

Unapproved Minutes of the Montrose City Council

The Montrose City Council meeting was held on January 9, 2018 in the Community Center, Montrose, SD. The meeting was called to order by Mayor Paul Klaudt at 7:00 pm. The Pledge of Allegiance was recited. Present were Mayor Paul Klaudt; Council Members Brent Deters, Tony Heumiller and Jake Tysdal; Council Member Susie Painter arrived at 7:01; Co-Daycare Director Katie Stiefvater; and Finance Officer Sara Smith. Also in attendance were Building and Planning Committee members Cliff Hallem, Brian Kappenman and Ron Shelberg, with two members of the community. Motion by Deters, 2nd by Tysdal to approve the agenda. All approved. Motion by Heumiller, 2nd by Painter to Approve the minutes from 12/12/17. All approved.

DEPARTMENT REPORTS:

Heumiller reported on behalf of Daryl Sieverding, Maintenance. On Thursday, January 11, a representative from the state working on the grant the city applied for in December will tour the campground and pool. Sieverding has acquired some trash cans from Addy and has been selling them to residents who have requested them. If residents still need help obtaining a trash can, contact Sieverding. The cans are \$40 and checks are payable to Addy Disposal. The Lift Station generator has been repaired.

Stiefvater reported on December profit/loss, preschool and Summer Kare enrollment and the 2018 Food Program. The Daycare also hired a second Part-time staff member for after school and summer. The daycare has 18 full time and 2 part time spots filled.

Smith reported on the number of complaints from residents regarding not being notified of trash service changes. Because the information was published in the Montrose Herald several times, posted on the City Office window, on the city's website and on the city's voicemail message, the council agreed that no other notifications are needed. Smith reminded the council further complaints will be likely next month due to the garbage service increase from \$17 to \$22. Smith will try to print a reminder of this information on the back of the water bills. W-2s have been printed and mailed or handed directly to all city employees. Smith has been working on setting up the new accounting and payroll software.

Vouchers were reviewed. Vouchers paid between meetings: SD Dept of Revenue \$159.35 December Garbage Sales Tax; Federal Tax Payment \$1756.04 12/29/17; McCook County Auditor \$5632.88 Sept-Dec Sheriff contract; Montrose FFA \$1889.79 Donation from sale of corn; Ryan's Repair \$75; SD Unemployment \$80.78; SF Humane Society \$74.57; Verizon \$165.92; Total Paid \$9834.33; Vouchers paid at meeting: A&B Business 84.97 Printer Contract; American Red Cross 300.00 Learn to Swim 2018; Anderson Publications 172.95 minutes/notices; Badger Meter 54.00; City of Sioux Falls 43.50 water bacteria testing; Cummins 1,634.19 Generator Repair; DENR 450.00 discharge permit; Golden West Phone/internet \$255.51; Katie Stiefvater 8.00 KidKare Subscription; Kingbrook Rural Water 4,948.75 Water; Lammers, Kleibacker 324.00 attorney; Matheson Tri Gas 44.47 oxygen/acetylene; McCook Cty Auditor 1,408.34 Sheriff Contract; MCI 46.93; Menards 68.75; MidAmerican Energy 227.91; Novak Sanitary Service 2,303.50 Garbage Service; Salem Farmers Market 278.29 daycare groceries; SD Assoc. of Rural Water Systems 370.00 Annual Class B Dues; SDML 4,715.00 Banyon Fund Acct and Payroll Software; SD Retirement 2,065.86 December; SEAFog 30.00 2018 Dues; Southeastern Electric Co-op 1,947.50; The Security State Bank 858.14 Credit Cards; Twedt Construction 2,320.50; Variety Food 254.12 daycare food; Zapp Hdwr 78.42; Total to be paid after meeting 21,782.42; Grand Total 31,616.75 December 2017 Payroll & Associated Taxes: Finance Office \$3360.11; Maintenance \$5551.60; Daycare \$13641.23; Council 1593.54; Total \$24,146.48; Motion by Deters, 2nd by Tysdal to approve the vouchers. All approved.

Per Municipal requirements, the following are the pay rates for all City Elected/Hired Personnel. Mayor Paul Klaudt – \$100.00 per regular meeting, \$50.00 per special meeting; Council Members -- \$75.00 per regular meeting, \$25.00 per special meeting; Council Members are Brent Deters, Tony Heumiller; Susie Painter and Jake Tysdal. All employees are paid hourly. Daryl Sieverding, Maintenance Supervisor - \$20.93; Sara Smith, Finance Officer - \$17.00; Katie Stiefvater, Daycare Director - \$14.00; Stephanie Holland, Daycare Co-Director – \$13.50. The following are Daycare workers with their hourly rate: Ellie Cleveland \$9.00; Judy Cross \$9.27; Samantha Erickson \$11.65; Kiersten Hanisch \$9.00; Joan Rapp \$9.27; Hope Scotting \$9.00. New Hire Harley Miles \$8.25.

OLD BUSINESS:

Fence Encroachment: The fence has now been moved.

Bids for City Owned Property: No new bids have been received. Bids are still being accepted for the 2 lots, zoned residential in the flood zone.

Building & Planning: discussed with the committee that when a resident requests a building permit, Smith will forward the request on to a member of the committee who will then determine whether the permit should be approved. The committee will take up to 48 hours to come to a decision. The committee will remain volunteer and not receive pay. Building permits will not be approved on the same day, so residents need to plan ahead. The Building and Zoning Ordinances are published on the city's website. The building permit application is also available on the website.

NEW BUSINESS

A resident requested a kennel license. Motion by Deters, 2nd by Painter to set a kennel license fee in resolution 286-17 of \$250 for a kennel of up to 6 dogs, and \$100 per additional dog, and that operators of kennels must have a Tax ID and pay sales tax. All domestic/non-kennel pets are to be licensed separately. All approved. A public hearing to approve the kennel license will be held at the next regular council meeting on February 13 at 7:00 pm.

Motion by Deters, 2nd by Tysdal to designate the Montrose Herald as the Official Newspaper of Record, Jerome Lammers of Lammers Kliebacker as the City Attorney, and Security State Bank in Montrose as the city's bank. All approved.

The 2017 Supplemental Budget Ordinance was read for the second time. Motion by Heumiller, 2nd by Deters to approve Ordinance #327-17 as read. All approved.

Discussed a survey request from the Census Bureau. Council determined there were no boundary changes impacting the number of residences within the city.

Discussed the Residential Garbage Service Requirement. All residents must pay for garbage service. If a resident is taking an extended vacation, garbage service can only be turned off if water and sewer services are also turned off and the shut-off and turn on fees as set in Resolution 286-17 are paid.

All residents must place their trash on the curb in a trash container per City Ordinance as well as Addy Disposal. Bags can easily be ripped by animals leading to garbage littering the streets and yards.

HEARING OF THOSE PRESENT: None

EXECUTIVE SESSION: None

Motion by Deters, 2nd by Heumiller to Adjourn at 8:49 pm. All Approved.

Attest: _____

Sara Smith
Finance Officer

Published once at the approximate cost of _____

Paul Klaudt
Mayor