

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, December 9, 2020 7:00 PM
Danube City Community Center

A regular meeting of the Danube City Council was conducted on December 9, 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, Sharon Krogman and Phil Standfuss

Councilmembers absent:

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

Approval of Agenda

Councilmember Malvin moved and Councilmember Standfuss seconded a motion to approve the Agenda for the Regular Meeting. 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 November 12, 2020

Open Forum

Concerned Citizen Letter – The Councilmembers received a letter from a citizen regarding motor homes being parked on the streets and blocking intersections. The Councilmembers spoke with Police Chief Schneider regarding the letter and asked him to handle the concern. Councilmember Standfuss brought up an area of concern where there are two campers parked with little kids in that area. Schneider will speak with the two residences and try to come up with a solution to make the area safer. Schneider did report the City would not need an Ordinance for this issue as State Law already has this one that he can use to enforce parking issues close to any intersections.

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 – Tri-Valley is done at the School for the season. Joey and myself will now be able go in there and tackle the to-do list Tri-Valley has for their building maintenance needs among other areas. Boiler water chemical was ordered through MARC Chemical. Boilers have been running with no issues so far. Dan also reported that the paint down at the school is already peeling off and would need to be removed and repainted as it seems that latex was painted over an enamel paint. Dan will contact a couple of companies for suggestions on how to remove the current paint that is peeling so they can repaint the auditorium. Mayor Alex spoke with an individual and they suggested using air pressure to remove the peeling paint. It will make a mess but would be quicker than hand peeling all the paint.
- Sanitary – The liftstation averaged 30,000 gal/day for the month of November. Which is within average for that month. All required sampling is done for the year. There are no known issues at the present time.
- Water – MTU is suppose to be here this week sometime to fix transfer switch for generator at water tower site. MTU was there today but couldn't get the issue resolved and Dan called Jim Sullivan and Jim contacted Xcel Energy and have them come out and make some changes to make everything match. The wells averaged 26,000 gal/day for the month of November. That was average from previous years. There is a fluoride pump that is starting to go bad and will need to be replaced soon. This will be done by Hawkins Chemical. All required sampling is done for the year. I will be trying to flush some hydrants yet in problem areas before the temps get too cold.

Councilmember Standfuss moved and Councilmember Garza seconded a motion to approve Hawkins Chemical to replace the fluoride pump that is going bad. The motion carried unanimously.

- XMAS Lights – The XMAS lights were hung up by Les and I on 12-2-2020. They will stay up until after the 1st of the year.
- Brush Site – Dan informed the Councilmembers that the brush site is a mess due to residents not dumping into the pile but instead dumping all over and he doesn't have the time to keep going out there with the skid loader to clean up every day. He is going out every Monday to push it back into a pile.

Councilmember Malvin asked if the garbage cans got dumped down at the park. Dan stated that Joey went and dumped them.

Jeremy reported that Johnson Jet-Line does have some videos and Jeremy will go pick up a flashdrive of the videos from them as the email that had the videos was not allowed to be shared. Mayor Alex asked Jeremy Boots if he could do a new cost estimate because Renville Sibley may need 2 6 inch mains. Jeremy commented that 2 6 inch mains coming across from the same source would not make any difference and especially if the City does a loop around. Jeremy suggested they just tap into the main as many times as they want. Renville Sibley will be having a meeting coming up that Mayor Alex, Jeremy Boots and Dan Kaufenberg will be attending.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give his monthly employee and Police Department report. Statistics for November 2020 were lower compared to last year at the same time with 42 calls, 25 reports, 23 traffic stops, 7 citations, 24 mutual assists and 2 home security checks. Additional business discussed:

- School Building Updates – Tri-Valley’s Director last day in the school building is December 18, and she will be out until the end of February. I have met with Sandy regarding the fire system inspection, and shipping of items while she is gone. Contact information for the winter months has been exchanged.
- City Codification Violations – The City Attorney was contacted about numerous cases and we have been informed that a new assistant city attorney will be dealing with the criminal matters for the city.
- County EOC COVID-19 Update – The County EOC held a special meeting on November 16, due to the rising Covid-19 totals in the county. At that time, Renville County had 517 cases and 14 deaths, which was up 207 positive cases in the last two weeks. The last meeting was on the morning of December 2, and we receive totals every other day now. The county is working on a Covid-19 vaccination plan, which includes a very small number of doses of the first available vaccines. I also attended a MDH Health care worker vaccine webinar every Tuesday afternoon, which updates the vaccine process in MN.
- FEMA Funding Update – On October 8, I signed the last RTM forms for FEMA, and must be complete with no further requests.
- Squad Car Laptop – The squad car required a new fan, which took care of the overheating readings.
- POST Board Mandates – On December 15, 2020, the POST Board requires updated Use of Force Policy for all law enforcement agencies in the state. The Danube Police Department is compliant with this policy certification with the POST Board. I also received a letter from the POST Board advising that after the completion of submitting our departments mandated training records to POST by January 2, 2021, we will have fulfilled the five year requirement as stated in the Settlement Agreement.
- Vacation Policy- The city policy has been that half of the days given for vacation must be used by the end of the year. In this unusual year, I won’t be leaving the area to use these days, and the requirements made by the city council, such as day visibility, will make it difficult to use half of the earned vacation days. In these last three weeks of 2020, I would have to take 8-9 days of vacation by the city policy. I’m asking to carry these days over into 2021, where they could be used when the activity slows down, and possibly for an actual vacation after Covid-19. After 2021, the city policy would go back into effect as it was in previous years.

Schneider informed the Councilmembers at the meeting that the above information is incorrect and the city policy actually allows to carry one and a half of the earned vacation forward to the next year in which case he is under and is not in need of approval anymore.

- 2020 First Response Summary – The Danube First Response team totaled 30 calls for service in 2020, with the last few involving patients who were positive for Covid-19. The 2019 call was very similar to this year ending with 31. The 2019 wages resulted in \$1690 spent, while the 2020 wages amounted to \$1510. The PPE purchased the year will make

up for the lower total spent on wages, and we have stocked up as advised by the MDH and the EMSRB.

Mayor Alex reported he spoke with Schneider earlier regarding the department going over budget and next year he will watch the part-time wages and honor the budget set by the Councilmembers. The Councilmembers agreed that it is important to stay within the budget set by the City Council.

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 0.125%, one (1) year is 0.10% and a two (2) year is 0.15%. The Councilmembers decided to wait to invest in any CDs at this time.
- Completed Items – Dotty has filed PERA and Payroll Taxes for the month.
- Office Closed & Vacation – The Office will be closing for vacation December 23rd thru January 3rd (returning on the 4th), this does include the holidays of Christmas and New Year's.
- Liquor License Update – Dotty informed the Councilmembers she did talk to the Alcohol Gambling Enforcement Division and they told her to just put a sticky note on the sheet to be returned explaining what the Council decided and that it was on for 2021 due to COVID.

School Building Updates

The Councilmembers had in their packets a printed email from Americana insurance with what the cost increase would be for increasing the replacement cost evaluation for the school building. The Councilmembers discussed the two different valuations

Councilmember Malvin moved and Councilmember Garza seconded a motion to reject the increase in the appraisal value for the school building. The motion carried unanimously.

Mayor Alex reported that himself, Sharon and Dan went through the school with Sandra. A new list of things that need to be done was given by Tri-Valley and the City gave Tri-Valley a list of contacts to use when things need to be addressed. Dotty did add that the City did pay the Northern Plumbing bill. Councilmember Krogman commented that the partitions are being replaced. Schneider commented that the partitions will have wheels on them. Schneider and/or Dan will take a look at them after they get them to see what they look like to prevent damage to the gym floor.

Community Center Updates

Dan reported he didn't have time to knock down the half wall and needs warmer weather for the cement to cure. Dan did ask about the other half wall on the south side and the Councilmembers decided to leave that one up at this time.

Unfinished Business

Truth In Taxation (TNT) Public Hearing - The Councilmembers reviewed the updated 2021 budget. After the review and some revisions to the 2021 budget a resolution was made to adopt the 2021 budget.

Councilmember Standfuss moved and Councilmember Malvin seconded a motion to pass resolution 16-2020 adopting the final 2020 tax levy collectible in 2021 in the amount of \$347,301.00. The motion carried unanimously.

Rural Service District Changes – In the Councilmembers packets a draft letter was prepared to inform a certain resident that the City Council will be reviewing their parcels for consideration to be changed into the urban service district. The Councilmembers approved sending the letter and asked Dotty to contact Aaron regarding it.

Financial Reports

The Councilmembers reviewed the claims list from November 13, 2020 thru December 9, 2020.

Councilmember Malvin moved and Councilmember Garza seconded a motion to approve the bills as submitted in the amount of \$244,624.47 (checks) and \$7,385.59 (electronic fund transfers). The motion carried unanimously.

The Councilmembers reviewed the Receipts List from November 10, 2020 thru December 7, 2020.

The Councilmembers reviewed the Actual versus Budget Comparison for 2020. The

Councilmembers reviewed the Bank Reconciliations for November 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

Polling Places Resolution 15-2020 – The Councilmembers reviewed two resolutions designating the polling place for all elections to be held for the City of Danube. One was for the City Hall/Fire Hall and the other was for the Community Center.

Councilmember Krogman moved and Councilmember Garza seconded a motion to approve Resolution 15-2020 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 Krogman moved and Councilmember Garza seconded a motion to approve signing the garbage bag agreement with ACTS. The motion carried unanimously.

Central Community Transit – Request for Funds – Last Year \$794.00 – The Councilmembers discussed the request for donation from CCT.

Councilmember Malvin moved and Councilmember Krogman seconded a motion to approve the donating \$794.00 to Central Community Transit. The motion passed with a vote of four (4) in favor and Councilmember Standfuss abstaining.

Flag Pole – Mayor Alex got a quote for a new flag pole for at the Danube City Office Building from Uncommon USA. The Councilmembers reviewed the quote.

Councilmember Standfuss moved and Councilmember Malvin seconded a motion to approve purchasing a new flag pole, nylon ball and ground sleeve from Uncommon USA if the cost is only \$295.20. The motion carried unanimously.

CIA Meeting – Sharon Krogman – Councilmember Krogman spoke with the Councilmembers about the zoom meeting she attended with the CIA group. The discussed different possibilities on fixing the pool. Nothing was decided just a discussion was held.

Councilmember Standfuss brought up whether or not if Danube should consider closing the office to the public. Dotty informed the Councilmembers that she doesn't have many people coming into the office, many are using the drop box even when she is in the office. The Councilmembers decided to leave the office open at this time

Future Business - None

Correspondence

Mediacom

The Councilmembers thanked Councilmember Malvin for her service on the City Council.

There being no further business before the council, Councilmember Malvin moved and Councilmember Garza seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 8:47 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk