

**DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, August 12, 2020 7:00 PM
Danube City Community Center**

A regular meeting of the Danube City Council was conducted on August 12, 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: Joe Wibben, Jeff Anderson, Ryan Breitbach, Jeremy Boots, Jordan Zeller Renville County EDA, Harley Haug, Public Works Director Dan Kaufenberg, Police Chief Les Schneider, City Clerk-Treasurer Dotty Schnobrich, and media.

Approval of Agenda

Councilmember Standfuss moved and Councilmember Malvin seconded a motion to approve the Agenda with the additions of Meeting Nights under New Business and Elections under Correspondence. The motion carried unanimously.

Approval of Consent Agenda

Councilmember Krogman moved and Councilmember Standfuss 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 July 8, 2020
- Building Permit – 305 4th Street - Fence

Open Forum - None

Employee Report – Public Works Director

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

- School – The boilers have been inspected by the state inspector. He also inspected 2 air compressors in school. Some piping for the air controls needs to be replumbed. They need to be able to see all the through the pipe in order to ensure there are no blockages. The piping on boiler #1 has an elbow in the middle of it in order to make the low water

cutout to fit. Chappell Central will be putting some tees in so one can see from all angles. Everything else looked great he said. Tri-Valley had mentioned that a list of things never got done that they needed. I informed Sandy that no one ever gave me a list before they left last fall and I just got it about 2 weeks ago.

- Sewer – Johnson Jet Line has completed the jetting of the sanitary sewer and will be moving on to the storm. They also have a crew in town that is starting the televising of the mains. There are about 10 manholes need to be raised in town. Some were 4ft underground in areas where they could be brought up above ground. The omni site monitoring device for the lift station stopped communicating. It was sent in for repair. This was covered by our omni advantage plan we are a part of. The lift station averaged 39,000 gal/day for the month of July.
- Water – Well #3 was pulled by Their well for inspection. The pump was good and was cleaned and reinstalled. They did replace half the drop pipe though. The wells averaged 32,000 gal/day for the month of July. The polyphosphate pump in well #5 quit working and a new one will be installed by Hawkins Chemical this week.
Councilmember Krogman moved and Councilmember Standfuss seconded a motion to approve the purchase the polyphosphate pump in well #5. The motion carried unanimously.
- 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 – We will be continuing painting curbs around town. We also plan on removing that half wall at community center.
- Vacation - I will be using a vacation day on the 24th of August.

Moore Engineering – Jeremy Boots

Jeremy Boots spoke with the Councilmembers regarding some things that they have encountered in the process of televising storm lines on the north side of town. Jeremy suggested not to televise the sewer services lines as the infiltration seems to be coming more from the manholes themselves. If the Councilmembers decided not to do those they could save approximately \$26,000. Councilmember Standfuss brought up if they televise it then they know instead of encountering issues after the project is done. Dan commented that it would be nice to have a current baseline of what condition everything is in to have on file. Dan also mentioned that if the City is looking at replacing the storm sewer to just jet out the storm sewer and not televise it. The Councilmembers decided not to televise the storm sewer but to leave it as televising the services for the sewer services. Jeremy asked the Councilmembers if they would be interested in doing a 3D scan of the manholes, it would provide a 3D view of the manholes and let you see what they look like and determine if they are to far gone to just line them. The cost is about \$4,000 to do them all.

Councilmember Standfuss moved and Councilmember Malvin seconded a motion to approve 3D scanning the fifty (50) manholes in town for approximately \$4,000.00. 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 July 2020 were lower compared to last year at the same time with 62 calls,

29 reports, 28 traffic stops, 12 citations, 43 mutual assists and 2 home security checks. Additional business discussed:

- School Building Updates – Tri-Valley and Little Lambs have contacted the city with issues in and around the building. The insurance company has an inspector going through the building on August 26th, and I will assist with the inspection. Mayor Alex asked if Schneider received a list from Tri-Valley of things that needed to be fixed. Schneider reported that he spoke with Dan and he didn't receive a list from them. Mayor Alex and Councilmember Krogman will review the lease with Tri-Valley and see what things on the list is the responsibility of Danube. After they review the list they will update both Dan and Schneider.
- POST Board Annual Training Reimbursement – The training reimbursement forms were sent in to the POST Board for training expenses incurred from July 1, 2019 to June 30, 2020.
- City Ordinance Violation Updates – Dog owners with unlicensed dogs have been advised of the new ordinance, and blight issues not resolved have been turned in to the City Attorney for prosecution. Councilmember Standfuss asked Schneider how he contacted the individuals and Schneider stated he went around in person and spoke with them. He will again follow up with those left to license. Mayor Alex commented that the time for getting these things done was to be shortened up and need to be taken care of right away and get them done on time. Schneider stated that court just opened back up and he has a lot of cases coming up. Councilmember Standfuss asked Schneider to mark on his copy of the dog list the date in which he talked to them as proof. Councilmember Standfuss also inquired if all the golf carts have been licensed in town. Schneider stated some that didn't license because they are not driving them on the City streets. Councilmember Standfuss also mentioned that there are some kids that are zooming up and down the streets and not watching traffic on motorized foot scooters and someone is going to get hurt. Mayor Alex also mentioned a motorized cooler also.
- Annual Radar Certification – Tactical Solutions completed the radar equipment certification on August 5, 2020. The cost for the year was \$68.00.
- Mosquito Spraying –The spraying was necessary in July, averaging twice a week. August has been cooler and drier, resulting in less mosquito spraying. Dan ordered additional spray from Farmward to finish this summer and for next year.
- County EOC Covid-19 Update – The County EOC meetings have changed two Wednesday mornings every month, starting on August 5..
- POST Board Policy Changes – 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.
- Proposed 2021 Budget –Information for recommendations for the 2021 budget regarding the Police Dept. and the First Response was sent in to the city office by July 20. I attempted to keep both budget totals as close to the 2020 budget as possible.
- 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.

Jordan Zeller – Renville County EDA

Mayor Alex asked Jordan Zeller to come speak with the Councilmembers regarding what the City of Danube can do for businesses that relocate or move to the City of Danube. Jordan gave a presentation about different programs that the City of Danube could provide to the businesses. The Councilmembers expressed interest in working with any business that is looking to relocate or move to Danube.

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 0.10% and a one (1) year is 0.10%. The interest in the Money Market Fund where the \$786,839.17 is sitting is getting 0.01% and is insured. John from Edward Jones did bring over a Hypothetical Report in Bonds for the Councilmembers to consider. The City of Olivia is looking into maybe adding this to their investment policy and if Danube wishes to they also would need to add this into their investment policy. There is risk involved by investing funds. Councilmember Standfuss said he would stop and talk to John at Edward Jones regarding Bonds.
- Community Center Rental Refund – I was contacted by a resident on Tuesday, July 28th that she would no longer be in need of the Community Center on Saturday, September 12th and she would like her rental and deposit returned. She rented the Community Center around April 20th. The rent check of \$50 was deposited back then and the deposit of \$250 was on file. Dotty returned the deposit check of \$250 to the resident but did not know what if the Councilmembers would like Dotty to return the rental check of \$50. Dotty did speak to the resident and inform her that she would be bringing this to the Council Meeting. The resident was okay if the City would rather apply the \$50 to her utility bill if they would rather than refunding the money. The Councilmembers decided to refund the money and apply it to her utility bill and have Dotty contact her and let her know.
- Yellowstone Trail Sign Follow Up - I received one update from MNDOT saying that they are working on addressing this for the City of Danube.
- Completed Items – Dotty has filed PERA and Payroll Taxes for the month.
- Office Closed & Vacation – Office closed on Monday, September 7th for Labor Day.

School Building Updates

This was addressed earlier in the Public Works report and Police Chief's report.

Community Center Updates

Mayor Alex asked if the ceiling tiles has been ordered. Dotty told him that Joey should have picked them up as he dropped off the slip off of the box in case we needed to order more and an invoice was received from Grizzlys. Councilmember Malvin asked about the stove and hood in the kitchen. Mayor Alex reported that the Ansul system has already been removed and the only thing left to do is clean the grates in the hood above the stove. Mayor Alex will talk to Joey about taking them down and using a pressure washer on them to clean them.

Unfinished Business - None

Financial Reports

The Councilmembers reviewed the claims list from July 9, 2020 thru August 12, 2020. *Councilmember Malvin moved and Councilmember Krogman seconded a motion to approve the bills as submitted in the amount of \$41,147.89 (checks) and \$13,559.50 (electronic fund transfers).* The motion carried unanimously.

The Councilmembers reviewed the Receipts List from July 4, 2020 thru August 4, 2020.

The Councilmembers reviewed the Actual versus Budget Comparison for 2020.

The Councilmembers reviewed the Bank Reconciliations for July 2020.

New Business

Coronavirus Relief Fund Certification – Dotty spoke with Councilmembers about the funds that have been made available. The City of Danube if they choose to certify would receive \$34,732.00 to use toward grants for businesses and expenses for the City relating to COVID but is not budgeted. The Councilmembers reviewed the information regarding the funds and did decide to certify but at this time did not want to commit any certain figure to give toward grants for Danube businesses with Renville County EDA. The Councilmembers spoke with Schneider about what needs the Police Department and Fire Department have relating to COVID.

Councilmember Malvin moved and Councilmember Krogman seconded a motion to approve signing the Coronavirus Relief Fund Certification Form. The motion carried unanimously.

Councilmember Malvin moved and Councilmember Standfuss seconded a motion to approve contributing toward Renville County EDA grants program for the Danube businesses but the amount has not yet been determined. The motion carried unanimously.

Renville County – Capabilities Assessment 2020 – The Councilmembers reviewed the Capabilities Assessment from Renville County.

Meeting Nights – Councilmember Malvin was asked by residents if there was the possibility of changing the City Council meeting nights to a different night because Wednesdays are Church activities. The Councilmember discussed it and Schneider informed the Councilmembers that the City picked Wednesdays because of sports and Wednesday was the one night there were no sports. The Councilmembers discussed it and decided to leave the meeting night as Wednesdays.

Future Business

Midco – Leasing Space on the Water Tower – The Councilmembers received in their packets information from Midco asking to lease space on the City Water Tower for an antenna and/or other equipment. Dotty provided information from the League of MN Cities also. The Councilmembers will review the information and discuss it further at the September Meeting.

Correspondence

Mediacom Letter

Elections – Mayor Alex reported that he had residents voice concerns regarding changing the elections back to in person voting after the November election in January. Dotty informed the City Council that there is nothing to do regarding to changing the elections back the mail in voting is only valid for the 2020 elections and automatically goes back to in person voting. Dotty did mention that maybe when they designate a polling place they want to look at using the Community Center instead to allow for more room in case it is needed for future elections.

There being no further business before the council, Councilmember Malvin moved and Councilmember Standfuss seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 9:10 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk