

Unapproved Minutes of the Montrose City Council

The Montrose City Council meeting was held on March 13, 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, Susie Painter and Jake Tysdal; Maintenance Supervisor Daryl Sieverding; Daycare Director Katie Stiefvater; and Finance Officer Sara Smith. Also in attendance were members of the Montrose FFA and the FFA advisor, Rachel Heisinger; and one member of the community arrived part way through the meeting. Motion by Tysdal, 2nd by Painter to approve the agenda. All approved. Motion by Tysdal, 2nd by Painter to Approve the minutes from 02/13/18. All approved.

A new Code of Conduct was reviewed and signed by council members.

The council approved changing the agenda to discuss the FFA request before Department Reports. The FFA would like to help farm the city owned farm land and receive the money earned as a fundraiser. Motion by Tysdal, 2nd by Painter to approve the FFA use and donating the money earned to the FFA. All approved. The council requested Smith write up a contract between the FFA, the farmers who donate their time and equipment, and the city to state that the city is not liable for accidents or injuries on the city land.

DEPARTMENT REPORTS:

Sieverding reported that city owned bleachers were taken, used, and returned without city knowledge or approval. One of the bleachers was broken. The people who took the bleachers told Sieverding to take them to Ryan's Repair and send them the bill.

Last week there was an ice dam over the door to the community center causing ice melt to drip on people coming in and out of the community center. Sieverding will look into installing a shield over the door to keep ice dams from forming there. Discussed water shutoffs.

Stiefvater reported that Childcare Services did an inspection on January 31, and the Health Department did an inspection on February 15. All actions requested by the inspectors have been completed. The daycare staff completed CPR training on February 26. The daycare and Summer Kare is still full.

Smith reported on pet licenses. Smith will be ordering more pet tags that do not have a year stamped on them so that we can order in bulk. The year will then be engraved onto the back of the tags. Smith reported on free assistance offered by the Midwest Assistance Project to evaluate our current issues and how we can best work to improve. More will be reported next month. The city website has been redesigned as well as a Facebook page created. Residents can check there to keep up to date on city information. The city council will meet as the Board of Equalization on Monday, March 15 at 7:00 in the City Office because the community center is being used for Firefighter Training.

VOUCHERS

Vouchers were reviewed. Vouchers paid between meetings: FEDERAL TAX PAYMENT \$1,496.83 Feb 23 Payroll Tax; FEDERAL TAX PAYMENT \$1,486.95 Feb 09 Payroll Tax; SD DEPT OF REVENUE \$211.31 Garbage SalesTax; THE SECURITY STATE BANK \$1,374.83 Credit Cards – Daryl, Sara, Katie; IRON WHEEL SALES & SERVICE \$5.65 shop vent repair; MCI \$44.86 long distance; SOUTH DAKOTA RETIREMENT \$1,328.70 February; Total Paid \$5,949.13; Vouchers paid at meeting: A & B BUSINESS SERVICES 80.09 Printer Contract; A1 ELECTRIC PLUMBING HEAT \$122.40 Furnace Inspection; ADDY DISPOSAL \$2,963.00 Garbage Service; Anderson Publication \$235.77 Publishing; CENTRAL FARMERS COOP \$22.35 white salt 250 pounds; FRONTLINE WARNING SYSTEMS \$250.00 2018 Siren Contract; GOLDEN WEST \$255.51 phone/internet; KINGBROOK RURAL WATER \$4,110.25 Water Purchase; MATHESON TRI-GAS \$41.11 acetylene+oxygen; 027580 MCCOOK COUNTY AUDITOR \$1,408.34 County Sheriff; MIDAMERICAN ENERGY \$383.98 Natural Gas; MONTROSE RURAL FIRE ASSN \$8,000.00 Annual Payment; PETTY CASH \$26.76 Replenish Petty Cash; SALEM FARMERS MARKET \$90.79 Groceries; SARA SMITH \$22.53 post-its paid on personal credit card in error; SOUTHEASTERN ELECTRIC \$2,049.19 electricity; VARIETY FOODS LLC \$438.22 Daycare Food; ZAPP HARDWARE \$31.98 Ice Melt; Total to be paid at meeting \$20532.27; Grand Total \$26481.4; February 2018 Payroll & Associated Taxes: Finance Office \$1782.32; Maintenance \$3223.13; Daycare \$9355.57; Water \$304.48; Sewer 395.82; Total \$15061.32; Motion by Deters, 2nd by Heumiller to approve the vouchers. All approved.

OLD BUSINESS:

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. Discussed the upcoming Ordinance Enforcement. Warnings will be issued prior to fines. Smith will purchase orange card stock and print notices that the council will tape to residents' front door if a warning is issued. The council is looking for issues such as unregistered/non-running vehicles parked on city streets and yards, trees hanging over the street, and other similar violations.

Sieverding requested Cleanup Day move to May 5th as he is unavailable April 28. Motion by Heumiller, 2nd by Deters to move Cleanup Day to May 5th pending the availability of dumpsters for trash/scrap/paint, etc. More information and a confirmation of the date will be posted in the city office window, on the city website and Facebook page.

Discussed the Employee Handbook vacation carryover and payout policy. Further discussion was tabled until April.

NEW BUSINESS

Smith reviewed a DENR Certification of Compliance with Rate Covenant for the city's water and sewer loans. Revenues for the water fund were only 41% of expenses. Further research will be done and discussed at next month's meeting. Also, city water usage (ie, campground, pool, daycare, community center etc) will be billed back to their respective budgets to increase the revenue for the water fund.

Discussed drainage problems at 1st and Kluckholm. Water backed up into the street due to snow blocking the drain where the concrete changes to grass. Discussed possible fixes, such as putting in better concrete aprons or installing a snow fence along the drain.

Discussed pool admission, lesson and family pass rates. Further discussion was tabled until the April council meeting.

Motion by Tysdal, 2nd by Deters to set a returned checks fee of \$40. All approved.

Discussed Water Tower Repairs. Over the weekend, a seam came apart 5 rings down from the top. Sieverding contacted Kingbrook to have the water level in the tower lowered below the point of the leak. Someone has come out to look at it and we are waiting for quotes on the repair cost. Motion by Deters, 2nd by Tysdal to approve up to \$3000 can be spent on the repair. If the repair will cost more, a special council meeting will be held to discuss.

Discussed Pool repairs. Sieverding is going to have someone put a camera in the drain to try to identify the source of the leak. Other maintenance and repairs will also be done when the weather is warmer.

Smith requested the council reconsider setting the returned check fee at this meeting. Because the pool rates discussion was tabled until next month, Smith recommended that the rates be set at the same time to save on publishing costs. Motion by Heumiller 2nd by Painter to rescind the earlier motion to set a fee for returned checks and table until next month. All approved.

The council discussed our current bank statements and interest earned. The council will research ways that we can earn more interest.

HEARING OF THOSE PRESENT: Jim Head informed the council that he plans to appeal property tax assessment for land on Hwy 38. Smith reminded Head that the deadline is March 15, and the appeal must be submitted in writing.

EXECUTIVE SESSION: Motion by Deters 2nd by Painter to enter executive session at 9:48 pm. All approved. Motion by Heumiller, 2nd by Painter to end executive session at 10:01 pm. Motion by Deters, 2nd by Painter to increase Sieverding's pay to \$21.56 an hour. All approved. Motion by Heumiller, 2nd by Tysdal to Adjourn at 10:02 pm. All Approved.

Attest: _____

Sara Smith
Finance Officer

Published once at the approximate cost of _____

Paul Klaudt
Mayor