

**MONTROSE CITY COUNCIL MEETING
APPROVED MINUTES –MAY 14th, 2024**

On **May 14th, 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 6:02pm. **Roll Call:** Council members: Vogel, Binder and Scheff were present. Council Hanisch arrived at 6:10pm. Finance Officer Siemonsma present. Maintenance Hanisch present. City residents present. Quorum present. Rules of Decorum stated by Painter.

Action 24-078

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

Action 24-079

Moved by council Vogel, seconded by council Binder for approval of the April 9th and April 15th meeting minutes. **Roll Call:** All favored no opposition. Motion carried.

SPECIAL TOPICS:

Action 24-080

Moved by council Vogel, seconded by council Binder, for approval of a special event application for the 2024 street dance for the OFC Bar. **Roll Call:** All favored no opposition. Motion carried.

FO asked OFC Bar Hernandez for an up to date liability insurance policy to satisfy liability insurance coverage under the operating lease agreement.

Citizen Miller was not present. Garbage message to community from FO and Addy Disposal; If Addy has not picked up citizen recycling, it is because there is non-recyclable items in the cans. Addy disposal would have to fine the city of Montrose if they picked up these items anyway, as fines get handed down to Addy Disposal from the SF Landfill. If Addy notices this problem more than 3 times consecutively, Addy will stop providing recycling services to that property. Recycling information is available on the city website.

Citizen Podowski was not present for agenda item.

Citizen Meland has asked for an address assignment from the council for a lot on Michael Circle. Meland had concerns regarding the current location of the fire hydrant on this property as they are planning to build a home and planning the location of the driveway. The council will discuss options of moving the hydrant with Twedt Construction in consideration of the water and sewer lines. Maintenance Hanisch will work on a price bid for this project and the council will discuss this at next month's council meeting.

Action 24-081

Moved by council Hanisch, seconded by council Binder, for approval to assign an address of 1413 Michael Circle to parcel #19.60.1700. **Roll Call:** All favored no opposition. Motion carried.

Sealed bids were opened for the Maintainer that was a surplus item in April's meeting. Bid #1 received of Lyle Twedt in the amount of: \$1,685.00. Bid #2 received of Josh Hanisch in the amount of: \$1,551.50.

Action 24-082

Moved by council Scheff, seconded by council Hanisch, for approval to award the maintainer to: Lyle Twedt in the amount of: \$1,685.00 in regard to the advertised bid specifications. **Roll Call:** All favored no opposition. Motion carried.

OLD BUSINESS:

LWCF Grant application for the updated pickle ball/basketball court has been filed with the state. The approval process is lengthy and can take several months. Once approved, up to date bids can be obtained and project planning can resume. Work on this project is estimated to start in the spring of 2025.

City punch list items were reviewed by the council. Maintenance Hanisch discussed tearing out 3 urinals; 2 in pool house and 1 in baseball field restroom that is leaking. Council agrees to tear these out as we have enough toilets in close proximity for visitors to use. Council Hanisch requested purchasing more aluminum picnic tables for the campground.

FO discussed the need for restroom partition doors in the baseball field or purchase new metal partitions. The council decided to hold off on purchasing partitions this year. Plans to power-wash, caulk and paint the baseball building is in the works.

Review of pool donation funds and work done by council team. Purchasing another lifeguard chair/tower, ceiling fans for the pool house and a new diving board was discussed with the remainder of the donation funds. The electrical panel upgrade cost can be taken from the pool budget. Maintenance Hanisch is to price out the cost of wall fans and different lighting for the pool house. The diving board was put on hold for now. FO will contact insurance to see about height requirements regarding a diving board. Council Hanisch will price out the total cost of a new diving board and stand/base for next month's meeting.

Action 24-083

Moved by council Hanisch, seconded by council Scheff, for approval to purchase ten (10) new aluminum picnic tables. **Roll Call:** All favored no opposition. Motion carried.

Action 24-084

Moved by council Hanisch, seconded by council Vogel, for approval to purchase a lifeguard chair/tower for the lifeguards for better visibility of patrons. **Roll Call:** All favored no opposition. Motion carried.

The new scoreboards purchased by the School, the City and the Montrose area Youth should be ready for pickup at the end of May. Discussion regarding installation/electrical work and plans were made.

Action 24-085

Moved by council Vogel, seconded by council Hanisch, for approval to have Ace Signs hang the softball field scoreboard. **Roll Call:** All favored no opposition. Motion carried.

Reminder that Saturday the 18th of May is tree planting day and city wide clean up. This is the last year City Wide Cleanup Day will happen in Montrose as the SF Landfill is changing their policies and will offer one free dump pass annually to all McCook County citizens for the SF landfill.

NEW BUSINESS:

Sheriff Reports reviewed.

We are still looking for a campground host for the city campground. FO proposed a separate phone for the campground to improve customer service. Campground revenue was provided in the council packet for review.

Action 24-086

Moved by council Hanisch, seconded by council Scheff, for approval to enroll in a Verizon wireless phone plan and purchase a smart phone that will be used for the Campground point of contact only. **Roll Call:** All favored no opposition. Motion carried

Cast Iron Piping on 1st Avenue discussed by council team. This will be brought into budgetary discussions for the 2025 budget season. Council or maintenance will reach out to Twedt Construction regarding the cost of this project.

No election petitions were filed in city hall by May 10th. The City will not hold elections for 2024. The school/city election board members are Judy Christensen, Cindy Christensen and JoAnn Thompson. The school board is in discussion of changing the election dates for next year, which will impact city elections also.

Action 24-087

Moved by council Binder, seconded by council Hanisch, for approval to apply for the Mosquito Grant for 2024. **Roll Call:** All favored no opposition. Motion carried.

SECOG drew up a new Zoning Fence Ordinance for council review. This is a proposed draft for council review. The 1st reading will be in June's meeting.

Action 24-088

Moved by council Vogel, seconded by council Scheff, for approval of the 1st reading of Campground ORD 2024-007 making changes to the payment and reservation processes. **Roll Call:** All favored no opposition. Motion carried.

Insurance Policy reviewed by the council. Policy matches the city inventory list. Insurance premium listed in vouchers.

DEPARTMENT REPORTS

Maintenance Hanisch discussed DGR stopping in and has agreed to grind down and repair a manhole on Church Ave under the sewer infrastructure project. DGR is still working with Halme on a warranty bill from Dakota Pump. Maintenance Hanisch discussed street repair plans and asked for a budget amount for this year's street projects. Maintenance Hanisch wanted the council members to know that sink holes are popping up on 1st Ave. and the sewer lagoons. Our sewer mains have had cameras through them in the last few years. The pool is almost ready to go as there are some plumbing repairs that need to be finished.

Action 24-089

Moved by council Vogel, seconded by council Hanisch, for approval to spend no more than \$120,000 on street repairs for 2024. **Roll Call:** All favored no opposition. Motion carried.

Action 24-090

Moved by council Binder, seconded by council Scheff, for approval to give Maintenance Hanisch a cell phone stipend of \$45.00 monthly for all the city business he does on his personal phone. **Roll Call:** All favored no opposition. Motion carried.

FO did not open a Pool Money Market Account for the pool donation fund as the donation fund is almost gone already due to the needs of the pool this year. FO will carry over remaining funds year to year for tracking purposes.

Action 24-091

Moved by council Binder, seconded by council Vogel to declare an office chair, 3 pool lounge chairs and 3 pool umbrellas as city surplus items. **Roll Call:** All favored no opposition. Motion carried.

End of month bank account balances reviewed by council.

MAY VOUCHERS:

PAID Between Meetings

29483e	FEDERAL TAX PAYMENT	4/22/24	\$757.03	Payroll Taxes
29485e	FEDERAL TAX PAYMENT	5/10/24	\$795.25	Payroll Taxes
00004e	CAMPGROUND PAYMENTS	4/18/24	\$215.66	Online payment fees to CloverConnect; Campspot Refunds
29484e	CAMPGROUND PAYMENTS	4/19/24	\$74.27	Campspot Refunds
30222	CITY OF SF	5/1/24	\$43.50	1st Quarter water sampling
30217	DAHLQUIST, RICHARD	4/17/24	\$31.73	UB Credit check
30218	HALGERSON, RION	4/18/24	\$20.35	UB Credit check
30219	HARDY CONSTRUCTION, INC.	4/24/24	\$8,800.00	New Pool Epoxy Resurfacing
30223	MCI	5/1/24	\$48.13	Monthly Long Distance Fee
30226	MOUW, CRAIG	4/29/24	\$137.47	UB Credit check
30216	ORLAND COLONY	4/16/24	\$138.38	2nd Half of water heater repair at ofc bar
29486e	SD DOR	5/7/24	\$226.18	Garbage Tax Reporting
30229	SD RETIREMENT SYSTEM	5/7/24	\$778.90	SDRS Reporting
30224	THE SECURITY STATE BANK	4/29/24	\$3,185.71	Pool; Shop; Water dept; Parks/Rec; Camp; Of- fice
30225	US BANK, N.A.	5/1/24	\$6,243.83	Loan: DW2; CW4; CW4 Interest Payment

PAID at Council Meeting

30230	A&B BUSINESS	5/14/24	\$235.96	Monthly IT Service; Printer Contract
30231	ADDY DISPOSAL	5/14/24	\$3,291.00	Monthly Garbage Fee
30232	CITY OF MONTROSE	5/14/24	\$28.26	Monthly UB Bill
30233	DAKTRONICS, INK	5/14/24	\$6,434.00	New Softball Scoreboard purchase
30234	DELL RAPIDS LAW FIRM	5/14/24	\$418.00	Lawyer Fees
30235	GOLDEN WEST	5/14/24	\$128.20	Monthly Office Phone Bill
30236	HAWKINS, INC	5/14/24	\$3,167.50	Pool Chemical purchase
30237	JEFF HANISCH	5/14/24	\$21.64	Paint Sample Reimbursement for Pool
30257	JILL JORGENSEN	5/14/24	\$32.28	UB Deposit Credit check
30238	JOSH HANISCH	5/14/24	\$100.54	Milage Reim. Supplies; Gloves
30239	KINGBROOK RURAL WATER	5/14/24	\$3,643.00	Monthly Water Purchase-Usage
30240	MCCOOK CO. AUDITOR	5/14/24	\$1,570.84	Monthly Sheriff Fee
30241	MENARDS	5/14/24	\$413.84	Pool; Shop; Parks/Rec; Camp; Office Supplies
30242	MIDAMERICAN ENERGY	5/14/24	\$210.38	April Usage
30243	MONTROSE GAS PLUS	5/14/24	\$269.09	Fuel for city equipment
30244	NEW CENTURY PRESS	5/14/24	\$421.16	Zoning ORDs; Annual Report; Mtg Mins; Sealed Bid; Public Notice
30245	PAT WAECHTER	5/14/24	\$50.00	Community Center Refund
30246	PFEIFER	5/14/24	\$450.92	SkidLoader; Mower Repairs
30247	PUTHOFF REPAIR	5/14/24	\$288.34	Grasshopper Mower Repairs
30248	REYNOLDS EXCAVATING	5/14/24	\$270.00	Gravel pile for street repairs
30249	SD ONE CALL	5/14/24	\$2.10	Locate Fees
30250	SDPAA	5/14/24	\$13,760.04	Annual Insurance Premium
30251	SHERWIN WILLIAMS	5/14/24	\$695.07	Pool Interior Paint
30252	SIGN DESIGN & LABELING	5/14/24	\$949.75	Campground way finding signs
30253	SOUTHEASTERN ELECTRIC COOP	5/14/24	\$2,146.36	Monthly Electric Bill
30254	STURDEVANTS	5/14/24	\$282.65	Shop supplies; Mower maintenance

30255	UNITED LABORATORIES	5/14/24	\$1,324.50	Cleaning Chems for Pool; LiftStation; Water Shed
30256	ZAPP HARDWARE	5/14/24	\$109.00	Pool water heater element
	TOTAL PAID:		\$62,210.81	

Pay-roll

	City Council Members		\$3,450.00	Quarterly Payment-Paid in April
	Finance Officer		\$4,076.92	2 pay periods - April
	Office Admin		\$480.00	2 payperiods - April
	Snow Removal end of March		\$243.12	1 payperiod - April
	Seasonal Mowers		\$16.10	2 payperiods - April
	Certified Operator Temp.		\$100.00	Monthly April
	Maintenance Technician		\$2,413.75	2 pay periods - April
	TOTAL SALARIES:		\$7,329.89	
	GRAND TOTAL:		\$70,576.95	

Action 24-092

Moved by council Vogel, seconded by council Hanisch 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: Citizen Lounsbery brought forward concerns of not having a dropbox for cash payments at the campground and losing customers. Lounsbery stated there have been people charging their cars in the campground without anyone noticing. The council appreciated his concerns.

Action 24-093

Moved by council Vogel, seconded by council Binder to enter into Executive Session at 8:23pm. **Roll Call:** All favored no opposition. Motion carried.

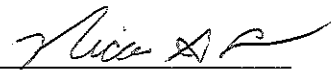
Action 24-094

Moved by council Hanisch, seconded by council Vogel to Exit Executive Session at 8:41pm. **Roll Call:** All favored no opposition. Motion carried.

Action 24-095

Moved by council Vogel, seconded by council Binder to **Adjourn** at 8:42pm. **Roll Call:** All favored no opposition. Motion carried.

Attest:



Nicole Siemonsma
Finance Officer



Susan Painter
City Mayor or Council President

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**PUBLIC NOTICE
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UN-APPROVED MINUTES
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Action 24-078

Moved by council Vogel, seconded by council Scheff for

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
5-14-24

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

..... 5/23, 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 \$ 149.60 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..... 5th.....

day of..... June....., 2024

LuAnn McKillop

Notary Public,..... McCook..... County

My commission expires... 1-23-30.....

