

Unapproved Minutes of the Montrose City Council Meeting

The Montrose City Council meeting was held on February 11, 2020 in the Community Center, Montrose, SD. The meeting was called to order by Mayor Paul Klautd at 6:01 pm. The Pledge of Allegiance was recited. Present were Mayor Paul Klautd; Council Members Tony Heumiller, Susan Painter, Justin Hagemann and Jasen Hanisch; Maintenance Supervisor Daryl Sieverding; Finance Officer Sara Smith; Trent Bruce from DGR Engineering and 4 members of the community.

Mayor Klautd reminded all in attendance to adhere to the Rules of Decorum.

Motion by Heumiller, 2nd by Hanisch to approve the agenda. All approved. Motion by Heumiller, 2nd by Hagemann to approve the minutes from 01/14/2020. All approved.

SPECIAL TOPICS:

Melanie Fiferlick gave the council Montrose t-shirts and souvenirs. Crystal Kerkhove requested a return of her utility deposit. Motion by Hagemann, 2nd by Painter to authorize the return of her \$100 deposit. All approved. Trent Bruce from DGR Engineering presented the council with the bids received for the water tower project. The project cost is 10% higher than originally anticipated, therefore the city is requesting additional grant funding from the Governor's Office of Economic Development to cover the additional expense. Motion by Heumiller, 2nd by Painter to accept the bid from Great Plains Structures pending bid approval from DENR. All approved.

DEPARTMENT REPORTS:

Sieverding reported mowers have been repaired and are ready to run. A meter pit was purchased for the campground so that all 16 spots can be metered. 6 curb stops were purchased and will be installed in the spring to replace some around the city that are non-functional. Discussed street maintenance needs. The sewer infrastructure project will likely be put up for bid in the fall of 2020. Utilities are all running well. Sieverding and Smith continue to meet with FEMA regarding the March and September floods. Motion by Heumiller, 2nd by Hagemann to authorize paying off the maintenance cell phone so that we can change our account from consumer to government and get a better rate. All approved. Sieverding reported that he will no longer be renting oxygen and acetylene tanks from Matheson Tri-Gas but will be purchasing a tank.

Smith read a report to the council submitted by the daycare directors. The daycare is full. A parent meeting was held on February 3 and it was decided that rates will increase by \$5 per week per child beginning April 1st. The daycare showed a profit for the month. The Daycare had an inspection which revealed the dishwasher may need to be replaced. They are looking into getting a grant that could help with \$75 of the cost of a new dishwasher. The Full-Time staff position has been filled. The daycare is still looking for part-time employees who are over the age of 18.

Smith reported that auditors from Schoenfish will be at the office on Tuesday, February 25 to start the annual report, and they will come back in June for the 2018-2019 Audit. Financial Reports were reviewed.

VOUCHERS:

Vouchers were reviewed. Bills Paid Before Meeting: FEDERAL TAX PAYMENT \$1,702.36 01/24/2020 Payroll Tax; FEDERAL TAX PAYMENT \$1,464.87 02/07/2020 Payroll Tax; SD DEPT OF REVENUES\$231.23 January Sanitation Sales Tax; MCI \$48.85 long distance; SOUTH DAKOTA RETIREMENT SYSTEM \$1,404.22 January Retirement; THE SECURITY STATE BANK\$611.10 City Credit Cards; TOTAL PAID BEFORE MEETING \$5,462.62; Bills Paid At Meeting: A & B BUSINESS SERVICES \$111.65 Printer Contract&anti-ransomware; ADDY DISPOSAL \$2,878.00 Sanitation Collection; Anderson Publications \$324.27 Publishing; CARLSON & STEWART REFRIG. INC \$352.99 Office Bar Walk-In Cooler Repair; CITY OF MONTROSE \$20.75 City Water Bill; DELL RAPIDS LAW FIRM \$260.00 Attorney Services; GOLDEN WEST \$266.59 Phone/Internet Service; HEIMAN FIRE EQUIPMENT \$196.76 Annual Fire Extinguisher Service; KINGBROOK RURAL WATER \$2,979.70 Water Purchase-814,000 gallons; MATHESON TRI-GAS \$56.11 acetylene+oxygen; MCCOOK COUNTY AUDITOR \$1,408.34 County Sheriff; MCCOOK COUNTY EMS INC \$312.00 CPR Training - 8 employees; MIDAMERICAN ENERGY \$357.04 Natural Gas Service; MONTROSE GAS PLUS \$358.89 Fuel Purchases; NEW CENTURY PRESS \$92.70 Publishing; PARKER FORD, INC \$575.59 Mower Repair; SALEM FARMERS MARKET \$331.25 Groceries; SALEM SPECIAL \$30.00 Publishing; SOUTHEASTERN ELECTRIC CO-OP \$1,982.71 Electricity Service; STEVES WELDING MFG INC \$440.40 Snowplow Blade repair; TRANSOURCE \$1,500.00 Payloader Rental; DAKOTA SUPPLY GROUP \$3,564.83 Viper Mag Locator/Tracer & Campground Meter Piet; TYSDAL SNOW REMOVAL LLC \$1,850.00 Site Clearing for Water Tower; VERIZON \$192.21 Cell Phone Services; Banyon Data Systems \$1,000.00 Update File Interface for Beacon; TOTAL PAID AT MEETING \$21,442.78; GRAND TOTAL \$26,905.41; JANUARY 2020 PAYROLL: Finance Office \$1,118.40; Maintenance \$2,308.37; Daycare \$7,852.87; Water \$1,435.10; Sewer \$1,435.10; COUNCIL \$1,400.00; Total \$15,549.84; Motion by Heumiller, 2nd by Hanisch to approve the vouchers. All approved.

OLD BUSINESS:

Reviewed updates to Office Bar lease agreement suggested by City Attorney Dean Hammer. Earlier in the week, Klautd and Hagemann had called everyone who had expressed interest in leasing the bar earlier in the week and gave tours of the building. Courtney Hernandez was in attendance at this meeting and reiterated her interest in leasing the bar for a term of 1 year with the first option to re-lease or purchase the bar at the end of the term. No updates to the building will be necessary to accommodate the equipment she would like to bring in so that food can be served. The City will have someone inspect the electrical to ensure it can handle the load. Smith will contact the State Department of Revenue regarding the process to transfer the liquor licenses from the current lessee to the new lessee. Sieverding left the meeting at this time, 6:50 pm. Discussed increasing the monthly rent from \$550 to \$600 a month. Hernandez agreed this would be acceptable. Motion by Hagemann, 2nd by Hanisch to approve a resolution of intent to lease the Office Bar to Courtney Hernandez for a term of one year for \$600 per month. All approved. Published Separately. Smith will follow up with the city attorney to have the lease agreement finalized. The City has office space for rent between the City Office and Community Center for \$200 a month. Ads have been published but so far no one has called for more information. Discussed the pool house remodel. Heumiller will contact someone to look at the east wall to see if it needs to be reinforced.

NEW BUSINESS:

Motion by Heumiller, 2nd by Hanisch to authorize Samantha Erickson to have a city credit card with a limit of \$1000.00. All approved. Motion by Heumiller, 2nd by Hagemann to move the June City Council meeting to June 2, as Smith will be attending Finance Officer School in Aberdeen the second week of June. All approved. Motion by Heumiller, 2nd by Hagemann to set the Board of Equalization meeting for 6:00 pm on March 16. All approved. Discussed a request from a resident for help in obtaining extra assistance from FEMA called the Increased Cost of Compliance. Smith has contacted multiple people from FEMA for more information but they were not able to assist. Recently, Smith found a contact at the NFIP State Coordinating Office who gave Smith a form letter to fill out and give the resident. The Council would like more information before we fill it out and give to the resident, therefore Hanisch will follow up and let Smith know how to proceed. Council reviewed the draft of the Comprehensive Plan. No changes were requested. Next step is to have Planning and Zoning publish and hold a Public Hearing to review and approve the Comprehensive Plan. Once approved, the City Council will publish and hold a Public Hearing to adopt the plan. The final review of the Personnel Policy manual was tabled as it was not yet ready. Motion by Heumiller, 2nd by Hanisch to approve the 1st reading of Ordinance 001-2020, a supplemental budget ordinance to fund the new Parks & Recreation department (which replaces the separate softball and baseball departments) as well as to assign money not spent from the 2019 budget for equipment purchases in 2020. All approved. Will be published following the 2nd reading at the March meeting. Motion by Heumiller, 2nd by Hanisch to approve adopting the new Pool Manual that was requested by insurance. All approved. Motion by Hagemann, 2nd by Painter to authorize Smith to hire pool staff at the following pay rates: 1st year lifeguards - \$9.30 an hour; For returning lifeguards an extra 15 cents per hour per year they've worked at the Montrose Pool. Pool managers - \$10.00 an hour. Swim Instructors - \$10.00 an hour for first year teaching (only for hours worked as instructors, lifeguard pay applies for hours worked guarding). \$10.50 an hour for instructors who have taught swim lessons at the Montrose Pool before. All approved.

HEARING OF THOSE PRESENT: None

Motion by Hagemann, 2nd by Hanisch to adjourn at 8:06 pm. All approved.

Attest: _____

Sara Smith
Finance Officer

Published once at the approximate cost of _____

Paul Klaudt
Mayor