

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, August 14, 2019 7:00 PM
Danube City Council Chambers

A regular meeting of the Danube City Council was conducted on August 14, 2019 at 7:00 p.m. with Mayor Alex presiding.

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

Councilmembers absent: Carrie Garza

Others Present: Darrell Mattson, Rich Slagle, Amy Denz, Jeremy Boots, Brandon Malvin, Jammie Schneider, Brian Block, Jeff Freitag, Ben Ryan, Diane Pfarr, Julie Triplett, Julie Krueger, Public Works Director Dan Kaufenberg, 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. 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 July 10, 2019

Open Forum

Fire Department – Truck & DNR Grant for PPE – Brian Block spoke with the Councilmembers about a fire truck that the Fire Department would like to replace. The '92 pumper is starting to have problems and would like to go looking for a good used truck to replace it. The Fire Department is looking for a much bigger truck and the doors at the Fire Hall was built for smaller trucks and the door may need to be addressed if they do go with a bigger truck. Brian also informed the Councilmembers of all the things that the Fire Department has purchased over the past four - five years from the Smelt Fry Fund. The Fire Department has also hired a grant writer for another rescue cutter and other rescue equipment. The grant writer is also writing on for P.P.E. for the Fire Department and for a fire truck. The grant writer was paid for out of their own funds. Brian did ask the Councilmembers for permission to spend \$3,750.00 from the P.P.E. capital outlay for turn out gear because they did receive a matching grant for

\$3,750.00 from the DNR. Councilmember Standfuss asked about how the truck would be assessed between the Township and the City. Brian responded that he is still working on figuring the costs out between the Townships and the City of Danube. Councilmember Standfuss suggested that the Fire Department start looking around for used fire trucks. Brian will get a quote for putting in a bigger door for the Fire Hall and if it is necessary to do any building changes to accommodate a bigger truck.

Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve the Fire Department to use \$3,750.00 from the P.P.E. Capital Outlay for turn out gear. The motion carried unanimously.

Julie Krueger and Ben Ryan – Playground and Building Update – Julie Krueger updated the Councilmembers on the progress of the playground and a timeline of events over the next few weeks. Wednesday the 21st the playground installer will start installing, that Friday the 23rd a contractor will be coming in to pack granite and a contractor will come in to do the forming up a sidewalk. Duininck's donated the concrete for the sidewalk. After that on Friday the Wednesday the 28th the contractor for the rubber pour in place will come in and will be done by Friday the 30th and the playground should be done by Friday the 30th. The only thing that will be left is the landscaping and that will be done over time but the park can be used as the landscaping is being done. Mayor Alex mentioned about a security system down at the park and asked Julie to check into it. Julie will check into what is available to help deter any vandalism from happening. Ben Ryan spoke to the Councilmembers about the building that will be put up down at the park. The footings will be poured in October. Ben Ryan and Shane Malvin along with the hockey crew will be doing a majority of the work to help save money. Some things will be hired out like the electrical, footings, foundation and plumbing. If everything goes well they possibly could have it done by Fun Days 2020. Dotty mentioned that Lee Elfering would like to check the grading of where the building is going. The group is looking at a couple of design changes from the original plans. Ben has asked the RCW School to allow them to move the little warming house shed just to the South side of the lift station. Ben is still waiting for a response from RCW School. The group is looking at doing a 4 inch line going into the building. Dan commented that the existing line would either be capped or a fire hydrant put there and he would prefer a hydrant there instead of a 4 inch line going into the building for the group to use for the hockey rink. Julie did inform the Council that the stuff will need to be paid for by the City and then turned in to the DNR for reimbursement. The DNR only allows you to request reimbursement up four (4) times.

Playground Equipment

Councilmember Krogman moved and Councilmember Standfuss seconded a motion to declare the playground equipment consisting of the wooden playland, merry-go-round, tether ball, swing set, funnel ball and two (2) horses (one yellow and one blue) as surplus property and directed it be sold as is with the buyer assuming all liability for future of the equipment. The motion carried unanimously.

Julie stated that Todd and Allison Hillenbrand would like to purchase the two (2) horses for \$100.

Councilmember Standfuss moved and Councilmember Malvin seconded a motion to approve selling the two (2) horses for \$100. The motion carried unanimously.

The Councilmembers discussed the remaining equipment that was not sold and decided to allow anyone interested in purchasing the remaining equipment to come in and purchase the equipment at the City Office by Thursday, August 15th at 4:30 pm being it is just surplus property.

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 – I received a quote from Sullivan's to upgrade the fuse panels to breaker boxes in the school. The quote came in at \$31,125.00. I will go over the quote at meeting. I will need to get the boilers inspected again this year. Last year was done by the state boiler inspector. Mayor Alex said he spoke with Dalles Schneider regarding the school and the fuse panels and Dalles told him that if the City has a plan together and present the insurance company with the plan doesn't mean you have to do them all right now. The plan would have to be in writing to them according to Mayor Alex. Mayor Alex will check with Americana on a time frame for completion and Dan will take a copy of the estimate to Deb at Americana Insurance tomorrow, August 15th. The City was given an mid October deadline on the fuse panels.

Councilmember Standfuss moved and Councilmember Malvin seconded a motion to approve Sullivan's Electric estimate of \$31,125.00 to replace the fuse panels down at the school building. The motion carried unanimously.

- Sanitary – Electric pump was here to do a yearly inspection of the lift station pumps. The pumps are nearing the end of their run. The impellers and casings are wearing out and parts are getting harder to find as they have become obsolete due to their age. The pumps have been in service for about 30-40 years. The quote came in at \$24,432.00 to replace the two pumps that are currently being used. There is an additional pump in the shop that would still be used for emergency/backup situations.

Councilmember Malvin moved and Councilmember Standfuss seconded a motion to approve Electric Pump's quote of \$24,432.00 to purchase the two (2) pumps for the lift station. The motion carried unanimously.

- Storm – There was a small sinkhole by manhole on 4th and Pine St. We were able to fix the broken pipe from inside the manhole so no additional excavating was needed. Councilmember Malvin reported an area down by Freedom and Pine by the corner and Dan will put cones down by the spot until he gets back from vacation.
- Water – I'm still working with MDH to develop a plan of action for the radium levels in well #3. I'm hoping by blending the water with well #5 that it will bring the city within the compliance level.
- Community Center – I repacked the window caulking that was falling out of windows causing water leaks. When the windows are opened this causes the caulking to work its way out. I took the window crank handles off to keep the windows closed. There are no screens on the windows and they don't need to be opened. Joey will continue to monitor the windows for any more leakage. Mayor Alex asked if the windows were fixed at the Community Center. Dan said that he did get the weather stripping done on the windows. Councilmember Malvin commented about the wall eroding on the small wall by the front doors. Dan said it was still solid and not sure why it is eroding away at the bottom like that. Councilmember Krogman asked that not opening the windows be added to the Community Center rental information. Mayor Alex also commented that Councilmember Krogman joined him down at the school and made a list for things for Joey to do. When Dan runs out of things for Joey to do Joey will go down to the school and start painting and fixing up the entryway. Councilmember Malvin asked if Dan would have work lined up for Joey to do and Dan responded yes, he has things for him to do outside before starting on the school.

Employee Report – Chief of Police

Chief of Police Les Schneider had a typed Police Department report in the Councilmember's packets. Statistics for July 2019 were higher compared to last year at the same time with 71 calls, 35 reports, 35 traffic stops, 28 citations, 37 mutual assists and 2 home security checks. Additional business discussed:

- School Building Updates – I have been working with Tri-Valley and Little Lambs in the school building, including flushing hydrants when they had water issues in the kitchen (7-22). The first DHA concert was held in the school gym on June 11 because of weather, the remainder was at the depot. SMBSC brought chairs and tables to the school, which are currently in the lobby area (8-1). RCW Volleyball held its Captains' practices in the gym on Aug 5-7, from 8am to 10am.
- 2019 Fun Days Summary – On Fun Days, our Police Department assisted with the 5K run, parade, barricade placement during the day, school building assistance during the car show and lip sync events, and the street dance. Thanks to Dan and Joey for their assistance with the barricades, and the City of Olivia for borrowing us 20 barricades used during Fun Days. We worked with many different people on the Fun Days committees, and overall things went well, with a busy end of the night following the street dance. Dotty asked if she was to send the Thank You letter to the City of Olivia. Schneider responded yes please.
- POST Training Reimbursement Update – POST Board training reimbursement forms for police training up to June 30, 2019 were sent in, and we usually receive those funds this week. The funds received were \$3,976.71.
- Radar Certification – Direct Radar completed the radar and tuning fork calibrations on Aug. 7 at 7:30pm at the PD. This is annual mandatory certification done to the radar equipment.
- Public Works Assists – I have continued to spray for mosquitoes, about once a week currently. Dan received the chemical, and we should have enough to go through next summer. We have decided to continue to spray once a week until it cools down. With the demolition at the city park, we have been patrolling that area more often. On July 25, I was at the park in the morning while the contractors were clearing the old playground equipment to keep the area safe.
- Ordinance Violation Updates – After speaking to the City Attorney, it was decided that the residents that have licensed their dog and paid the daily fee, the citations would be settled out of court. He thought that the fee amounts, along with the fines would be a double penalty for the same offense. Thirteen residents originally cited have licensed their dogs, leaving five citations to be completed in court. Two of the blighted properties have complied, leaving four citations in the court system. These cases should be taken care of within the month.
- Golf Cart/Recreational Vehicle Ordinances – After the last council meeting, it was discussed to further define the recreation vehicles in the new ordinance. After discussing this subject with the City Attorney, I was advised to leave the Golf Cart Ordinance #107 alone, and modify the Recreational Vehicle Ordinance #100 to fit the city street permit requirement. See attachment with amendment to Ordinance #100. If approved, both Golf Carts and Recreational Vehicles would be issued the city permits accordingly. Dotty did ask that Schneider add Section 4 Violations and Penalties to be consistent with the Ordinance #107. Councilmember Malvin asked how many have been licensed and

Schneider responded that currently 25 are licensed and approximately 6 or 7 are recreational vehicles.

Councilmember Krogman moved and Councilmember Malvin seconded a motion to adopt the amendment to Ordinance #100 as presented with the addition of Section 4 Violations and Penalties. The motion carried unanimously.

Dotty asked that she will need a clean copy of the amended ordinance to publish it because it is not enforceable until published. Schneider said he would take it to the attorney tomorrow and have them email a clean copy to Dotty to publish.

- Security Awareness Training at the Sheriff's Office – During the month of July, all Danube Police Officers were required to take Security Awareness Training to use to State wide computer system. This BCA requirement was completed this month by all four current officers on our roster.

Councilmember Krogman thanked Schneider for all the work he did with the FEMA grants.

Employee Report – City Clerk

- Land Update – Nothing new to report.
- CD Rates – Dotty spoke with John at Edward Jones and below are the current interest rates

3 Month	6 Month	9 Month	1 Year	2 Years
2.00%	1.95%	1.90%	1.75%	1.95%

The City of Danube currently has \$236,416.95 in the Money Market account with another \$150,000.00 maturing on August 16, 2019 so in total the City of Danube will have \$386,416.95 available to put in CDs. John did recommend doing \$185,000 at 3months, \$100,000 6 month and \$100,000 9 month. Dotty asked Rich Slagle from Moore Engineering to explain the timeline for work to be done in Danube with grants. Rich explained that in order for the City to get grants for a 2021 project the paperwork has to be put together and submitted by May 2020 for 2021. Rich also spoke with the Councilmembers about some of the work that they have done in their research preparing for the request for references.

Councilmember Standfuss moved and Councilmember Krogman seconded a motion to invest \$185,000 in a three (3) month CD at 2.00%, \$100,000 six (6) month CD at 1.95% and \$100,000 nine (9) month CD at 1.90%. The motion carried unanimously.

- Ditch Assessment - Councilmember Krogman and Dotty reviewed the maps from Renville County and it was discovered two (2) properties were not in Danube. Dotty contacted Renville County and spoke with Seth and he will work on checking into those two (2) properties. Seth said he would follow up with Dotty on these two (2) properties. Councilmember Krogman explained further about the two (2) properties that were discovered.
- Budget Preparation - Councilmember Garza and Councilmember Malvin will be meeting with Dotty on Tuesday, August 20th to work on the budget.
- OSHA Training - Dotty informed the Councilmembers that on Wednesday, August 28th the Office will be closing at 12:30pm for Dotty to attend the OSHA training in Hector.
- City Building Roof - Does anyone have a suggestion on who I should contact to get a quote and try and get this done since we did budget for the work this year? The Councilmembers discussed the roof and asked Dotty to talk to Jeff Sindelir, Mikels

Construction and Mike Pfarr for quotes for the roof for the next Council Meeting in September.

- Completed Items - Dotty has filed the monthly payroll taxes and PERA.
- Office Closed – The Danube City Office will be closed on Monday, September 2nd for Labor Day. Dotty will also work with her supervisors to get some vacation time scheduled soon.

School Building Updates

Mayor Alex again stated that Councilmember Krogman and himself went down to the school and made out a list of things for Joey to complete.

Community Center Updates

Councilmember Malvin reported that she checked in with Joey and everything looked good and it's pretty right now at the Community Center.

Unfinished Business

Ordinance #100 and #107 – This was addressed under Employee Reports Chief of Police.

Financial Reports

The Councilmembers reviewed the claims list from July 11, 2019 thru August 14, 2019. *Councilmember Standfuss moved and Councilmember Malvin seconded a motion to approve the bills as submitted in the amount of \$25,740.98 (checks) and \$15,917.00 (electronic fund transfers).* The motion carried unanimously.

The Councilmembers reviewed the Receipts List from July 4, 2019 thru August 5, 2019.
The Councilmembers reviewed the Actual versus Budget Comparison for 2019.
The Councilmembers reviewed the Bank Reconciliations for July 2019.

New Business

Open Forum Changes – Mayor Alex spoke with the Councilmembers regarding some ideas for changes to the open forum to have a prior notice to be on the open forum along with a time limit. The Councilmembers discussed the issue and it was decided to not require prior notice but to limit the time allowed to speak for open forum. *Councilmember Malvin moved and Councilmember Standfuss seconded a motion to approve a time limit of 5 minutes for Open Forum speakers.* The motion carried unanimously.

Future Business

Correspondence

Jordan Zeller, Renville County EDA Email
Danube Area Action Club Thank You

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 8:35 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk