

**DANUBE CITY COUNCIL  
Regular Council Meeting  
Wednesday, November 12 2014 7:00 PM  
Danube City Council Chambers**

A regular meeting of the Danube City Council was conducted on November 12, 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: Fireman Brian Block, Mike Uhlenkamp from MJ Uhlenkamp LLC, City Clerk-Treasurer Dotty Schnobrich, and media.

**Approval of Agenda**

*Councilmember Maurice moved and Councilmember Standfuss seconded a motion to approve the Agenda with the additions of removing Ben Ryan – Hockey Rink Update, adding Brain Block – Firemen’s Grant under Open Forum; Employee Evaluations and Meredith (Kline) Olson Update under Old/Unfinished Business. 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 October 8, 2014
- Minutes of Special Meeting of October 29, 2014 – Employee Evaluations
- Building Permit – Dennis Lemcke – Over Head Porch – North Side of House, 506 Oak Street
- Bar Door Open February 19, 2015 – Danube American Legion Over the Top Party

**Open Forum**

*Fireman Brain Block – Firemen’s Grant – Brian Block informed the Councilmembers that the Danube Firemen are working with Pat Dingels, a grant writer, to apply for a FEMA grant for the Fire Department. The grant is to purchase a used Tanker-Pumper for the Fire Department. The Fire Department needs permission from the City to give Pat Dingels the routing and account number for the City of Danube checking account. The City account needs to be used because that is what is registered with SAMS.*

*Councilmember Strunc moved and Councilmember Standfuss seconded a motion to approve giving Patty Dingels the routing and account number for the City of Danube. The motion carried unanimously.*

Mike Uhlenkamp, CPA – Audit Proposal – Mike Uhlenkamp from MJ Uhlenkamp, LLC spoke with the Council about the audit proposal he submitted. Mike also talked about the history of his business along with his experience in doing city audits. Mike performs the audits for Belview, Franklin, Morgan and Morton.

After Mike Uhlenkamp left the Councilmembers discussed the audit proposals from MJ Uhlenkamp, LLC and Dennis E. Oberloh, LTD.

*Councilmember Strunc moved and Councilmember Maurice seconded a motion to accept the audit proposal from Dennis E. Oberloh, LTD with the condition the audit is not to exceed \$4,100.00 for the year 2014. The motion carried unanimously.*

### **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 – So far the boilers are running well. There isn't any steam coming back through return lines. The work done by Chappell Central is definitely helping with water loss. So far Dan has been mainly running them only in mornings to save on the heating bill. Dan will be going around in the next month to do more checks on valves, traps and thermostats to see if all are in working order. Dan will have a list for the next meeting. Dan will also try to straighten out the fence along County Road 1.
- Water – Both wells have been running with no issue. They averaged 33,000 gallons per day for the month of October. Dan will be flushing some hydrants one last time before winter.
- Waste Water – No issues with the Lift Station or ponds. The Lift Station averaged 35,000 gallons per day in October. Dan completed the fall discharge and transfer of ponds. Should have plenty of room through winter months until next discharge.
- Snow Plow – Dan ordered out a new cutting edge for the plow blade from Schmolls Welding. Even though we won't need it.
- Vacation – Dan is planning on using vacation December 24<sup>th</sup>, 29<sup>th</sup>, 30<sup>th</sup> and 31<sup>st</sup>.

The following items were discussed by the Councilmembers after finishing the Public Works Director's Report.

School – Mayor Alex reported that Dan Kaufenberg, Lonny Davis and himself went to the school and discussed the boiler. Councilmember Strunc was not informed of the meeting and that is why he did not attend. A report will be given at the December 10, 2014 regarding the boilers.

Snow Fence – Mayor Alex also brought forth that Missy Wersal contacted him about the snow fence on 6<sup>th</sup> Street. Mayor Alex asked Dotty to talk with Dan about the snow fence. Councilmember Maurice mentioned concerns about the snow fence as to the whether the snow fence benefits Dan and the city streets. The Councilmembers discussed

the issue and decided that Dotty is to talk with Dan regarding the snow fence. Dan will decide whether or not to put the snow fence up on 6<sup>th</sup> Street.

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

Chief of Police Les Schneider was not present to give a monthly employee and Police Department report.

### **Employee Report – City Clerk**

- **Brian Gewerth - Snowmobiles** – There has been complaints about three snowmobiles at Brian Gewerth’s residence going around the house at all hours. It was also stated that last winter Gewerth was going through people’s backyards and this summer a couple of residents planted bushes and trees in their backyards for the purpose of keeping him from going through their backyards. The residents would like to see some kind of resolution to this issue and not to deal with it now until winter is over. The City of Danube does have an Ordinance on snowmobiles and all-terrain vehicles, Ordinance #100. In the Ordinance Section 2 Subsection 2 it states: Operation of snowmobiles or all-terrain vehicles – The above mentioned motorized vehicles may be operated on the streets of the City of Danube in accordance with this ordinance and the laws of the State of Minnesota. It shall be unlawful to operate a snowmobile or an all terrain vehicle on public or private property except for entering or leaving the city by the most direct route; also Subsection 3 states: Operation on certain property prohibited – It shall be unlawful to operate a snowmobile or all-terrain vehicle upon any sidewalks, parks, streets, parking lots, or alleys other than direct access to and from a residence or any city business during business hours. Without authorization, operation of any motorized vehicle is prohibited on school grounds or other public or private property within City of Danube, other than the property of the operator or the property of another person when that person has given permission for the vehicle’s driver to go on their property. Section 4 states: A violation of this ordinance shall be a misdemeanor and subject to fines as follows: \$100.00 for the first offense, \$250.00 for the second offense and \$500.00 for the third offense. The Councilmembers discussed the issue and it was decided that Councilmember Maurice is to speak with Police Chief Schneider about enforcing the Ordinance regarding snowmobiles and the concerns that have come forward.
- **Material Safety Data Sheets** – Dotty has completed a majority of the material safety data sheets for the Community Center and is working on putting binders together for Randy. Dan informed Dotty that he has a majority of the material safety data sheets for down at the shop. Dotty asked the Councilmembers if there should be a master copy of all of material safety data sheets at the City Office in case an accident happens we have the information on hand on how to deal with any kind of accident or incident. The Councilmembers discussed the issue and informed Dotty that yes there should be one master file of material safety data sheets stored at the City Office. The Councilmembers asked Dotty to talk with Dan about getting a copy of his material data sheets to put on record at the City Office.
- **Canvass Election Results** – The election had 150 people come in and vote and 14 absentee ballots.

Mayor

Gene Alex Sr

Write-In

125 Votes

25 Votes

Councilmembers

David Maurice

137 Votes

Sharon Krogman

139 Votes

Write-In

9 Votes

Councilmember Standfuss, Councilmember Strunc and City Clerk Dotty Schnobrich signed the canvassing board sheet from the election for verification.

### **School Building Updates**

Councilmember Strunc informed the Council that he met with Tri-Valley regarding the fence down at the school. Councilmember Strunc spoke with Dan Kaufenberg about going to the school to push the posts to try and straighten the fence out. Councilmember Strunc also informed the Council that he will be meeting with Stacey from Tri-Valley and someone from Little Lambs Daycare. The purpose of the meeting is to come up with a general understanding of the order in which who is to be addressed and by whom and also what things the City of Danube will be responsible for. The Councilmembers also discussed there being a camper in the school parking lot.

### **Community Center Updates**

Councilmember Maurice reported that there was a fall at the Community Center on Veterans Day. Councilmember Maurice also voiced concerns about the snow removal on the back side of the Community Center and the snow being piled in the handicap parking spot in front of the building. Dotty shoveled snow by the kitchen door and purchased salt to put by the doors in the back by the parking lot. Mayor Alex pointed out the Dan Kaufenberg should be the one to talk with Randy Grunke regarding the snow removal. Dotty pointed out that there is an event coming up on November 15, 2014 and that Dan is gone on vacation until after this event. Due to this information Councilmember Strunc is to talk to Randy regarding the snow removal at the Community Center.

### **Unfinished Business**

Utility Rates Update – After researching the State Charged Connection Fee, Dotty found that we pay \$6.36 per connection per year. When this is divided out between four (4) quarters the amount is \$1.59 per quarter per connection. The State Charged Connection Fee is still correct in the amount we are billing the residents.

These are the current rates for water, sewer and garbage:

Water    \$29.99 Base Charge First 5000 Gallons  
           7.15 Maintenance Fee  
           1.59 State Charged Connection Fee  
           \$38.73 Total Minimum Charge

For each additional gallon there is \$.002 charge per gallon or \$2.00 per 1000 gallons

Sewer    \$5.78 Base Charge First 5000 Gallons  
           7.15 Maintenance Fee  
           \$12.93 Total Minimum Charge

For each additional gallon there is \$.001210 charge per gallon or \$1.21 per 1000 gallons. (Sewer is based on water usage.)

Garbage \$8.50 Base Charge  
           .83 Sales Tax  
           \$9.33 Total Minimum Charge

The Councilmembers discussed the utility rates in depth.

*Councilmember Strunc moved and Councilmember Standfuss seconded a motion to increase the sewer base rate from \$5.78 to \$15.78 starting with the 1<sup>st</sup> quarter bill in 2015. The motion carried unanimously.*

*Councilmember Strunc moved and Councilmember Krogman seconded a motion to approve the remaining utility rates to remain the same for 2015. The motion carried unanimously.*

*Employee Evaluation* – *Councilmember Maurice moved and Councilmember Strunc seconded a motion to award the following raises:*

*Les Schneider: \$1.00/per hour increase to \$52,767.52 annual salary*

*Dan Kaufenberg: \$1.00/per hour increase to \$22.42/per hour*

*(Both Les and Dan will no longer receive the insurance benefit for the amount was figured into the hourly rate instead. Les will continue to receive the \$50.00/ per month benefit of the water license.)*

*Dotty Schnobrich: \$1.50/per hour increase to \$16.50/per hour*

*Randy Grunke: \$1.00/per hour increase to \$13.30/per hour*

*Jim Alderks: \$1.00/per hour increase to \$16.00/per hour*

*Les Schneider (Maintenance): \$3.00/per hour increase to \$15.00/per hour*

*Marcel Krueger: \$1.00 /per hour increase to \$14.18 /per hour*

*Matt Vatsaas: \$1.00/per hour increase to \$12.00 /per hour*

*Meredith (Kline) Olson Update* – Dotty informed the Councilmembers that Meredith contacted her to inform the City that she will address the two dead trees on her property in the spring of 2015.

*Standfuss Storm Drain* – Councilmember Maurice informed the Councilmembers that Duane Standfuss had approached him regarding the storm drain. The Councilmembers discussed the storm drain issue and decided that Dotty is to inform Dan Kaufenberg, Public Works Director, to take a saws all and clean up the broken grate and lift it up the curb stop if possible.

### **Financial Reports**

The Councilmembers reviewed the claims list and receipts list from October 9, 2014 thru November 12, 2014.

*Councilmember Standfuss moved and Councilmember Maurice seconded a motion to approve the bills as submitted in the amount of \$15,610.08 (checks) and \$7,115.78 (electronic fund transfers). The motion carried unanimously.*

The Councilmembers reviewed the Actual verses Budget Comparison for 2014.

The Councilmembers reviewed the reconciled bank statement for October 2014.

Dotty informed the Councilmembers that John Neubauer from Edward Jones was unable to attend tonight's meeting but he will be at the December 10, 2014 Council Meeting.

Councilmember Strunc asked that Dotty have an update on the refund and reimbursements account as to what the income is from at the December 10, 2014 meeting.

**New Business**

Businesses Sidewalks – Who is responsible – REA Sidewalk – Dotty informed the Councilmembers that an individual fell in front of the REA building due to a sidewalk being uneven. The Councilmembers discussed the issue briefly and decided it was best to bring a copy of the Ordinance to the January 14, 2015 meeting and review the Ordinance and issue at that time.

**Correspondence**

The Councilmembers received the following informational material in their packets:

1. Email from Rick Cowan – Coalition Against Bigger Trucks
2. Scott Hable Email – Shared Services Update
3. Renville County Heartland Express Thank You
4. MUNIFACTS

**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 8:45 p.m.*

Respectfully submitted: Dotty Schnobrich, City Clerk

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Gene Alex, Mayor

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Dotty Schnobrich, City Clerk