

## **Unapproved Minutes of the Montrose City Council Training and Meeting**

Training for the City Council was provided by LeAnn Kerzman from the Midwest Assistance Program. Training started at 6:00 pm in the Community Center, Montrose, SD on May 14, 2019. Present for training were Mayor Paul Klaudt; Council Members Tony Heumiller, Robert Hoiten, Susan Painter and Jake Tysdal; Maintenance Supervisor Daryl Sieverding; Finance Officer Sara Smith; LeAnn Kerzman from Midwest Assistance Program, and one member of the community.

The Montrose City Council meeting was held on May 14, 2019 in the Community Center, Montrose, SD. The meeting was called to order by Mayor Paul Klaudt at 7:00 pm. The Pledge of Allegiance was recited. Present were Mayor Paul Klaudt; Council Members Tony Heumiller, Robert Hoiten, Susan Painter and Jake Tysdal; Maintenance Supervisor Daryl Sieverding; Daycare Director Katie Stiefvater; Finance Officer Sara Smith; LeAnn Kerzman from Midwest Assistance Program, and seven members of the community were present.

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

Motion by Hoiten, 2<sup>nd</sup> by Tysdal to approve the agenda. All approved. Motion by Tysdal, 2<sup>nd</sup> by Painter to approve the minutes from 04/09/19. All approved.

### **DEPARTMENT REPORTS:**

Sieverding reported there have been a lot of games held at the ball fields this season. Everything has been mowed twice already.

Dave Lounsbury has been taking reservations for the campground. Sieverding is closely monitoring the lagoons due to high river levels and expected rain. The new pool filters and the plumbing has been installed. The pipes between the wading pool and the pool house have not yet been repaired. Renosys plans to install the new liner in the next week or two depending on weather.

Stiefvater reported that May 23 is the last day of preschool. The daycare had a loss for April but still has an overall profit for the year. May 28 is the first day of Summer Kare. The daycare received a generous \$1000.00 donation to help purchase a shed to store outdoor equipment. New playground equipment was purchased and installed.

Smith reported that one petition was received for each of the three council positions up for election this year, therefore an election will not be needed and those who submitted the petitions are automatically elected to the two-year positions. Paul Klaudt will continue as Mayor. Susan Painter will continue as a Council Member for Ward 1. Justin Hagemann will become a Council Member for Ward 2. Smith reported that there will be several temporary changes to the City Office hours for training. Those changes have been posted on the city website and on Facebook. Financial reports were reviewed.

### **VOUCHERS:**

Vouchers were reviewed. Bills Paid Before Meeting: FEDERAL TAX PAYMENT \$1,521.02 Payroll Tax; FEDERAL TAX PAYMENT \$1,417.08 Payroll Tax; SD DEPT OF REVENUE \$219.19 April Sanitation Sales Tax; CITY OF SIOUX FALLS \$43.50 2019 Q1 Bacteria Water Test; MCCOOK CTY HIGHWAY DEPT \$629.06 Millings; SOUTH DAKOTA ONE CALL \$2.10 locates; THE SECURITY STATE BANK \$1,365.02 City Credit Cards; SOUTH DAKOTA RETIREMENT \$1,441.40 April Retirement; KINGBROOK RURAL WATER \$2,736.15 Water Purchase-767,000 gallons; DIXIE MARKETING & PLAYGROUNDS \$2,490.00 Playground Equipment; TOTAL PAID BEFORE MEETING \$11,864.52; Bills Paid At Meeting: POOLEQUIP, LLC \$7,995.84 40% Upon Contract Start Up for Liner Materials; RENOSYS CORPORATION \$11,993.76 40% Upon Contract Start Up for Liner Labor; A & B BUSINESS SERVICES \$83.69 Printer Contract; ADDY DISPOSAL \$2,963.00 Sanitation Service; AMERICAN ENGINEERING TESTING \$476.00 Flood-Wastewater Analysis; CENTRAL FARMERS COOP \$29.40 Field Marker; CITY OF MONTROSE \$35.62 City Water Bill; DAVE LOUNSBURY \$41.11 Campground Adapters & Sign; DUST-TEX SERVICE \$76.00 2 cases brown paper towels; GOLDEN WEST \$265.77 Phone/Internet; HANISCH HOME REPAIR \$100.00 Replace Ballast - Lighting; MATHESON TRI-GAS \$47.90 acetylene+oxygen; MCCOOK COUNTY AUDITOR \$1,408.34 County Sheriff; MIDAMERICAN ENERGY \$155.57 Natural Gas Service; MONTROSE GAS PLUS \$816.70 Misc Fuel Purchases; PFEIFERS \$12.29 Misc supplies; RYANS REPAIR \$1,435.00 Dump Truck & City Truck repairs; SALEM FARMERS MARKET \$95.00 Groceries; SDML \$50.00 Debit/Credit Workshop/Budget Training; SEAFOG \$30.00 2019 SEAFOG Dues; SHERYL HOLT \$7.69 Return Overpayment of Final Bill; SOUTHEASTERN ELECTRIC CO \$2,216.85 Electric Service; ZAPP HARDWARE \$9.98 Light bulbs; ADDY DISPOSAL \$1,650.00 Clean Up Day Dumpsters & Hauling; Anderson Publication \$445.05 Publishing; DAKOTA SUPPLY GROUP \$342.50 Campground/Baseball/Softball toilets; GARRY PAINTING, INC \$3,672.46 Painting of City Office+Community Center; NAPA AUTO & TRUCK PARTS \$551.60 City Truck parts; POOLEQUIP, LLC \$7,995.84 Liner Materials-40% upon substantial completion; RENOSYS CORPORATION \$11,993.76 Liner Labor-40% upon substantial completion; US FOODS \$446.12 Groceries; VERIZON \$349.11 Cell Phone Plan + new maintenance phone; FEDERAL TAX PAYMENT \$1,527.94 05/17/2019 Payroll Tax; TOTAL PAID AT MEETING \$59,319.89; GRAND TOTAL \$71,184.41; April 2019 Payroll: Finance Office \$929.09; Maintenance \$1579.47; Daycare \$8659.06; Water \$1679.97; Sewer \$1679.97; Council \$1325.00; Total \$15,852.56; Motion by Hoiten, 2<sup>nd</sup> by Tysdal to approve the vouchers. All approved.

### **OLD BUSINESS:**

101 S Church: Richard Dahlquist gave a plan to the council for putting in a new concrete driveway to keep water runoff from washing away the gravel. Mayor Klaudt will give the plan to Planning and Zoning and Dahlquist will need to submit a building permit.

Surplus Property: A purchase agreement has been signed between the City and the buyers of the land at 100 W Montrose. The city attorney is now working to draw up a warranty deed and with the title insurance company to finalize the sale.

Pool Repairs: Bids are being accepted to remodel the pool house. The Council decided that the only updates that will be pursued for this year are a new roof and gutters.

Nuisance Properties: The city attorney will be contacted to compel the owner of the burned residence to demolish and clean up the property. An itemized list of all ordinance violations plus pictures will be compiled and submitted to the trailer park owner before involving the city attorney in further attempts to clean up the property.

Generator: Because no one has been out to look at the generator yet to see if it is repairable, this topic is being tabled until next month.

Mowing: Jayden Flannery has been hired to mow and help Sieverding with miscellaneous maintenance tasks starting next week at \$9.10 an hour.

**NEW BUSINESS:**

Banners: JoAnn Thompson presented her plan to obtain sponsors for new banners to replace the ones that have been displayed for the last 10-12 years. Each banner will cost \$130. Motion by Tysdal, 2<sup>nd</sup> by Heumiller to sponsor a banner that says "City of Montrose". All approved. Because the city does not own equipment that would make it easy to change the banners, Randy and JoAnn Thompson volunteer to help change the banners.

Planning and Zoning: Because one member of the Planning and Zoning Committee moved out of town the Council decided to lower the number of members required to three. Motion by Heumiller, 2<sup>nd</sup> by Painter to approve the 1<sup>st</sup> reading of Ordinance 002-2019 amending Chapter 9.01, Planning Commission, Section 9.0102, Membership and Terms. All approved.

Ballfields: Jessica Rowley and Nick Vogel asked the Council for various updates and repairs at the baseball and softball fields. Council discussed setting a rate to charge out of town teams for use of the ball fields to help cover the costs of electricity, water and maintenance. Discussed adding a batting cage near the softball field. Smith will check with the city insurance regarding any issues or increased costs that might cause.

Water Tower Surcharge Authorization: Motion by Heumiller, 2<sup>nd</sup> by Painter to approve Resolution 005-2019 to add a \$3.45 surcharge to all water bills starting July 1, 2019. This surcharge was set and is required by DENR as a condition of the \$178,000 loan for the water tower project. By starting to collect the surcharge now, the city will have money built up to prepay on the loan and reduce the overall interest owed on the loan. Preliminary work is being done now to prepare for the project and the construction is expected in the summer of 2020.

Street Repairs: Reviewed estimated costs to repairing several streets around town. Before doing any large street projects, the sewer system needs to be inspected. A plan needs to be developed on what order street projects should be completed. Discussion of pursuing a Street Assessment vs an Opt-Out to increase revenue for street projects was tabled until after the June 18 SECOG Resource Fair. The Council was provided information to review on each option.

Auction of Surplus Property: Saturday, August 3<sup>rd</sup>, the City will be holding an auction to sell surplus city property. The Zettlemeyer Payloader will be among the items sold.

Declare Items Surplus: Motion by Heumiller, 2<sup>nd</sup> by Tysdal to declare miscellaneous shop items from a list provided by Sieverding surplus, including old water meters and a cherry picker. All approved.

Sewer System: Sieverding presented one cost estimate for inspecting, televising and jetting the sewer system for \$2 per foot. Council requested he obtain at least two more quotes and to determine how many feet of sewer system there are to be inspected. Sieverding was also directed to get bids for raising the sewer lift station above flood level.

Water Meter software: Smith presented quotes for updated water meter reading software as the current software is no longer being supported. Overall cost will be \$7,000 and will be included in the 2020 budget.

Riverbank Stabilization: Sieverding was directed to contact DENR and see if the city can complete all of the procedures needed to stabilize the riverbank without engineering expense.

2020 Budget: A budget work session was scheduled for July 23 at 6:00 pm to set the 2020 budget. The Council was given a rough draft of the 2020 budget to review.

HEARING OF THOSE PRESENT: Peggy Jesse asked about the water project that did not update two blocks of water lines. Council informed her that DGR Engineering estimated it would cost \$300,000 to update those two blocks so no action is being taken on it at this time. Sieverding was instructed to flush the hydrant in that area. Jackie Cleveland stated that some residents have already paid street assessments when their streets were last redone. Council stated because roads do not last forever and they need significant work now, there is a need to raise revenue to fix the streets now. Further discussion will be held in future meetings.

EXECUTIVE SESSION: None.

Motion by Tysdal, 2<sup>nd</sup> by Heumiller to adjourn at 9:03 pm. All approved.

Attest: \_\_\_\_\_

Sara Smith  
Finance Officer

Published once at the approximate cost of \_\_\_\_\_

\_\_\_\_\_  
Paul Klaudt  
Mayor