

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

The Montrose City Council meeting was held on December 10, 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; Daycare Director Katie Stiefvater; Finance Officer Sara Smith; Leslie Mastroianni from SECOG; Trent Bruce from DGR Engineering and 3 members of the community were present.

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

Motion by Hagemann, 2<sup>nd</sup> by Painter to approve the agenda with a change to move the Water Tower Final Design agenda item up to the Special Topics section. All approved. Motion by Heumiller, 2<sup>nd</sup> by Painter to approve the minutes from 11/12/19. All approved.

### **SPECIAL TOPICS:**

Leslie Mastroianni from SECOG discussed funding options for the proposed Sewer infrastructure project to increase the height of the lift station, stabilize the riverbank by the lagoons and campground, fix the road to the lagoons and inspect and repair any sewer line problems to prevent infiltration. The City is applying for a State Revolving Fund loan from DENR which would have an interest rate of 2.5% over 30 years for 1,008,000. The City is also applying for a grant from the Economic Development Administration (EDA) which is an 80% grant. If the city receives the EDA grant money, it would reduce the amount of loan needed from DENR. The City can choose to not accept any loan or grant money after applying for it, but this starts the process. Mayor Klaudt asked the community members in attendance for their thoughts, and all three expressed that they wanted these infrastructure improvements to be completed, especially the sewer lift station and sewer line improvements. If the City receives funding, construction would occur in 2021 or 2022. Motion by Heumiller, 2<sup>nd</sup> by Painter to approve Resolution 010-19 EDA Funding Request. All approved. Published Separately. Motion by Heumiller, 2<sup>nd</sup> by Painter to approve Resolution 011-19 SRF Funding Request. All approved. Published Separately. Motion by Heumiller, 2<sup>nd</sup> by Hagemann to authorize Mayor Klaudt to sign a letter requesting SRF Funding. All approved. Trent Bruce from DGR Engineering presented the final plan for the Water Tower project. The new tower will go in the same location as the water tank (prior to current standpipe). Project specs will be sent out to construction companies, and bids will be opened in the city office on January 9 at 11:30 am. The City Council will review and select a bid at the January 14 City Council meeting. DGR expects 3 to 6 bids to be received.

### **DEPARTMENT REPORTS:**

Sieverding reported he will be getting quotes to put in 5 new curb stops, a meter pit at the campground, and a return line at the pool. Discussed pothole repair needed in front of CFC on Walker/1<sup>st</sup> Ave. Discussed water and sewer usage. Sieverding will be going to Pierre for the SDARWS Annual Conference in January. Stiefvater reported a loss for November due to a \$1030 bill for Workers Compensation, 3 pay periods in November and paying out a lot of vacation time for an employee while also paying another employee to fill the time. A fundraiser was held on Saturday, and by the end of the year the daycare expects to break even.

Smith reviewed financial reports and the voucher summary with the addition of the US Bank quarterly loan payment for the existing water and sewer loans (included below).

### **VOUCHERS:**

Vouchers were reviewed. Bills Paid Before Meeting: FEDERAL TAX PAYMENT \$1,367.08 11/15/2019 Payroll Tax; FEDERAL TAX PAYMENT \$1,595.03 11/29/19 Payroll Tax; SD DEPT OF REVENUE \$221.44 November Sanitation Sales Tax; SD DEPT OF REVENUE \$1,381.13 2019 Campground&Pool Sales Tax; VERIZON \$223.85 Cell Phone Service; SOUTH DAKOTA RETIREMENT SYSTEM \$2,003.24 November Retirement; MCI \$49.92 Long Distance; SOUTH DAKOTA ONE CALL \$8.96 locates; THE SECURITY STATE BANK \$746.37 City Credit Cards; TOTAL PAID BEFORE MEETING \$7,597.02;

Bills Paid At Meeting: A & B BUSINESS SERVICES \$110.88 Printer + Antivirus Contract; ADDY DISPOSAL \$2,878.00 Sanitation Service; Anderson Publication \$114.48 Publishing; BIERSCHBACH EQUIPMENT \$954.00 Trash Pump Rental; CITY OF MONTROSE \$20.09 City Water Bill; DAKOTA SUPPLY GROUP \$51.72 Marking Paint; DGR ENGINEERING \$2,950.00 Water Tower Project; DUST-TEX SERVICE \$93.02 Community Center TP; GOLDEN WEST \$267.88 Phone&Internet Service; HANISCH HOME REPAIR \$130.00 Furnace Inspection & Smoke Detector Install; KINGBROOK RURAL WATER \$2,712.00 Water Purchase-703,000 gallons; MATHESON TRI-GAS \$54.75 acetylene+oxygen; MC&R POOLS, INC \$3,933.08 Pool Closing; MCCOOK COUNTY AUDITOR \$1,408.34 County Sheriff; MIDAMERICAN ENERGY \$123.24 Natural Gas Service; MONTROSE GAS PLUS \$529.34 Fuel Purchases; NAPA AUTO & TRUCK PARTS \$75.43 Misc Parts; PETERSONS TREE SERVICE \$450.00 Stump Grinding; RYAN or JENNIFER ROLING \$510.21 Black Dirt for land damaged during Sept. Flood; SALEM FARMERS MARKET \$349.97 Groceries; SARA SMITH \$117.16 Travel Reimbursement-Mitchell&Salem; SD GOV FINANCE OFFICERS ASSOC \$40.00 2020 FO Assoc. Dues; SD GOV HUMAN RESOURCE ASSN \$25.00 2020 HR Assoc. Dues; SOUTH DAKOTA ONE CALL \$12.32 locates; SOUTHEASTERN ELECTRIC CO-OP \$1,879.61 Electric Service; ZAPP HARDWARE \$89.97 Ice Melt and Shovel; SD ASSOC OF RURAL WATER SYS \$225.00 Annual Conference Registration; US BANK TRUST NA \$11,703.04 Quarterly Loan Payments; TOTAL PAID AT MEETING \$31,808.53; GRAND TOTAL \$39,405.55; NOVEMBER 2019 PAYROLL: Finance Office \$910.09; Maintenance \$2,373.25; Daycare \$13,419.57; Water \$2,073.20 ; Sewer \$2,073.20; Total \$20,849.31; Motion by Hagemann, 2<sup>nd</sup> by Painter to approve the November vouchers. All approved.

### **OLD BUSINESS:**

Discussed Pool House remodel vs repair vs doing nothing. Hagemann and Hanisch will work together to come up with a detailed plan. Hanisch will call Bonnie Sabers about putting the Office Bar up for sale or lease. No new quotes were received for sewer jetting/televising. Motion by Heumiller, 2<sup>nd</sup> by Hagemann to approve the 2<sup>nd</sup> reading of Ordinance 006-2019: 2019 Supplemental Budget Appropriation. All approved. Published separately.

### **NEW BUSINESS:**

Motion by Heumiller, 2<sup>nd</sup> by Hagemann to set the 2020 Election date as June 16 to be combined with the school district. All approved. Reviewed emergency alert notification system by Bright Arrow. Motion by Hagemann, 2<sup>nd</sup> by Hanisch to approve paying \$50 for an

annual subscription and \$200 for 4000 minutes for the Bright Arrow notification system. All approved. The system can send texts, call cell phones and landlines, and send emails. Info will be sent out on Facebook, City Website and on back of water bills on how to sign up for these notifications, which would include road closures, flood information, or any other emergency information that needs to be shared. Motion by Heumiller, 2<sup>nd</sup> by Hanisch to authorize signing the engagement letter with Schoenfish for the 2018-2019 Audit. All approved. Motion by Heumiller, 2<sup>nd</sup> by Hanisch to authorize signing the 2020 Animal Control contract with the Sioux Falls Humane Society. All approved. Discussed Kingbrook raising water rates by ten cents per 1000 gallons. Council decided that the current time rates charged to residents will stay the same. Reviewed information about TIF districts related to creating a new housing development. Motion by Hagemann, 2<sup>nd</sup> by Hanisch to accept Katie Stiefvater's resignation from the daycare effective January 3, 2020. Discussed the need to publish the job opening. Deadline for applying will be December 31. A special meeting of the city council will held on January 3 at 6:00 to discuss applications received and to hire a new director. Discussion of the Personnel Policy manual was tabled until January.

HEARING OF THOSE PRESENT:

Jean O'Hara requested to have the city sign a document stating the freezer they dropped off with the city after the flood was recycled. Sieverding signed. Jeff O'Hara reminded Sieverding that he has sump pump lines along his driveway and are marked with cones so that he can be careful around them while snow plowing. O'Hara asked Smith if the Fire Department could put an uninterruptable power supply in the city office to keep the internet running at all times for the department phone notification system. Smith informed him that one had already been installed after the electrical outages that had caused issues for their system. O'Hara also asked the council to consider the possibility of tapping into the city water system if they build a home just north of the city limits.

EXECUTIVE SESSION: None

Motion by Heumiller, 2<sup>nd</sup> by Painter to adjourn at 8:04 pm. All approved.

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

Sara Smith  
Finance Officer

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

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