

**DANUBE CITY COUNCIL  
Special/Regular Council Meeting  
Thursday, November 12, 2020 6:00 PM  
Danube City Community Center**

A special/regular meeting of the Danube City Council was conducted on November 12, 2020 at 6:00 p.m. with Mayor Alex presiding. The meeting then was called to order at 6:00 p.m. in the Community Center.

The following Councilmembers were present: Carrie Garza, Sharon Krogman and Phil Standfuss

Councilmembers absent: Cathy Malvin

Others Present: Public Works Director Dan Kaufenberg, Les Schneider Sr., Police Chief Les Schneider, City Clerk-Treasurer Dotty Schnobrich, and media.

**Approval of Agenda**

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

**Evaluations**

The Councilmembers met with each employee present to give them their review results.

*Councilmember Krogman moved and Councilmember Garza seconded a motion to award Les Schneider the following raise: \$57,888.79/annual salary to \$59,625.45/annual salary; Dan Kaufenberg the following raise: \$26.25/per hour increase to \$27.04/per hour; to award Dotty Schnobrich the following raise: \$20.35/per hour increase to \$21.35/per hour; to award Joey Jensen the following raise: \$18.50/per hour increase to \$19.00/per hour; to award Les Schneider – maintenance position \$19.00/per hour increase to \$20.00/per hour; to award Rebecca Pieper the following raise: \$20.50/per hour increase to \$21.00/per hour; to award Dean Truax the following raise: \$20.50/per hour increase to \$21.00/per hour; to change the starting pay for parttime police officers from \$16.00/per hour to \$17.00/per hour.*

The Special meeting ended and the Regular meeting started at 6:57pm.

**Approval of Agenda**

*Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve the Agenda for the Regular Meeting with the additions of Joey Jensen under Open Forum. The motion carried unanimously.*

**Approval of Consent Agenda**

*Councilmember Krogman moved and Councilmember Garza 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 14, 2020

**Open Forum**

Joey Jensen – Joey spoke with the Councilmembers regarding the cost of the liquor license and the effects due to COVID has had on his business. The Councilmembers spoke with Joey with possible options. The Councilmembers asked Dotty to look into how or if the fees can be changed with the Alcohol Gambling Enforcement Division for the liquor license.

*Councilmember Standfuss moved and Councilmember Garza seconded a motion to approve reducing the on-sale liquor license to \$1,000 and off-sale liquor license to \$100 for the year 2021 only due to COVID. 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 – The boilers are up and running. So far there have been no major issues and everything is running well. Some more boiler treatment chemical for the water will need to be ordered to keep them at the right levels to help with corrosion. This is ordered through MARC Chemical. Dan also reported he is waiting for Tri-Valley to leave so he can continue on working on the list. Mayor Alex reported that Sandy from Tri-Valley will be turning in another list and he will check in to see how things are going.
- Sanitary – Johnson Jet Line is back in town to redo the televising of the sanitary sewer mains plus the laterals to the homes and businesses. I just completed a pond discharge for the fall. This was the first time in 6 years that there weren't multiple discharges in the Fall from excess ground water. The lift station averaged 30,000 gal/day for the month of October.
- Water – Still waiting on MTU to come and change out the actuator in the transfer switch for the generator at Well #3. More chlorine and polyphosphate will be ordered from Hawkins Chemical for the wells. MDH was here doing multiple samples from the wells. The wells averaged 26,000 gal/day for the month of October.
- Snowplow – The snowplow truck needed some work. The alternator went out and was rebuilt by the electric motor shop in Bird Island. New Belts had to be put on because of it. The radiator also had a leak on the bottom hose inlet. This was repaired by Danube Auto. The plow blade also needed some welding done to it. That was done by Shawn Malvin. I

also sent an email to the Caterpillar rep that I've dealt with in the past inquiring about a loader. I'm still waiting to hear back from him.

- Vacation - I will be using my usual vacation time at the end of the year again. I will be on vacation from December 21<sup>st</sup>- January 4<sup>th</sup>

Jeremy was not present for the Council meeting but did send Dotty an email stating he had nothing to report.

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

Chief of Police Les Schneider was present to give his monthly employee and Police Department report. Statistics for October 2020 were lower compared to last year at the same time with 47 calls, 22 reports, 26 traffic stops, 9 citations, 25 mutual assists and 1 home security checks. Additional business discussed:

- School Building Updates – Tri-Valley Head Start's last student day is Nov. 18, and their employees are out of the building from December to March. On Election Day, I assisted Tri-Valley with posting the gym door and advising Winfield Township voters to go to the courthouse in Olivia for in-person voting.  
Mayor Alex asked if sports or activities would be starting at the school. Schneider reported that they will be starting next Monday. Mayor Alex asked about the heat in the building. Schneider responded that they try to keep it as low as possible when not in use.
- City Codification Violations – The City Attorney was contacted and citations have been issued for unlicensed dogs for 2020. Citations were also issued for blight violations, and past cases were discussed with the attorney.
- County EOC COVID-19 Update – The County EOC meeting is held on the first Wednesday every month, this month on November 4.
- FEMA Funding Update – On October 8, I was contacted by another Program Delivery Manager from FEMA to sign the city's Recovery Transitional Meeting, which was done for a third time.
- Squad Car Laptop – The squad car was showing an overheating issue last weekend and was checked out at Wertish's Repair Shop the beginning of this week. Schneider just got the bill today for that and it will be in next month's expenses.  
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.  
Councilmember Standfuss asked about the new executive order and the limits that are put into effect. Schneider gave an update on some of the amount of people allowed at certain gatherings or outings. The amounts are subject to change on December 11<sup>th</sup> or upon an update from the governor.

### **Employee Report – City Clerk**

- 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.
- CARES Funds Dotty received information from Renville County and all business in the town of Danube received the funds they requested from the Renville County CARES Grant except for one who failed to turn in the documentation that they requested. Dotty submitted her final report regarding the CARES funds on November 5<sup>th</sup>.
- Hazard Mitigation Grant Notice of Interest Response - Enclosed in the packets is a response from Samantha Best about the Notice of Interest. The property would need to be located in the City of Danube before Danube could apply for the grant.
- Completed Items – Dotty has filed PERA and Payroll Taxes for the month.
- Office Closed & Vacation – The Office will be closing for vacation November 23<sup>rd</sup> thru the 29<sup>th</sup> (returning on the 30<sup>th</sup>), I missed calculated payroll when I put this in last month and I realize payroll should be on Monday November 23<sup>rd</sup> and I was wondering if it would be okay if I do payroll on Thursday, November 19<sup>th</sup> before I leave. The Councilmembers discussed doing the payroll on Thursday and gave permission to prepare it early.
- Midco Water Tower Lease- Dotty was contacted by Midco about adding an auto-renew of a second 5 years. The Councilmembers discussed the option and decided to keep it the same as the other lease that has already been signed by Lightbeam to keep the leases identical.
- Community Center Limits – Dotty brought up the fact that with the new executive order that the Community Center will need to change in limits to comply with the limits as given by the governor.

### School Building Updates

The Councilmembers had in their packets a letter from Americana about increasing the replacement cost evaluation for the school building. The Councilmembers discussed it and asked Dotty to contact Americana and see what the cost would be to increase the replacement cost and bring the information to the December meeting. Also in the Councilmembers packet was a Northern Plumbing bill for repairs for a toilet located in the locker room and a toilet on the gym side. Sandy from Tri-Valley did submit an updated bill from Northern Plumbing. The cost was reduced on the updated bill for the gym side toilet because it was not repaired. The Councilmembers reviewed the bill and discussed who should be responsible for the Northern Plumbing. It was decided that Tri-Valley would be responsible for the bill. The Councilmembers decided to make a list of who to contact and what companies the City of Danube uses. Councilmember Standfuss spoke about looking into a way to monitor the boilers so Dan would not have to come in and the City could eliminate that overtime. Dan will look into if there are any cameras or monitoring alarms available for boilers.

### Community Center Updates

Dotty reported that the automatic hand sanitizers have been installed by Dan Kaufenberg. There is one by each entrance into the Community Center.

**Unfinished Business**

Rural Service District Changes – Resolution 14-2020 – In the Councilmembers packets was a resolution prepared by the City Attorney Aaron Walton to transfer a property in the city limits that is currently listed in the rural service district to urban service district.

*Councilmember Standfuss moved and Councilmember Garza seconded a motion to pass Resolution 14-2020 Ordering Transfer of Parcel into Urban Service District. The motion carried with a vote of 3 in favor and 1 abstaining (Councilmember Krogman).*

The Councilmembers discussed the remaining properties that are located in the Rural District.

**Financial Reports**

The Councilmembers reviewed the claims list from October 14, 2020 thru November 12, 2020.

*Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve the bills as submitted in the amount of \$33,511.21 (checks) and \$8,453.53 (electronic fund transfers). The motion carried unanimously.*

The Councilmembers reviewed the Receipts List from October 8, 2020 thru November 9, 2020.

The Councilmembers reviewed the Actual versus Budget Comparison for 2020. The Councilmembers reviewed the Bank Reconciliations for October 2020.

Dotty mentioned that the checking account balance is high and possibly the Councilmembers would like to move some funds to Edward Jones to make sure the funds are FDIC insured. The Councilmembers discussed the issue.

*Councilmember Standfuss moved and Councilmember Garza seconded a motion to approve moving \$200,000.00 from Minnwest checking to Edward Jones Money Market Fund. The motion carried unanimously.*

**New Business**

Audit Proposals – The Councilmembers reviewed the proposal from Oberloh & Oberloh, LTD. *Councilmember Standfuss moved and Councilmember Garza seconded a motion to accept the audit proposal from Oberloh & Oberloh, LTD with the condition the audit is not to exceed \$5,200.00 for the year 2020. The motion carried unanimously.*

Election Results – The Councilmembers reviewed the election results from November 3, 2020. The election had 246 people vote.

**Mayor**

Gene Alex Sr  
103 Votes

Joe Wibben  
64 Votes

Daarrell Mattson  
72 Votes

Write-In  
1 Vote

**Councilmembers**

Tyler Mitchell 73 Votes	Jeff Freitag 75 Votes	Jeff Andereson 49 Votes	Philip Standfuss 106 Votes
Ryan Bentley 125 Votes	Josh Stevens 25 Votes	Write-In 0 Votes	

The Councilmembers and City Clerk Dotty Schnobrich signed the canvassing board sheet from the election for verification.

*Councilmember Krogman moved and Councilmember Garza seconded a motion to approve the 2020 election results for Mayor is Gene Alex Sr. for the term of two (2) years, for Councilmembers is Philip Standfuss for a term of four (4) years and Ryan Bentley for a term of four (4) years. The motion carried unanimously.*

**Future Business**

Final Truth in Taxation at December Meeting

**Correspondence**

Life Center LLC Classes

*There being no further business before the council, Councilmember Standfuss moved and Councilmember Garza seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 8:04 p.m.*

Respectfully submitted: Dotty Schnobrich, City Clerk

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Gene Alex, Mayor

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Dotty Schnobrich, City Clerk