

**DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, September 10 2014 7:00 PM
Danube City Council Chambers**

A regular meeting of the Danube City Council was conducted on September 10, 2014 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: Shane Malvin, Ben Ryan, Brian Bollig, Rustin Lingbeek, Public Works Director Dan Kaufenberg, 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 a Building Permit – Paul Kokesch – Car Port, 206th 3rd Street under Approve Consent Agenda. 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 July 9, 2014
- Building Permit – Paul Kokesch – Car Port, 206 3rd Street

Open Forum

Hockey Rink – Ben Ryan and Shane Malvin

Ben Ryan and Shane Malvin, from the Danube Area Athletic Club, spoke with the Councilmembers about putting a hockey rink back where the old hockey rink was located on RCW property. They would like to build a new hockey rink, put up lighting, fix up the warming house, and purchase some nets and shovels. The Danube Area Athletic Club consists of six members and they plan to maintain and take care of the hockey rink. Ben Ryan informed the Council that the approximate cost for the project is \$10,000.00 to get the hockey rink up and

going. The Danube Area Athletic Club has already spoken with RCW and got permission to the use the land for the hockey rink. Dan Kaufenberg informed the Council that the warming house waterline was capped and would need to be tapped into and a pipe and valve would have to be put in for water access. A concern that was mentioned was that someone would need to be there to supervise the rink. Ben Ryan informed the Council that he was not asking for money but more so permission to use the warming house. The Councilmembers were in favor of the hockey rink going back up in Danube.

Bollig Inc. – Brian Bollig and Rustin Lingbeck

Brian Bollig gave a presentation about the Bollig Inc engineering firm and their past experiences handling large water projects. Brian Bollig reviewed with the Council a Statement of Qualifications booklet that he handed out to the Councilmembers. Some of the different towns they have done work with are Brooten, Raymond, Roseland and Sacred Heart. The Councilmembers discussed some areas of concerns that the City of Danube has had and Brian Bollig offered to do a walk-through of the system with Dan Kaufenberg free of charge. The Council accepted the offer to have them met with Dan Kaufenberg and at least one Councilmember and do a walk-through of the system.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give a two monthly employee and Police Department report. Statistics for July 2014 were lower compared to last year at the same time with 58 calls, 35 reports, 49 traffic stops, 22 citations, 36 mutual assists and 2 home security checks. Statistics for August 2014 were about the same as last year at the same time with 64 calls, 28 reports, 45 traffic stops, 15 citations, 30 mutual assists and 3 home security checks. Additional business discussed:

- **School Building Update** – Schneider informed the Councilmembers activities at the school started in July and that Tri Valley held their fire drills. Schneider also informed the Councilmembers that Just for Kix started tonight, September 10, 2014 and Little Lambs Daycare started today also. Schneider met with WES – Willmar Electric Supply to do a fire inspection completed at the school for the Little Lambs Daycare Center. The Council discussed the fire inspection and that either Little Lambs Daycare Center or Tri-Valley will be responsible for the charge of the fire inspection. Dotty is to talk with Stacy from Tri Valley once the bill is received about getting the bill paid for.
- **POST Board Continuing Education Reimbursement** – Schneider reported that the POST Board continuing education reimbursement of \$1,609.05 was received in July and is up \$300.00 from 2013.
- **Fun Days Summary** – Schneider reported that Fun Days went well. Schneider wished to thank City of Olivia and Renville County for the use of tables and barricades during Fun Days.
- **Level 3 Sex Offender** – Schneider informed the Councilmembers that a level 3 sex offender public notice that was held Thursday, July 24, 2014 at 6:00 pm at the Community Center.
- **Radar Certification** – Schneider informed the Council

- TCW Railroad Training – Schneider reported that he attended training on August 14, 2014 on how to stop a running locomotive. The training was 2 hours and neighboring towns were also in attendance.
- First Response Training Information – Schneider informed that he received the Annual 44 Plan Training contract from Ridgewater College for \$1,116.00. *Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve the 44 Plan Training contract to Ridgewater College for \$1,116.00. The motion carried unanimously.*
- DOJ Census of LE Agencies Completed – Schneider informed the Council that he completed the census and the information is used for funding decisions.
- Health Insurance Quotes – Schneider informed the Councilmembers the City received a quote from Medica. Schneider reviewed the quotes with the Councilmembers. Schneider will contact Travis from Americana to see if they can check into other plans for some more competitive prices for health insurance. Dan Kaufenberg gave a summary of a comparison that he completed in a prior year what other employees in the surrounding towns are receiving in health insurance benefits.

Employee Report – Public Works Director

In the council packets, Councilmembers received a monthly report for Public Works Director Dan Kaufenberg. Dan Kaufenberg was also present to go over the report with the Councilmembers. The report is below

- Waste Water – Dan talked with Bob from Thul Specialties about doing three manhole rehabs. Bob said that it would cost an extra \$750.00 to do only three of them. The original price was to cover 10 manholes which created a price break on materials and labor. The last 2” rainfall we had the system took in an extra 20,000 gallons for only one day. The lift station averaged 38,000 gallons per day in the month of August. This has been average for the last three years. Dan is still working on riprap quotes for the ponds. Dan is hoping to get the riprap completed by June or July of 2015.
- Storm Sewer – Dan would like to get the drain by Jerry Jahnke jetted out. The last rainfall we had backed up quickly there and took a long time to recede. The Councilmembers discussed the issue and decided that maybe Dan could use the camera first to see if there is anything in there blocking the drain before jetting the drain.
- Water – The polyphosphate pump in Well #5 stopped working. The motor completely burned out. Dan will be ordering a new one from Hawkins Chemical. The wells averaged around 32,000 gallons per day for the month of August. This has been normal for August.
- School – Chappell Central is scheduled to come in this week and repair some of the failing steam traps and do some piping repair work. The Councilmembers discussed the steam traps at the school. *Councilmember Maurice moved and Councilmember Krogman seconded a motion to approve Chappell Central to do the steam trap repairs and piping repairs for up to \$6,000.00. The motion carried unanimously.*
- Streets – Dan is still waiting for Glieden to come and do the repairs on the streets. Dan will call Glieden and follow up on when they are planning on coming to do the repairs.
- Skid Loader – The skid loader needs a new mounting plate. The plate is cracked and has been welded only to crack again. It also is bent so it does not get a good fit with buckets.

Right now the buckets keep falling off when tipped forward. The cost for a new plate is \$1,000.00.

The Councilmembers discussed the skid loader issue and decided it was not safe to keep using the skid loader with this issue.

Councilmember Maurice moved and Councilmember Standfuss seconded a motion to approve purchasing a new mounting plate for the skid loader from Kibble Equipment for \$1,000.00. The motion carried unanimously.

- Vacation – Dan will be taking vacation from November 7th till November 16th.

Employee Report – City Clerk

- School Inspection Update – Dotty contacted the Minnesota Department of Human Services and together the sheet was filled out and returned.
- Shared Services Grant Update – The shared services grant letter was signed by Mayor Alex and the City Clerk delivered it to Scott Hable in Olivia.
- Interest Rates – The Councilmembers reviewed the interest rates from different banks in the area that Dotty put together.
The Councilmembers reviewed the information but no decision was made at this time about moving any funds.
- Wellhead Protection Plan: Need to add Wellhead Protection Plan expenses to the budget to account for expenses that may occur in implementing and up keeping the protection plan. A lot of the items that may have costs relating to them may be eligible for grants but if the City does any mailings or informing of the public we need to include those amounts in the budget.
- School – Dotty was contacted by Shelly from Tri Valley Head office and she would like to know if it is possible to be billed quarterly for the school rent instead of monthly? She said they would pay the rent after the three months are up but it is up to the City Council if this is okay.
The Councilmembers discussed the issue and decided that they could pay quarterly if the payments are made at the beginning of the quarter. If they decided not to pay it at the beginning of the quarter then it needs to be paid monthly.
- Wellhead Protection Plan – Dan and Dotty met with Dave Neiman for the Wellhead Protection Implementation Plan on Tuesday, September 9, 2014 at 11:00 am. One of the things that the City needs to do is get signs saying Drinking Water Protection Area. Dotty called M-R Sign Co and for 4 signs that are 18x24 it would be \$25.86 per sign for a total of \$103.44 and shipping of \$9.00 for a grand total of \$112.44 for the signs.
The Councilmembers discussed the issue and agreed that the City of Danube should order the signs and Dan Kaufenberg can hang them where Dave Neiman suggested on the main entrances to Danube on the border of the protected area.
- Fertilizer Plant Visit – Craig Hebrink emailed Dotty regarding doing a fertilizer plant tour and the Councilmembers can pick between two dates to do the tour.

The Councilmembers discussed the possible dates and decided to tour the fertilizer plant on Wednesday, September 24, 2014.

- Resolution to Transfer 2014 Budgeted Capital Outlay Funds – The Councilmembers reviewed the Capital Outlay funds amounts for each area for 2014. The breakdown is as follows:

Fire Department	8,500.00
Streets	9,500.00
Public Works	10,000.00
Police Department	4,000.00
Other Capital Outlay	6,000.00
TOTAL	\$ 38,000.00

Councilmember Standfuss moved and Councilmember Krogman seconded a motion to pass resolution 1-2014 for the transfer of 2014 Capital Outlay funds of \$38,000.00. The motion carried unanimously.

School Building Updates

Councilmember Strunc reported that the City is not to get involved into the Little Lambs Daycare Center. Little Lambs Daycare Center rents from Tri Valley and needs to go through Tri Valley with any concerns or issues that they may have.

Community Center Updates

Councilmember Strunc reported that Randy Grunke and Jeff Sindelir fixed the roof leak at the Community Center.

Unfinished Business

2015 Budget – The Councilmembers went through line by line of the budget that was put together by Dave Maurice, Al Strunc and Dotty Schnobrich. After making changes throughout the budget the Councilmembers made a resolution for adopting the 2014 tax levy of \$201,472.50.

Councilmember Strunc moved and Councilmember Maurice seconded a motion to pass resolution 2-2014 for the proposed tax levy of \$201,472.50. The motion carried unanimously.

Financial Reports

The Councilmembers reviewed the claims list and receipts list from August 14, 2014 thru September 10, 2014.

Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve the bills as submitted in the amount of \$28,628.00 (checks) and \$8,515.81 (electronic fund transfers). The motion carried unanimously.

The Councilmembers reviewed the Actual verses Budget Comparison for 2014. The Councilmembers reviewed the reconciled bank statements for August 2014.

New Business

FFA Community Sign – Sharon Krogman discussed with the Councilmembers about hanging signs on the City Limits saying that Danube are a FFA Community. The Councilmembers discussed the issue and are fine with the signs being put on the City Limits sign.

Date of Final Truth-in Taxation Hearing – The Councilmembers discussed and approved December 10, 2014 as the date for the final Truth-in Taxation Hearing date. Dotty will submit the date to the Renville County Auditor-Treasurers Office.

Correspondence

The Councilmembers received the following informational material in their packets:

1. MediaCom

Adjournment

There being no further business before the council, Councilmember Krogman moved and Councilmember Maurice seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 10:09 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk