanimously.*

The Councilmembers reviewed the Receipts List from June 13, 2023 thru July 12, 2023.

The Councilmembers reviewed the Actual versus Budget Comparison for 2023.

The Councilmembers reviewed the Bank Reconciliation for June 2023.

*Councilmember Krogman moved and Councilmember Schneider seconded a motion to approve moving \$25,000.00 from Dawson Coop and put the funds into the checking account at Minnwest Bank. The motion carried unanimously*

**New Business**

None

**Future Business**

None

**Correspondence**

None

*There being no further business before the council, Councilmember Schneider moved and Councilmember Krogman seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 8:24 p.m.*

Respectfully submitted: Dotty Schnobrich, City Clerk

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Ryan Bentley, Mayor

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Dotty Schnobrich, City Clerk