

OFFICIAL PROCEEDINGS
CITY OF HERREID, SOUTH DAKOTA
January 4, 2021

The Herreid City Council was called to order by Mayor Gary Weismantel (via Zoom) on the above date at 7:30pm at City Hall. The following members were present: A. Dupper, P. Weisbeck, K. Rossow, and K. Haar, with R. Rossow and A. McNeil absent. A McNeil joined the meeting via Zoom at 7:45pm. Also present were: M. Neeley, Finance Officer; R. Goehring, Maintenance Supervisor; Orland Geigle, Prairie Pioneer; Kent and Helen Mauck of Heartland Waste, and citizen Irene Badger.

Moved by K. Rossow seconded by Weisbeck to approve the agenda. All members present voted aye, motion carried.

Moved by Dupper seconded by K. Rossow to approve the minutes from December 7, 2020. All members present voted aye, motion carried.

Weisbeck moved, Dupper seconded to approve the following regular claims from December 2020; all members present voted aye, motion carried.

Claims December 2020

Streets	Payroll	\$2,843.38
Sewer	Payroll	\$2,559.74
Water	Payroll	\$2,559.74
Council	Payroll	\$2,000.00
Mayor	Payroll	\$510.00
Finance Office	Payroll	\$5,289.90
Big O Tires	Payloader Tires	\$4,973.80
B & B Contracting	Sewer Proj payment #6	\$124,001.13
Baumann's	Fuel & Supplies-Nov 2020	\$470.61
Baumann's	Fuel & Supplies- Dec 2020	\$144.33
Banyon Data Systems	Software Annual Fees	\$2,949.00
Banyon Data Systems	Cemetery Software	\$1,590.00
Campbell Co. Bank	ACH Fees	\$29.50
Campbell Co. Sheriff	Services	\$2,001.51
Dupper, Jim	Services-hauling grass	\$280.00
Dupper, Steve	Services-hauling grass	\$240.00
Elmers Welding	Maintenance Repairs-plow & scraper	\$1,270.48
Financial Agent	Payroll Taxes	\$2,873.40
Heartland Waste	Garbage Collections	\$4,425.00
Helms & Associates	Sewer Project Engineering Fees	\$9,358.95
Herreid Super Stop	Fuel	\$49.03
Huber & Sons	Supplies-carwash tokens	\$40.00
Kroontje Law Office	Services & Fees-legal	\$204.30
Madden, Terry	Repairs & Maintenance-tire install	\$710.00
MDU	Utilities	\$1,586.51
Municode	Fees-licensing 11/2020-11/2021	\$1,200.00
NECOG	Sewer Project Admin Fees	\$17,500.00
Ottenbacher, Carol	Services	\$80.00
Phillips Healthcare	Supplies-AED	\$1,110.10
Premier Equipment, LLC	Machinery & Equipment-Skid Steer	\$925.00
Prairie Pioneer	Publishing	\$229.86
Quill Corporation	Office Supplies-	\$523.05
Campbell County Register of Deeds	Copy Fees	\$2.00

Rieker Electric	Supplies-fuses	\$7.50
Runnings	Supplies/Equipment-winter	\$362.29
SD Assoc of Code Enforcement	Annual Dues 2021	\$40.00
SD Dept of Health	Fees-coliform test	\$15.00
SD Dept of Revenue	Sales Taxes	\$451.99
SD Gov HR Assoc	Annual Dues 2021	\$25.00
SD Gov Finance Officers Assoc	Annual Dues 2021	\$40.00
SD Municipal League	Annual Dues 2021	\$578.34
SD Municipal Street Maint Assoc	Annual Dues 2021	\$35.00
SD One Call	Fees	\$3.36
SD Retirement	Retirement	\$906.86
Servall	Services - Rugs/Uniforms	\$73.30
Servall	Supplies/Services-soaps,sanitizer,uniform	\$325.02
Slater Oil	Utilities	\$455.00
Steve Lehrkamp Enterprises	Services-Retainer-Snow Removal	\$10,000.00
USDA	Loan - Hwy Proj-Sewer Lines	\$440.00
USDA	Loan - Hwy Proj- Water Lines	\$721.00
USDA	Loan - Wastewater Proj	\$1,032.00
USDA	Loan - Sewer Proj #1	\$4,991.00
USDA	Loan - Wastewater Proj #2	\$543.00
Valley Telco	Services	\$329.80
Visa	Supplies-fees-equipment	\$471.63
Web Water	Bulk Water	\$4,375.41

Sheriff's report for November 2020 was reviewed.

Problem Resolution Forms-Motor Grader Cost

Irene Badger expressed concerns about the City's decision to hire Steve Lehrkamp Enterprises to remove snow, Badger asked the Council why they did not choose to use current personnel and equipment to deal with snow this winter, and rely on citizens for assistance if needed, as in years past. Council discussion involved: the condition of City streets (due to the sewer project) makes snow removal more challenging this year and that the recommendation from construction meetings this past summer was for the City to use a motor grader. The pros and cons of relying on citizens to volunteer assistance with snow removal. The lease, rent, and purchase options identified-Rental \$5,100/month for a minimum of 4 months for up to 50 hours per month, \$52 per hour over 50 in a month-Lease \$2,830.51/month for a 5 year lease for up to 250 hours annually-Purchase \$71,710 for a 2007 John Deere 772D. Lehrkamp Enterprises includes the cost of an experienced operator for the equipment and liability insurance coverage. Risk in not obtaining a motor grader for clearing larger snowfalls include damage to City equipment which is needed for removal of snow in future years. Badger was thanked for attending and expressing her concerns.

Building Permits

None received.

Public Comments

Heard that a letter was received via USPS. Letter was noted, but not discussed as it was submitted anonymously.

Old Business 2020

Supplemental Budget Appropriation 2nd reading-moved by Dupper, seconded by Rossow, all member present voted aye, motion carried to approve.

Supplemental Appropriations Ordinance
#2020-01

WHERE AS the City of Herreid did not make sufficient provisions in the Annual Appropriations Ordinance to provide for the cost of completing the Sewer Improvement Project.

NOW THEREFORE BE IT ORDAINED, by the City of Herreid, South Dakota, that the following sum be appropriated to meet the obligation for the municipality. The funds will come from Loan and Grant proceeds from USRDA.

604-4325-435 Sewer Fund-Sewer Infrastructure \$469,534.24

Old Business 2021

Snow Removal

Snowfall in December created questions about how much snow should fall before motor grader hours are used. Maintenance Goehring and K. Rossow will meet with Steve Lehrkamp to discuss when to use motor grader: how much snow, how far into the storm, factors to consider such as wind conditions, etc.

Sewer Project

Heard that the next construction meeting is TBD in the Spring of 2021. Discussed outstanding issues and need to communicate with residents to submit issues to City Hall. FO Neeley will include notices with the next utility bill with a request that outstanding issues be submitted by April 1, 2021. The submitted information will be added to a punch list for project completion.

Drainage

Heard that invoices were created and mailed to homeowners whose culvert was replaced, the per linear foot cost for supplies was \$13.87. Invoices were mailed to: Mark Bates, Terry Schaeffer, Dean Schick, Elmer's Welding, and Lucinda Haak.

Stray Cats

Heard that the Aberdeen Humane Society is planning to be in town and collect more stray cats on December 11, weather permitting.

Municode-Animal Code

No update available

Cemetery

Heard that Banyon Software has been purchased with roughly ½ the cost incurred in 2020 and the other ½ to be due in 2021. Carol Quenzer Shoquist sent a typed roster of the names for the cemetery book index, and the Fairview Cemetery web page has been linked to the City of Herreid web page. There have been no local donations received, but a Go Fund Me page is still being developed.

Fitness Center AED

AED has been purchased and will be installed at the Fitness Center as soon as it is received.

Garbage Contracts

Only one bid was received. It was from Heartland Waste, upon opening and discussing the bid with Kent and Helen Mauck of Heartland, moved by McNeil, seconded by K. Rossow, all members present voted aye, motion passed to accept a 3 year contract with Heartland Waste to continue to provide trash pick up. The cost over the next three years will be \$57,600 which represents a \$4,500 (8.4%) increase in annual costs.

Hay Land Lease

Only one bid was received. It was from Brander Bros. for a 3 year lease of the Airport land only at \$1050 per year, representing a \$50 increase, annually, over the last lease. Following discussion, moved by K. Rossow, seconded by McNeil to accept the bid from Brandner Bros, all members present voted aye, motion passed.

New Business

Elections 2021

Moved by K. Rossow, seconded by Dupper to combine the 2021 election with Herreid School on Tuesday, April 13, 2021. FO Neeley reported the following vacancies: Mayor-2 yr term, Ward I Alderman-2 yr term, Ward II Alderman-2 yr term, Ward III Alderman-1 yr term and Ward III Alderman 2 yr term. Heard that earliest date to circulate and file nominating petitions will be January 29th and the deadline to file nominating petitions will be Friday, February 26th, 5:00PM.

Law Enforcement Agreement

Moved by Weisbeck, seconded by K. Rossow to approve the 2021 Cooperative Law Enforcement Funding Agreement with Campbell County. The cost changes from \$2001.51 to \$2062.46 per month, representing an increase of \$731.40/year.

Dakota Pump & Control Annual Inspection Agreement 2021.

Moved by Dupper, seconded by K. Rossow, all members present voted aye, motion carried to accept the agreement for service at the same prices as 2020, at \$560.

Official Newspaper Designation for 2021

Moved by McNeil, seconded by Weisbeck to name the Prairie Pioneer as the official newspaper for the City of Herreid for the 2021 calendar year.

Web Water Contract

Heard that Web Water is requesting updated contract and authorized representative documents. Moved by K. Rossow, seconded by Haar all members present voted aye, motion passed to approve the contract with current rates, and assign FO Neeley as the authorized representative.

In the Maintenance Report:

Maintenance Goehring reported that he has been burning at the Rubble Site, and it has gone well. Street signs are on order, a new sign for the Rubble Site is ready to be picked up in Aberdeen, and \$100 fine signs related to airbrakes are on order. Goehring reported that he plans to try to take down the Holiday lights while the weather is holding and will move older snow piles to prepare for additional precipitation.

In the Finance Report:

Fund balances, expenditures, revenue accounts, sales tax receipts, and delinquent utility accounts were reviewed. Heard that the bulk of COVID reimbursements have been submitted and approved, with the expectation that funds will be deposited in January. FO Neeley reported that she will be on vacation, with the office closed, from January 15 to January 25th, with the office re-opening on January 26th. A notice will be posted on the door, FB page, and included in the utility bills. Maintenance Goehring has access to City Hall and will empty the outside drop box and pick-up mail while FO Neeley is gone.

Executive Session

At 9:00PM Dupper moved, K. Rossow seconded to go into Executive Session pursuant to SDCL 1-25-2 (1) personnel. All members present voted aye; motion carried. At 9:19PM Mayor Gary Weismantel declared the council out of Executive Session. Moved by K Rossow, seconded by McNeil, all members present voted aye; motion carried to approve the 2021 Payroll Resolution.

RESOLUTION 2021-01

PAYROLL PUBLICATION: WHERE AS SDCL 6-1-10 provides that the governing board of Each municipality shall publish with the minutes of the first meeting following the beginning of the fiscal year a complete list of salaries of all officers and employees and thereafter shall publish once any salary paid to any

officer or employee who has been added or whose salary had been changed. The governing board shall publish, in their minutes, at least monthly, a total of payroll by department.

NOW THEREFORE BE IT RESOLVED that the entire wage schedule for the City of Herreid for the year 2021 be published as follows: (no increase for Mayor and Council): Mayor, Gary Weismantel \$600.00/year, plus \$60.00 per meeting attended; Council Members: Adrienne Dupper, Kabrina Haar, Abbie McNeil, Kim Rossow, Paul Weisbeck, and Robert Rossow \$500.00/year, plus \$50.00 per meeting attended; Maintenance Supervisor, Ryan Goehring \$19.00/hour (increase of \$1.00/hr) plus \$3.50/hour in-lieu-of insurance; Finance Officer, Melinda Neeley \$19.00/hour (increase of \$1.50/hr) plus \$3.50/hour in-lieu-of insurance; Part-time Maintenance, Willis Van Heukelom \$16.00/hour (no increase); Part-time Maintenance Rick Quaschnick \$16.00/hour (no increase). Part-time Maintenance Nicholas Deibert \$10.50/hour (no increase). The Mayor and Council will be paid quarterly; part-time and/or seasonal will be paid semi-monthly.

The next regularly scheduled Council meeting will be Monday, February 8th at 7:30pm.

With no further business, meeting was adjourned at 9:30PM.

Gary Weismantel, Mayor

ATTEST: _____
Melinda Neeley, Finance Officer

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