

Unapproved Minutes of the Montrose City Council

The Montrose City Council meeting was held on April 09, 2019 in the Community Center, Montrose, SD. 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, Robert Hoiten, Susie Painter and Jake Tysdal; Maintenance Supervisor Daryl Sieverding arrived at 6:04; Daycare Director Katie Stiefvater arrived at 6:02; Finance Officer Sara Smith; and DGR Engineers Trent Bruce and Logan Schmidt; 2 members of the community were present.

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

Motion by Hoiten, 2nd by Tysdal to approve the agenda. All approved. Motion by Heumiller, 2nd by Tysdal to approve the minutes from 03/12/19, 03/18/19 and 03/30/19. All approved.

SPECIAL TOPICS:

Reviewed delinquent utility accounts that meet the requirements to send to collections. One account was paid in full prior to the meeting. Mark Roe spoke to the council and requested to set up a payment plan for two residences that are delinquent. A payment plan was discussed requiring payment of \$100 every two weeks, in addition to the monthly minimum bill for one residence (the second residences is uninhabitable due to fire and the utility account for that residence was final billed). Once all delinquent amounts are paid, a \$50 turn on fee and \$200 cash deposit must be paid with a new signed utility service contract before service will be restored. If even a single payment is missed, the accounts will be sent to collections. Motion by Heumiller to approve this payment plan. 2nd by Hoiten. All approved.

Trent Bruce from DGR Engineering reviewed the summary of the Water and Sewer System Study reports that were 80% funded by a Small Community Planning Grant from DENR. These studies were required by DENR to get upcoming projects on the State Plan. Discussion led to listing the priority of all the recommended projects. 1. Replace Water Tower, for which funding has already been obtained; 2. Address riverbank erosion; 3. Update the sewer lift station to prevent damage due to flooding, and update components of the system; 4. Televis and clean the sewer system; 5. Work with Township/County to fix road out to lagoons; 6. Update two blocks of water line on 1st Avenue. Discussed the need to increase sewer rates in order to qualify for grant funding. The necessary base rate for sewer will be discussed with DENR and other funding sources at the June 18 SECOG Resource Fair. Discussed water tower project and an updated recommendation to increase the height of the water tower from 60' to 80' for an additional cost of \$30,000. Discussed the need to increase water rates by the amount of the surcharge required by DENR (\$3.45) plus an additional amount to cover the \$30,000 not included in the funding from CDBG and DENR. This will help with water pressure, fire flows, and future capacity needs. Motion by Painter, 2nd by Tysdal to approve the Water and Sewer System Study document created by DGR with an amendment to pursue the 80' water tower option. All approved. A copy of the Facility Plan Summary is available at the City Office and will be posted on the city website. Further discussion will be needed on when and how to fund the other projects identified.

DEPARTMENT REPORTS:

Sieverding reported that Dave Lounsbery is serving as the Campground Host this year. Information on how to reserve campground spots has been added to the city website. Discussed street repairs. Will restack the sandbags around the lift station and put sandbags over the manholes that flooded in March in preparation for the storm coming in a couple days.

Stiefvater reported that the Daycare had a profit for March. Summer Kare enrollment is full. Two inspections were completed this month. Daycare rates were increased starting April 1 and new parent contracts were signed. Discussed the daycare closure policy. If there is to be a -35 wind chill, blizzard warning, travel not advised, or loss of water, electricity or heat for one continuous hour, the daycare will be closed. Stiefvater requested to purchase a shed, but Sieverding may be able to obtain a donated shed to store daycare toys and equipment.

Smith reported that CD3978 (sewer fund with a value of \$25,326.44) was cashed out and transferred to the checking account so that it is available for post-flood expenditures. The pool repair fund donation from the Montrose Community Development Corporation was received and has been deposited into the checking account to pay for the new pool liner. LeAnn Kerzman from Midwest Assistance Program will be meeting with the City Council on May 14th at 6:00 to provide council training. The regular council meeting will begin at 7:00. Discussed Council Meeting start times. Motion by Heumiller, 2nd by Hoiten to set all future council meetings to start at 6:00 pm, with the exception of May 14, 2019 due to Council Training which will start at 6:00 and the regular meeting starting at 7:00. A new state law, HB1215, goes into effect July 1 and states if ordinances are posted on a municipality's website, it must be complete, up to date and not contain any repealed ordinances. Due to the time it would take to verify only the most up to date ordinances are posted on the website, the ordinance page will be removed from the website until such a time we can comply with the law. All ordinances will still be available at the city office and will be posted in the paper when they are passed.

VOUCHERS:

Vouchers were reviewed. Bills Paid Before Meeting: FEDERAL TAX PAYMENT \$1,944.23 March 22 Federal Tax Payment; FEDERAL TAX PAYMENT \$207.74 1st Quarter Council Federal Tax Payment; FEDERAL TAX PAYMENT \$1,520.43 April 5, 2019 Federal Tax Payment; CARLSON & STEWART REFRIG. INC \$151.34 Office Bar-Cooler Repair; FRONTLINE WARNING SYSTEMS \$250.00 2019 Siren Contract; SDML \$92.00 2018 Audited Billing-Workers Comp; SOUTH DAKOTA ONE CALL \$1.12 locates; THE SECURITY STATE BANK \$924.87 City Credit Cards; SOUTH DAKOTA RETIREMENT SYSTEM \$1,683.96 TOTAL PAID BEFORE MEETING \$6,775.69; Bills Paid At Meeting: SD DEPT OF LABOR & REG \$216.26 2019 Q1 Unemployment; SD DEPT OF REVENUE \$217.14 March Sanitation Sales Tax; POOLEQUIP, LLC \$7,995.84 40% Pool Liner Materials; RENOSYS CORPORATION \$11,993.76 40% Pool Liner Labor; ADDY DISPOSAL \$2,963.00 Sanitation Service; BADGER METER \$834.00 Badger April-September 2019; Banyon Data Systems \$1,190.00 Annual Support - Utility Billing; BENDERS SEWER & DRAIN \$928.00 Jetting to Clean Frozen Sewer Main; CITY OF MONTROSE \$38.96 City Water Bill; GOLDEN WEST \$265.77 Phone+Internet Service; KINGBROOK RURAL WATER \$2,712.00 Water Purchase; MCCOOK COUNTY AUDITOR \$1,408.34 County Sheriff; MIDAMERICAN ENERGY \$315.53 Natural Gas Service; MIKE PETRI \$16.91 Return of Remaining Deposit; MONTROSE GAS PLUS \$657.62 Fuel+Misc; NAPA AUTO & TRUCK PARTS \$42.92 Misc Supplies; NORTHERN LIGHTS DISPLAY \$2,322.06 Updated Banners for light poles; PFEIFERS \$293.67 Skid Steer Strobe Light Install;

REYNOLDS EXCAVATING, INC \$1,000.00 Box Blade for Skid Steer; SALEM FARMERS MARKET \$282.77 Groceries; SALEM LUMBER COMPANY \$144.90 Paint and Supplies; SAMANTHA ERICKSON \$20.00 Reimburse for Training Courses; SD GOV FINANCE OFFICERS ASSOC \$75.00 FO School 2019; SD GOV HUMAN RESOURCE ASSN \$50.00 HR School 2019; SOUTHEASTERN ELECTRIC CO-OP \$2,051.03 Electric Service; TRANSOURCE \$1,500.00 Rent L60F Wheel Loader; ZAPP HARDWARE \$281.89 Misc Purchases; A & B BUSINESS SERVICES \$88.93 Printer Contract; Anderson Publication \$328.10 Publishing; ATS \$976.94 Repair Flood Damage to City Truck; DAKOTA SUPPLY GROUP \$310.88 Meter Couplings; DUST-TEX SERVICE \$290.70 Paper Supplies; FRIESSEN CONSTRUCTION CO, INC \$500.00 Pump Rental due to flooding; MATHESON TRI-GAS \$49.14 acetylene+oxygen; US FOODS \$491.57 Groceries; VERIZON \$173.53 Cell Phones; TOTAL PAID AT MEETING \$43,027.16; GRAND TOTAL \$49,802.85; March 2019 Payroll: Finance Office \$2,310.88; Maintenance \$3,747.12; Daycare \$9768.02; Water \$689.92; Sewer \$689.92; Total \$17,205.86; Motion by Heumiller, 2nd by Tysdal to approve the vouchers. All approved.

OLD BUSINESS:

City Owned Surplus Property: One new bid was received for the two residential lots in a flood plain on the corner of 1st and Montrose. Motion by Tysdal, 2nd by Hoiten to accept the \$5000 bid from Mark and Kelly Heumiller of Salem, SD. Council President Tony Heumiller abstained from the vote due to being related to the bidders. All others approved. Smith will work with the Heumillers to get the property transferred.

Pool Repairs: MC&R was supposed to come out this week to repair the broken pipes at the pool, but due to weather the work has been delayed. Sieverding informed the council that a wall or the roof to the pool filter shed will need to be taken down and then repaired to remove and replace the filters. Smith requested the council consider purchasing a pool heater for approximately \$30,000. With the pool liner installation, the council thinks the pool water may stay warmer because we won't be refilling the pool with cold water all of the time to make up for leaks, but the pool heater idea should be put on the list of possible future improvements and fundraisers potentially held to raise funds.

Nuisance Properties: The trailer that burned in a fire on March 17 must be removed and lot cleaned up by the next city council meeting.

Lifeguards: The Council authorized the pool managers, Michelle Edwards and Rani Gordon, to make lifeguard hiring decisions.

NEW BUSINESS:

Motion by Heumiller, 2nd by Hoiten to approve Resolution 004-2019 to authorize taking out a loan through DENR not to exceed \$178,000 to cover the costs of the new water tower. All approved. Resolution published separately.

Tabled discussion and approval of Resolution 005-2019 – Water Tower Surcharge Authorization- until May as DENR needs to pass the resolution prior to the city council.

Reviewed a quote for a new payloader with a cost of \$140,000. Council wants to look into lease to own options for a used payloader with less than 5000 hours on it. Council decided to auction off the Zettlemeyer payloader, with a reserve, and other unneeded city property rather than putting it up for bids. All proceeds from the auction would be put in the equipment fund. Sieverding was instructed to create a list of items to sell, and the council will decide on an auction date at the next council meeting.

The Annual Clean Up Day will be held on May 4 from 8:00-5:00. This service is for city residents only. No construction debris or household garbage will be accepted.

Reviewed three quotes for painting the Community Center and City Office. Motion by Heumiller, 2nd by Painter to hire Garry Painting Inc for \$3469.00, which includes materials and labor to paint all walls that are currently peach colored and all metal doors that are currently brown.

Discussed hiring a seasonal/part-time employee to mow for no more than 25 hours a week at the state minimum wage of \$9.10. We are now accepting applications. Sieverding was authorized by the council to decide on which applicant to hire. Applications are available on the city website (cityofmontrosesd.com) or at the city office. Applicants must be 18 or older. Experience operating large equipment/mowers preferred.

Discussed the generator that is stored behind the Community Center. It was given to the city after the flood of 1993 but never hooked up. Council decided to have someone come out and check it to see if it's worth putting money into getting it running and hooked up, or if it should be sold.

Motion by Tysdal, 2nd by Painter to form a task force headed by Cliff Hallem to work with Kristen Benidt from SECOG to update the Planning and Zoning Comprehensive Plan. Other members of P&Z and Smith will attend the meetings as schedules allow. All approved. Motion by Heumiller, 2nd by Tysdal to end the office lease with KMWF Accounting at the end of April to free up office space for Planning and Zoning to use.

HEARING OF THOSE PRESENT: Jackie Cleveland had looked at the financial reports supplied in the meeting packet and asked what a particular Certificate of Deposit was set aside for. She was informed this CD was the security deposit for the Office Bar.

EXECUTIVE SESSION: None.

Motion by Tysdal, 2nd by Painter to adjourn at 8:32 pm. All approved.

Attest: _____

Sara Smith
Finance Officer

Published once at the approximate cost of _____

Paul Klautd
Mayor