

Unapproved Minutes of the Montrose City Council

The Montrose City Council meeting was held on July 10, 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 (outgoing), Robert Hoiten (incoming), Tony Huemiller, Susie Painter, and Jake Tysdal; Maintenance Supervisor Daryl Sieverding; Daycare Director Katie Stiefvater; and Finance Officer Sara Smith. Also in attendance were Sheriff Mark Norris, Chief Deputy Casey Urrutia, Bryan Peters from Safe N Secure, and several members of the community.

Mayor Klaudt read Resolution 292-18 stating the new Rules of Decorum specifying appropriate and inappropriate behavior at Council meetings and the consequences for causing disruptions.

Chief Deputy Casey Urrutia gave a short talk about how to handle active shooter situations.

Bryan Peters from Safe N Secure discussed options for camera systems.

Motion by Heumiller, 2nd by Painter to approve the agenda. All approved. Motion by Heumiller, 2nd by Deters to Approve the minutes from 06/12/18. All approved.

DEPARTMENT REPORTS:

Sieverding reported both pools are still losing some water but not as much as last year. Pipes are broken under the baby pool and to the filtration system. Paul and Bonnie Smith, representatives from the Montrose Community Development Corporation, announced that the MCDC voted to donate approximately \$50,000 to the Pool Repair Fund using 2/3rds of their funds as their final act prior to dissolving the MCDC. The city expresses our sincerest thanks to all of the board members of the MCDC for their generous donation! Street repair work at 1st and Kluckholm will begin soon. Discussed street conditions. Sieverding and Klaudt will drive around town and evaluate what work needs to be done this season to fix streets. The water tower sprung another leak, but this one is very close to the ground and is due to corrosion. The hole was temporarily patched. The water tower will be drained and inspected the week of July 23. During this time, water will need to be conserved – no watering lawns or non-essential water use while the water tower is out of service. Sieverding is working with Kingbrook Rural Water to have water available while the tower is out of service. The Fire Department has been notified so they can have their trucks and other fire departments ready to help in the event of a fire during the water tower inspection.

Stiefvater reported on the monthly financial statement, explaining the daycare showed a loss for the month due to a large grocery expenditure and June being a three paycheck month.

Smith reported on recent training, the audit performed in June (the audit report is not yet completed) and issues dealing with the Experience Works program.

VOUCHERS

Vouchers were reviewed. Bills Paid Before Meeting: FEDERAL TAX PAYMENT \$2,119.81 6/15/18 Payroll Tax; FEDERAL TAX PAYMENT \$2,493.01 06/29/2018 Payroll Tax; DAKOTA SUPPLY GROUP \$122.63 misc fittings; HAWKINS, INC \$1,248.76 55 LB PA Calcium Hypochlorate; MC&R POOLS, INC \$79.06 Pool repair parts; PULSE ELECTRIC, INC \$248.33 Replace Breakers at Concession; SOUTH DAKOTA ONE CALL \$7.84 locates; THE SECURITY STATE BANK \$2,540.71 Credit Card Payment; Total Paid Before Meeting: \$8,860.15; Bills Paid At Meeting: SD DEPT OF LABOR & REG \$201.02 Quarterly Unemployment; SD DEPT OF REVENUE \$204.44 Garbage Sales Tax; SD DEPT OF REVENUE \$516.66 Pool/Campground Sales Tax; FEDERAL TAX PAYMENT \$172.14 Q2 Council Payroll Tax; DARYL SIEVERDING \$317.82 Travel Reimbursement; SARA SMITH \$299.73 Travel Reimbursement A & B BUSINESS SERVICES \$104.84 Printer Contract; ADDY DISPOSAL \$3,053.00 Garbage Service; AGRI ENERGY \$537.20 fuel sales; AMERICAN ENGINEERING TESTING \$119.00 wastewater analysis; Anderson Publication \$329.37 Publishing; BADGER METER \$54.00 Cellular Backhaul; CITY OF MONTROSE \$564.01 City Water Bill; DARYL SIEVERDING \$34.04 Walmart-water clarifier; DIAMOND MOWERS \$64.17 Solenoid Wire Cap Only; FREMAR LLC \$195.50 Barrage HF 2.5 gal x5; GILLESPIE OUTDOOR POWER EQUIP \$193.30 Sharpen Chains off saw x4; GOLDEN WEST \$325.19 daycare phone/internet; HANISCH HOME REPAIR \$1,557.62 Air Conditioning for Summer Kare; KINGBROOK RURAL WATER \$7,496.75 Water Purchase - 2279000 gallons; MC&R POOLS, INC \$306.94 Delivered Sand and tested PSI; MCCOOK COUNTY AUDITOR \$1,408.34 County Sheriff; MCI \$47.01 long distance; MICHELLE EDWARDS \$48.03 Walmart - Pool Concessions; MIDAMERICAN ENERGY \$38.73 Natural Gas Service; MONTROSE GAS PLUS \$272.76 Farner Bocken order purchased; NAPA AUTO & TRUCK PARTS \$27.67 misc parts; PUTHOFF REPAIR \$42.00 GH Flex Coupler Disc; RANI GORDON \$8.50 Pool - Bottled Water; REYNOLDS EXCAVATING, INC \$180.63 25 units screened gravel etc; SALEM FARMERS MARKET \$688.68 Groceries; SOUTH DAKOTA RETIREMENT SYSTEM \$2,190.98 June Retirement; SOUTHEASTERN ELECTRIC CO-OP \$2,902.59 electric service; SOUTHWESTERN ADVANTAGE \$350.00 Books for preschool; DENR \$180.00 FY2019 Drinking Water Fee; DENR \$18.00 Class I Certificates; D&D CONTRACTORS \$400.00 Backhoe work at swimming pool; MATHESON TRI-GAS \$47.90 acetylene+oxygen; MONTROSE GAS PLUS \$258.37 Pool Concessions; Total Paid At Meeting: \$25,756.93; Grand Total \$34,617.08; June 2018 Payroll: Finance Office \$3595.50; Maintenance \$4737.14; Daycare \$14049.04; Pool \$3489.14; Water \$264.11; Sewer \$950.79; Total \$27085.72; Motion by Deters, 2nd by Heumiller to approve the vouchers. All approved.

OLD BUSINESS:

Bids for City Owned Property: Sieverding will get appraisal estimates from three uninterested parties for the two residential lots in a flood zone as well as the land on the east side of 1st street between McCook and Montrose Street that the city has declared surplus. Ordinance 001-2018 “An Ordinance to Approve Transfer of Funds from the O’Dell Fund to General Checking Account, with Repayment Terms Specified, to Spend on Pool and Pool House Repairs” was read for the second time. Motion by Heumiller, 2nd by Painter to approve Ordinance 001-2018. Only one bid was received for installing a new pool liner. The council tabled a decision until next month to try to get more bids.

Reviewed quotes for a new skid steer loader. Pfeiffer's gave a quote for \$15794.16 and Puthoff gave a quote for \$20,750.00. Motion by Heumiller, 2nd by Deters to approve purchasing a skid steer loader from Pfeiffer's, trading in the current skid steer, and authorizing the use of money from the Reserve Equipment Money Market account to pay for it. All approved.

Discussed funding the Youth Program. Motion by Deters, 2nd by Heumiller to authorize payment of \$2000 to the Youth Program to be used for payment of umpires and equipment. All approved.

Justin Scheff submitted an application for a special event liquor license for a Labor Day baseball tournament. Malt Beverage in cans will be sold. There will be a separate table set up to check IDs and place a special stamp on hands of those old enough to drink.

Motion by Heumiller, 2nd by Tysdal to approve the application for September 1 and 2. All approved.

Mayor Klaudt thanked Council member Brent Deters for his service to the city during his time on the Council. Smith then swore in new Ward 1 Council member Robert Hoiten. Sieverding and Smith also took the oath to uphold the Constitution of the United States and the State of South Dakota.

NEW BUSINESS

Brian Kappenman requested a review of water billing for the apartment buildings. After research, Smith discovered apartments were being billed in a way that Smith doesn't believe was actually intended. Motion by Heumiller, 2nd by Tysdal to fix the water billing rates to charge one minimum for every meter plus the standard water rate for usage. An agenda item will be added to the August meeting to discuss how the sewer rates for apartments is being calculated. It is currently being calculated as is documented in ordinances and resolutions, however the council will discuss the fairness of the current policy.

Motion by Heumiller, 2nd by Hoiten to approve Resolution 292-18 Rules of Decorum as read at the beginning of the meeting. All approved.

Updated the Appointments and Terms. Mayor Klaudt nominated Heumiller to serve as Council President. 2nd by Hoiten. All approved. Mayor Klaudt nominated Painter to serve as Council Vice President. 2nd by Heumiller. All approved. Motion by Painter to have Katie Stiefvater and Stephanie Holland continue as Daycare Director and Co-Director, respectively with the condition that they work toward certification. 2nd by Tysdal. All approved. Motion by Heumiller, 2nd by Hoiten to appoint Sara Smith as the Zoning Administrator. All approved. Motion by Heumiller, 2nd by Painter to appoint Daryl Sieverding to continue as the Maintenance Supervisor. All approved. Motion by Heumiller, 2nd by Painter to appoint Sara Smith to continue as the Finance Officer. All approved.

Discussed the rough draft of the 2019 budget. The first reading of the budget ordinance will be reviewed at the August meeting. Motion by Heumiller, 2nd by Painter to approve Resolution 293-18 Capital Outlay for Equipment authorizing transfer of \$3,000 from the General Fund to the existing Reserve Equipment Money Market account every January for the next five years to save for future maintenance equipment purchases. All approved.

Reviewed the Correne's Court Loan. In June 2016, the council authorized a loan of 13,533 to be paid back within five years. As of December 2017, 11,636.27 has been repaid, leaving a balance due of \$1896.73.

Discussion of a daycare employee training incentive was tabled until August.

Motion by Heumiller, 2nd by Tysdal to approve the cancellation of one cell phone line that was originally used by a past mayor and finance officer but is no longer being used. All approved.

Discussed the purchase of security cameras for the Finance Office, at the drop box and community center. Decision tabled until August.

Motion by Heumiller, 2nd by Tysdal to authorize the purchase from SDML of three new Handbooks for Municipal Officials at a cost of \$60 each, and one 2018 supplement to the 2017 handbook at the cost of \$10. All approved

HEARING OF THOSE PRESENT: Melanie Fiferlick expressed frustration at the amount and duration of fireworks being set off within the city. She requested the council implement an ordinance banning fireworks in town or limiting it to shorter hours and days. Fiferlick also reported issues with cats running at large in her yard and is concerned they will damage her pool liner. She wants the cats kept out of her yard or she plans to take care of the cats herself by various means. The city council instructed Fiferlick to submit a written complaint including whose cats are in her yard so that the city can send notification to the owners that the animal ordinance is being violated.

EXECUTIVE SESSION: Discuss employee pay to be effective January 1, 2019 so that it can be accounted for within the 2019 Budget. Motion by Painter, 2nd by Tysdal to enter Executive Session at 10:35 pm. All approved. Motion by Painter, 2nd by Tysdal to exit Executive Session at 11:17 pm. All approved.

Motion by Hoiten, 2nd by Tysdal to give no wage increase to Maintenance Supervisor Daryl Sieverding. All approved.

Motion by Painter, 2nd by Tysdal to approve a 3% wage increase for Daycare Director Katie Stiefvater and Daycare Co-Director Stephanie Holland. All approved.

Motion by Painter, 2nd by Tysdal to approve giving Finance Officer Sara Smith 5 days of Paid Vacation each year plus Holiday Pay as outlined in the Personnel Handbook.

Motion by Heumiller, 2nd by Painter to Adjourn at 11:20 pm. All Approved.

Attest: _____

Sara Smith
Finance Officer

Published once at the approximate cost of _____

Paul Klautt
Mayor