

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, October 9, 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: Sharon Krogman, Chris Schneider and Phil Standfuss

Councilmembers absent: Carrie Garza

Others Present: Public Works Director Dan Kaufenberg, Police Chief Les Schneider, Ryan Odder – Moore Engineering, Scott Hable – Renville County Sheriff’s Department, Jason Mathwig – Renville County Sheriff’s Department, City Clerk-Treasurer Dotty Schnobrich and media

Approval of Agenda

Councilmember Schneider moved and Councilmember Krogman seconded a motion to approve the Agenda for the Regular Meeting with the addition of Sunday Liquor under Future Business. 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 September 11, 2024
- Building Permit – 401 6th Street – Fence
- Bar Door Open – Thursday, October 10, 2024 – Community Potluck
- Bar Door Open – Saturday, October 26, 2024 – Dart Tournament
- Bar Door Open – Friday, November 22, 2024 – Turkey Bingo
- Bar Door Open – Saturday, November 30, 2024 – Retirement Party

Open Forum

Shawna Mayer – Police Department Complaints – Shawna did not appear before the Council.

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 – Boilers are back together and hopefully ready for another heating season. Asphalt was patched by back door to parking lot for Tri-Valley. An area where the asphalt and concrete meet was deteriorating and it became tripping hazard.

Water – Site excavation has begun at new treatment plant. Temporary power is being installed. They will be using power from wellhouse #4. Well #5 chlorine is now back in operation and the well is back online for pumping. I've been working on the new lead/copper revision requirements for the city. A bunch of different notices will have to be mailed to different homeowners depending on their pipe material going into their homes. I'm trying to find out if we can just post notices instead of mailing them. The wells averaged 30,000 gal/day for the month of September.

Wastewater – Secondary Pond discharge has been completed. Lift station averaged 31,000 gal/day for the month of September.

Streets – Leaf season has begun. Will be sweeping for leaves on a regular basis. Reminder to not rake/blow leaves into city streets.

Snow Removal – Casey Meyer is interested in helping with snow removal. He has trucks and a loader for removal if needed. The Councilmembers were fine with adding Casey Meyer to the list with Bob Jansen of on-call when needed when someone is gone like Dan, Adam, Bob Kopel or Jaime with the pay of \$175 for loader work and \$100 for hauling snow.

Generator – Dan informed the Councilmembers that he ended up purchasing a new generator to run some equipment. Mayor Bentley let Dan know there is a generator on one of the fire trucks that if he needs a generator, he could use theirs for future reference.

Employee Report - Moore Engineering – Ryan Odden

Ryan updated the Councilmembers about a meeting that both Dotty and Ryan attended virtually regarding funding for the water treatment plant. There was a meeting held last week regarding the storm water study and reviewed the model that was created. Moore submitted the report for the Small Cities Grant and has been approved. This year the requirement is to post the fair housing notice to comply and Moore Engineering will get that information to Dotty to meet the requirements.

Ryan spoke with the Councilmembers about the pay application for Eagle Construction.

Councilmember Schneider moved and Councilmember Standfuss seconded a motion to approve Eagle Construction Company Inc Pay application #1 for \$302,812.50. The motion carried unanimously.

Ryan also reviewed the Engineer's Statement of Costs and invoice 20871C to be paid.

Councilmember Schneider moved and Councilmember Standfuss seconded a motion to approve Moore Engineering Invoice 20871C for \$641,238.31 less \$95,399.56 (previously paid) in the amount of \$545,838.75 to Moore Engineering. The motion carried unanimously.

Ryan asked that the Councilmembers to consider appointing a person or two to make decisions regarding the water treatment plant for minor things that need to be decided.

Councilmember Standfuss moved and Councilmember Schneider seconded a motion to approve the Construction Sub-Committee to make approvals of submittals that do on impact the cost of the project. The motion carried unanimously.

Ryan discussed the fence for the water treatment plant.

Councilmember Schneider moved and Councilmember Krogman seconded a motion to approve the color of tan for the fence at the Water Treatment Plant. The motion carried unanimously.

Ryan informed the Councilmembers a slight issue was brought forward by the Department of Labor. A trap was needed; however, Moore is looking at changing the elevation instead and waiting approval and will let the Councilmembers know the cost once they know more regarding the change. Ryan said at this time he has nothing regarding Phase 2 Infrastructure project. Kent will be at the November meeting to discuss Phase 2 with the Councilmembers.

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 scheduling for the gym has started for the winter month sports and activities.
- State Police Aid – The 2024 police state aid was received Sept. 30 in the amount of \$12,611.83. The amount of state aid received in 2023 was \$10,889.42.
- POST Board Compliance Review – The POST Board completed the compliance review in September, which we received a certificate of good standing on legislative mandates and POST Board rules.
- Voelz Park Update – I have increased the visibility at the park, spoken to juveniles involved, and watched the Ring cameras. These activities have helped low issues at the park.
- BCA CJDN Access Fee – I received a bill from the MN Dept of Public Safety for access to the BCA Criminal Justice Data Network. I resubmitted the bill to end access to the network on December 1, 2024, which should total \$250. The current bill goes until June 1, 2025, in the amount of \$600. I have also contacted other agencies to update our PD status on December 1.
- Vacation Hours Update – I have used 45 hours in the last two pay periods, currently leaving 189 hours as of 10-06-2024. There are also three holiday days in the last four pay periods that remain until 12-03-2024. Les updated this there is only 2 holidays instead of the three he previously reported.
- City Property List – An inventory list of the physical property that the City Police Dept. possesses was provided before this council meeting. Les gave a copy of the list to the Councilmembers at the meeting.

- Cell Phones - Dotty mentioned switching the person in charge of the Verizon account before Les retires as he is in charge currently. The Councilmembers gave permission to put Dotty on the account as in charge and allow Dan to get a different work cell phone to update his current one.

Employee Report – City Clerk

- Land Update – Dotty reported nothing new to report.
- Completed Items - Dotty has filed PERA, paid the monthly Federal and State Payroll Taxes for September, filed 3rd Quarter payroll reports and 3rd quarter Sales Tax report.
- Office Closed & Vacation – The Danube City Office will be closed on Monday, November 11th so Council packets will be sent out Tuesday, November 12th.

School Building Updates – None

Community Center & Park Building Updates

Dan mentioned that more weatherproofing is needed on the roof at the Community Center. The Councilmembers asked Les to get a quote for the floors for the Community Center for the November meeting as he was the one who spoke with the people who did the floors at the School Building. Dotty also mentioned the gutters at the City Office building are leaking again and asked Dan to silicone them before the weather gets too cold and it creates ice on the sidewalk.

Unfinished Business - None

Financial Reports

The Councilmembers reviewed the claims list from September 12, 2024 thru October 9, 2024. *Councilmember Krogman moved and Councilmember Schneider seconded a motion to approve the bills as submitted in the amount of \$998,842.46 (checks) and \$10,288.70 (electronic fund transfers) with the exception of any checks regarding the water treatment plant will be held until Rural Development approves the bills to be paid.* The motion carried unanimously.

The Councilmembers reviewed the Receipts List from September 10, 2024 thru October 7, 2024. The Councilmembers reviewed the Actual versus Budget Comparison for 2024. The Councilmembers did not review the Bank Reconciliations for September 2024 as it will be at the November meeting.

New Business

Law Enforcement Contracts – Scott Hable spoke with the Councilmembers regarding the information he sent over and the current status of what the Renville County Sheriff's Department is currently covering in the area. The contract that has been given to the City is the standard contract that all the other towns have signed and there is little room for change to the contract. Scott reviewed the rates and how they are calculated. Scott informed the Councilmembers if they exceed the 20 hours in the contract there is no charges for more hours and they will never receive less than 20 hours averaged out through the year. Scott also shared an example of the report that other towns receive for the Councilmembers to review at the meetings. Quarterly someone from the Sheriff's Office will attend a meeting to address any concerns they may have. The Contract is a 3 (three) year contract but there is a 6 (six) month out for a City to exercise if they wish to do so. All the Cities run on the same schedule so they renew at the same time with all the rest. If the City of Danube wishes to sign with the Sheriff's Department their contract would be for 2 (two) years. Scott informed the Councilmembers that no police department can enforce City Ordinances without a signed contract. Scott also mentioned that any office work does not count against the 20 hours. The 20 hours in the contract are actual boots on the ground and attending court.

The Councilmembers are waiting to see if Renville Police Department will be submitting a contract also.

Employee Evaluations – The Councilmembers discussed this and decided to have employee evaluations on Wednesday, November 13, 2024 at 6:30pm.

Voter Agreement Danube – The Councilmembers reviewed the contract with Renville County. *Councilmember Standfuss moved and Councilmember Schneider seconded a motion to approve the Voting Operations Technology & Election Resources (Vote) Account between Renville County and Danube.*

Fee Schedule – The Councilmembers received a fee schedule in their packets and reviewed the fees.

Councilmember Schneider moved and Councilmember Krogman seconded a motion to approve the fees from 2024 for 2025 with no changes. The motion carried unanimously.

Garbage Rates – The Councilmembers reviewed the garbage rates for both residents and businesses and discussed the rates and weights.

Councilmember Schneider moved and Councilmember Krogman seconded a motion to leave the garbage rates the same from 2024 to 2025. The motion carried unanimously.

Utility Rates – The Councilmembers discussed the utility rates.

Councilmember Bentley moved and Councilmember Krogman seconded a motion to increase the water base water base rate \$6.00 per quarter to \$60.73; water usage over 5,000 gallons \$3.50 per 1,000 gallons to \$4.00 per 1,000 gallons starting with the 1st quarter bill in 2025 and to leave the sewer rates the same for 2025. The motion carried unanimously.

Future Business

Sunday Liquor – Chris Schneider talked with the Councilmembers regarding Sunday Liquor and having a special election. Dotty informed the Councilmembers that the rules are that Sunday On-Sale Liquor requires the voters to decide to allow it Sunday Liquor or not. Dotty did try to reach out to other towns on a possible cost for a special election as Danube would be responsible to pay all the costs related to the special election. The only amount Dotty did get was for a special election for a school election and that was around \$8,000.00 to hold. Chris asked the Councilmembers if they would allow Dotty to do some further research on trying to see if there is a town on the State site that has held a special election. The Councilmembers were fine with Dotty doing a little more research as long as it doesn't interfere with her other work.

Goose Hunting at Ponds – Mayor Bentley mentioned that he was asked by someone if they could hunt the Danube ponds. The Councilmembers discussed this and decided to not grant permission for any hunting at the Danube ponds.

Correspondence – None

There being no further business before the council, Councilmember Standfuss moved and Councilmember Schneider seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 8:37 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Ryan Bentley, Mayor

Dotty Schnobrich, City Clerk