

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, July 13, 2016 7:00 PM
Danube City Council Chambers

A regular meeting of the Danube City Council was conducted on July 13, 2016 at 7:00 p.m. with Mayor Alex presiding.

The following Councilmembers were present: Sharon Krogman, Dave Maurice, Phil Standfuss, and Al Strunc

Councilmembers absent: None

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

Approval of Agenda

Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve the Agenda with the addition of Dorothy Kleinhuizen - Sidewalk under New Business. The motion carried unanimously.

Approval of Consent Agenda

Councilmember Maurice 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 June 8, 2016

Open Forum

Nancy Bellig – Nancy spoke with the Councilmembers about putting up a little free library box in front of her house. What it is, is a box that she would place on her yard and would fill with books for people to access. There is no cost to anyone and Nancy makes no money doing this, the group is a non-profit organization. People are welcome to leave books also for others to take, they can access a W-9 on the website for the books they donate for tax purposes. Nancy would take care of the little library on her property. The little library box would not be in the way of snowplowing or the sidewalk because it will be far enough back on her yard. Nancy would pay a one-time registration fee to join the organization for the little free library. The Councilmembers further discussed the little library with Nancy and were in favor of her putting up a little free library box in her yard for the community to use. Nancy will contact the little free library and go from there.

Employee Report – Public Works Director

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

- Lift Station – The Lift station pumps are due for an annual inspection. We have been using Dakota Pump now MN Pump Works for the last five years. They quoted the inspection at \$400.00. Dan also contacted Northstar Pump Services and they quoted a price of \$250.00. The inspection list of Northstar Pump looks to be the same as to what's been inspected in previous years. Dan would like the okay to try Northstar Pump Services for this year's inspection.

The Councilmembers discussed the inspection quotes for the lift station and are okay with Dan hiring Northstar Pump to do the inspection for \$250.00.

- Sanitary – We had a blockage in one of our sanitary lines a few weeks ago. Dan received a call from Les on a Saturday stating that Bidingers at 101 Summit had been having very slow draining water. They had snaked their own lines and no luck. On that next Monday Dan did some checking and we had two manholes filled with water. Dan called Lauritsen Septic to come jet the lines out. Ended up there was a chunk of something about 8' long and 4" thick that was formed to the pipe that broke loose and blocked pipe in manhole. Not sure what it was. It was too hard to be grease. But it didn't belong in the sanitary that's for sure. Thul Specialties are planning on coming the week of the 18th to do the 10 manhole rehabs.

- Water – Dan got an estimate on the windows for the well houses. For the two windows from Danube Lumber it was \$225.25. Dan will be ordering these windows. Dan has also begun on fixing the loose and broken grout lines on the block of well house #5. When done Dan will be repainting all three well houses. Any preference of color? They are white now.

The Councilmembers said Dan can go ahead with purchasing the windows from Danube Lumber and he can choose the color to paint the well houses.

- Pickup – Dan noticed that the pickup was losing coolant at a good pace and when Dan hanged the oil it was clumpy. Dan brought it to Danube Auto to get a pressure test done. They found that the water pump was leaking and that it has a bad head gasket. They replaced the water pump right away. To fix the head gasket will be \$2000.00. Truck is worth about \$2500.00-\$3000.00.

The Councilmembers discussed the pickup issue and used verses new truck. Dan is to bump up the capital outlay in future budgets to purchase a different truck down the road.

Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve the fix the head gasket at Danube Auto Works. The motion carried unanimously.

- Street Air Patching – Dan had a quote in the packets from Midwest Asphalt for street air patching for the Councilmembers to review. Mayor Alex said he spoke to Dan and Dan asked for \$4,000.00 for air patching. Dotty informed the Councilmembers that Dan spoke to her and asked that they not limit the amount but instead give him permission to hire Midwest Asphalt for two (2) days for street air patching. The Councilmembers reviewed the quote and was unsure exactly how much per day that the street air patching would cost. Dotty was asked to have Dan clarify the quote amount just so that someone is aware of the cost before the bill comes. Dan is also to stay with the company all day both days when they are here to perform the work.

Councilmember Strunc moved and Councilmember Standfuss seconded a motion to approve hiring Midwest Asphalt for two (2) days for oil and granite chip work done on the streets. The motion carried unanimously.

- Vacation – Dan will be taking vacation from July 29th –Aug 7th
- Grass Seed – Mayor Alex asked the Councilmembers would like Dan to put grass seed down at the Benson property now that the property is cleared. The Councilmembers discussed the issue and agreed that now that the City owns the property that he should go ahead and put grass seed down.
- Danube Fun Days – Dan asked Dotty to present to the Councilmembers about Danube Fun Days. Every year Dan hauls fencing and picnic table uptown for the weekend and he was not aware that the bar was blocking off the entire street and placing the picnic tables inside the beer garden only every year. This is the first year that 3 tables were placed outside of the beer garden and he would like to know since the bar has been blocking the entire street for a beer garden if they should supply their own fencing and get their own picnic tables since the ones he is bringing is to be used for everyone not just the bar patrons. The Danube Area Action Club is to be responsible for placing the picnic tables but it has been the bar owner and family that has been placing the tables. The Councilmembers discussed the picnic tables and fencing and decided that the bar should be responsible for getting their own fencing to block off for a beer garden in the future and to let them know that the majority of the picnic tables are to be used outside of the beer garden.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give his monthly employee and Police Department report. Statistics for June 2016 were slightly higher to last year at the same time with 55 calls, 29 reports, 33 traffic stops, 14 citations, 28 mutual assists and 3 home security checks. Additional business discussed:

- POST License Renewed (#734) – Schneider reported that Police Officer Vatsaas has renewed his license and it is valid until June 30, 2019.
- School Building Update – Schneider reported that the activities at the school are pretty much done now. Schneider will be having the mandatory annual fire drill down at the school for Tri-Valley. Schneider spoke to the Councilmembers about getting the gym floor done at the school. Schneider presented a quote of \$2,500.00 from Forkrud Floor Care, Inc to clean, screen and one coat of oil. Forkrud would be able to get in the first part of August if the Council approves them to do the gym floor. The Councilmembers discussed on who should pay for the floor to get done. Councilmember Strunc commented that RCW should pay for the gym floor since they use the floor and have not paid for anything at the school including rent and utilities. Schneider is to speak to Steve Agre about paying \$2,500.00 for the gym floor. Mayor Alex asked when the school was sold to the City of Danube if there was an agreement on the use for the school. Schneider stated that if the school was available the school would be allowed to use the school and the school would clean up after their events. Some of the damage was done by the spring play props being pulled across the floor, this last year they did put felt below some of the props which was better on the floors. *Councilmember Strunc moved and Councilmember Standfuss moved to get the gym floor done at the school for \$2,500.00 from Forkrud Floor Care, Inc and send RCW a bill for \$2,500.00 for the eight (8) years of usage of the gym floor. The motion carried unanimously.*

- POST Board Meeting July 25, 2016 – Schneider informed the Councilmembers that he will be attending a POST Board meeting on July 25, 2016 in St. Paul, MN.
- Fun Days Summary – Schneider reported that on Friday there was private parties held and the officers got done at 4am on Saturday. On Saturday 2 officers assisted with the 5k run with 70 plus runners, Schneider took care of the Community Center on Saturday. He ended making a few trips up to the Community Center due to the organizations not contacting the City and filing out the paperwork for the Community Center use. The location of the band stage moved from the north end to the south end of the 400 block of Main Street. The Councilmembers discussed the band time and possibly talking to the Danube Area Action Club changing it to end at an earlier time.
- Part-time Officer Status – All officers got qualified on use of force firearms training on July 7th. Marc Brandt completed his certification and able to be on his own now.
- Radar Certification (8/3/16) – Schneider reported that on August 3, 2016 the annual certification of the radar will take place.
- Squad Car Update – Schneider informed the Councilmembers that the back left window was kicked out of the squad car while assisting on a call in Renville during their town celebration. TJ's fixed the window on July 1st for a cost of \$1,533.71. A copy of the bill has been handed over to the prosecuting attorney (county attorney) for restitution. The City's deductible is \$2,500.00 so this was not filed as a claim with the insurance company.

Employee Report – City Clerk

- Temporary Family Health Care Dwellings Ordinance – Dotty is meeting with City Attorney, Aaron Walton on Tuesday, July 12, 2016 at 9am regarding the City of Danube's ordinances. Aaron was unaware that the City of Danube already had a Code of Ordinances and this may affect the other ordinances that have been made since. Dotty will give an update on the meeting at the Council meeting on Wednesday, July 13, 2016 on what Aaron's findings.
Dotty reported after meeting with Aaron that Aaron suggested at this time to just make the Temporary Family Health Care Dwellings as a separate ordinance and if the City decides to do a codification at that time it can be moved into the right area.
Councilmember Strunc moved and Councilmember Maurice seconded a motion to adopt Ordinance #105 Temporary Family Health Care Dwellings. The motion carried unanimously.
- Office Closed – The City Office will be closed on Monday, August 8, 2016 for a vacation day for the City Clerk.
- Midwest Asphalt – Dan forgot to include the estimate from Midwest Asphalt and asked Dotty to include it in her information for the Councilmembers. Dan would recommend two (2) days to cover the town for air patching. This information was covered under the Public Works Director employee report.
- Codification- Upon speaking with Aaron Walton (City Attorney) Dotty was informed that the City of Danube would benefit from having Aaron go through the ordinances and do a codification of them. Originally in 1971 a Code of Ordinances was created and the City of Danube should have continued in this fashion. The City somehow got off track and started a different system and stopped using the Code of Ordinances. It would be best for the City to budget in 2017 for Aaron Walton to do a codification of the Ordinances to get them current. The approximate cost is between \$2,000-\$3,000 for

Aaron's time and approximate cost of \$1,000 for the codification software. This may seem like a lot of money but Dotty thinks it is well worth the money. The Councilmembers discussed the codifications and decided that when the budget is prepared for 2017 to include this cost and have Aaron do a codification for Danube.

- Apartment Building – The City of Danube received a complaint about the apartment building on Main Street possibly having a rodent problem. Dotty referred the individual to contact Renville County Public Health to see if there was anything they could do. Dotty was then contacted by Dave Distad from the Renville County Public Health Services regarding this property. Dotty answered all the questions that she could and Dave Distad said that he would be out on Thursday, July 14, 2016 to look at the area of concern. In the meantime Dave asked Dotty to speak with the Councilmembers and discuss Ordinance #84 Section 2 to possibly step in and do something if the County is unable to. The Councilmembers reviewed the ordinance and discussed the issue. The Councilmembers decided to wait until after Dave gets over to investigate and get back to Dotty regarding the issue. Dotty will update the Councilmembers at the next meeting.

School Building Updates

Councilmember Strunc said that Tri-Valley is happy with the way things are going. Their enrollment is up and they also have a waiting list. Their annual inspection passed with flying colors. They would like to see the gym floor redone and also would like the posts padded. Everything is going fine. Mayor Alex reported that the scoreboards will be put up next week.

Community Center Updates

The Councilmembers discussed releasing the keys to the Community Center renters. The Councilmembers are in favor of releasing the keys to the renters and informing them of when they can pick up the keys and also when the keys need to be returned back to the City office. Councilmember Krogman said Dotty is looking into getting a small shelf and labeling it for the renters to be able to identify what the items are for (example bathroom garbage bags, large garbage bags, etc). Councilmember Strunc stated that Councilmember Krogman and Councilmember Maurice are in charge and can change things at the Community Center as they see fit. The Councilmembers agreed that they are in charge and can make changes as needed.

Unfinished Business

Water Tower – Funding – There was no new issues to discuss on the water tower funding but to continue to carry this item forward on each agenda until further notice.

HWY 212 By-pass & Turning Lane Update – Lee Elfering Email – The following is an email received from Lee Elfering.

You probably have heard from Al since he was at the meeting, but Mr. Schroeder okayed the ditch impacts but wanted the field approach to remain where it currently is. I made the revisions to the plans that MNDOT had requested and have them back in for their review. The modifications they wanted on the north side of the road will require that we get an easement from CCFE for the work because the grading impacts go a little out of the right-of-way. I have not approached them about it, but I don't see why they wouldn't be agreeable to it since the new access is for them. Once MNDOT ok's the plan I will get in touch with Craig about the easement. The last time I met with MNDOT, they indicated that they would want to meet with

Mr. Schroeder and I told them I would set up a meeting if they wanted. Up to this point I have not heard anything back from MNDOT.

Councilmember Strunc added that Schroeder would like the access to the field stay where it is and that he didn't think there was any drainage issue where they are looking at for a possible turning lane.

Water Tower Update – Lee Elfering Email – The following is an email received from Lee Elfering.

We obtained 4 proposals for the water tower inspection. I am putting a summary letter together and will send over the letter and the full proposals as soon as I have them summarized. I would like to have the City Council approve the inspection contract at their upcoming meeting.

Maquire Iron has asked for a preconstruction meeting (precon) for the water tower and would like to start the foundation work in July. I told him that it was Danube "Fun Days" this week and I would also like to have the inspector from the successful inspection firm at the precon as well so the earliest a precon could be would be late next week or early the following. I will be sending Dan an email to see if he has a preference on when the precon is. There are not any real private utility impacts on the site that I am aware of based on the gopher state one call that we made so we should not need any of them there. Is there anyone else you can think of that I should let know when the precon will be held?

The Councilmembers reviewed the proposals from KLM Engineering Inc, Scandia Consulting, Badger State Inspection LLC, and Bolten & Menk. After much discussion the Councilmembers made a motion relating to their selection.

Councilmember Strunc moved and Councilmember Maurice seconded a motion to hire Scandia Consulting for inspection services for the Danube water tower including field inspection, shop inspection and the two year warranty inspection. The motion carried unanimously.

Benson Property Update – Councilmember Maurice reported that MAAC removed the house for a cost of \$14,655.00 which was \$1,500.00 lower than the original quote because the garage was moved by someone else. Haney Construction was \$1,850.00 which was also lower than the original quote. Councilmember Maurice stated that Haney did a nice job on filling and leveling it off. Dotty informed the Councilmembers that she already sent off the proof of expenses to the Renville County EDA to get the matching grant of \$1,000.00 that the City was previously approved. The Benson property now belongs to the City of Danube. The Bensons agreed to sign over the property to the City prior to the demolition took place. Dan is to place a cone over the gas line that is sticking out of the ground until Great Plains comes in and removes it.

Tree moving Update – Freedom and Oak Street – Dan is dealing with this issue of moving the trees with Iverson Tree Farms LLC.

Temporary Dwelling Ordinance – Email Aaron Walton – The Councilmembers reviewed Ordinance No 105 and after a discussion was held clarifying the information, the Councilmembers made a motion to adopt Ordinance No 105 Opting-Out of the Requirements of Minnesota Statutes, Section 462.3593.

Councilmember Strunc moved and Councilmember Maurice seconded a motion to adopt Ordinance No 105 An Ordinance Opting-Out of the Requirements of Minnesota Statutes, Section 462.3593. The motion carried unanimously.

Financial Reports

The Councilmembers reviewed the claims list and receipts list from June 14, 2016 thru July 12, 2016.

Councilmember Maurice moved and Councilmember Krogman seconded a motion to approve the bills as submitted in the amount of \$44,794.07 (checks) and \$9,741.79 (electronic fund transfers). The motion carried unanimously.

The Councilmembers reviewed the Receipts List from June 8, 2016 thru July 6, 2016.

The Councilmembers reviewed the Actual verses Budget Comparison for 2016.

The Councilmembers reviewed the Bank Reconciliations for June 2016.

New Business

Dorothy Kleinhuizen – Sidewalks – Mayor Alex reported that Dorothy Kleinhuizen’s sidewalk is 3inches up in the air and someone is going to trip over it. The Councilmembers after discussing possibilities of removing the tree, moving the sidewalk to go around the root, cutting part of the root off, or abandoning the sidewalks down there it was decided to have Dan talk to Iverson Tree Farms LLC if it is possible to cut that root that is pushing up the sidewalk and still have the tree live. Dan is to report back to the next Council meeting his findings or with possible solutions. In the meantime Dan should place a cone down by that section of sidewalk.

Future Business – None

Correspondence

The Councilmembers received the following informational material in their packets:

League of Minnesota Cities Letter

Minnesota Department of Health – Division of Environmental Health – Report on Plans

Xcel Energy Community Xchange

Gov Office Letter – Increase in Rates

Renville County Historical Society & Museum Letter

Adjournment

There being no further business before the council, Councilmember Standfuss moved and Councilmember Krogman seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 9:05 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk