

DANUBE CITY COUNCIL
Regular Council Meeting
Wednesday, December 12, 2018 7:00 PM
Danube City Council Chambers

A regular meeting of the Danube City Council was conducted on December 12, 2018 at 7:00 p.m. with Mayor Alex presiding.

The following Councilmembers were present: Sharon Krogman, Dave Maurice and Phil Standfuss

Councilmembers absent: Cathy Malvin

Others Present: Carrie Garza, Diane Pfarr, Jeff Freitag, Travis Schneider, Les Schneider Sr., Darrell Mattson, Dalles Schneider, Joe Wibben, Beth Schroer, Al Strunc, Police Chief Les Schneider, City Clerk-Treasurer Dotty Schnobrich, and media.

Approval of Agenda

Councilmember Maurice moved and Councilmember Standfuss seconded a motion to approve the Agenda. The motion carried unanimously.

Approval of Consent Agenda

Councilmember Standfuss moved and Councilmember Maurice 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 14, 2018

Open Forum

Darrell Mattson – Darrell Mattson voiced concerns about the maintenance department and comp hours that are outstanding. The Councilmembers discussed the issue and will address the comp time later in the meeting.

Les Schneider Sr. – Les Schneider Sr. voiced concerns about the property tax increase and made the Councilmembers aware there are a lot of people who live in Danube on fixed incomes and a 25% increase is hard for them to take. Schneider also asked about the guys who were filling the streets and that it seemed like it was a hit and miss situation. Councilmember Maurice explained that Maple is the first street that Danube is looking at for redoing. Finally Schneider asked why stop signs were put up on Oak Street when it is the other main road going through Danube. Mayor Alex explained that there are two (2) bus stops there and to slow down the traffic.

Dalles Schneider – Dalles commented his taxes went up 30% and he wanted to know why or what the increase was caused by. Councilmember Maurice explained that the City did the water tower and is in the process of putting away funds for the streets.

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* – Chappell Central has finished tuning both boilers. The low water cutout on boiler #2 has been replaced. Boiler #1 still has a fuel regulator that needs to be replaced. The part is very old and unique. It was hard to find and is taking some extra time to get. Now that Tri-Valley is done I will be going through more classrooms to check the proper operation of the heat system. Some valves, thermostats, and steam traps may need to be ordered for repair.
- *Sanitary* – The lift station pumped an average of 57,000 gal/day for the month of November. Still up about 10,000 gal/day from 2017. Totals are going down though. Bacteria enzymes for the ponds were ordered through MARC Chemical. They will be applied in spring after discharge.
- *Water* – The wells averaged 30,000 gal/day for the month of November. On average with recent years. More Polyphosphate, fluoride, and chlorine was ordered and delivered by Hawkins Chemical. They also addressed an issue with poly and chlorine in Well #5.
- *Community Center* – The new post covers came in and are on in the back of the Community Center.
- *Holiday Lights* – Sullivan's were here to fix the two lights not working downtown. Xcel has also been contacted about light out by café.
- *Vacation* – A reminder that I will be on vacation Dec 19th-Jan 2nd. Lonny is set to check Boilers while I'm gone. Mike Kemnitz has agreed to help with snow removal again also.

Employee Report – Chief of Police

Chief of Police Les Schneider was present to give his monthly employee and Police Department report. Statistics for November 2018 were lower compared to last year at the same time with 41 calls, 21 reports, 21 traffic stops, 7 citations, 24 mutual assists and 2 home security checks. Additional business discussed:

- *School Building Updates* – Schneider reported that junior high basketball will be done on December 19th, some individual parties will be starting and on December 5th the annual fire inspection took place Lloyd Security.
- *FEMA Update* – Schneider reported that he met with Reginald McCray on December 6th regarding the flooding. They discussed the damage inventory of the streets. Schneider has 60 days to complete all the paperwork that he received from Reginald along with copies of the bills paid.
- *Main Street Square Building Update* – Schneider reported that the last vehicle with expired tabs is now gone along with some renters are gone from the apartment building. Dave Distad has also been involved with inspecting some of the apartments.
- *Lights Installed at PD by Sullivan's Electric* – Schneider reported that the lights have been installed.

- Public Works Assists – Schneider reported that he helped Dan put up the Holiday decorations, with reading some water meters and snow removal down at the School. Schneider also reported that he put letters on peoples' cars on the last plowable snow.
- Use of Force and Firearm Qualifications (Dec. 16th) – Schneider reported that the Use of Force and Firearm training will be held on December 16th. The plan was approved by the POST Board.
- Renville County Emergency Contact List – Schneider reported that he will be updating the list for Renville County.
- First Response Year End Information – Schneider reported that the First Responders had 25 calls this year compared to 33 calls last year. The payroll for the year was \$1,520.00 compared to \$1,800.00 the prior year.
- Payroll Information – Schneider reported that he is working with Scott Hable and IT people and the LETG people on getting a print out for the two week payroll period to be reviewed.

Employee Report – City Clerk

- Land Update – Nothing new to report.
- Dog Licensing Fees – After the last meeting Dotty reviewed the dog list and deposits and it was discovered that there are about 10 dogs that have been licensed in Danube that she has not received the funds from and no copies of the rabies shot are on record. These dogs were licensed by Police Chief Schneider. Dotty gave an update at the meeting that \$55.00 was received from Schneider. Mayor Alex came up with a time line to resolve the dog issue from dragging out so long. The Councilmembers discussed ways to deal with the licensing of the dogs and how to handle the funds. Mayor Alex will schedule a meeting with Schneider, Dotty, Councilmember Krogman and himself.
- Completed Items – Dotty has filed the monthly payroll taxes. Minnesota Revenue sent out a solid waste tax audit from June 2015 to September 2018, Dotty completed the audit and mailed it back right away to Minnesota Revenue.
- OSHA Class – Dotty will be attending the end of year review OSHA class on Wednesday December 19th in Hector so the office will be closing at noon for the remainder of the day.
- Office Closed – The Danube City Office will be closed Monday, December 24th thru Wednesday, January 2nd for vacation.
- Park Portable Toilet – The Danube Area Athletic Club wanted to know if the City would be willing to once again rent a port-a-potty for the hockey rink this winter. Dotty informed the Councilmembers last year it was \$211.38 for the winter. *Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve paying for the portable toilet down at the hockey rink/skating rink for the winter. The motion carried unanimously.*
- Solid Waste Tax Office Audit – Dotty informed the Councilmembers that she received a Solid Waste Tax Office Audit from Minnesota Revenue for the periods from June 2015 to September 2018. Dotty did put together all the information that was requested and it will be mailed back on Thursday, December 13, 2018. Upon completing the audit it was discovered the contract with West Central Sanitation has expired and Dotty contacted them regarding the contract.

- West Central Sanitation – Dotty contacted West Central Sanitation after reviewing information and discovering the contract with them has expired. Don Williams contacted Dotty back by email asking if he would be able to attend an upcoming Council meeting to review the contract with the Councilmembers. He is available to attend the January 9, 2019 meeting. The Councilmembers discussed it and is fine with Don Williams attending the January 9, 2019 meeting.
- Light Poles on Main Street – Dotty informed the Councilmembers that Xcel Energy was in Danube working on two lights on Main Street. They informed Dotty that the poles on Main Street are owned by the City of Danube and that the poles on the East side of Main Street for the first two (2) blocks uptown need to have the wiring redone underground and in the poles. The cost to put in new LED lights on the poles is approximately \$260.00-\$300.00 per light not including labor. Xcel did do an overhang wire to two (2) of the lights on the East side of the street but the Holiday decoration in front of Main Street Café will not work because the street light is directly wired. Both Community Electric and Sullivan’s should be able to do the wiring required for the poles. Councilmember Standfuss will talk to Dan about talking with Sullivan’s for a quote about the wiring that needs to be done underground and up the poles.

School Building Updates

Al Strunc spoke with the Councilmembers regarding some concerns he has about the school building. Some of the concerns were peeling paint, floor covering and lighting. Al would like to have the Councilmembers meet down there for him to go over some of the things. The Councilmembers agreed to meet down there at 6:30pm on January 9, 2019 prior to the regular council meeting at 7:00pm. Al also stated that he would be willing to get the estimates needed to do the improvements if the Councilmembers would like. The Councilmembers discussed RCW and the costs that the City of Danube pays for the school to use at no cost to them. Schneider reported that 12 years ago the RCW made an agreement with Danube to sell the school for \$1.00 to Danube and as part of the agreement RCW gets to use the school building at no charge. Dotty will call Les Schneider Sr. to see if he recalls the agreement that was made between RCW and Danube. Al also spoke about the Home Ec. room that Little Lambs is using and the cost that was agreed upon was \$200.00 a month. The Councilmembers discussed the expenses that the City incurs with Little Lambs being at the School that are included for that \$200.00 a month.

Councilmember Standfuss moved and Councilmember Krogman seconded a motion to approve Little Lambs rent of \$200.00 a month for use of the Home Ec. room starting January 1, 2019. The motion carried unanimously.

Community Center Updates

Councilmember Krogman that she didn’t have anything other than the tree looks nice at the Community Center. Mayor Alex reported he helped get the floors done and the new post covers in the back have been put on. Councilmember Krogman asked Councilmember Standfuss to ask Dan Kaufenberg about the heat strip on the roof if it has been plugged in and about the thermostat covers.

Unfinished Business

Truth In Taxation (TNT) Public Hearing - The Councilmembers reviewed the updated 2019 budget. After the review and some revisions to the 2019 budget a resolution was made to adopt the 2019 budget.

Councilmember Krogman moved and Councilmember Maurice seconded a motion to pass resolution 03-2018 adopting the final 2018 tax levy collectible in 2019 in the amount of \$324,509.00. The motion carried unanimously.

Removal of Old Siren – Mayor Alex reported that he spoke with Community Electric and they will not remove the old siren and REA has not gotten back to him yet on a quote for the removal. Mayor Alex will try to have it at the next meeting in January 2019.

Financial Reports

The Councilmembers reviewed the claims list from November 15, 2018 thru December 12, 2018. *Councilmember Maurice moved and Councilmember Standfuss seconded a motion to approve the bills as submitted in the amount of \$37,794.56 (checks) and \$9,600.19 (electronic fund transfers).* The motion carried unanimously.

The Councilmembers reviewed the Receipts List from November 7, 2018 thru December 10, 2018.

The Councilmembers reviewed the Actual verses Budget Comparison for 2018.

The Councilmembers reviewed the Bank Reconciliations for November 2018.

The Councilmembers reviewed the Garbage, School, Sewer & Water financial sheets for 2018.

New Business

Polling Places Resolution 04-2018 – The Councilmembers reviewed the resolution designating the polling place for all elections to be held for the City of Danube.

Councilmember Krogman moved and Councilmember Standfuss seconded a motion to approve Resolution 04-2018 designating the polling place. The motion carried unanimously.

Proposed Taxes 2019 Sheet - School – The Councilmembers reviewed the proposed property taxes for 2019 for the school building.

Renville County – Ditch Assessments – The Councilmembers reviewed the ditch assessments for the tax year 2019.

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

Future Business - None

Correspondence

MediaCom
MN Dept. of Health

Candy Cane Decorations – Mayor Alex reported that he redid one of the candy cane decorations and it is hanging down by the School. If the Councilmembers are interested in him doing the rest of the candy cane decorations it would be around \$40.00 per decoration just in materials. The Councilmembers discussed the decorations and decided not to have Mayor Alex redo the candy cane decorations.

Thank You – The Councilmembers thanked Councilmember Maurice for his years of service to the City of Danube.

There being no further business before the council, Councilmember Standfuss moved and Councilmember Krogman seconded a motion to adjourn the meeting. With all members voting in favor, the meeting was adjourned at 9:25 p.m.

Respectfully submitted: Dotty Schnobrich, City Clerk

Gene Alex, Mayor

Dotty Schnobrich, City Clerk