

**MONTROSE CITY COUNCIL MEETING**  
**APPROVED MINUTES –September 12th, 2023**

On **September 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 6:08pm. **Roll Call:** Council members: Vogel and Scheff were present. Binder arrived at 6:29pm. Finance Officer Siemonsma present. Maintenance Hanisch present. City residents present. Quorum present. Rules of Decorum stated by Painter.

Action 23-147

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

Action 23-148

Moved by council Vogel, seconded by council Binder for approval of the August 8th meeting minutes. **Roll Call:** All favored no opposition. Motion carried.

**SPECIAL TOPICS:**

Resident Thompson was present to discuss a demolition permit, water shutoff, sewer capping and the possible demolition of a garage on property 209 W Walker Street. The garage is currently located crossing the property line into the neighbor's property. Discussions took place of asking the neighbors for an approachment with an agreement if they decide to leave the building as is. Twedt construction is able to cap the sewer line if needed.

Action 23-149

Moved by council Vogel, seconded by council Scheff, for approval of a demolition permit for Randy Thompson for the house located on property 209 W Walker Street in the amount of \$25.00. Another permit will be required for the demolition of the garage/shed. **Roll Call:** All favored no opposition. Motion carried.

The Sewer Project will be closing soon and the city council team has requested that both SECOG and DGR be present if possible in the next city council meeting to answer questions regarding the finance ledger for the project, closing payments due and a punch list items. OM Manuals for the generator were shown to the council and will be located in the city hall conference room.

Resident Wallenkamp wanted clarification with the council team on the property cleanup abatement notice. The overgrown vegetation nuisance has been addressed and remedied on 409 S Church Avenue as of September 2023.

**OLD BUSINESS:**

Twedt Construction updates: Section of North end of 2<sup>nd</sup> Avenue and Lynn Avenue has been completed. Punch list areas in town include: South end of 2<sup>nd</sup> Avenue, Elder Street, and pothole repairs.

Housing Study results were discussed and a couple of things stood out for the City of Montrose. We have a lack of newer rental units that offer amenities that many rental households are seeking. A senior rental project is needed. The existing housing stock is generally in good condition. The city will continue to identify potential development sites and continue to monitor the status of those sites. If there are any buildable lots, then utilization of governor's homes, modular homes and starter homes would be a benefit.

Action 23-150

Moved by council Vogel, seconded by council Binder, for approval of the 1<sup>st</sup> Reading of Ordinance #2023-004 Amendment of Title 5, Animal Kennels. **Roll Call:** All favored no opposition. Motion carried.

City punch list of needed maintenance around town was reviewed. A pool fundraiser was discussed to help satisfy some of the needs of the pool for 2024. Needs include but are not limited to: lifeguard chair stations for the deep end for safety, outdoor message board for public communication, umbrellas for lifeguards, north gate needs to be repaired, sink replacement in pool house restrooms, pool house flooring needs to be redone are just a few of the needs listed. The FO will organize and work with the community to see if this is a viable option to fulfill the needs.

The city council team agreed to have the FO apply to the Montrose Youth Foundation for a grant application in March of 2024 for \$4,560 for some of the punch list items for the pool.

The city council team agreed to have the FO contact the Legion regarding a donation or a grant in the amount of \$1000 for some of the punch list items for the pool.

The city council team agreed to allow the FO to repair the holes in the pool block walls this fall or early spring.

Restroom Partitions were found in cold storage in the shop and maintenance Hanisch is going to check out the condition and see if they can be used in the softball restrooms for better privacy.

Action 23-151

Moved by council Binder, seconded by council Vogel, for approval to send out a fine for a non-licensed pet Ordinance violation to the property owner of 201 W Kluckholm Street. **Roll Call:** All favored no opposition. Motion carried.

## NEW BUSINESS:

Sheriff Reports reviewed.

### Action 23-152

Moved by council Vogel, seconded by council Scheff, for approval of the Law Enforcement Agreement between McCook County and the City of Montrose. Effective date: January 1, 2024 through December 31, 2025. **Roll Call:** All favored no opposition. Motion carried.

Snow fence inquiry from the zoning committee discussion took place to help mitigate the snow drifting for the upcoming winter season. The council didn't feel like installing snow fences would be effective at this time.

### Action 23-153

Moved by council Vogel, seconded by council Scheff, for approval to renew the American Legion Post 154 Alcoholic beverage license lease operating agreement expiring October 30<sup>th</sup>, 2023. **Roll Call:** All favored no opposition. Motion carried.

### Action 23-154

Moved by council Binder, seconded by council Vogel for approval of Resolution #2023-003 to LEVY a Front Foot Assessment for annual maintenance of street surfaces. **Roll Call:** All favored no opposition. Motion carried.

### Action 23-155

Moved by council Vogel, seconded by council Scheff, 1<sup>st</sup> Reading for approval of the 2024 Appropriations Ordinance #2023-003. CPI=3% , Growth=2.1% , Levy amount \$141,953.70. Total Means of Finance= \$433,370. **Roll Call:** All favored no opposition. Motion carried.

Special meeting date: September 20<sup>th</sup>, 2023 for 2<sup>nd</sup> reading and approval of the 2024 Appropriations Ordinance. A copy of the Ordinance is available on the city website: [www.cityofmontrosesd.com](http://www.cityofmontrosesd.com)

Interstate project has brought contractors to the city of Montrose asking to purchase water. After discussing the amount of water needed per week by the construction crew, reviewing our Kingbrook water contract, weighing the needs of our community and the need for water for fire protection, the city decided to deny the bulk water purchase. We do not have the capacity to refill our water tower in a timely manner in an emergency and we are unable to accommodate the amount of water needed to be able to help them out.

The SDPAA Insurance team visited Montrose and made some recommendations for improvements to help keep our insurance premiums down, preserve city property and stay in compliance with safety regulations. The FO and Maintenance will work together to complete those recommendations.

The pool policy was last updated in 2020, and is being reviewed and updated by the City Council Team and the FO. Changes in areas include swimming lessons, pool parties, hiring process, pay scale and job roles, and proper signage.

The FO gave an update on the 2023 pool season Revenue vs. Expenditures, with the focus being on the profit/loss of concession snacks and swimming lesson rate increase.

2 council members plan on meeting with the managers prior to the 2024 pool season and review the snack list and pricing.

Council members also want the managers to attend a council meeting or 2 for proper feedback and to answer questions as needed.

The state bridge on HWY 38 East of Montrose has a bottleneck effect when there is a high water volume flowing through the river. This causes immediate flooding into the City of Montrose affecting the nearby properties. This flooding can also occur if there is an object that is too large to pass through the bridge opening causing a blockage, resulting in flooding within the city. This incident occurred April 9<sup>th</sup>, 2023 and ended up killing animals due to the flooding. The City of Montrose is asking the State DOT to reach out when the time comes for a bridge replacement to the city officials for communication of these concerns. Engineering plans should include a wider pass under the bridge. If any residents have concerns, they are encouraged to send their concerns to Pierre on this issue and copies can be filed in Montrose City Hall.

### Action 23-156

Moved by council Vogel, seconded by council Binder, for approval to apply for the 2024 Forestry Grant opportunity through DANR. **Roll Call:** All favored no opposition. Motion carried.

The City council is possibly interested in purchasing a Ford Grass Rig from the fire department. This discussion was tabled until an offer is given to the council and further information about the truck is received.

The Addy Disposal Garbage Service contract expires December 31<sup>st</sup>, 2023. The council plans to do sealed bids for the next agreement. Notices for the sealed bids will be advertised in the coming months.

**DEPARTMENT REPORTS**

Maintenance Hanisch has been busy flushing hydrants this week. Hanisch is going to try out the snow catcher for the pay loader this coming winter season and see how effective it is. Request was made to surplus items as Hanisch is cleaning out the shop and cold storage.

Action 23-157

Moved by council Vogel, seconded by council Scheff, to declare the Angle Blade and the old generator as SURPLUS items. **Roll Call:** All favored no opposition. Motion carried.

The Montrose School Shop Class has agreed to make 2 steel benches for the city playgrounds and the city will pay for the material. This will start in January through May of 2024.

Action 23-158

Moved by council Binder, seconded by council Vogel, for approval to pay the annual cost \$195 to BANYON for the support of the NUVEI software for e-billing within the Utility Billing Module. **Roll Call:** All favored no opposition. Motion carried.

The FO has been detailing water/sewer deposit history and we are missing deposit history on 46 accounts. The FO will work on getting updated information on those accounts the best we can, and moving forward better record keeping in the city office is being established.

End of month bank account balances reviewed by council.

**JUNE VOUCHERS:**

**PAID Between Meetings**

29448e	FEDERAL TAX PAYMENT	8/18/23	\$1,036.82	Payroll Taxes
29449E	FEDERAL TAX PAYMENT	9/1/23	\$518.24	Payroll Taxes
29981	HALME, INC.	9/5/23	\$76,965.12	Sewer Project Contractor Cost
29977	HAWKINS, INC.	8/24/23	\$267.86	Pool Chemical Cost
29980	HAWKINS, INC.	8/30/23	\$40.00	Pool Chemical Cost-Addendum
29983	SECOG	9/5/23	\$5,000.00	SECOG Admin Services for Sewer Project
echeck	SECURITY STATE BANK-MONTROSE	9/6/23	\$0.20	Bank Error found during reconciliation-FO fixed
29450e	SD DOR	9/7/23	\$223.36	Garbage Tax Reporting for August 2023
29982	SD RETIREMENT SYSTEM	9/5/23	\$489.24	August 2023 Reporting
29984	THE SECURITY STATE BANK	9/5/24	\$604.44	MCI; Certified Mail; OFC Supplies; Restrooms; USPS Water Sample

**PAID at Council Meeting**

29985	A&B BUSINESS	9/12/23	\$239.55	Monthly IT Service; Printer Contract
29987	ADDY DISPOSAL	9/12/23	\$3,290.49	Monthly Garbage Fee
29988	BANYON DATA SYSTEMS	9/12/23	\$195.00	Nuvei eBill Subscription Cost-1 year
29989	CITY OF MONTROSE	9/12/23	\$787.59	Monthly UB Bill
29990	DELL RAPIDS LAW FIRM	9/12/23	\$260.00	August Lawyer Fees
29991	GOLDEN WEST	9/12/23	\$127.76	Monthly Office Phone Bill
29992	KINGBROOK RURAL WATER	9/12/23	\$6,360.25	Monthly Water Purchase-Usage
29993	MC&R POOLS	9/12/23	\$544.97	Pool Steps; Water Testing Chem Supplies
29994	MCCOOK CO. AUDITOR	9/12/23	\$1,408.34	Sheriff Fee for September
29995	MCCOOK CO. TREASURER	9/12/23	\$200.00	Beacon Property Annual Membership
29996	MIDAMERICAN ENERGY	9/12/23	\$34.97	August Usage
29997	MONTROSE GAS PLUS	9/12/23	\$532.22	Fuel; Pool Concession Cost
29998	NEW CENTURY PRESS	9/12/23	\$192.26	Fema Notice; Budget Supp ORD; Mtg Minutes
29999	ORLAND ELECTRIC	9/12/23	\$225.00	1/2 Bill for OFC Bar repairs; beer cooler, ac issues
30004	PUTHOFF REPAIR	9/12/23	\$47.28	Grasshopper Mower GH Idler part
30000	RYANS REPAIR	9/12/23	\$60.00	Tractor Mower Tire Repair
30002	SOUTHEASTERN ELECTRIC COOP	9/12/23	\$1,012.87	Electric Bill - for August Usage
30003	SD DOT	9/12/23	\$16.00	Annual Billboard Advertising Renewal
	TOTAL PAID:		\$100,679.83	

**Pay-roll**

City Council Members		\$0.00	Quarterly Payment-Paid in October
Finance Officer		\$4,076.92	2 pay periods - August 2023
Office Admin		\$632.50	2 payperiods - August 2023
Seasonal Mowers		\$794.69	2 payperiods - August 2023
Seasonal Pool Staff		\$7,925.54	2 payperiods - August 2023
Seasonal Snow Removal		\$0.00	
Certified Operator Temp.		\$100.00	Monthly August 2023
Maintenance Technician		\$0.00	2 pay periods - August 2023
	TOTAL SALARIES:	\$13,529.65	
	<b>GRAND TOTAL:</b>	<b>\$114,209.48</b>	

Action 23-159

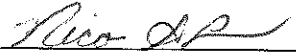
Moved by council Vogel, seconded by council Scheff for approval of bills paid between meetings and bills paid at council meeting.  
**Roll Call:** All favored no opposition. Motion carried.

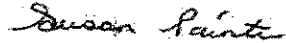
Hearing of those present: None

Action 23-160

Moved by council Vogel, seconded by council Binder to **Adjourn** at 10:16pm. **Roll Call:** All favored no opposition. Motion carried.

Attest:

  
 Nicole Siemonsma  
 Finance Officer



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 City Mayor or Council President

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**PUBLIC NOTICE  
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COUNCIL MEETING  
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.....  
9-12-23.....

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 ..... 9/21, 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 \$ 147.06 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 ..... 4th  
day of ..... October ..... 20 23  
..... Luann McKillop  
Notary Public, ..... McCook ..... County  
My commission expires ..... 2-16-24