

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, December 11, 2019 6:00 PM
Danube City Council Chambers

A regular meeting of the Danube City Council was conducted on December 11, 2019 at 7:00 p.m. with Mayor Alex presiding.

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

Councilmembers absent: Cathy Malvin

Others Present: Jeff Freitag, Nancy Bellig, Rich Slagle, 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 with the additions of Community Improvement Alliance under New Business; Census 2020 under Correspondence and moving the Closed Meeting to just before adjournment. The motion carried unanimously.

Approval of Consent Agenda

Councilmember Standfuss 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 Special/Regular Meeting of November 13, 2019

Open Forum

Nancy Bellig – Chickens – Nancy spoke with the Councilmembers about her chickens. Some people from Danube started a petition called Chicken Lives Matter to allow her to keep her chickens in town to present to the Council. Mayor Alex spoke on the history of why the Ordinance came to be regarding chickens. The Councilmembers did not change their decision from October regarding the chickens. Nancy thanked the Councilmembers for their time.

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 fire tubes have been ordered to retube boiler #2. When they are in Midwest Boiler will be scheduling to do the work. I've replaced some bad radiator valves that were overheating. The ones up high in the Gym still need to be replaced. Still waiting to get Sullivan's in to look at lights in lobby before starting new false ceiling.
- Water – The wells averaged 29,000 gal/day for the month of November. Well #5 has been having issues with poly and fluoride pumps not pumping. Will have Hawkins Chemical look at them.
- Waste Water – The lift station averaged 40,000 gal/day for the month of November. Flows are starting to come back to normal.
- Generators – The generators are now fully operational. Final inspection and test runs were done by an MTU representative and myself. This will start the warranty period of one year. They were going to get me an estimate on a service contract for yearly inspections.
- Plow Truck - The plow truck has a new rebuilt steering pump put in by Danube Auto. The part was obsolete and one had to be rebuilt by someone in New Hampshire. This elevated the cost but it was necessary to keep truck in operation.
- Holiday Lights – The lights are up. How long does the council wish to keep them up? The Councilmembers discussed it and agreed on January on removing the Holiday Lights.
- Vacation – Just a reminder I Will be on vacation starting Dec 19th to Jan.
- Comp Time Hours – Dotty spoke with the Councilmembers about the remaining comp time hour that Dan has. The Councilmembers discussed the comp time.
Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve paying Dan Kaufenburg for the Comp Time down to zero. The motion carried unanimously.

Employee Report – Chief of Police

Chief of Police Les Schneider had a typed Police Department report in the Councilmember's packets. Statistics for November 2019 were higher compared to last year at the same time with 47 calls, 29 reports, 32 traffic stops, 11 citations, 31 mutual assists and 3 home security checks. Additional business discussed:

- School Building Updates – I have been in contact with Joey and Riverside Flooring about tile replacement in the gym lobby and seating area. The material should arrive next week, and Riverside thought it would take four days to complete the floor between Dec. 16 to Jan. 1. The RCW Jr. High boys basketball will finish their season in the Danube gym on Dec. 16, and it appears that the girls team will play in Renville. Santa's Closet should conclude their services in the building next week. The schedule for the gym is updated daily.
- Use of Force/Firearms Training – The date for this full department training was Nov. 16 and May 11, covering all mandated requirements by the POST Board. Policies, Lesson

Plans, and Officer Certifications are provided to the POST Board annually from this training.

- FEMA Meeting – All GPS information of the numerous repaired street areas were sent to FEMA representatives, along with before and after photos of the damaged areas. Mediation was followed up on as a possibly with the large amount of damage to Freedom Lane year after year. The tonnage of material and depth of fill is currently being sent in for review. Schneider spoke briefly about the meeting with Moore Engineering Inc and he will continue to work with them regarding Freedom Lane.
- Blighted Property – I spoke to Meredith Olson, who currently owns the property at 104 5th Street, before she moved to Florida. Olson advised that she will sign the property over to the city to avoid any future issues with the property.
- Cell Phone Service – After reviewing the current Verizon cellular plan, the Clerk's phone was added to a new plan costing \$17 more a month (\$167) than the old plan. Unlimited data and text were added in areas to avoid higher bills like occurred in the recent past.
- Squad Car Update – Four snow/all season radial tires were put on the squad car for the winter season. This is done every two years, and is in the monthly bills.
- OSHA Course – The end of year review took place Dec. 3 with four city employees present. The upcoming schedule was discussed, with the next class in Hector in January.
- First Response Year-End Information – The Danube MRU had 31 calls for service in 2019, compared to 25 calls in 2018. The 2019 payroll was \$1690, while the 2018 total was \$1520. With the replacement of some medical equipment at the end of this year, the 2019 budget will be around \$500-\$600 under budget.
- Court – Councilmember Malvin asked if there was anything new with the courts or is it all done. Schneider responded that he has 1 left with 4 dogs near the end of December and that would be the end of the Ordinance violations.

Employee Report – City Clerk

- Land Update – Nothing new to report.
- CD Rates – Edward Jones interest rates are as follows: three (3) month 1.65%; six (6) month 1.60%; nine (9) month 1.65% and twelve (12) month 1.60%. At the last meeting one (1) CD came due for \$185,000.00 and one (1) for \$100,000.00 the City only did two (2) new CDs for \$100,000.00 each so there is \$85,000.00 that needs to be either left in the Money Market account or put into a CD.
Councilmember Standfuss moved and Councilmember Malvin seconded a motion to invest \$85,000.00 in a CD at Edward Jones for the term of three (3) months. The motion carried unanimously.
- OSHA Schedule 2020 - Dotty attached a copy of the OSHA classes for 2020 with the first one on January 27, 2020 and the office will be closing at noon that day in order for Dotty to attend.
- Completed Items - Dotty has filed PERA and Payroll Taxes.
- Office Closed and Vacation Days - The Danube City Office will be closed for Dotty to take vacation starting Tuesday, December 24th and going thru Wednesday, January 1st returning on Thursday, January 2nd. Payroll is on Monday, December 23rd so that is why I am pushing it back a day. Also with Christmas and New Years it is extending beyond so I can get my vacation time down to the maximum I am allowed to carry over into 2020.

- Letter from an Applicant – Dotty gave a copy of a letter she received from one of the applicants regarding the snow plow driver position. The Councilmembers reviewed the letter and asked Dotty to speak with the Attorney regarding the letter on Tuesday, December 17, 2019 when she is over there for her codification meeting.

School Building Updates

Mayor Alex reported that Councilmember Krogman and he spoke with Dan about the lobby area and putting in a false ceiling. Dan thought with Joey and himself they would be able to put that up. Councilmember Krogman reported that the elevator was broke but it has now been fixed.

Community Center Updates - None

Unfinished Business

Master Services Agreement – Moore Engineering Inc – Dotty provided the City Attorney Aaron Walton with a copy of the master services agreement and he replied with an email stating that he reviewed the proposed contract, and it appears acceptable to me with no changes requested. He believes that it is a standard form engineering agreement.

Councilmember Krogman moved and Councilmember Malvin seconded a motion to approve signing the master services agreement with Moore Engineering Inc. The motion carried unanimously.

Truth In Taxation (TNT) Public Hearing - The Councilmembers reviewed the updated 2020 budget. After the review and some revisions to the 2020 budget a resolution was made to adopt the 2020 budget.

Councilmember Standfuss moved and Councilmember Garza seconded a motion to pass resolution 04-2019 adopting the final 2019 tax levy collectible in 2020 in the amount of \$339,552.00. The motion carried unanimously.

Financial Reports

The Councilmembers reviewed the claims list from November 13, 2019 thru December 11, 2019. *Councilmember Malvin moved and Councilmember Standfuss seconded a motion to approve the bills as submitted in the amount of \$76,950.83 (checks) and \$10,070.65 (electronic fund transfers). The motion carried unanimously.*

The Councilmembers reviewed the Receipts List from November 5, 2019 thru December 9, 2019.

The Councilmembers reviewed the Actual verses Budget Comparison for 2019.

The Councilmembers reviewed the Bank Reconciliations for November 2019.

The Councilmembers reviewed the 4th Quarter Breakdown for the School, Water, Sewer and Garbage Financials.

New Business

Proposed Taxes 2020 Sheet - School – Dotty reviewed the sheet with the Councilmembers and informed them why there were taxes being charged to the City. Mayor Alex will speak with them regarding their nonprofit status.

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

Codification – First Reading & Zoning Map – The Councilmembers reviewed the Codification with Dotty pointing out thirteen (13) items in which needed to be discussed and possibly changed.

Councilmember Krogman moved and Councilmember Garza seconded a motion to approve the first reading of Codification directing Dotty Schnobrich, City Clerk to submit the changes to Aaron Walton, City Attorney. The motion carried unanimously

The Councilmembers reviewed the Zoning Map and discussed two (2) properties that they thought should be changed to Commercial.

Councilmember Garza moved and Councilmember Standfuss seconded a motion to approve the Zoning Map with changes to property ID 30-00003-00 & 30-00004-00 changing to Commercial Property. The motion carried unanimously

Community Improvement Alliance – Councilmember Krogman gave an update from the Community Improvement Alliance meeting that she attended. There are three (3) towns in the Committee, which are Danube, Renville & Sacred Heart. Councilmember did put down Mayor Alex as part of the Committee as he asked. The next meeting is January 20th at 6pm. The Committee is mainly looking at doing projects that benefit kids in the community.

Future Business

Blighted Properties - Removals – This was discussed in the Police Chief’s Report earlier in the meeting. Mayor Alex said he would check into the Renville County EDA program for blighted properties and if the City has to have possession of the property in order to apply for any grants.

Correspondence

- Renville County EDA Letter
- MediaCom Letter
- Great Plains Natural Gas Notice to Counties and Municipalities

Census 2020 Contact – Mayor Alex spoke with the Councilmembers that the Census needs a contact person to work with and be involved with the 2020 Census. Councilmember Krogman said that she would look into what is involved in the 2020 Census.

Closed Meeting

Councilmember Garza moved and Councilmember Malvin seconded a motion to close the meeting at 9:10pm. The motion carried unanimously. There was no purpose stated for the closed meeting.

Councilmember Standfuss moved and Councilmember Garza seconded a motion to reopen the meeting and adjourn at 9:52pm. The motion carried unanimously.

Respectfully submitted: Dotty Schnobrich, City Clerk