

Unapproved Minutes of the Montrose City Council Meeting

The Montrose City Council meeting was held on December 8, 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 (via WebEx); Maintenance Supervisor Daryl Sieverding; Finance Officer Sara Smith (via WebEx); Daycare Co-Director Stephanie Holland (via WebEx); Trent Bruce from DGR Engineering (via WebEx); McCook County Sheriff Mark Norris; Madison Holman, reporter for the Montrose Herald (via WebEx) and three 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. Roll Call Vote: Heumiller – yes; Painter – yes; Hagemann – yes; Hanisch – yes; Motion carried. Motion by Heumiller, 2nd by Painter to approve the minutes from 11/10/2020. Roll Call Vote: Heumiller – yes; Painter – yes; Hagemann – yes; Hanisch – yes; Motion carried.

SPECIAL TOPICS:

Water Tower Project: Trent Bruce from DGR Engineering reported the contractor work is complete at the water tower. Motion by Heumiller, 2nd by Hagemann to approve project Change Order #2 and Pay Request #4/Final for Great Plains Structures. Roll Call Vote: Heumiller – yes; Painter – yes; Hagemann – yes; Hanisch – yes; Motion carried. Daryl will do some road work otherwise the water tower is looking good. Discussed the bird wire at the top of the tower. It will need to be reassessed in the spring when the birds come back. Final project documentation will be reviewed and approved at the January meeting. Motion by Heumiller, 2nd by Painter to approve Resolution 2020-023 Acceptance of Work. Roll Call Vote: Heumiller – yes; Painter – yes; Hagemann – yes; Hanisch – yes; Motion carried. Published Separately. Reviewed final loan and CDBG reimbursement requests.

Sewer Infrastructure Project: Bruce reported that Sieverding and Smith attended a virtual meeting with DGR this week to review the project. There are four items in scope: lift station improvements, streambank stabilization, repair/replace sewer lines and manholes, and improving the access road to the lagoons. Hydroklean finished their work and their reports are complete. There are four or five locations that need to be looked at for repairing sewer lines and manholes need to be repaired.

Sheriff Norris came to the meeting to discuss the Council's decision to cut the 2021 budget from \$17,000 to \$12,000. Norris explained to the Council how the Sheriff's Office uses their funding and that the County subsidizes the cost of services. Motion by Heumiller, 2nd by Hanisch to continue to keep the Sheriff contract at the same hours and cost as 2020. Roll Call Vote: Heumiller – yes; Painter – yes; Hagemann – yes; Hanisch – yes; Motion carried. A 2021 Supplemental Budget Ordinance will be passed at a later date to increase the budget for the Sheriff contract.

DEPARTMENT REPORTS:

Sieverding reported he is working to get quotes for repairing the softball fence. Equipment is ready for clearing snow. Hagemann reported some street lights are out. Sieverding will contact Southeastern to have fixed.

Holland reported the daycare has 3 openings for ages 3 to 5 years old. She has her CDA observation on Friday and her final exams at the end of the year. After that she will be CDA certified.

Smith reviewed financial reports and vouchers.

VOUCHERS:

Vouchers were reviewed. Bills Paid Before Meeting: FEDERAL TAX PAYMENT \$1,533.48 11/13/2020 Payroll Tax; VERIZON \$126.79 Cell Phone Service; FEDERAL TAX PAYMENT \$1,649.16 11/27/2020 Payroll Tax; MCI \$50.32 Long Distance Service; SDML \$3,872.00 Re-print-Workers Comp; SOUTH DAKOTA RETIREMENT SYSTEM \$1,568.58 November Retirement; THE SECURITY STATE BANK \$1,523.05 City Credit Cards; TOTAL PAID BEFORE MEETING \$10,323.08; Bills Paid At Meeting: SD DEPT OF REVENUE \$215.34 November Sanitation Sales Tax; SD DEPT OF REVENUE \$2,765.86 2020 Pool&Campground Sales Tax; FEDERAL TAX PAYMENT \$1,580.63 12/11/2020 Payroll Tax; ADDY DISPOSAL \$2,895.00 Sanitation Service; CITY OF MONTROSE \$45.50 City Water Bill; DGR ENGINEERING \$10,478.03 Engineering Services; GREAT PLAINS STRUCTURES \$61,235.67 Water Tower Project Pay App #4; MCCOOK COUNTY AUDITOR \$1,408.34 County Sheriff; MENARDS \$644.62 Daycare Dishwasher & misc supplies; MIDAMERICAN ENERGY \$151.95 Natural Gas Services; MONTROSE GAS PLUS \$191.33 Fuel Purchases; NEW CENTURY PRESS \$532.08 Publishing; ORLAND ELECTRIC \$350.00 Unplug sewer at Bar; SD PUBLIC HEALTH LAB \$90.00 Lead/Copper Testing; SD WATER&WASTEWATER ASSOC \$10.00 Annual Dues; SDML \$571.04 Reprint-SDML Annual Membership Dues; SECOG \$2,500.00 Administration of CDBG Grant; SOUTHEASTERN ELECTRIC CO-OP \$2,100.27 Electric Services; TODD STRUCK \$64.62 Return of Deposit; TWEDT CONSTRUCTION, INC \$28,320.00 Road Repairs; A & B BUSINESS SERVICES \$108.63 Printer Contract&anti-ransomware; GOLDEN WEST \$268.59 Phone/Internet Services; KINGBROOK RURAL WATER \$2,937.10 Water Purchase-802,000 gallons; NAPA AUTO & TRUCK PARTS \$39.70 Misc. Supplies; SECOG \$760.00 2021 Annual Dues; STAN HOUSTON EQUIPMENT CO \$413.95 Blades; TOTAL PAID AT MEETING \$120,678.25; GRAND TOTAL \$131,001.63; NOVEMBER 2020 PAYROLL: Finance Office \$1,461.60; Maintenance \$1,513.44; Daycare \$8,340.45; Water \$1,605.02; Sewer \$1,605.02; Total \$14,525.53; Motion by Heumiller, 2nd by Painter to approve the vouchers.

OLD BUSINESS:

COVID-19: Smith reviewed items that had been purchased and reimbursed with CARES Act funds. The state pre-approved the purchase of five radios and a CPR machine for the Fire Department. Orders have been placed but invoices have not been received, so those will be paid by the end of the year. Smith will also be requesting pre-approval for a laryngoscope for the Fire Department if the order can be placed in time to qualify for reimbursement. A new phone system will also be installed at the City Office to allow voicemails to be emailed to city staff to allow for off-site work. All CARES Act reimbursement requests must be submitted by 12/30, except for payroll.

Playground: Reviewed proposed quote for a new playground by the softball field to replace the flood-damaged set. Work will be needed to raise the ground level to minimize future flooding. Motion by Hagemann, 2nd by Painter to approve purchasing the proposed playset from Dakotascapes using \$27,081.01 of FEMA funding with the remaining approximate \$20,000 to be paid for by the city. Roll Call Vote: Heumiller – yes; Painter – yes; Hagemann – yes; Hanisch – yes; Motion carried. Discussed adding to or

upgrading the play area by the pool. Hagemann was instructed to call Dakotascapes to see if we can add to the order and get a good price on additional playset pieces for the pool area and bring information back to Council. Ball field: Reviewed FEMA funding and work that needs to be done. Campground: Discussed the online payment system. Vendor products are prohibitively expensive. Smith asked Council to consider opening a new savings account and having online campground payments made through Municipipay be deposited into the new savings account. This will greatly reduce the complexity of reconciling the city checking account because the campground payments are so numerous and deposited in unpredictable groups based on payment method that make it difficult to match up with deposits posted in Fund Accounting. Council directed Smith to proceed with opening the new savings account. Discussed adding permanent camping spots where people could live at the campground seasonally but leave their trailer/RV year-round. Rules would need to be written up to keep the area looking nice. Council will discuss again at the February meeting.

NEW BUSINESS:

2020 Budget Supplement: Motion by Heumiller, 2nd by Hanisch to approve the 2nd reading of Ordinance 009-2020. Roll Call Vote: Heumiller – yes; Painter – yes; Hagemann – yes; Hanisch – yes; Motion carried. Published Separately. Recreational Vehicles: Reviewed ordinances from other cities related to recreational vehicles used as dwellings on private and public property. Council will review and discuss again at the February meeting. Pump Station: Sieverding will get quotes to improve the pump station to improve flow to the pressurized system for fire flow. Building Permits: Reviewed cases where building permits are required. No changes from current process will be implemented. Humane Society: Motion by Heumiller, 2nd by Hagemann to approve the 2021 contract for animal control services. Roll Call Vote: Heumiller – yes; Painter – yes; Hagemann – yes; Hanisch – yes; Motion carried.

HEARING OF THOSE PRESENT:

Matt Fockler let the council know he is still interested in holding a music festival in town once the COVID situation improves. Motion by Heumiller, 2nd by Hagemann to adjourn at 7:52 pm. Meeting adjourned.

Attest: _____

Sara Smith
Finance Officer

Published once at the approximate cost of _____

Paul Klaudt
Mayor