

**DANUBE CITY COUNCIL**  
**Regular Council Meeting**  
**Wednesday, September 11, 2024 7:00 PM**  
**Danube City Council Chambers**

A regular meeting of the Danube City Council was conducted on September 11, 2024 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, Chris Schneider and Phil Standfuss

Councilmembers absent: Sharon Krogman

Others Present: Public Works Director Dan Kaufenberg, Police Chief Les Schneider, Kent Ritterman – Moore Engineering, Ryan Odder – Moore Engineering, Aaron Clouse – Olivia Police Department, Jason Krumheuer – Olivia Police Department, Sam Schneider, Elizabeth Torkelson – City of Olivia Administrator, Brad Johnson – RCW School Superintendent and City Clerk-Treasurer Dotty Schnobrich

**Approval of Agenda**

*Councilmember Schneider moved and Councilmember Garza seconded a motion to approve the Agenda for the Regular Meeting. The motion carried unanimously.*

**Approval of Consent Agenda**

*Councilmember Standfuss moved and Councilmember Schneider 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 August 14, 2024
- Bar Door Open – Friday, September 27, 2024 – Birthday Party

**Open Forum**

Brad Johnson from RCW attended the meeting to introduce himself and briefly talk with the Councilmembers.

### **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 – Boiler inspection was done and they are good to go for another heating season. Will be putting them back together and ordering any parts needed to have on hand. Tri- Valley was inquiring if the city has any thoughts on redoing parking lot surface in back. They are looking to get some of it done.

Water – The wells were still not pumping chlorine like they should. Had Hawkins Chemical come and replace all O-rings and diaphragms on well #3-cylinder head. It is now pumping at the correct level. All hydrants were then flushed to get new water throughout the system. Still waiting on parts for well #5 head unit. Wells averaged 34,000 gal/day for the month of August.

Wastewater – Lift station averaged 45,000 gal/day for the month of August. Will be starting a pond discharge next week if samples come back within range.

Streets – Will be out trimming trees again in next couple of months to get clearance for snow removal equipment.

### **Employee Report - Moore Engineering – Kent Ritterman**

Kent spoke with the Councilmembers about the engineering contract. He informed that the city attorney had a couple of changes and they made them as he directed. Dotty informed the Councilmembers that Lee Elfering was ok with the contract with the changes now.

*Councilmember Garza moved and Councilmember Standfuss seconded a motion to approve/disapprove signing the Engineer's Contract.* The motion carried unanimously.

Kent also spoke with the Councilmembers regarding an invoice in the amount of \$95,399.56 that he would like approved to be paid for services for design, rebidding and construction services thru 8/30/2024.

*Councilmember Garza moved and Councilmember Schneider seconded a motion to approve/disapprove Engineers Invoice in the amount of \$95,399.56 from Moore Engineering.* The motion carried unanimously.

Kent and Ryan informed the Councilmembers they will be holding a Teams meeting on October 3<sup>rd</sup> at 10am. Kent will confirm this and send the link if Mayor Bentley and/or Councilmember Krogman would like to attend the meeting virtually. Kent also said Phase 2 was put on hold for now per the Councilmembers request. Ryan informed the Councilmembers of some key dates coming up and that Excel Energy service request was completed by Dotty. In the packets the Councilmembers received a copy of the preconstruction meeting minutes and a list of subcontractors and Construction schedule. Also included in the packet was a revised Engineer's Statement of Costs.

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

Chief of Police Les Schneider was present to give his monthly employee and Police Department report.

- School Building Updates – The assistance to Tri-Valley in the building has continued, and football game use for visiting teams has begun for the season.
- POST Training Reimbursement Update – The training reimbursement was received on 08-28-2024 in the amount of \$3170.40. That is 100% of the total that we applied for.
- POST Board Compliance Review – The Police Dept. Compliance Review took place on 09-05-2024 at 1 pm. I was advised by the Standards Coordinator that came out that our PD was in good standing after the review. The only change is that we must put our PD Policy Manual on the city website based on new rules in the State of Minnesota.
- PD Property List – I am in the process of compiling a list of city property that the PD possesses. That list will be completed and presented at the October Council Meeting.
- City Attorney Update – I have been advised that all pending cases with the new City Atty. have been closed at the end of August.
- Mosquito Spraying – I have slowed down on the citywide spraying and have sprayed 2-3 times a month, usually after rainfall.
- Vacation Hours Update – I have used 52 hours in the past three pay periods, currently leaving 234 hours as of 09-08-2024. With the work needing to be completed, using all vacation hours will be impossible to accomplish
- First Response Continuing Education - The contract for training through Ridgewater College has been completed and the first training took place on August 22 at 6:30pm.

### **Employee Report – City Clerk**

- Land Update – Dotty reported nothing new to report.
- Completed Items - Dotty has filed PERA and paid the monthly Federal and State Payroll Taxes for August.
- Marco Contract - The contract for our current copier is up and attached is a new contract for Marco and Dotty would like the Councilmembers to approve as it is a better deal than us continuing on with the current contract.  
*Councilmember Garza moved and Councilmember Schneider seconded a motion to approve signing the Marco's Contract. The motion carried unanimously.*
- Rural Water - Dotty had a meeting with Zach from Rural Water to look at the water rates and will continue to work with him on suggestions.
- Office Closed & Vacation – The Danube City Office will be closing early on Wednesday, October 2<sup>nd</sup> for an OSHA meeting.

### **School Building Updates** – None

### **Community Center & Park Building Updates**

Mayor Bentley informed the Councilmembers that the keys have been turned over to Jaime Aalderks for the Community Center and the Park Building. Mayor Bentley also mentioned that the Park Building is being used and the City of Danube is not being informed of all the uses.

### **Unfinished Business** - None

### **Financial Reports**

The Councilmembers reviewed the claims list from August 15, 2024 thru September 11, 2024. *Councilmember Schneider moved and Councilmember Garza seconded a motion to approve the bills as submitted in the amount of \$32,709.84 (checks) and \$9,644.24 (electronic fund transfers).* The motion carried unanimously.

The Councilmembers reviewed the Receipts List from August 13, 2024 thru September 9, 2024. The Councilmembers reviewed the Actual versus Budget Comparison for 2024. The Councilmembers reviewed the Bank Reconciliations for August 2024.

### **New Business**

*2025 Budget – Proposed Tax Levy – Resolution 04-2024* – The Councilmembers went through line by line of the budget that was put together by Councilmember Standfuss, Councilmember Krogman and Dotty Schnobrich. After reviewing the budget, the Councilmembers made a resolution for adopting the 2025 proposed tax levy of \$398,378.00. *Councilmember Standfuss moved and Councilmember Garza seconded a motion to pass resolution 04-2024 for the proposed tax levy of \$398,378.00.* The motion carried unanimously.

*Law Enforcement Contracts* – Dotty informed the Councilmembers that Scott Hable will be at the October meeting regarding the Renville County Sheriff's Department Contract. The City of Renville was also contacted on if they would be interesting in submitting a contract for services.

Jason Krumheuer and Aaron Clouse introduced themselves to the Councilmembers and spoke with them about a draft contract they brought with to the meeting. The Councilmembers spoke with and asked some questions. The contract has not been reviewed by their city attorney at this time so the wording is subject to change. Jason and Aaron welcomed any questions the Councilmembers may have after the meeting and encouraged them to contact them. One item they did ask for was a place to do interviews in the City of Danube if they needed to. The Councilmembers thought they could accommodate them with a place to use when needed.

**Future Business** - None

**Correspondence** – None

*There being no further business before the council, Councilmember Schneider moved and Councilmember Garza seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 7:52 p.m.*

Respectfully submitted: Dotty Schnobrich, City Clerk

---

Ryan Bentley, Mayor

---

Dotty Schnobrich, City Clerk