

Unapproved Minutes of the Montrose City Council Meeting

The Montrose City Council meeting was held on January 12, 2021 in the Community Center. The meeting was called to order by Mayor Paul Klaudt at 6:00 pm. The Pledge of Allegiance was recited. Present were Mayor Paul Klaudt; Council Members Tony Heumiller, Susan Painter, Justin Hagemann, and Jasen Hanisch; Maintenance Supervisor Daryl Sieverding; Finance Officer Sara Smith (via WebEx); Daycare Co-Director Stephanie Holland (via WebEx); Trent Bruce from DGR Engineering (via WebEx); Dawn Rye, reporter for the Montrose Herald (via WebEx) and several members of the community; Mayor Klaudt reminded all in attendance to adhere to the Rules of Decorum. Motion by Heumiller, 2nd by Hanisch to approve the agenda. Roll Call Vote: Heumiller – yes; Painter – yes; Hagemann – yes; Hanisch – yes; Motion carried. Motion by Heumiller, 2nd by Painter to approve the minutes from 12/08/2020. Roll Call Vote: Heumiller – yes; Painter – yes; Hagemann – yes; Hanisch – yes; Motion carried.

SPECIAL TOPICS:

Trent Bruce from DGR Engineering reviewed the current status of the water tower project and recommended closeout of the construction project. Motion by Heumiller, 2nd by Painter to approve signing construction closeout documents. Roll Call Vote: Heumiller – yes; Painter – yes; Hagemann – yes; Hanisch – yes; Motion carried. Design work on the sewer infrastructure project continues. Sewer pipes appear to be in good condition, however several manholes need to be reconditioned. At the next meeting a plan for the project will be presented.

DEPARTMENT REPORTS:

Sieverding reported all is running well. He is working on options for the pump station to increase fire flow for the hill on the south side of town. Council discussed an issue of cars parked too far into the street following snowfall.

Holland reported she has completed her CDA certification. The daycare is still requiring contactless drop off. The daycare will be holding a fundraiser early this year.

Smith reviewed financial reports, including reviews of the 2020 budget vs actuals vs prior years. Motion by Heumiller, 2nd by Hagemann to approve the vouchers. Roll Call Vote: Heumiller – yes; Painter – yes; Hagemann – yes; Hanisch – yes; Motion carried.

VOUCHERS:

Vouchers were reviewed. Bills Paid Before Meeting: VERIZON \$126.79 Cell Phone Service; FEDERAL TAX PAYMENT \$1,697.59 12/24/2020 Payroll Tax; FEDERAL TAX PAYMENT \$139.15 Payroll Tax-Year End Vacation; SD DEPT OF LABOR & REG \$38.90 2020Q4 Unemployment; SD DEPT OF REVENUE \$221.17 December Sanitation Sales Tax; FEDERAL TAX PAYMENT \$198.88 2020Q4 Council Payroll Tax; FEDERAL TAX PAYMENT \$1,578.66 01/08/2021 Payroll Tax; SECURITY STATE BANK - MONTROSE \$15.00 Safe Deposit Box Rent; SOUTH DAKOTA RETIREMENT SYSTEM \$1,590.12 December Retirement; STEPHANIE HOLLAND \$13.83 Reimburse for Costco-Daycare COVID Cleaning; STRYKER SALES CORPORATION \$14,752.94 LUCAS 3 CPR Machine; TELEPHONE SYSTEMS & SERVICE \$2,579.00 Phone System; TRANSOURCE \$119.08 Spray Paint; TWO WAY SOLUTIONS INC \$750.00 Programming of Fire Radios; US BANK TRUST NA \$11,703.04 Water & Sewer Loan Payment; MCI \$51.18 Long Distance Service; MOTOROLA SOLUTIONS INC \$13,900.10 5 APX4500 Fire Radios; THE SECURITY STATE BANK \$2,755.30 City Credit Cards; TOTAL PAID BEFORE MEETING \$52,230.73; Bills Paid At Meeting: A & B BUSINESS SERVICES \$108.63 Printer Contract&Anti-ransomware; ADDY DISPOSAL \$2,922.00 Sanitation Service; BADGER METER \$54.00 Cellular Backhaul Service; CITY OF MONTROSE \$39.25 City Water Bill; DARYL SIEVERDING \$600.00 2021 Clothing Allowance; DENR \$50.00 FY2021 Wastewater Permit; DGR ENGINEERING \$3,894.20 Engineering Services; DORIS SAGER \$34.00 Return of Overpayment after Final Bill; GILLESPIE OUTDOOR POWER EQUIP \$91.19 Repair Stihl saw; GOLDEN WEST \$270.18 Phone/Internet Services; HARTFORD BUILDING CENTER \$13.56 misc supplies; JOAN RAPP \$10.00 Reimburse for DC Training; KINGBROOK RURAL WATER \$2,788.00 Water Purchase-708,000 gallons; MAYNARDS SALEM \$281.37 Groceries; MCCOOK COUNTY AUDITOR \$1,408.34 County Sheriff; MIDAMERICAN ENERGY \$237.98 Natural Gas Service; MONTROSE GAS PLUS \$583.42 Fuel Purchases; NAPA AUTO & TRUCK PARTS \$229.25 Misc Supplies for snow removal; NEW CENTURY PRESS \$153.91 Publishing; PETTY CASH \$65.25 Replenish Petty Cash; RYANS REPAIR \$400.00 Misc Repairs; SD ASSOC OF RURAL WATER SYS \$385.00 Annual Dues; SOUTHEASTERN ELECTRIC CO-OP \$1,989.18 Electric Service; TYSDAL SNOW REMOVAL LLC \$1,800.00 Dug tree burn pit; ZAPP HARDWARE \$149.94 snow shovel/ice melt/misc; SECURITY STATE BANK – MONTROSE \$20.00 Stop Payment on lost Check to Great Plains Structures; TOTAL PAID AT MEETING \$18,578.65; GRAND TOTAL \$70,809.38; NOTE: Check #28717 to Great Plains Structures from October was never cashed. Great Plains requested a replacement check, therefore Check #28821 was reissued in the amount of \$56,916.18, and a stop payment was issued on the original check. DECEMBER 2020 PAYROLL: Finance Office \$1,552.80; Maintenance \$1,842.62; Daycare \$9,157.34; Water \$1,538.04; Sewer \$1,538.04; Total \$15,628.84; Per Municipal requirements, the following are the pay rates for all City Elected/Hired Personnel. Mayor Paul Klaudt – \$100.00 per regular meeting, \$50.00 per special meeting; Council Members -- \$75.00 per regular meeting, \$25.00 per special meeting; Council Members are Tony Heumiller(appointed), Jasen Hanisch, Susan Painter and Justin Hagemann. All employees are paid hourly. Daryl Sieverding, Maintenance Supervisor - \$23.10; Sara Smith, Finance Officer - \$26.00; Samantha Erickson, Daycare Co-Director - \$15.28; Stephanie Holland, Daycare Co-Director – \$15.28. The following are Daycare workers with their hourly rate: Sara Bartlett \$9.50; Mesa Bartmann \$9.45; Ellie Cleveland \$9.45; Brooklyn Flannery \$9.45; Chloi Johnston \$9.45; Ashley Lounsbury \$11.00; Elise Oteri \$9.45; Joan Rapp \$10.12;

OLD BUSINESS:

COVID-19: Due to the CARES Act expiring for reimbursement of quarantine pay, Smith asked the Council for a policy if someone needs to quarantine or is out sick due to COVID. For now, employees will be expected to use their own vacation and sick time, but it will be reevaluated if the situation arises. Smith will track any COVID-related leave requests if the reimbursement program is reinstated. Playground: Reviewed proposed playset purchase for the pool area. Council directed Sieverding to get quotes for mulch. Discussed using O'Dell fund money to pay for the estimated \$50,000 cost of the playground that exceeds the amount paid by FEMA with a repayment plan of \$10,000 a year for 5 years using campground revenue. This will be reviewed/approved at next meeting Ball Fields: Reviewed a quote for fencing at softball field. The dugouts at the baseball field need to be torn down and replaced with

concrete pads like at the softball field. Discussed purchasing gravel for the campground parking pads using the FEMA money received for it. Pump Station: Daryl is working on a plan to increase fire flows to the pressurized side of the water system.

NEW BUSINESS:

Motion by Hagemann, 2nd by Painter to authorize covering workers compensation for the Fire Department, First Responders and Parks & Rec volunteers. Roll Call Vote: Heumiller – yes; Painter – yes; Hagemann – yes; Hanisch – yes; Motion carried. Motion by Heumiller, 2nd by Hanisch to designate the Montrose Herald as the official newspaper, Security State Bank in Montrose as the bank, and Dean Hammer of Dell Rapids Law Firm as the city attorney. Roll Call Vote: Heumiller – yes; Painter – yes; Hagemann – yes; Hanisch – yes; Motion carried. Motion by Hagemann, 2nd by Hanisch to set the election date as June 15 in conjunction with the Montrose School District. Roll Call Vote: Heumiller – yes; Painter – yes; Hagemann – yes; Hanisch – yes; Motion carried. Smith reviewed the vacancies and election deadlines. All positions are up for election this year except for the Ward 2 council position currently held by Hanisch. One Ward 1 position is for a 1 year term, the other vacancies will be for a 2 year term. Petitions may begin circulating on April 6, and the deadline is May 7 at 5:00 pm. Resident Jake Tysdal asked the Council about the process to rezone a lot currently zoned residential so that a 40x50 or 40x60 steel building with 14 foot sidewalls could be built. The lot is in the flood plain. Smith will follow up with SECOG to find out what the process is for a resident to request a rezone as well as what public hearings are required. Council discussed the empty lots in the flood plain. Houses are very unlikely to be rebuilt due to restrictions of the flood plain. Motion by Heumiller, 2nd by Hagemann to authorize Smith to hire pool personnel. Roll Call Vote: Heumiller – yes; Painter – yes; Hagemann – yes; Hanisch – yes; Motion carried. Motion by Hanisch, 2nd by Painter to set pool pay rates for 2021 as follows: 1st year lifeguards working at the Montrose Pool - \$9.45 per hour. \$0.15 extra per hour for each year a lifeguard returns at works at the Montrose Pool. \$10.15 per hour for pool managers. \$10.00 per hour for 1st year swim instructors. \$10.50 per hour for returning swim instructors. Roll Call Vote: Heumiller – yes; Painter – yes; Hagemann – yes; Hanisch – yes; Motion carried. Council discussed snow removal. Residents should not pile snow up on the street. It needs to be piled on their own lot or removed. Keep 3 feet around hydrants clear in case of emergency. Smith asked the Council to consider implementing pay for council members who spend significant extra time between meetings working on city business. Discussion was held and Council decided that if a member wanted to request special meeting pay to put it on the agenda and have the full council vote on it at the next meeting. Discussed street projects for 2021. \$87,000 was budgeted for street repairs. Discussed the land just west of city limits that is going up for auction. Kingbrook had requested the city decide whether to supply water to that property or if Kingbrook should supply it. Until the lot is sold and we know the intended use, the city will not take any action. Council discussed that if the city supplies water to a property, then that property will need to be within city limits, whether already in limits or voluntarily annexed in.

HEARING OF THOSE PRESENT:

Lenice Wingen asked the Council if all the empty lots on 1st Avenue would be rezoned in a group or if on a case-by-case basis. Council said a rezone request would be needed from each property owner.

EXECUTIVE SESSION: None

Motion by Heumiller, 2nd by Hanisch to adjourn at 7:54 pm. Meeting adjourned.

Attest: _____

Sara Smith
Finance Officer

Published once at the approximate cost of _____

Paul Klaudt
Mayor