

MONTROSE CITY COUNCIL MEETING
UN-APPROVED MINUTES –November 11th, 2025

On **November 11th, 2025**, the Montrose City Council Meeting took place at the Community Center. *The Pledge of Allegiance* was recited. Mayor Susan Painter called the meeting to order at 6pm. **Roll Call:** Council members: Hanisch, Vogel, Binder and Scheff were present. Finance Officer Siemonsma present. Maintenance Hanisch present. City residents present. Quorum present. Rules of Decorum stated by Painter.

Action 25-147

Moved by council Hanisch, seconded by council Scheff for approval of Agenda. **Roll Call:** All favored no opposition. Motion carried.

Action 25-148

Moved by council Vogel, seconded by council Hanisch for approval of the October 14th meeting minutes. **Roll Call:** All favored no opposition. Motion carried.

SPECIAL TOPICS:

Citizen Jenna Duxbury was present to inquire about parcel #08.22.4002 as they would like to build a house on that property, north of Montrose outside city limits. Duxbury is asking for Montrose to supply water service to the property. Council members didn't see any issues with this request. FO reached out to Kingbrook Rural Water and found out that Montrose has water rights up to 3 miles outside city limits. FO also reached out to DGR engineering to touch base on possible infrastructure limits and they recommended considering placing a 6" water main if there will be further development to the north. Duxbury was informed by email of the water tapping fee, the water meter fee, the outside city limit water usage fee and the water deposit fee for the service.

Action 25-149

Moved by council Vogel, seconded by council Scheff, for approval to use the Montrose City Water service to supply property parcel #08.22.4002, for a monthly fee in accordance with the current water rates per rate resolution. **Roll Call:** All favored no opposition. Motion carried.

Twedt construction was not present. FO and maintenance prepared a street priority list in accordance with the 2026 budget. FO prepared a chip seal bid for the north side of Montrose. Council members discussed street priority for 2026 being as follows: Church Ave (3 blocks) from Elder street to main street, Dakota Street to comply with Fema funding, and Lynn Ave/Michael Circle needs. Maintenance Hanisch recommended focusing on the north side of town due to the recent chip seal project done recently in 2025. East Kluckholm gravel road breakdown discussed. The drainage ditch and gravel road is starting to fail due to the truck traffic from the CFC business on East Kluckholm and old railroad street. This road is noted for further action if necessary to repair in the future. Council Hanisch asked the FO to get a slurry seal bid for 2026.

Busy Bees JoAnn Thompson and Michelle Edwards was present to ask the council members if Christmas lights were going to be put up on Main Street this year due to recent changes in lift rental requirements for the city. Maintenance Hanisch stated he usually does that after Thanksgiving sometime and will continue to do this. Busy bees asked if volunteers could help by using their own equipment and resources to hang the lights and banners. FO reached out to insurance about this question and has not heard back yet, but will touch base with JoAnn when the response comes in from insurance and the city attorney for liability concerns.

OLD BUSINESS:

City Punch List reviewed by council members.

Labeling all outdoor picnic tables as city property is an insurance recommendation and FO asked the best way to do this. Maintenance Hanisch will paint the underside of all city picnic tables in 2026.

Baseball building repairs discussed for 2026. An updated bid from Hanisch repair will be presented detailing the need for 3 new entry doors, floor repairs, conversion of each restroom into a single use-handicap accessible area, updating the wiring and the project time line would be in the summer of 2026. The building will potentially be closed down and the city is discussing portapotty rentals all summer/fall for summer and school sporting events until the project is complete. More discussion to come on this project. Funding is expected to come from the campground account.

No new updates regarding the Housing Grant.

NEW BUSINESS:

Sheriff Reports reviewed.

FO presented an option to sell firewood for the campground patrons for 2026. Nicole reached out to Friest Firewood in Harrisburg, recommended by the state because the wood is certified and heat treated. Sold by the pallet in bundles and delivered. FO asked for ideas on storage of the wood and pricing within the Campspot software per bundle. Council members asked to table this idea for another meeting to think about options and workflows. FO will work with Campspot to answer more questions.

FO reached out to the DANR, SECOC and FEMA regarding any grant opportunities for the construction of a tornado shelter in Montrose. The response was: no grants available until a natural disaster occurs within our community.

FO discussed the option of purchasing a Traffic Radar Sign for Clark Street. Otherwise borrowing the county's radar trailer a couple times a year to try and slow traffic down on this street as there are young children present. Council members prefer to use the county's radar trailer for now.

Property 501 S 1st Ave city ordinance violations complaint filed in office. Citizen has been noted to be living in the garage, debris in right of way ditches, and has a dog at large. No building permit was filed before work started commencing on the garage siding. The council members are working with the FO on proper documentation and following city ordinances to address the issues with the property owners.

DEPARTMENT REPORTS

Maintenance Hanisch discussed leftover rock being piled up at the softball field and where this should be stored. Hanisch will reach out to Twedt Construction to see if there are needs for the rock.

Hanisch asked the council members to surplus the cub cadet as it is a residential mower and not needed by the city any longer. A sealed bid process will be set up with the FO for this 2023 model lawn mower.

Hanisch will start spreading ball field aggregate from the FEMA funding on both fields in the coming days.

Hanisch discussed using the Chevy truck as the city sander truck for winter sanding needs. Council was ok with that.

Council Hanisch asked FO to reach out to the County highway dept. regarding the county right of way area on Clark and 1st Ave ditch cleanout effort. This will help with water pooling on 1st avenue.

Action 25-150

Moved by council Vogel, seconded by council Scheff, to declare the 2023 54" Cub Cadet Lawn mower as a city surplus mower and approval to start the sealed bid process soon. **Roll Call:** All favored no opposition. Motion carried.

FO presented 2025's water loss history for Montrose. There is higher water loss in the fall, could be from the fire department as there are no known water leaks. Council Hanisch recommended check the accounting numbers and connections or installing a new water meter in the fire department to remedy the issue. Council Hanisch also asked Nicole or Josh to look into entire city usage output monitoring and billing.

FO has reached out to Hydrotech Services for a bid on the water shed replacement cost. Kingbrook Water was contacted and they recommended Dave from Hydrotech Services as he is a general contractor for municipalities for projects like this and has knowledge about the water pumps, water pressures and the different equipment in water sheds. Dave will be providing a bid for this project in December's meeting.

FO brought forward 3 unregistered dogs and a humane society bill for property owner: 408 W State Street. Animal owners within the city are responsible for any and all fees associated with their animals. There is an unregistered animal fine in our rate schedule. Council asked FO to mail out a letter to citizen and are willing to waive the animal fines if the citizen registers all animals with the city and pays the humane society bill she incurred within 30 days.

Action 25-151

Moved by council Hanisch, seconded by council Vogel, for approval to transfer out \$43,000 from the Water GF into the Water MM account in December, leaving a minimum of \$30,000 in the operating account. **Roll Call:** All favored no opposition. Motion carried.

Action 25-152

Moved by council Vogel, seconded by council Scheff for approval to transfer out \$39,000 from the Sewer GF into the Sewer MM account in December, leaving a minimum of \$30,000 in the operating account. **Roll Call:** All favored no opposition. Motion carried.

FO reviewed the Houten Lease Agreement with the council members for 2026 for any possible changes needed. FO will reach out to Robert Houten to see if he would like to lease the space again for another year.

FO asked the council members what they thought about city parcel cleanup efforts with the beacon property system. FO has noticed there are several small parcels of city property that could be combined with larger parcels and merging legal descriptions to reduce clutter and create simplicity for parcel tracking purposes for both city and county. This also creates opportunity to assign addresses to city property where needed for insurance labeling purposes and city delivery purposes. Council members all agreed to proceed and work with the county regarding property parcel and legal description merging initiated by the finance officer.

End of month campground balances reviewed by council.

End of month bank account balances reviewed by council.

NOVEMBER VOUCHERS:

PAID Between Meetings

29571e	FEDERAL TAX PAYMENT	10/24/25	\$513.12	Payroll Taxes
29572e	FEDERAL TAX PAYMENT	11/7/25	\$511.20	Payroll Taxes
00039e	CAMPSPOT	11/11/25	\$33.50	Camp Reservation Fees
00038e	CLOVER CONNECT	11/3/25	\$33.42	ACH Card Fees for Campground
30849	FULLER, NATHAN	10/24/25	\$100.00	305 W Kluckholm Property UB DEP Reimbursement

29573e	SD DOR	11/7/25	\$225.69	Monthly Garbage Tax Reporting
30853	SD RETIREMENT SYSTEM	11/3/25	\$630.88	Monthly Reporting
30850	THE SECURITY STATE BANK	11/3/25	\$1,263.25	Postage; Campground; Landfill; Office Supp; Cert. Mail; Brochures; Office Xmas décor; Bob's Lock/Key
30851	US BANK, N.A.	11/3/25	\$6,259.62	Loan: DW2; CW4

PAID at Council Meeting

30854	A&B BUSINESS	11/11/25	\$243.98	Monthly IT Service; Printer Contract
30855	ACE HARDWARE	11/11/25	\$71.95	Shop Needs
30856	ADDY DISPOSAL	11/11/25	\$2,984.00	Monthly Garbage Fee
30857	BADGER METER	11/11/25	\$127.43	Monthly cellular/network fees
30858	BANYON DATA SYSTEMS	11/11/25	\$1,730.00	Annual FA / PR Support
30859	CITY OF MONTROSE	11/11/25	\$9.56	Monthly UB Bill
30860	CORE & MAIN	11/11/25	\$997.14	Fire Hydrant Repair Clark & 1st Ave
30861	GOLDEN WEST	11/11/25	\$124.63	Monthly Office Phone Bill
30862	JOSH HANISCH	11/11/25	\$70.74	Fuel Reimbursement for Road Sweeper Drop
30878	JOSH HANISCH	11/11/25	\$172.14	Maintenance Clothing Allowance 2025
30863	KINGBROOK RURAL WATER	11/11/25	\$5,946.60	Monthly Water Purchase-Usage
30864	MCCOOK CO. AUDITOR	11/11/25	\$1,733.50	Monthly Sheriff Fee
30865	MCCOOK CO. EMS, INC.	11/11/25	\$762.06	Monthly Ambulance Fee
30875	MENARDS	11/11/25	\$140.76	Office Supplies; Campground repair supplies
30877	MENARDS	11/11/25	\$196.42	Maintenance Clothing Allowance 2025
30866	MIDAMERICAN ENERGY	11/11/25	\$35.06	Prior month Usage
30874	MONTROSE GAS PLUS	11/11/25	\$48.32	Fuel for city equip
30867	NEW CENTURY PRESS	11/11/25	\$86.49	October Mtg Minutes
30868	NICOLE SIEMONSMA	11/11/25	\$128.38	Fuel Reimbursement for Bobs Lock/Key; TJN; SF Landfill; Water Samples Aug/Sept/Oct
30869	PFIEFERS INC.	11/11/25	\$2,246.94	Bobcat Sweeper Repair
30870	SDML	11/11/25	\$3,673.00	WC Premium for 2026
30871	SF HUMANE SOCIETY	11/11/25	\$121.00	Multiple Animal Impound: 408 W State Street
30876	SOUTHEASTERN ELECTRIC COOP	11/11/25	\$2,393.59	Monthly Electric Bill
30872	TEAM LAB	11/11/25	\$1,037.50	Mega Bugs Winter Blend for Sewer Ponds
	TOTAL PAID:		\$34,651.87	

**Pay-
roll**

	City Council Members		\$3,325.00	Quarterly Payment-Paid in October
	Finance Officer		\$4,240.00	2 pay periods - October
	Park Attendant		\$204.40	September Work
	Seasonal Mowers		\$92.84	2 payperiods - October
	Certified Operator Temp.		\$100.00	Monthly Payment
	Maintenance Technician		\$1,062.33	2 pay periods - October
	TOTAL SALARIES:		\$9,024.57	
	GRAND TOTAL:		\$43,676.44	

Action 25-153

Moved by council Hanisch, seconded by council Binder for approval of bills paid between meetings and bills paid at council meeting.

Roll Call: All favored no opposition. Motion carried.

Hearing of those present: none

Action 25-154

Moved by council Vogel, seconded by council Hanisch to **Adjourn** at 8:08pm. ***Roll Call:*** All favored no opposition. Motion carried.

Attest: _____

Nicole Siemonsma
Finance Officer

City Mayor or Council President

Published once at the approximate cost of: _____

Publish Date: _____