

**MONTROSE CITY COUNCIL MEETING
APPROVED MINUTES –March 12th, 2024**

On **March 12th, 2024**, 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: Vogel, Binder and Scheff were present. Council Hanisch virtually joined the meeting at 6:10pm. Finance Officer Siemonsma present. City residents present. Quorum present. Rules of Decorum stated by Painter.

Action 24-032

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

Action 24-033

Moved by council Vogel, seconded by council Scheff, for approval of the February 13th meeting minutes. **Roll Call:** All favored no opposition. Motion carried.

SPECIAL TOPICS:

A school board member was present to discuss the scoreboard bids that the FO put together for council review. Council Vogel wants to visit with the youth sports regarding the softball scoreboard before any decisions are made on a purchase. This discussion will be continued in next month's council meeting.

Action 24-034

Moved by council Vogel, seconded by council Hanisch, to table the scoreboard purchase/discussion until April's council meeting. **Roll Call:** All favored no opposition. Motion carried.

Citizen Hirschman was present to discuss properties on 300 S 2nd Ave, 105 W Kluckholm St, and 301 S 1st Ave. His/Her concerns are regarding the property of 105 W Kluckholm possible water drainage issues affecting the adjoining properties after a dirt work and drain tile is done to re-route the water flow. After consulting with SECOG regarding City Ordinances, SECOG echoed the city council, stating Montrose does not regulate drainage/runoff. Montrose only regulates drainage relating to storm water and sewer. Most municipalities stay away from regulating drainage between neighbors as this is not city property, it is private property of the citizens. The city council has stated, this dispute needs to be settled between homeowners.

OLD BUSINESS:

Citizen O'Hara was present at the meeting inquiring about donating time and material to paint the exterior building of the pool house. They asked the council about color preferences and potentially painting a mural on the side of the exterior building. The council asked that they come back to another meeting with their plans and color schemes prior to their project. Thank you to the O'Hara family!

Pursuant to SDCL 11-4-12, public notice was given from the Planning/Zoning Commission to amend and/or add to the zoning ordinances for Sheds, Garage/Shouses and Decks.

Action 24-035

Moved by council Scheff, seconded by council Binder, for approval of 1st Reading of Ordinance No. 2024-003 Zoning standards for Sheds. **Roll Call:** All favored no opposition. Motion carried.

Action 24-036

Moved by council Hanisch, seconded by council Scheff, for approval of 1st Reading of Ordinance No. 2024-004 Zoning standards for Garages/Shouses. **Roll Call:** All favored no opposition. Motion carried.

Action 24-037

Moved by council Binder, seconded by council Scheff, for approval of 1st Reading of Ordinance No. 2024-005 Zoning standards for Decks. **Roll Call:** All favored no opposition. Motion carried.

FO presented the demo for the campspot reservation software for the campground to the council. Camping Terms and Conditions were reviewed and changes were made to the check out times, and the seasonal sites 7-10 to allow for patrons to use these sites with full hookups for a higher nightly rate of \$30 when there is no seasonal patron committed to these specific sites. The council also wants campspot to set up a 10% discount for military, fire departments, and first responders.

Action 24-038

Moved by council Binder, seconded by council Hanisch for approval to convert season camp sites 7-10 to nightly available sites to patrons for \$30 a night with full hookups, when there is no seasonal patron committed to these specific sites. **Roll Call:** All favored no opposition. Motion carried.

City Wide cleanup day for all communities is coming to an end, due to high demand and limited resources. Instead the SF Landfill is going to start to offer 1 annual free pass for every address in McCook county and surrounding counties. City of Montrose last city wide clean up day is scheduled for May 18th, 2024 from 8am to 12pm. For more information visit the Sioux Falls Landfill website.

Sean from SECOG was not present to discuss the needs/details of a Fencing Ordinance. Sean will try to come to the April 9th, council meeting instead.

Action 24-039

Moved by council Vogel, seconded by council Binder, to move zoning issue with property up from new business to old business to discuss with the zoning team. **Roll Call:** All favored no opposition. Motion carried.

Residential property 220 W Main Street, is zoned for commercial use only and this violates the Montrose Comprehensive Plans policy. Council discussed future building permits and future sale of the property zoning requirements of homeowner moving forward. This discussion will be discussed in April's council meeting.

Action 24-040

Moved by council Vogel, seconded by council Binder to table the Office Bar Lease discussion until another meeting. **Roll Call:** All favored no opposition. Motion carried.

NEW BUSINESS:

Sheriff Reports reviewed.

New disaster management software is being offered through McCook county in 2025. This is a crisis tracking tool for both county and municipalities.

SECOG is organizing pre-disaster mitigation plans with each community and the city of Montrose has to send 1 representative to attend a meeting to stay in compliance with FEMA. This will be discussed in next month's council meeting.

Council Vogel and Scheff attended the annual Rural Fire Board Meeting and there were no new updates.

Action 24-041

Moved by council Scheff, seconded by council Binder, for approval to renew the Fire Protection Contract for 2024/2025 in acceptance of an \$8,000 fee for the city. **Roll Call:** All favored no opposition. Motion carried.

SECOG has offered a new grant (Land, Water, Land, Conservation Fund Grant) available with a 50/50 match for playground equipment. The council discussed the possibility of replacing the old exercise equipment west of the pool with a new playground. The FO presented budget options and reviewed the Odell account with the council.

Action 24-042

Moved by council Vogel, seconded by council Hanisch, for approval to start the process of application for the LWLCF Grant opportunity with SECOG. **Roll Call:** All favored no opposition. Motion carried.

Rise Broadband has sent a termination letter to the city regarding the lease of space on our water tower for broadband internet access. Effective termination of services is April 30th, 2024.

DEPARTMENT REPORTS

Action 24-043

Moved by council Vogel, seconded by council Scheff, to declare a long sander as a surplus item for the city. **Roll Call:** All favored no opposition. Motion carried.

Council Hanisch discussed making street repair a priority again this year to try and get a head of the problems. We are losing streets faster than we can fix them. Maintenance Hanisch will work with Twedt construction and the council to prioritize a street plan for this year, and get an appropriate bid from Twedt Construction. Maintenance Hanisch has fixed the baseball building plumbing repairs, and is currently working in the chemical room for the pool for necessary plumbing and electrical repairs. The option was thrown out there to surplus the grader and use the box blade to clean up the alleyways and campground roads.

A Bulk water plan moving forward was discussed amongst the council and they decided in the best interest of the community, to only sell bulk water to the county and projects that are going on within city limits. The council does not wish to sell bulk water to outside contractors doing business outside of city limits. This decision will preserve the water tower level and also accommodate the fire department for emergency needs.

Action 24-044

Moved by council Binder, seconded by council Hanisch, to only sell bulk water to the county and projects that are going on within city limits. No water will be sold to outside contractors doing business outside of city limits. **Roll Call:** All favored no opposition. Motion carried.

FO received 2 bids for the water tower cleaning and inspection. Cleanings should be done every 3 years, and inspections every 5 years for corrosion preventative maintenance for the tower. The Anodes on the Cathodic bars last anywhere from 5-10 years and our water tower is now 5 years old. The council is going to investigate the bids further, so this discussion will be tabled until next month's council meeting.

Campground Host Job description was reviewed and the council decided to table the job description for a future meeting.

Job Applications have been received for the host, the pool, and summer mowing needs. The city council will reach out to the host applicant and the FO will help facilitate a meeting with the pool managers and a couple council members to touch base for the 2024 season. Mowing applicants will be asked to attend the next council meeting.

Filed complaint from citizen Fagan regarding a dog-at-large owned by citizen Monlux that attacked her dog that was tied up on March 6th 2024. Documentation was filed in city hall and the city council decided to send an animal at large fine to resident Monlux.

End of month bank account balances reviewed by council.

MARCH VOUCHERS:

PAID Between Meetings

29474e	FEDERAL TAX PAYMENT	2/16/24	\$548.59	Payroll Taxes
29475e	FEDERAL TAX PAYMENT	3/1/24	\$619.75	Payroll Taxes
30166	MCI	3/1/24	\$49.54	Monthly Long Distance Calling Fees
29476e	SD DOR	3/5/24	\$225.29	Garbage Tax Reporting for February
30167	SD RETIREMENT SYSTEM	3/4/24	\$627.82	Reporting for February

PAID at Council Meeting

30168	A&B BUSINESS	3/12/24	\$235.96	Monthly IT Service; Printer Contract
30169	ADDY DISPOSAL	3/12/24	\$3,064.00	Monthly Garbage Fee
30170	BADGER METER	3/12/24	\$37.06	Meter Network Usage Charges
30171	CITY OF MONTROSE	3/12/24	\$1.62	Monthly UB Bill
30172	DELL RAPIDS LAW FIRM	3/12/24	\$132.00	Lawyer Fees
30173	FRONTLINE WARNING SYSTEMS	3/12/24	\$350.00	Annual Emergency Siren Fee
30174	GOLDEN WEST	3/12/24	\$128.42	Monthly Office Phone Bill
30175	KINGBROOK RURAL WATER	3/12/24	\$3,490.00	Monthly Water Purchase-Usage
30176	MCCOOK CO. AUDITOR	3/12/24	\$1,570.84	Monthly Sheriff Fee
30177	MCCOOK CO. CONSERVATION DIST.	3/12/24	\$480.00	DANR Tree Grant Gator Bags (16)
30178	MENARDS	3/12/24	\$220.54	Shop;Baseball Building Repairs
30179	MIDAMERICAN ENERGY	3/12/24	\$388.32	February Usage
30180	MONTROSE GAS PLUS	3/12/24	\$128.31	Fuel for city equip
30181	MONTROSE RURAL FIRE ASSOC.	3/12/24	\$8,000.00	Annual Fire Protection Services
30182	MONTROSE SCHOOL DISTRICT	3/12/24	\$569.71	(2) 6 foot benches for playgrounds material cost
30183	NEW CENTURY PRESS	3/12/24	\$307.98	Bid Notice; ORD; Mtg Minutes
30184	RYANS REPAIR	3/12/24	\$895.00	Snow Blade Repair; Cutting Edge Hardware
30185	SOUTHEASTERN ELECTRIC COOP	3/12/24	\$1,930.09	Monthly Electric Bill+Street light repair 1st ave
30186	ZAPP HARDWARE	3/12/24	\$279.99	Baseball Building Repairs
	TOTAL PAID:		\$24,280.83	

Pay-roll

	Finance Officer		\$4,076.92	2 pay periods - February
	Office Admin		\$408.00	2 payperiods - February
	Seasonal Snow Removal		\$100.00	Non-Maintenance Snow Removal needs
	Certified Operator Temp.		\$100.00	Monthly February
	Maintenance Technician		\$1,154.75	2 pay periods - February
	TOTAL SALARIES:		\$5,839.67	
	GRAND TOTAL:		\$30,120.50	

Action 24-045

Moved by council Hanisch, seconded by council Scheff 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 Shelburg brought concerns forward regarding the breakdown of gallons used vs. gallons charged to customers on their water bill. The current rate is \$5.60 per thousand gallons used. The FO will look into the billing breakdown and re-evaluate the Utility Billing accounting system to see if there is a way to hone in on more exact usage billing for gallons used.

Action 24-046

Moved by council Hanisch, seconded by council Scheff to enter into Executive Session at 8:07pm. **Roll Call:** All favored no opposition. Motion carried.

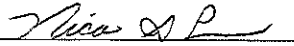
Action 24-047

Moved by council Scheff, seconded by council Binder to Exit Executive Session at 8:55pm. **Roll Call:** All favored no opposition. Motion carried.

Action 24-048

Moved by council Vogel, seconded by council Binder to **Adjourn** at 8:56pm. **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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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 Minutes.....
3-12-24.....

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 3/21 2024
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 \$ 140.88 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 4th
Subscribed and sworn to before me this day of April, 2024.
..... Luann McKillop
Notary Public, McCook County
My commission expires 1-23-30