

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, October 14, 2020 7:00 PM
Danube City Community Center

A regular meeting of the Danube City Council was conducted on October 14, 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: Carrie Garza, Cathy Malvin, Phil Standfuss and via phone Sharon Krogman

Councilmembers absent: None

Others Present: Jeff Freitag, DeeAnne Newville, Gene Alex Jr., Ryan Breitbach, Darrell Mattson, Jeremy Boots, Les Schneider Sr., Police Chief Les Schneider, City Clerk-Treasurer Dotty Schnobrich, and media.

Approval of Agenda

Councilmember Garza moved and Councilmember Standfuss seconded a motion to approve the Agenda with the additions of Cal Lueck Building Official Resignation under New Business. The motion carried unanimously.

Approval of Consent Agenda

Councilmember Standfuss moved and Councilmember Malvin 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 9, 2020
- Minutes of Special Meeting of September 14, 2020
- Minutes of Special Meeting of September 28, 2020
- Building Permit – Garage – 208 4th Street

Open Forum

Gene Alex Jr., DeeAnne Newville and Ryan Breitbach spoke with the Councilmembers regarding a Hazard Mitigation Grant that the Renville Sibley is looking at possibly having the City of Danube apply for. They presented a cost projection and a drawing with changes to convert part of their possible new building into a storm shelter to be used during tornados, blizzards, etc. The grant is a matching grant and the City is the one who will need to apply. The approximate cost for the project is \$150,387.00 and the amount for the City of Danube would be around \$37,596.75 (25%

match). Dotty did send Samantha Best an email asking if the City of Danube could submit the Notice of Interest even if the property is not in the City Limits of Danube. Once Dotty hears back from Samantha, she will speak with Gene Alex Jr., and DeeAnne Newville and let them know what she says.

Councilmember Standfuss moved and Councilmember Garza seconded a motion to approve participating in the Hazard Mitigation Grant for a storm shelter. The motion carried unanimously.

Les Schneider Sr., spoke with the Councilmembers about getting his property reclassified at 708 Maple Street to rural service. Schneider pointed out there was other properties in Danube that are classified as rural service in town and are paying less taxes. The Councilmembers reviewed the property tax statements that Schneider brought with for comparison of the difference between the two properties. The Councilmembers will look into why it is classified the way it is and if there are any other properties that are like this in Danube. Dotty was asked to contact Doug Bruns regarding this and give an update at the next meeting.

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 are filled and ready for the heating season. Lonny Davis is willing to do boiler checks when I'm unavailable. When the heating season begins, I will be able to start taking care of the items on Tri-Valleys list.
- Sanitary – I have talked with Jeremy Boots at Moore Engineering about Johnson Jet Line and what needs to be done yet. He will give an update at the meeting as I won't be in attendance. Pumping levels at the lift station have been on the lower/old normal side with the dryer weather.
- Storm – Johnson Jet line has finished cleaning out the storm sewers. All except railroad avenue. The sinkhole behind the Farmward office in the alley has been repaired. There was a lot of water in what should have been a dry hole. More proof that the storm sewer needs to be replaced. Especially on Railroad Avenue.
- Water – There was an issue when the generator went into its biweekly test run at the tower site. An actuator got stuck in the middle and the result was no power for the well house even though the generator kept running. I was able to get the power back on and contacted MTU. They will be replacing the part since its under warranty.

Jeremy reported that Jet-Line had a fire at their shop and some of the work they did was destroyed. Jeremy did speak to them and they will get Jeremy the stuff by the end of November. Jeremy will be looking at a grant that may have a deadline by the end of this month. Jeremy did not have anything else to report at this time. Mayor Alex asked for a written estimate for the location of the possible new Renville Sibley building. Jeremy did give the Councilmembers an estimate for when they were answering the letter for Renville Sibley but he had not provided a drawing and he will get a drawing done for the Councilmembers and an updated estimate.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give his monthly employee and Police Department report. Statistics for September 2020 were lower compared to last year at the same time with 58

calls, 24 reports, 33 traffic stops, 8 citations, 25 mutual assists and 2 home security checks. Additional business discussed:

- School Building Updates – The LMCIT adjuster inspected the school building on September 15 at 10am. I assisted with the inspection through the inside of the building and left when he was taking measurements outside of the school building.
- Dog License Update – 84 dogs were licensed by September 30, 2020, and all remaining dog owners will be issued citations to failure to license by the deadline. Schneider thinks there are about 5 owners that will be getting a citation for failure to comply with the Dog Codification.
- County EOC COVID-19 Update – The County EOC meeting is held on the first Wednesday morning every month, this month on October 7. The information from that meeting is sent to the Mayor, City Clerk, and Fire Chief.
- FEMA Funding Update – On September 3 we received \$3776.60 for the city street damages caused by the 2019 flooding events. On September 30, I was contacted by another Program Delivery Manager from FEMA to sign the city's Request Transition Meeting forms. This was done for the second time last week. The original FEMA exploratory call for the 2019 street project was on October 2, 2019, and continues one year later. It appears that these grants allow for the city response up to three years after a project funding request.
- Squad Car Laptop – The new laptop arrived two weeks ago, and I have the install scheduled in Willmar on October 14 at 8am. The squad rigging company installing the equipment, ordered a new dock for the laptop computer.
- First Response Training Update – The 44-plan training for the First Response took place on September 24 with Ridgewater College. We were able to have in-person training this quarter. The next one will be in January and not sure if it will be in person yet.
- Mandated UOF Training and Firearms Qualifications – All officers completed the annual firearms training and qualifications on Oct. 4. This completed the required Use of Force training for 2020 as mandated by the POST Board.
- BCA Racial Conversations Training – I completed the on-line training designed for law enforcement leadership when dealing with race issues. The two-hour POST accredited course discussed possible trainings that may be required in MN law enforcement in the near future.
- Renville County Local Mitigation Survey (LMS) – Dotty and I completed the LMS on Sept. 29 for the Renville County Emergency Management Office. The LMS addressed future disasters and response needed during the events.
- State Police Aid – The 2020 police state aid was received on Oct. 1 in the amount of \$9451.04.
- City of Danube Resolutions – PERA requirements to adopt a Police Officer to be eligible for the Public Retirement Police and Fire Plan in Minnesota.
Councilmember Standfuss moved and Councilmember Garza seconded a motion to adopt Resolution No 10-2020; 11-2020; 12-2020 and 13-2020 Police Officer Declaration for PERA. The motion carried unanimously.
 Councilmember Malvin had questions about vehicles and where they can work on them and on who's vehicle. Schneider reported that it could be a blight violation. Mayor Alex reported there are at least three places that have vehicles torn apart and/or several vehicles that are unlicensed. Schneider reported that if they haven't complied that he would then charge them again for violation of the blight codification.

- *Ammunition from River Valley Arms & Ammo* – Schneider reported that he purchased some ammunition for training and put the purchase on his personal credit card because the City credit card had a limit and it exceeded the limit he is allowed to spend. The amount is \$1,257.91. He reported that the cost has gone up substantially in the last year. Normally the police department does not buy this much but due to limited amounts they are getting and they are not able to keep it in stock he did purchase more. The ammunition will qualify for reimbursement from the State as a training expense.
Councilmember Standfuss moved and Councilmember Garza seconded a motion to approve reimbursing Les Schneider \$1,257.91 for ammunition. The motion carried unanimously.
Councilmember Standfuss asked Schneider if the police department, first responders and fire department have enough PPE. Schneider said as of right now they do have supplies of PPE but he was told to not be afraid to keep shopping for PPE in case there is a spike in cases. They are watching for things and buying as they find deals to keep stocking up.

Employee Report – City Clerk

- *November Council Meeting Date* – The November Council meeting would normally be on November 11th, however that is Veteran’s Day. According to the League No public business shall be transacted except in cases of necessity. Dotty also spoke with Marc Iverson and he said the City of Danube would need to certify the election result by November 13th and he won’t have the results for the election until November 12th. The Councilmembers discussed possible date and times and decided on Thursday, November 12th at 6pm. The Councilmembers will be doing employee evaluations at 6pm with the regular Council meeting to follow. Dotty will run an ad in the paper to inform the residents.
- *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 0.05%, one (1) year is 0.10% and a two (2) year is 0.15%. Follow up with Councilmember Standfuss on visit with John about Bonds.
- *Solar Garden* – Dotty was contacted by Shawn about joining a solar garden and he would like to speak with the Council regarding it but due to COVID he is unable to attend any meeting in person right now. Is there any chance of setting up an online meeting or teleconference at an upcoming meeting? Or is there no interest in a solar garden until the City sees what happens with the current one, the City is are subscribed in?

Hello,

My name is Shawn Sydnor and I head up our commercial Solar Rewards Program partnership with Xcel energy, your local energy provider, and us New Energy Equity. I am taking an educated stab in the dark here, however based on your online profile, you appear to be an appropriate person to connect with or might at least point me in the right direction to help your company save up to 10% on your energy bill annually at **NO COST** to you. Can you help me connect with the correct person?

Here are some quick links to the Solar Rewards Program on XCEL’s website and some information about the program to get you started:

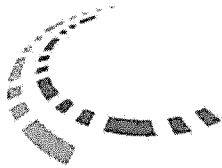
[Xcel Energy Solar Rewards Program Information](#)

[New Energy Equity Information Sheet 2020](#)

[How it works](#)

[New Energy Equity Subscription Page](#)

Thank you for your time and effort and I appreciate all your help. Have a wonderful day.
Be Well,




Shawn Sydnor
 BUSINESS DEVELOPMENT
 : 443-972-5453 x1032 | C: 410-404-8366

NEW ENERGY EQUITY | www.newenergyequity.com
 2530 RIVA ROAD, SUITE 200, ANNAPOLIS, MD 21401



The Councilmembers discussed this and decided at this time they did not have an interest in being part of another solar garden.

- CARES Funds - If the Council is interested in a hand sanitizing station for down at the park Dotty did find one that may work for down there.



Automatic Large Outdoor Hand Sanitizer Station, w/ Surface Mount Post w/ 1000 ml sanitizer Incl.
 \$610.00
Shipping calculated at checkout.

Color
 White

Quantity
 1

WITH FREE SHIPPING INCLUDED we offer this large automatic hand sanitizer station with a surface mounted post (post included). This particular version is a hands-free, touchless, automatic hand sanitizer dispenser. (Sanitizer included)

Our commercial-grade, durable and built-to-last, outdoor hand sanitizer dispenser is perfect for the workplace and any indoor outdoor use, such as parks, playgrounds, sports arenas, school, office building, industrial parks, courthouses, apartment buildings and more.

This automatic outdoor hand sanitizer station features:

- Includes 1000 ml automatic pump dispenser with FDA approved lemongrass scented hand sanitizer
- Available with or without receptacle
- Available as in-ground, wall mount, surface mount, or portable
- Portable mounting plate sold separately
- Features lock and key system to prevent vandalism
- Post designs are 2' square posts and can be in ground or surface mounted
- Features powder coated steel
- Standard powder coat color is Champagne
- Lead time for additional colors - 2-4 weeks
- Decal features simple instructions in both English and Spanish

The Councilmembers discussed and decided not to purchase a sanitizing station for down at the park.

- Fireman Quote for Masks - Enclosed in the packets is a quote from the Firemen for buying some masks with the remaining CARES funds. Currently what is spent/used is \$25,345.71. If the City wishes to get an outside hand sanitizer for the park an additional \$610.00 would need to be added to the spent total. Also, three (3) businesses from Danube (meaning in the City Limits) applied for the Renville County CARES funds and only one (1) business asked for more than the \$7,500. According to Jordan Zeller the City of Danube would have to do the leg work on the amount over to review the receipts and verify that the expenses are legitimate to use the CARES funds. They are expecting to be done sometime in the next couple of weeks with their review process. If the City would decide to give the business funds it would be approximately \$1,600.00 prior to the review of the receipts. In summary if the City would allow the Firemen to use the remaining CARES funds on masks it is a matter of what additional items you want to include in the current total so they know how much is available for them to use. With the Sanitizing station the total would be \$25,955.71; including the business grant the total would be \$27,555.71. Remaining right now is \$9,386.29; with the sanitizing station it would be \$8,776.29; with the business it would be \$7,176.29. The Firemen are fully aware that if the State declines that purchase, they would have to have the funds come out of their PPE Capital Outlay.

The Councilmembers discussed the items and decided to allow the firemen have the remaining \$9,386.29 to purchase masks for the department.

Councilmember Malvin moved and Councilmember Standfuss seconded a motion to approve not purchasing a hand sanitizing station for down at the park and not giving any

funds to any business that exceeded the \$7,500 available but to allow the fire department to use the approximately \$9,400.00 in CARES funds to purchase masks from Alex Air Apparatus. The motion carried unanimously.

- Completed Items – Dotty has filed PERA, Sales Tax, Payroll Taxes for the month and the Quarterly Payroll Reports.
- Office Closed & Vacation – The Office will be closing at Noon on Monday, October 26th for OSHA Training and closed on Wednesday, November 11th for Veterans Day and vacation November 23rd thru the 29th (returning on the 30th)
- Copier Repairs – The Copier has now been fixed to allow for scanning to the office computer by Marco.
- CTAS – Dotty informed the Councilmembers when the City switched over to the new computer and newest version of CTAS that some of the accounts were put into restricted accounts and Dotty is working on moving all the entries to the correct accounts.

School Building Updates

Mayor Allex commented that he will check with Dan regarding the doors next week.

Community Center Updates

Dotty reported that she has had people asking for the Community Center to increase in the amount of people allowed inside. The Councilmembers discussed it and both Councilmember Garza and Dotty thought the capacity was around 160. If the City went to 25% allowed that would allow 40 people in the entire hall instead of the 25 people it is currently at. The Councilmembers asked Dotty to contact the insurance company to see if they know the capacity of the Community Center and if not to look again at the maps for a capacity amount.

Councilmember Malvin moved and Councilmember Garza seconded a motion to approve to look into what the capacity of the Community Center is and then increase the limits to 25% of the capacity. The motion carried unanimously.

Unfinished Business

LightBeam Lease & Midco Lease – The Councilmembers addressed both leases at the same time being the City Attorney Aaron Walton prepared them and they are now the standard water tower site lease for the City of Danube.

Councilmember Standfuss moved and Councilmember Malvin seconded a motion to approve the Site Lease Agreement with LightBeam and Midco. The motion carried unanimously.

Financial Reports

The Councilmembers reviewed the claims list from September 14, 2020 thru October 13, 2020. *Councilmember Malvin moved and Councilmember Standfuss seconded a motion to approve the bills as submitted in the amount of \$73,673.28 (checks) and \$12,158.72 (electronic fund transfers). The motion carried unanimously.*

The Councilmembers reviewed the Receipts List from September 14, 2020 thru October 7, 2020. The Councilmembers reviewed the Actual versus Budget Comparison for 2020. The Councilmembers reviewed the Bank Reconciliations for September 2020.

New Business

Building Official – Richard Roschild – Mayor Alex stated that he spoke with Richard Roschild about being a Building Official and he said he would be willing. The Councilmembers discussed other possible Building Officials and Councilmember Standfuss stated Keith Sharpe would also be willing to be a Building Official. Councilmember Krogman mentioned Jeff Sindelir.

Councilmember Garza moved and Councilmember Malvin seconded a motion to approve hiring Richard Roschild and Keith Sharpe at \$15.00 per permit as Building Officials for the City of Danube. The motion carried unanimously.

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

Councilmember Standfuss moved and Councilmember Garza seconded a motion to approve the fees from 2020 for 2021. The motion carried unanimously.

Utility Schedule – The Councilmembers reviewed the break down the rates and usage of resident and business water and sewer accounts. After some discussion the Councilmembers made a motion regarding 2021 utility rates.

Councilmember Standfuss moved and Councilmember Malvin seconded a motion to increase the following utilities: water base rate \$2.00 per quarter; sewer base rate \$2.00 per quarter. The motion carried unanimously.

Councilmember Standfuss moved and Councilmember Garza seconded a motion to increase the following utilities for 2021: water over 5,000 gallon rate to \$3.50 per 1000 gallons over 5,000 gallons (this is a \$0.50 increase); sewer over 5,000 gallon rate to \$2.71 per 1000 gallons over 5,000 gallons (this is a \$0.50 increase). The motion carried unanimously.

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

Councilmember Malvin moved and Councilmember Garza seconded a motion to leave the garbage rates the same from 2020 to 2021. The motion carried unanimously.

Future Business

Employee Evaluation Date and Time – The Councilmembers discussed this earlier in the City Clerk area when they discussed the November Council Meeting Date.

Correspondence

Mayor Alex reported that REA is still working on the land price yet and when they get the information Mayor Alex will contact David Drowne with the information to move forward.

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 8:39 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk