

Unapproved Minutes of the Montrose City Council Meeting

The Montrose City Council meeting was held on November 12, 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, Susan Painter, Justin Hagemann and Jasen Hanisch; Maintenance Supervisor Daryl Sieverding; Finance Officer Sara Smith; Trent Bruce from DGR Engineering and four members of the community were present.

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

Motion by Hagemann, 2nd by Painter to approve the agenda. All approved. Motion by Hanisch, 2nd by Hagemann to approve the minutes from 10/08/19. All approved.

SPECIAL TOPICS:

Reviewed delinquent utility accounts eligible for sending to collections. Tony Reynolds addressed the council requesting a reduction in his water bill due to the flood forcing him to leave his home, saying that the council didn't handle the flood appropriately. Scott Binder asked how much Kingbrook charges per 1000 gallons vs what the city charges. Smith estimated it was around \$3.50 per 1000 gallons but would need to check in the city office records. The city charges \$5.00 per 1000 gallons. Post-meeting note: The rate from Kingbrook is \$3.45 but will be going up to \$3.55 on January 1, 2020. After 45 minutes of further discussion, the Council declined to adjust the outstanding utility bill but would set a payment plan. Motion by Hanisch, 2nd by Hagemann to approve a payment plan specifying \$100 must be paid by the 15th of the month each month until the balance is repaid. Late fees assessed during the period of repayment will be removed from his account. All approved. Motion by Painter, 2nd by Hagemann to authorize the other two delinquent accounts to be sent to collections.

DEPARTMENT REPORTS:

Sieverding reported everything has been winterized. Discussed the need for the picnic shelter light switch be padlocked as someone keeps turning the lights on and leaving them on. The baseball association volunteers have re-installed fence posts at the softball field that floated during the flood, and started the cleanup process. Gene Struck reported to Hagemann prior to the meeting that 80 pounds of grass seed has been put down at the baseball field, which was paid for by the booster club. Five fence posts can be reused at the baseball field. All others will need to be replaced. (Thank you to all the volunteers who have helped clean up the ball fields. Your time and effort is much appreciated!) Leaves need to be cleaned out of the gutter on 1st Avenue and the edges of 1st Avenue need to be repaired next spring to keep water from undermining the street. The Community Center door lock needs to be replaced. Discussed needing to submit a claim the city insurance for all the flood damage despite it not being a covered loss just to show any organizations that my award grant or flood relief funds that we tried. All utilities are running well. Still working to get an app on Sieverding's phone that will monitor the water tower. The GIS system mapping is 1/3 complete. Work was suspended due to snow but will resume if it clears. Stiefvater was not in attendance and did not supply a report. Smith reported that the Daycare served a meal at Chase the Ace and raised approximately \$700 and plans another fundraiser where parents can drop kids off on a Saturday for a day of kid-free Christmas shopping. Smith asked Trent Bruce from DGR Engineering to address the council in regards to the water tower project. Bruce reported that the initial planned location for the new water tower will not work, but now recommends putting the new tower in the same location as the old water tank that the city used prior to the current water tower. Because this location won't allow access for Geotek's equipment, test sites will need to be drilled with a hand auger, which will cost an extra \$300 over the initial quote. The final design options for the tower have been completed. Once those have been reviewed, the project will be put out for bids in December and bids will be opened in January. Discussed upcoming due dates for grant applications. A public hearing will be held at the December council meeting regarding the water tower project. Smith reviewed financial reports, including analysis of the 2019 budget vs actual expenditures through October 16. Two departments need to be supplemented and a couple more could be supplemented to ensure spending at the end of the year doesn't exceed budget authority. Those budget adjustments were reviewed in detail later in the meeting in new business.

VOUCHERS:

Vouchers were reviewed. Bills Paid Before Meeting: FEDERAL TAX PAYMENT \$1,482.58 October 18 Payroll Tax; FEDERAL TAX PAYMENT \$1,316.05 November 1 Payroll Tax; SD DEPT OF REVENUE \$249.48 October Sanitation Sales Tax; ADDY DISPOSAL \$5,857.50 Post-September Flood Dumpsters; CITY OF SIOUX FALLS \$43.50 2019Q4 Bacteria Water Tests; MCCOOK CTY HIGHWAY DEPT \$352.50 Post-September Flood Repairs; MITCHELL CONCRETE PRODUCTS \$910.00 Sand for September Flood; MONTROSE POST OFFICE \$64.00 PO Box Renewal-1 Year; SOUTH DAKOTA ONE CALL \$6.72 Locates; TOM CULP \$93.60 Return of Deposit; TRANSOURCE \$1,500.00 Wheel Loader Rental; MCI \$49.98 Long Distance; MONTROSE GAS PLUS \$1,264.27 Fuel for Flood Efforts; NAPA AUTO & TRUCK PARTS \$63.22 Misc Supplies; THE SECURITY STATE BANK \$477.99 City Credit Cards; TRANSOURCE \$1,500.00 Wheel Loader Rental; SOUTH DAKOTA RETIREMENT SYSTEM \$1,502.76 October Retirement; TOTAL PAID BEFORE MEETING \$16,734.15; Bills Paid At Meeting: A & B BUSINESS SERVICES \$93.75 Printer Contract; ADDY DISPOSAL \$2,878.00 Sanitation Service; AMERICAN ENGINEERING TESTING \$243.00 Wastewater Analysis; Anderson Publication \$215.41 Publishing; Banyon Data Systems \$1,590.00 Fund Accounting+Payroll Annual Support; BIERSCHBACH EQUIPMENT \$954.00 Trash Pump Rental; CITY OF MONTROSE \$59.06 City Water Bill; DAKOTA SUPPLY GROUP \$1,736.19 Curb Stops and Marking paint; DGR ENGINEERING \$8,850.00 Water Storage Improvement Services; GOLDEN WEST \$267.88 Phone/Internet Services; KW ELECTRIC INC \$390.93 Post Flood - Campground Repair; MCCOOK COUNTY AUDITOR \$1,408.34 County Sheriff; MEIERHENRY SARGENT LLP \$1,870.00 WaterTower-Bond Counsel Fee; MIDAMERICAN ENERGY \$50.08 Natural Gas Service; NAPA AUTO & TRUCK PARTS \$41.25 Mower Battery; SALEM FARMERS MARKET \$293.63 Daycare Groceries; SALEM SPECIAL \$5.00 Daycare Help Wanted Classified; SD PUBLIC HEALTH LAB \$181.00 Water Analysis; SDML \$3,855.00 Workers Comp Insurance; SOUTHEASTERN ELECTRIC CO-OP \$2,360.06 Electric Service; VERIZON \$223.85 Cell Phone Service; A & B BUSINESS SERVICES \$24.00 Anti-Virus Subscription; DUST-TEX SERVICE \$76.00 2 cases brown paper towels; KINGBROOK RURAL WATER \$2,712.00 Water Purchase-755,000 gallons; MATHESON TRI-GAS \$56.11 acetylene+oxygen; MONTROSE GAS PLUS \$602.33 Fuel Purchases; REYNOLDS EXCAVATING, INC \$525.00 Post Flood Rubble Site Clean Up; RYANS REPAIR \$20.00 tire repair; SAFETY BENEFITS, INC \$75.00 Safety&Loss Control Training; SDML \$552.37

SDML Annual Membership Dues; TOTAL PAID AT MEETING \$32,209.24; GRAND TOTAL \$48,943.39; OCTOBER 2019 PAYROLL: Finance Office \$851.18; Maintenance \$1,935.21; Daycare \$8,834.73; Water \$1,621.55 ; Sewer \$1,621.55; Total \$14864.22; Motion by Heumiller, 2nd by Painter to approve the November vouchers. All approved.

OLD BUSINESS:

Discussed pool house remodel. Sieverding contacted a few contractors but none gave any quotes because better specs are needed from the council. Hanisch had drawn up a suggested design a couple years ago which Sieverding showed the council. Council directed Sieverding to use that design to get quotes. Discussed potentially remodeling the pool house rather than demolishing and rebuilding. Discussed Office Bar ownership. The existing lessee has informed the council that she will not be renewing her lease at the end of March. Council wants to look into the idea of listing the property with a realtor for either sale or lease. Hanisch will send Smith a list of commercial realtors to contact for information and will bring that to the next meeting.

NEW BUSINESS:

Reviewed a new quote for sewer jetting/televising/reporting. Hanisch was in contact with another company that may be able to offer an even better deal, so a quote will be obtained before the next meeting and reviewed then. Reviewed and discussed changes to the next section of the Personnel Policy Manual template. Smith will update and prepare the final section of the manual for review at the December meeting. Discussed future development and zoning for the Comprehensive Plan. Motion by Hanisch, 2nd by Hagemann to approve the first reading of Ordinance 006-2019 2019 Supplemental Budget. All approved. 2nd reading will be held at the December meeting and published upon passage. Reviewed quotes for a meter pit for the campground. Reviewed quotes for a locator. Motion by Heumiller, 2nd by Hagemann to authorize purchase of a \$2,300 Viper Mag Locator/Tracer with a \$378 five inch mag clamp. All approved. The water tower final planning meeting was discussed earlier in Department Reports.

HEARING OF THOSE PRESENT:

None

Motion by Heumiller, 2nd by Hanisch to adjourn at 8:48 pm. All approved.

Attest: _____

Sara Smith
Finance Officer

Published once at the approximate cost of _____

Paul Klaudt
Mayor