

DANUBE CITY COUNCIL
Special & Regular Council Meeting
Wednesday, November 16, 2022 6:00 PM
Danube Council Chambers

A special/regular meeting of the Danube City Council was conducted on November 16, 2022 at 6:00 p.m. with Mayor Alex presiding. The meeting then was called to order at 6:00 p.m. in the Danube Council Chambers.

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

Councilmembers absent: None

Others Present: Fire Chief Brian Block, Jeremy Boots – Moore Engineering, Public Works Director Dan Kaufenberg, Police Chief Les Schneider, City Clerk-Treasurer Dotty Schnobrich and media.

Approval of Agenda

Councilmember Bentley moved and Councilmember Garza 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 Garza moved and Councilmember Bentley seconded a motion to award Les Schneider the following raise: \$62,516.65/annual salary to \$71,760.00/annual salary; Dan Kaufenberg the following raise: \$28.39/per hour increase to \$35.40/per hour; to award Dotty Schnobrich the following raise: \$22.42/per hour increase to \$25.87/per hour; to award Les Schneider – maintenance position the following raise: \$20.00/per hour increase to \$21.00/per hour; to award Dean Truax the following raise: \$21.00/per hour increase to \$22.00/per hour and no change the starting pay for parttime police officers.

There being no further business in the special meeting, Councilmember Standfuss moved and Councilmember Garza seconded a motion to adjourn the special meeting. With all members voting in favor, the meeting was adjourned.

The Special meeting ended and the Regular meeting started at 7:24pm.

Approval of Agenda

Councilmember Bentley moved and Councilmember Garza seconded a motion to approve the Agenda for the Regular Meeting with the addition of Brian Block under Open Forum and Budget under New Business. The motion carried unanimously.

Approval of Consent Agenda

Councilmember Standfuss moved and Councilmember Bentley 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 12, 2022

Open Forum

John Malvin Letter Regarding Community Center – The Councilmembers reviewed the letter from John Malvin.

Councilmember Bentley moved and Councilmember Garza seconded a motion to approve refunding Jennifer Zuehlke \$50 for the rent paid for use of the Community Center. The motion carried unanimously.

Brian Block – Brian spoke with the Councilmembers about the heater in the Fire Hall.

Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve the estimate from Steve's Htg & A/C for \$13,131.00 for 2 new unit heaters and labor. The motion carried unanimously.

Employee Report – Public Works Director

In the council packets, Councilmembers received a monthly report for Public Works Director Dan Kaufenberg. Dan was not present at the meeting. The report is below

- School – The heat is back on in the school. All is running well as of now. There is a drain pipe in the boiler room that needs to be repaired. It is an old cast iron pipe that is rusted out on top and leaking. Will be contacting Steve's Heating to look at. Would also need to have Sullivan's Electric over to look at lights in the tunnels. All of the light on the north side are not working.
- Water – A new polyphosphate pump has been installed at Well #3. The wells averaged 30,000 gal/day for the month of October.
- Wastewater – A fall secondary pond discharge was just completed. All results so far have come back within limits. Will be doing a primary transfer to the secondary next. The lift station averaged 35,000 gal/day for the month October.
- Streets – Midwest Asphalt was here to do three more days' worth of air patching on the streets.
- Sweeper – The street sweeper is finally done being repaired by MacQueen Equipment.
- Tree Trimming – Dan spoke with the Councilmembers about getting Slagter Tree service out of Prinsburg to come and do some large limb trimming. Councilmember Bentley said that he would assist in removing some of the smaller ones with Dan.

Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve Slagter Tree Service to do tree trimming for one (1) day's worth (approximately eight (8) hours) at \$250.00 per hour. The motion carried unanimously.

- Community Center – Dan reported that the one furnace at the Community Center isn't working correctly and he called Steve's Htg & A/C to come look at it. Dan also got the weather stripping put on the doors along with some bottom guards. Councilmember Bentley asked Dan to remove the garbage can from in front of the Community Center. Dan will look at fixing the bottom of the wall at the Community Center this summer by patching it with some cement.
- Vacation Days – Dan reported that he will be using some vacation days in December.

Moore Engineering – Jeremy Boots

Jeremy Boots spoke with the Councilmembers about many things regarding the Water Treatment Plant and moving forward.

Councilmember Bentley moved and Councilmember Garza seconded a motion to build a Water Treatment Plant. The motion carried unanimously.

Councilmember Garza moved and Councilmember Standfuss seconded a motion to approve Resolution 08-2022 – Loan Resolution (RUS 1780-27). The motion carried unanimously.

Councilmember Garza moved and Councilmember Bentley seconded a motion to approve submitting Authorization to Proceed with Design (MN RUS 1780 Guide 34) to Engineer and to Doug Grindberg. The motion carried unanimously.

Councilmember Garza moved and Councilmember Bentley seconded a motion to Execute Grant Agreement and submit electronic copy (via email) and physical copy to Doug Grindberg. The motion carried unanimously.

Councilmember Garza moved and Councilmember Krogman seconded a motion to approve the Conflict-of-Interest Policy. The motion carried unanimously.

Councilmember Garza moved and Councilmember Bentley seconded a motion to Submit Letter of Intent to Meet Conditions (RD 1942-46). The motion carried unanimously.

Councilmember Garza moved and Councilmember Bentley seconded a motion to approve purchasing land from Bonnie Braun at \$26,000 per acre and pay all costs and fees related to the sale of the land. The motion carried unanimously.

Mayor Alex will contact Kevin and Bonnie Braun about purchasing the land needed.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give his monthly employee and Police Department report. Statistics for October 2021 were lower compared to last year at the same time with 44 calls, 25 reports, 17 traffic stops, 8 citations, 21 mutual assists and 3 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. RCW JH boy's basketball started in the Danube gym on November 15. Scheduling for other teams and events continue through the end of the year for the school gym.
- Halloween Festivals – Community members had a Halloween party on Oct. 15, bringing in many kids from the area. The Police Dept. was in attendance and participated with many activities for the local kids. This may become an annual event. The PD also assisted at the Little Lambs Fall Festival at the Danube School held on Oct. 29. Overall, Halloween on a Monday night was fairly quiet, and few kids were out after 9pm.

- First Response Annual Continuing Education Billing – 44-plan training is given through Ridgewater College, and we received the bill for the year at \$2376. With 19 members on the Danube MRU, training costs went up around \$900, as Ridgewater billed after the completed courses (3) in 2021.
- Part-time Officer Salary - Recently, we paid more to officers that have been working on a regular basis. This year, I haven't any officers that can work regular hours because of other jobs and legal issues. For 2023, I recommend a straight per hour wage for all officers that work for the Danube Police Department. That wage should be around \$25 an hour when looking at other area PD Officer's wages.
- Rebecca Pieper – Employment – The Councilmembers received a letter from MN Board of Peace Officer Standards and Training regarding Rebecca Pieper's employment. *Councilmember Bentley moved and Councilmember Garza seconded a motion to terminate Rebecca Pieper's employment with the City of Danube per recommendation from the MN Board of Peace Officer Standards and Training.* The motion carried unanimously.

Employee Report – City Clerk

- Land Update – Nothing new to report.
- Bond Council – Dotty reached out to the 3 different companies that other towns gave. At the December meeting there should be information for the Councilmembers to review to continue on with the process of hiring a Bond Council.
- CD Update – Dotty reported that a 6 month CD was invested in at 4.50% interest.
- Completed Items - Dotty has filed PERA and Payroll Taxes.
- Office Closed & Vacation - Closed on Thursday, November 24th for Thanksgiving. I will also work with my supervisors on using up some of my vacation before the year ends.

School Building Updates - None

Community Center & Park Building Updates

Renville County HRA/EDA Grant – Dotty informed the Councilmembers that she submitted an application for a matching grant from the Renville County HRA/EDA for the landscaping bill that is in the bills for tonight's meeting.

Councilmember Bentley brought up some concerns at the Community Center along with an applicant for the Custodian position. Dan will try and take the pile of dirt down at the park and level the ground around the sidewalk.

Councilmember Alex moved and Councilmember Standfuss seconded a motion to hire Madison Bentley at \$17.00 per hour for custodian at the Community Center and Park Building. The motion passed with a vote of four (4) in favor and Councilmember Bentley abstaining.

Unfinished Business – None

Financial Reports

The Councilmembers reviewed the claims list from October 13, 2022 thru November 16, 2022. *Councilmember Garza moved and Councilmember Krogman seconded a motion to approve the bills as submitted in the amount of \$278,025.72 (checks) and \$13,148.43 (electronic fund transfers).* The motion carried unanimously.

The Councilmembers reviewed the Receipts List from October 11, 2022 thru November 7, 2022. The Councilmembers reviewed the Actual versus Budget Comparison for 2022. The Councilmembers reviewed the Bank Reconciliations for October 2022.

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 \$5,450.00 for the year 2022 & 2023 and \$5,575.00 for the year 2024.* The motion carried unanimously.

Election Results – The Councilmembers reviewed the election results from November 8, 2022. The election had 204 people vote.

Mayor

Ryan Bentley	Write-In
179 Votes	13 Votes

Councilmembers

Carrie Garza	Sharon Krogman	Write-In
135 Votes	161 Votes	31 Votes

Polling Places Resolution 07-2022 – The Councilmembers reviewed the resolution designating the polling place for all elections to be held for the City of Danube. *Councilmember Garza moved and Councilmember Krogman seconded a motion to approve Resolution 07-2022 designating the Community Center as the polling place for the City of Danube.* The motion carried unanimously.

ACTS Garbage Bag Agreement – The Councilmembers reviewed the agreement with ACTS. *Councilmember Bentley moved and Councilmember Standfuss seconded a motion to approve signing the garbage bag agreement with ACTS.* The motion carried unanimously.

Budget – Councilmember Standfuss brought up asking the other Councilmembers to review some of the Capital Outlay accounts and some other accounts to see if they could be possibly reduced some due to the increase in the budget.

Future Business

Final Truth in Taxation at December Meeting

Correspondence

RRRSWA Letter – Changes in Billing
League of MN Cities – Safety Group Letter
Mediacom

There being no further business before the council, Councilmember Garza moved and Councilmember Bentley seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 8:53 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk