

**MONTROSE CITY COUNCIL MEETING
APPROVED MINUTES –June 5th, 2024**

On **June 5th, 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 6:07pm. **Roll Call:** Council members: Vogel, Binder and Scheff were present. Council Hanisch arrived at 6:09pm. Finance Officer Siemonsma present. Maintenance Hanisch present. City residents present. Quorum present. Rules of Decorum stated by Painter.

Action 24-096

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

Action 24-097

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

SPECIAL TOPICS:

The city/school received the new scoreboards and discussed installation plans. New larger I Beams need to be purchased to support the size of the new boards. Council Hanisch and Vogel is organizing the installation with P&M Steel, and Ace Signs to get this done. The city will work with the school regarding the purchase of the I Beams and digging the holes in the fields.

Action 24-098

Moved by council Hanisch, seconded by council Vogel, for approval to purchase two I beams for the Softball field scoreboard from P&M Steel Company in the amount of \$1,644.68. **Roll Call:** All favored no opposition. Motion carried.

Citizen Fockler was present with a Special Event Application and a Peddler's License Application for the 2024 Montrose Music Festival. Fockler asked about extra tenting prices if needed. The council didn't see a need to charge for extra tenting for this season. Fockler will work with the FO on camper tracking to see how many campers come in for that special event weekend this year. Fockler also asked about planting seed in the south field at his expense, and the council was ok with that.

Action 24-099

Moved by council Binder, seconded by council Scheff, for approval of a Special Event Application request for the 2024 Music Festival and the Peddler's License Application to sell merchandise at the Softball Field Building. **Roll Call:** All favored no opposition. Motion carried.

Campground revenue was reviewed by year and month over the last 3 years to show where we are at with the new software reservation system. Revenue is up with the nightly reservations in 2024 and is located in the council packet for public review.

Citizen Lounsbery brought forward concerns of not having a drop box for cash payments at the campground and losing customers. The council stated that they would not be putting any cashboxes up in the campground as it conflicts with the online reservation system. The council agrees that customer service is an issue without a campground host, but a host is going to be interviewed in the next couple of weeks to hopefully help remedy these service issues. Citizen Lounsbery brought concerns of his property front footage Levy tax. FO will contact the county and inquire about a plot map with pins on this property.

Citizen Bellin brought forward concerns of Semi Truck route issues in Montrose. Beal Distributing trucks specifically need to adhere to the designated truck routes in Montrose to protect city streets. Bellin also brought forward pot hole repair needs and street repair needs within the city. The council is aware of the problem areas and Maintenance Hanisch has filled a couple problem areas and is already working with Twedt Construction on these projects. Citizen Bellin also stated that Binder Enterprises continues to stack pallets on residential property. The pallets are currently moved, but if the council sees this again, a fine will be issued to the business owners.

OLD BUSINESS:

City punch list reviewed by council. Council Hanisch asked Maintenance Hanisch to replace 2 doors at the baseball field building and re-key all the locks to match the other parks/rec locks when he can fit this in. Maintenance Hanisch has been working overtime to keep up with city wide projects as there is a lot of need within the city due to years of neglect. Priorities for Maintenance are pool, streets and daily operational duties.

Meland/Kocer properties will be presenting a survey re-plot to move property lines between citizens in the near future. Twedt construction will get back to the city regarding the estimation cost of moving a fire hydrant on the Meland property for driveway access.

Campground service line communication options brought forward by the FO. Option 1 listed purchase pricing for a campground cell phone. Option 2 listed internet/land line phone/cable option for camp host access. Fiber optics was run to the campground bathhouse for free to give the council another option for service in the future. Option 3 listed phone apps that are available with different phone numbers to be forwarded back and forth between users and administration. After council discussion, they would like to try the landline phone with possible internet availability to the campground first and use this as a test year. This may be the most cost effective way to

start, and the council can always switch over to a cell phone plan if deemed necessary. Citizen Head brought forward the idea to have an emergency line in the campground.

Action 24-100

Moved by council Hanisch, seconded by council Scheff, for approval to try the Golden West landline and possible internet option with an installation fee of \$50.00 for a designated camp host spot. **Roll Call:** All favored no opposition. Motion carried.

Action 24-101

Moved by council Hanisch, seconded by council Vogel, for approval of the 2nd reading of Campground ORD 2024-007 making changes to the payment and reservation processes. **Roll Call:** All favored no opposition. Motion carried.

FO shared the insurance requirements for a new diving board with the council. SDPAA recommends that we work with a knowledgeable vendor through this process as they have guidelines regarding the size/depth of the pool. Council Hanisch will work on getting more information about a new diving board.

NEW BUSINESS:

Sheriff Reports reviewed.

Action 24-102

Moved by council Vogel, seconded by council Hanisch, to declare both the property and the land on 117 W Main Street as a Surplus property. **Roll Call:** All favored (4), no (0), opposition. Motion carried.

Action 24-103

Moved by council Vogel, seconded by council Hanisch, for approval to sell both the land, building with contents on property 117 W Main Street. **Roll Call:** All favored (4), no (0), opposition. Motion carried.

Council members will work toward getting three (3) appraisals from 3 Montrose property owners in preparation for July's meeting. FO will also touch base with a state licensed appraiser to inquire about fees.

Council discussed budgetary equipment line for possible new lawn mower as the Grasshopper went down and is an older machine. Possible mower replacement and probable snow blade purchase for this year's snow removal season.

Action 24-104

Moved by council Hanisch, seconded by council Scheff for approval of 1st Reading of Budget Supplement ORD 2024-008. **Roll Call:** All favored no opposition. Motion carried.

Council reviewed Water and Sewer Loans/Debt.

Council reviewed Front Footage Levies from last year (1.50) and discussed dollar amount of \$2.00 per front foot for 2025's street assessment. FO will put together a Resolution for July's meeting with this dollar amount for submission to the county.

Council asked Maintenance Hanisch for some cast iron main piping replacement on 1st Ave price estimates for future water line replacement. This is the only type of old water piping that has not been replaced in the city, and should probably be updated if budget allows.

Maintenance Hanisch asked for a replacement lift station grinder pump as a way to be proactive in case a pump goes bad. Council will think about this request.

FO asked budgetary questions in preparation for Budget Ordinance proposal in July's meeting. FO discussed pickle ball grant budget, water shed replacement cost, annual salary review, and future equipment needs. Council Hanisch will work on getting water shed replacement cost.

Council Scheff, Binder, Hanisch and Vogel all read the council appointment oaths for another year of service on the city council, as no petitions were filed in the office to initiate an election.

Action 24-105

Moved by council Hanisch, seconded by council Vogel, for approval to appoint Justin Scheff for a 1 year term for ward 2 as a city council member. **Roll Call:** All favored no opposition. Motion carried.

Action 24-106

Moved by council Scheff, seconded by council Hanisch, for approval to appoint Alex Binder for a 1 year term for ward 1 as a city council member. **Roll Call:** All favored no opposition. Motion carried.

Action 24-107

Moved by council Binder, seconded by council Scheff, for approval to appoint Jasen Hanisch for a 1 year term for ward 2 as a city council member. **Roll Call:** All favored no opposition. Motion carried.

Action 24-108

Moved by council Scheff, seconded by council Hanisch, for approval to appoint Nick Vogel for a 1 year term for ward 1 as a city council member. **Roll Call:** All favored no opposition. Motion carried.

DEPARTMENT REPORTS

Maintenance Hanisch reported that the pool is up and running well, and his next project will be street repairs with Twedt Construction. Hanisch will also replace a couple doors in the baseball concession building and re-key the access doors as well.

FO has attached the Volunteer List for the Pool Painting project in the council packet, available on our website (Agendas), also attached is the Volunteer List for the Tree Planting project and a list of the Summer/Seasonal employees with wages.

FO did a quick tutorial on the Camp Spot Admin App access, so the Council team and Mayor all have access to view the reservations/reports live on their devices.

Council discussed locking vs. un-locking the Baseball and Softball restroom areas outside of games to the public. They decided to leave them open for now.

The council asked the FO to reach out to the school regarding donated benches made by the shop class to have the class make them sturdier for public use.

End of month bank account balances reviewed by council.

JUNE VOUCHERS:

PAID Between Meetings

00005e	Campground Payments	5/21/24	232.81	Clover Connect Fees; Campspot Fees May 2024
29487e	FEDERAL TAX PAYMENT	5/20/24	\$969.08	Payroll Taxes
29488e	FEDERAL TAX PAYMENT	6/3/24	\$1,401.61	Payroll Taxes
30258	JOSH HANISCH	5/16/24	\$244.80	Reimbursement for R&L Supply; Pool supplies
30262	MCI	6/1/24	\$49.23	Monthly Long Distance Calling
30263	ROXANNE ZIMMER	6/1/24	\$47.85	CampSpot Refund Check; Cancelled Reservation
30259	SECRETARY OF STATE	5/16/24	\$30.00	FO-Notary Application
29489e	SD DOR	6/5/24	\$229.51	Garbage Tax Reporting for May
30264	THE SECURITY STATE BANK	6/1/24	\$4,323.36	Finance Supplies; Camp Supplies; Parks/Rec Supplies; BacT Water Sample; Pool Candy; Trees (9); Pool Expenses-donation

PAID at Council Meeting

30285	A&B BUSINESS	6/5/24	\$241.98	Monthly IT Service; Printer Contract
30265	ADDY DISPOSAL	6/5/24	\$4,767.40	Monthly Garbage Fee+CityWide Cleanup Fees
30266	BADGER METER	6/5/24	\$177.38	Cellular Communication; Network Usage
30267	BENDERS SEWER & DRAIN	6/5/24	\$924.00	Annual Lift Station Cleaning 2024
30268	CITY OF MONTROSE	6/5/24	\$174.47	Monthly UB Bill
30269	CORE & MAIN	6/5/24	\$85.23	Pool Repair Supplies
30270	DSG	6/5/24	\$2,106.59	Pool Plumbing Supplies
30286	DELL RAPIDS LAW FIRM	6/5/24	\$176.00	Lawyer Fees
30272	DUST-TEX SERVICE	6/5/24	\$179.04	Hand Soap for dispensers; Camp & Parks
30273	EIE ELECTRIC, INC.	6/5/24	\$7,816.36	Electrical Repairs at Pool
30274	GREAT PLAINS STRUCTURES	6/5/24	\$4,800.00	Water Tower Cleaning/Inspection/Anodes(2)
30287	GOLDEN WEST	6/5/24	\$128.20	Monthly Office Phone Bill
30275	JOSH HANISCH	6/5/24	\$113.05	Pool Repair Supply Reimbursement (MACs/Sams)
30288	JOSH HANISCH	6/5/24	\$32.67	Window Glass Replacement in Pool House-Reimb.
30276	KINGBROOK RURAL WATER	6/5/24	\$4,165.75	Monthly Water Purchase-Usage
30277	MC&R	6/5/24	\$150.92	Small Pool Repair Parts
30278	MCCOOK CO. AUDITOR	6/5/24	\$1,570.84	Monthly Sheriff Fee
30279	MCCOOK CO. CONSERVATION	6/5/24	\$60.00	(2) Tree Bags for new Trees
30280	MENARDS	6/5/24	\$1,060.47	Shop; Streets; Pool Repairs
30289	MIDAMERICAN ENERGY	6/5/24	\$87.92	May Usage

30281	MONTROSE GAS PLUS	6/5/24	\$480.56	Monthly Fuel for city equipment
30290	NEW CENTURY PRESS	6/5/24	\$175.74	Mtg. Minutes; Sealed Bid Ad
30291	NICOLE SIEMONSMA	6/5/24	\$238.42	FO Reimb. For Milage; SF (3) Trees (1) Salem (2)
30282	SD ONE CALL -811	6/5/24	\$2.10	Locate Fees for April and May
30295	SD RETIREMENT SYSTEM	6/5/24	\$859.36	Reporting for May
30292	SOUTHEASTERN ELECTRIC COOP	6/5/24	\$2,291.93	Monthly Electric Bill
30283	STURDEVANTS AUTO PARTS	6/5/24	\$19.99	Mower Service Parts
30284	ZAPP HARDWARE	6/5/24	\$58.45	Pool Plumbing Repairs
	TOTAL PAID:		\$40,161.82	

Pay-roll

	City Council Members		\$0.00	Quarterly Payment-Pay in July
	Finance Officer		\$4,076.92	2 pay periods - May
	Office Admin		\$480.00	2 payperiods - May
	Seasonal Mowers		\$1,008.00	2 payperiods - May
	Certified Operator Temp.		\$100.00	Monthly May
	Maintenance Technician		\$3,129.25	2 pay periods - May
	TOTAL SALARIES:		\$8,794.17	
	GRAND TOTAL:		\$45,826.74	

Action 24-109

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: Citizen Head inquired about selling the property on main street by auction instead of sealed bid. Head asked the council to consider going that route for the sale instead of using only local bids to open up the opportunity to the surrounding areas with better marketing tools through an auctioneer or realtor.

Action 24-110

Moved by council Hanisch, seconded by council Vogel to **Adjourn** at 8:19pm. **Roll Call:** All favored no opposition. Motion carried.

Attest: Nicole Siemonsma
Nicole Siemonsma
Finance Officer

Susan Painter
City Mayor or Council President

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Publish Date: 6-13-24

**PUBLIC NOTICE
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UN-APPROVED**

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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
6-5-24

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 6/13, 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 \$156.86 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

Subscribed and sworn to before me this 2nd

day of July 2024

..... Luann McKillop
Notary Public, McCook County

My commission expires 1-23-30

