

MONTROSE CITY COUNCIL MEETING
APPROVED MINUTES –December 12th, 2023

On **December 12th, 2023**, 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 6:01pm. **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 23-196

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

Action 23-197

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

SPECIAL TOPICS:

Resident Lounsbery discussed concerns regarding losing campground revenue due to campground operational date changes within the new proposed campground Ordinance. He also expressed concerns regarding the change of mandatory 2 day camp reservations on federal holidays.

Council proposed updated campground Ordinance 2024-001 to the council with changes including: a name change of the campground from Pioneer campground to the Montrose Campground, the camping season operation begin and end dates being May 1st through October 1st, weather permitting; changes to the verbiage regarding who is responsible for reservations during the season being both the city finance officer and the campground host, and a federal holiday minimum site rental of 2 days.

FO updated the Seasonal Patron policy for verbiage organization purposes and better clarity on fee/deposit expectations.

FO updated the campground host job description to reflect the dates of season operation.

FO proposed reservation templates for campground host to turn in every month for manager tracking and transparency purposes.

Council Vogel proposed a change in the campground Ordinance to reflect a fee outlined in the most current rate resolution for electric vehicle charging, per vehicle, per day.

All changes to seasonal and non-seasonal camping are changes proposed to clear up expectations with customers, provide transparency between the campground host and management, and to protect the city's assets by minimizing weather related risks with freezing pipes.

Ordinance 2024-001 will be the 1st reading in the January council meeting. Updated changes to the Campground Host job description will be presented in the January meeting.

Action 23-198

Moved by council Hanisch, seconded by council Vogel, for approval of changes to the Seasonal Camping Patron Policy. **Roll Call:** All favored no opposition. Motion carried.

Resident Cleveland brought forward a written complaint regarding property: 409 S Church street burning of large trees within city limits. Council members asked the FO to send the property owner a letter notification of the ordinance violation.

Discussion of possibility of service reimbursement for the zoning committee. Zoning team needs to be present to discuss further if interested. Reimbursement option of meetings attended was an idea brought forward from the council.

FO proposed Zoning Permit brochures to be given out to the public for clarification on expectations when citizens need a permit. The goal is to provide better communication between citizens and the council/zoning team in these matters.

OLD BUSINESS:

Council members discussed a sealed bidding option for street repairs for the 2024 season. FO will publish 2 Bid Notices for street repair bids for the February 2024 Council meeting.

City maintenance punch list items were reviewed by the council team. The list of needs has been cut in half as Maintenance Hanisch has been diligently working through city needs.

Montrose Rural Fire board meeting was held and 2 council members attended the meeting to discuss the possible purchase of the 2001 Ford Grass Rig that is available for purchase. This truck is a F350, with 8,700 miles, 5.4L, includes a watering pump and does not have AC. The proposed price tag for this vehicle is \$15,500. The council also discussed the existing city truck and its poor condition. For now, the council will keep the old city truck.

Action 23-199

Moved by council Hanisch, seconded by council Scheff, for approval to purchase the 2001 Ford 350 Grass Rig from the Montrose Rural Fire Department for the price of: \$15,500. **Roll Call:** All favored no opposition. Motion carried.

The state is requiring that every household know and report the type of pipes that enter into their residence as the initiative of the state is to be SD Lead Free. DANR lead line-reporting update from FO; reporting is 50% complete. FO, Maintenance Hanisch and council Hanisch need to review more maps and possibly send out letters to citizens if we need their assistance with the completion of this project. Any action for Lead free pipes is not figured out at the state level yet, and nothing will have to be done with pipe changes for several years according to the DANR.

Rise Broadband has placed a satellite dish on the Montrose water tower to transmit broadband internet access to customers within and around the city. Skybeam/Rise Broadband Lease Agreement reviewed by council. FO brought forward the lawyers opinions on the agreement. Council will take city attorney's advice on the Lease agreement changes and update the terms and rent stipulations of the agreement. FO will propose the new agreement to Rise broadband for review and signatures for the 2024 year.

Action 23-200

Moved by council Hanisch, seconded by council Binder for approval of the 2nd Reading of the Budget Supplement Ordinance #2023-005. **Roll Call:** All favored no opposition. Motion carried.

Action 23-201

Moved by council Hanisch, seconded by council Scheff, for approval of the 2nd Reading of the Animals at Large Ordinance #2023-006. **Roll Call:** All favored no opposition. Motion carried.

Mayor and FO attended the school board meeting this month to discuss the Field Sponsorship Resolution #2023-004 with the board members. The idea is to cost share 50% with the school for maintenance needs of the fields for our youth sports teams. The FO will make some verbiage changes to the Resolution and propose the plans to the council and the school board in the coming monthly meetings. Insurance money from the Draco storms in 2022 have been used and re-allocated for parks and rec prioritized needs. The baseball field concession building and restroom area is a priority for repairs for the 2024 season. The crownsnest and the scoreboard priority for the baseball field will be discussed with some of the school board members in upcoming meetings.

NEW BUSINESS:

Sheriff Reports reviewed.

Resolution #2022-006 Reviewed by council for 2024 Rate changes. Changes will include: bulk garbage tags \$5.00, Retail On-Sale Liquor License "Restaurant" fee of \$300, Pool party rental \$100hr ≤30 swimmers, \$150hr >30 swimmers. 1st Reading will take place in January 2024 council meeting.

City property inventory list for 2023/2024 was reviewed by the council prior to filing with the county auditor in January of 2024.

Action 23-202

Moved by council Hanisch, seconded by council Vogel, for approval of 2023-2024 city property and contents of property Inventory list to be filed with the county Auditor in January 2024. **Roll Call:** All favored no opposition. Motion carried.

SDPAA property Statement of Values updates and changes to property contents/address labeling to reflect city inventory list was reviewed by the council.

Action 23-203

Moved by council Hanisch, seconded by council Scheff, for approval of updated SDPAA property statement of values changes to match 2023/2024 city inventory list. **Roll Call:** All favored no opposition. Motion carried.

Council discussed the hours of operation tree dump needs for citizens vs. illegal dumping concerns. Montrose's tree dump is monitored by the DANR and if there is illegal dumping, the city will either have to pay fines or the city could lose their dump permit resulting in shutting it down. Weekend availability discussed for citizens and the Mayor is willing to open the dump on Saturdays from 9am-11am upon prior request through city hall during regular business hours. Tree Dump remains closed, but citizens can come to city hall during regular business hours: M-F 8am-3pm for a dump key and to have their load inspected. If the office is closed, please still call the city office number and leave a message and the FO will return your call as soon as possible.

Ordinance proposal for On-Sale Liquor Licenses for "full service Restaurants" from the FO, SECOG and the city's attorney. This Ordinance makes it possible for a full service restaurant in Montrose to use the City's On-Sale Liquor License within Operating Agreement parameters that is in compliance with codified law. 1st Reading of Ordinance will be presented in the January council meeting.

DEPARTMENT REPORTS

Maintenance Hanisch updates: South campground power will be shut off this week. Hanisch discussed a possible Sewer Pond lines obstruction. Discussion of jetting lines vs. more investigative work be done to remedy this problem. Hanisch is also trying to find the shutoff for the softball water hydrant.

Finance Office updates: Ohara family has committed to painting the exterior pool house in the spring of 2024. The family intends to bring forward color ideas within the next few months for council color approval.

Community Center now has a TV for city council meeting use. Public use: available, but must follow Center Rental Agreement. FO asked the council to transfer \$180,796 out of the sewer fund and into the Sewer Money Market account for better compound interest earnings and annual reporting needs.

Action 23-204

Moved by council Hanisch, seconded by council Binder, for approval to transfer \$180,796 of Sewer money in the General Fund into the Sewer Money Market account by echeck. **Roll Call:** All favored no opposition. Motion carried.

End of month bank account balances reviewed by council.

DECEMBER VOUCHERS:

PAID Between Meetings

29461e	FEDERAL TAX PAYMENT	11/20/23	\$590.04	Payroll Taxes
29462e	FEDERAL TAX PAYMENT	12/8/23	\$592.74	Payroll Taxes
30081	MCI	12/4/23	\$50.43	Monthly ofc long-distance calling bill
29464e	SD DOR	12/4/23	\$229.11	Garbage Tax Reporting for November 2023
29463e	SD DOR	12/4/23	\$3,268.75	Pool/Camping Tax Reporting for 2023
30083	SD RETIREMENT SYSTEM	12/4/23	\$637.52	November 2023 Reporting
30082	THE SECURITY STATE BANK	12/4/23	\$1,997.54	Ink for P/Z brochures; Postage; Pool exterior bulletin board, hooks for pool, Lawn mower solenoid, BacT Sample, TV for community center, fuel reimbursement, main street lights

PAID at Council Meeting

30084	A&B BUSINESS	12/12/23	\$247.88	Monthly IT Service; Printer Contract
30085	ACE HARDWARE	12/12/23	\$69.37	Key copies; concrete screws for pool signs
30086	ADDY DISPOSAL	12/12/23	\$3,200.49	Monthly Garbage Fee
30111	ADDY DISPOSAL	12/12/23	\$100.00	Bulk Garbage Tags for 2024
30107	BADGER METER	12/12/23	\$29.37	Cellular communication services
30088	BENDERS SEWER & DRAIN	12/12/23	\$924.00	Lift Station Pit Cleaning
30089	CITY OF MONTROSE	12/12/23	\$8.58	Monthly UB Bill
30090	DAKOTA SUPPLY GROUP	12/12/23	\$17.90	Water Shutoff Tool
30091	DANR	12/12/23	\$630.00	NPDES Municipal Dues/Drinking Water Dues for 2024
30108	DELL RAPIDS LAW FIRM	12/12/23	\$260.00	November Lawyer Fees+Annual renewal
30092	GOLDEN WEST	12/12/23	\$128.41	Monthly Office Phone Bill
30109	JOSH HANISCH	12/12/23	\$321.77	Maint. Clothing Allowance Reimbursement
30093	KINGBROOK RURAL WATER	12/12/23	\$3,530.35	Monthly Water Purchase-Usage
30094	MCCOOK CO. AUDITOR	12/12/23	\$1,408.34	Sheriff Fee for December
30095	MENARDS	12/12/23	\$83.27	Coat hooks; garbage bags for streets
30096	MIDAMERICAN ENERGY	12/12/23	\$190.11	Heat Bill for November Usage
30097	MONTROSE GAS PLUS	12/12/23	\$207.29	Fuel for city equipment
30098	NEW CENTURY PRESS	12/12/23	\$181.19	Meeting Minutes Publishing
30099	SD PUBLIC HEALTH LAB	12/12/23	\$150.00	BacT Water Sample Fees
30100	PUTHOFF REPAIR	12/12/23	\$160.48	Grasshopper switch relay; repairs
30101	RODGERS PLUMBING/HEATING	12/12/23	\$21,134.85	2 furnace replacements for city buildings
30102	SDML	12/12/23	\$40.00	SDGFOA Annual Dues
30110	SDPAA	12/12/23	\$371.32	Property Contents updates; Address Labeling
30103	SEAFOG	12/12/23	\$100.00	East River Finance Officers Dues
30104	SOUTHEASTERN ELECTRIC COOP	12/12/23	\$2,034.38	Electric Bill - November
30105	STURDEVANTS AUTO PARTS	12/12/23	\$705.54	Filters, batteries, cleaning needs, shop supply needs
30106	ZAPP HARDWARE	12/12/23	\$55.82	Extension cord; key copies
	TOTAL PAID:		\$43,656.84	

**Pay-
roll**

	City Council Members		\$0.00	Quarterly Payment-Paid in January
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Finance Officer		\$4,076.92	2 pay periods - November 2023
Office Admin		\$583.00	2 payperiods - November 2023
Certified Operator Temp.		\$100.00	Monthly November 2023
Maintenance Technician		\$1,235.74	2 pay periods - November 2023
	TOTAL SALARIES:	\$5,995.66	
	GRAND TOTAL:	\$48,416.76	

Action 23-205

Moved by council Hanisch, seconded by council Vogel 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: Resident Bellin let the council know that there was a light left on in the pool house.

Action 23-206

Moved by council Hanisch, seconded by council Scheff to enter into Executive Session at 8:43pm. **Roll Call:** All favored no opposition. Motion carried.


Action 23-207

Moved by council Binder, seconded by council Scheff to Exit Executive Session at 9:46pm. **Roll Call:** All favored no opposition. Motion carried.

Action 23-208

Moved by council Hanisch, seconded by council Binder to **Adjourn** at 9:47pm. **Roll Call:** All favored no opposition. Motion carried.

Attest:


Nicole Siemonsma
Finance Officer


City Mayor or Council President

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**PUBLIC NOTICE
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UN-APPROVED MINUTES -
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Printer's Affidavit of Publication

AFFIDAVIT OF PUBLICATION

STATE OF SOUTH DAKOTA)

)SS

COUNTY OF McCOOK)

TROY SCHWANS of said County and State, being first duly sworn on his oath, says THE SPECIAL is a weekly newspaper of general circulation, printed and published in Salem, McCook County and State of South Dakota, and has been such newspaper during the times hereinafter mentioned; that the said newspaper is a legal newspaper, that it has a bonafide circulation of more than 200 copies weekly, that it has been published within said County of McCook for more than fifty-two successive weeks prior to the publication of the notice hereinafter mentioned and has been printed during said period and at the present time, in whole in an office maintained at said place of publication; and that I, the undersigned, am publisher or employee of said newspaper, in charge of the advertising department thereof, and have personal knowledge of all facts in this affidavit;

that the advertisement headed.....
Montrose City Council
Unapproved Meeting Minutes
12-12-23

a printed copy of which is hereto attached, was printed and published in the newspaper for . . . weeks; that said notice was published in the issues of said paper on the dates as follows, to wit:

The first publication being made on *12/21* 20 *23*
the second publication on,20
the third publication on,20
the fourth publication on,20
the fifth publication on,20
the sixth publication on,20
and the last publication on,20

that \$ *154.32* being the full amount of the fees for publication of the annexed notice, insures solely to the benefit of the publisher of the said newspaper; that no agreement or understanding for a division thereof has been made with any person; and that no part thereof has been agreed to be paid to any person whomsoever.

.....
Troy Schwans
Subscribed and sworn to before me this . . . *22nd*
day of *December*,20 *23*
.....
Luann McKillop
Notary Public, *McCook* County
My commission expires *2-16-24*