

Unapproved Minutes of the Montrose City Council Meeting

The Montrose City Council meeting was held on April 14, 2020 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 phone; Daycare Director Stephanie Holland was called via phone during the Daycare Department report; and no members of the community.

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

Motion by Heumiller, 2nd by Hagemann to approve the agenda. All approved. Motion by Heumiller, 2nd by Hanisch to approve the minutes from 03/10/2020 and Board of Equalization 03/16/2020. All approved.

DEPARTMENT REPORTS:

Sieverding reported the top four campground spots are open. Hanisch has marked out 10 new campground spots south of Clark street for the campground expansion. No word yet on whether Summer Youth programs will be held this year. Potholes will be filled once hot mix is available. Cement has been poured in front of the city shop doors. Central States has agreed to donate tin for the pool house and ball field concession roofs. It will cost \$660 to purchase screws and trim. GIS mapping is about 50% complete. Will need to purchase a tablet to load the GIS data on for Daryl to access the data. Started the hood installation in the bar. Plan to have bar ready to serve food by the start of next week. Follow the Office Bar's new Facebook page for their updates. All fire hydrants have been flushed in town. The pressure side of the water system needs more fire flow. Pressure is good but need more volume. Two curbstops were replaced and others have been repaired. A new meter pit was installed on the bottom 12 campground spots.

Holland, via telephone, reported that she was notified at 5:30 this evening that a parent of a daycare child has symptoms of COVID-19 but won't be tested. The family will be quarantined for 14 days. Holland suggested closing the Daycare for the remainder of this week to allow time for another deep clean and reopen to limited staff and kids on Monday. Hagemann recommended closing the daycare for the full 2 weeks since other kids and staff have already been exposed. Heumiller and Painter agreed. Council asked Holland to close for the three days and meanwhile discuss with the Daycare Parent Board and reevaluate whether to reopen Monday or close for 2 weeks.

Smith reviewed financial reports and the voucher summary, with the addition of a bill for the city property and liability insurance.

VOUCHERS:

Vouchers were reviewed. Bills Paid Before Meeting: FEDERAL TAX PAYMENT \$1,611.31 03/20/2020 Payroll Tax; FEDERAL TAX PAYMENT \$1,366.29 04/03/2020 Payroll Tax; SD DEPT OF LABOR & REG \$180.65 2020Q1 Unemployment; SD DEPT OF REVENUE \$218.97 March Sanitation Sales Tax; VERIZON \$158.80 Cell Phone Services; FEDERAL TAX PAYMENT \$248.64 Council Q1 Payroll Tax; MCI \$48.20 Long Distance; SDML \$236.00 2019 Audited Billing Work Comp; THE SECURITY STATE BANK \$1,413.38 City Credit Cards; SOUTH DAKOTA RETIREMENT SYSTEM \$1,502.78 March Retirement; TOTAL PAID BEFORE MEETING \$6,985.02; Bills Paid At Meeting: A1 ELECTRIC PLUMBING HEAT&AIR \$91.80 Gas Leak service call; ADDY DISPOSAL \$2,861.00 Sanitation Services; Anderson Publication \$330.33 Publishing; BADGER METER \$834.00 Meter Reading annual support; Banyon Data Systems \$1,190.00 Utility Billing Annual Support; CITY OF MONTROSE \$21.30 City Water Bill; DAKOTA SUPPLY GROUP \$243.20 Curbstop box lid; DGR ENGINEERING \$7,375.00 Water Tower Project; DUST-TEX SERVICE \$451.71 Soap/Dispensers/Paper Products; FRONTLINE WARNING SYSTEMS \$580.00 Batteries for sirens + Annual Service; GOLDEN WEST \$266.04 Phone/Internet Services; MATHESON TRI-GAS \$35.89 Hose; MCCOOK COUNTY AUDITOR \$1,408.34 County Sheriff; NAPA AUTO & TRUCK PARTS \$8.54 Shop Supplies; REYNOLDS EXCAVATING, INC \$360.00 2 loads oversize 3-4" rock; RYANS REPAIR \$378.00 Skidloader Repair-spring and handle; SARA SMITH \$56.35 Reimburse-NFIP training in Mitchell; SOUTHEASTERN ELECTRIC CO-OP \$1,927.15 Electricity Services; TOWN OF HUMBOLDT \$70,000.00 Payloader&Accessories; ZAPP HARDWARE \$24.96 Supplies to hang banners; A & B BUSINESS SERVICES \$116.56 Printer Contract&Anti-Ransomware; CITY OF SIOUX FALLS \$43.50 Bacteria Water Tests - Q12020; DELL RAPIDS LAW FIRM \$120.00 Attorney Services; KINGBROOK RURAL WATER \$2,937.10 Water Purchase-802,000 gallons; MENARDS \$251.85 faucets & toilet for Bar; MIDAMERICAN ENERGY \$186.17 Natural Gas Services; MONTROSE BODY SHOP \$237.85 Batteries; MONTROSE GAS PLUS \$294.88 Fuel Purchases; PFEIFERS \$326.53 Skid Loader Handle; SALEM FARMERS MARKET \$313.52 Groceries; ZACHARIAS CONSTRUCTION \$859.14 Flood Repair - Crushed Asphalt; SD PUBLIC ASSURANCE ALLIANCE \$12,030.37 Property & Liability Insurance; TOTAL PAID AT MEETING \$106,161.08; GRAND TOTAL \$113,146.10; MARCH 2020 PAYROLL: Finance Office \$1,044.00; Maintenance \$1,439.28; Daycare \$8,918.10; Water \$1,699.80; Sewer \$1,699.80; Total \$14,800.98; Motion by Heumiller, 2nd by Painter to approve the vouchers including the payment to SD Public Assurance Alliance. All approved.

Per municipal requirements, the following have been hired to work at the Montrose Community Pool and their hourly pay rate: Pool Co-Managers: Michelle Edwards and Sarah Weber - \$10.00; Lifeguards: Avery Weber & Lizzy Sechser - \$9.30. We are still hiring Red Cross certified lifeguards and WSI certified swim instructors. See City Website or call/email City Office. Pay will be as follows: First Year Lifeguards – \$9.30. Returning lifeguards will get 15 cents per hour extra per year worked at the Montrose Pool. Managers - \$10.00 per hour. Swim Instructors - \$10.00 for first year as a teacher; \$10.50 for returning teachers. This pay rate applies for the time spent teaching; guard pay applies for time spent guarding.

OLD BUSINESS:

Office Space for Rent: Heumiller was contacted by someone wanting to rent the office space between the City Office and Community Center. Discussed rent and including internet access. The Council requested Heumiller talk with the interested party and negotiate terms of the lease. After the meeting, Heumiller texted the Council and Smith proposing \$100 a month for a month to month lease. Painter and Hanisch agreed. Smith will work with the City Attorney to write up a lease agreement. Lessee wants to take possession of the Office Space May 1, 2020. Pool House Remodel: The tin for the roof was donated by Central States. Doors will be replaced with commercial steel doors. The cost of these upgrades will be paid for with the O'Dell fund money allocated for pool updates already included in the 2020 Budget. Campground Expansion: 10 new campground spots have been staked out. Estimated cost is \$7,600.

The practice field will no longer be available, however the baseball field outfield or the open space south of the baseball field can be utilized for sports practices. The walking path will stay. Funding will come from the existing 2020 budget for the Campground department and, if necessary, utilize money from the O'Dell fund. An agenda item will be added to next month to further discuss funding. Discussed allowing campers to stay the entire season. We already have reservations this summer taking every camp spot, so we can't allow long-term camping this year. However, next year the plan is to have the top four camp sites be long-term/season long spots and the remainder will stay short-term spots. An agenda item will be added to next month to discuss the fees for long-term camping.

NEW BUSINESS:

Motion by Heumiller, 2nd by Painter to approve the 2nd Reading of Ordinance 2020-002, a 2020 budget supplement to fund the kitchen update at the Office Bar. All approved. Published Separately. Motion by Hagemann, 2nd by Hanisch to approve Resolution 2020-003 to update the Rates/Fines/Fees with a change to the Sewer rates. The cost of sewer services will be broken into a base rate and a sewer surcharge for the DENR loan from 2009. The overall rate will stay \$29.50 but it will now be broken into two parts on the utility bill. All approved. Published Separately. Discussed election deadlines. Petitions can be circulated through May 8, but it is strongly advised that you don't wait until the last minute so that there's time to correct any problems with the petition. If anyone needs a petition for City Council or needs it notarized before beginning circulation, please contact the City Office to make an appointment. You may print a petition from the Secretary of State's website, but you MUST print it front and back on a single piece of paper.

Motion by Heumiller, 2nd by Hanisch to move the June Council Meeting back to the 2nd Tuesday in June. It had been moved to the first Monday so that Smith could attend Finance Officer School in Aberdeen, but it has since been cancelled. All approved.

COVID-19 topics: Smith asked the Council whether any special policies should be put in place at this time regarding late fees, delinquencies, shutoffs and collections for residents struggling to pay their bills due to COVID-19. At this time all policies will stay the same, and the Council will reconsider on a case by case basis. Discussed the pool opening this summer. Right now, only two lifeguards have been hired. Red Cross training has been halted until May 1. Council plans to have pool open June 1. Hours may need to be limited based on the availability of the hired lifeguards. Applications are still being accepted for certified lifeguards. The plans for the pool may change based on recommendations from the state, etc. Clean Up Day will be held on May 9th. This is only for city residents. Paint and other Hazardous materials will NOT be accepted. No construction or remodeling debris allowed. No batteries. The Campground will operate as normal. Four spots are open now and the remaining spots will open May 1. Council requested Smith look into state programs to help pay Daycare staff if the daycare closes due to COVID-19. Mayor Klaudt will also look into it.

HEARING OF THOSE PRESENT: None

Motion by Heumiller, 2nd by Painter to adjourn at 7:11 pm. All approved.

Attest: _____

Sara Smith
Finance Officer

Published once at the approximate cost of _____

Paul Klaudt
Mayor