

OFFICIAL PROCEEDINGS
CITY OF HERREID, SOUTH DAKOTA

April 5, 2022

The Herreid City Council was called to order by Council President, Adrienne Dupper, on the above date at 7:00pm at City Hall. The following members were present: K. Rossow, P. Weisbeck, A. Dupper, and L. Fuehrer. Also, present were: C. Dodds, Finance Officer; R. Goehring, Maintenance Supervisor; Orland Geigle, Prairie Pioneer; Rick Quaschnick, CAG; Mark Bates, Herreid Fire Hall; Jesse Weisbeck, Herreid Fire Hall; and Herreid resident, Steve Deibert. Not present were members: R. Rossow, K. Haar and Mayor Weismantel.

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

Moved by P. Weisbeck, seconded by L. Fuehrer to approve the minutes from March 2022. All members present voted aye, motion carried.

L. Fuehrer moved, K. Rossow seconded, all members present voted aye, to approve the following regular claims and the unusual/additional claim for Sabertooth Electric. Not approved was the additional claim for EngTech.

MARCH 2022 CLAIMS

FINANCE	PAYROLL	\$1,947.57
SEWER	PAYROLL	\$3,397.88
STREETS	PAYROLL	\$4,350.94
MAYOR	PAYROLL	\$330.00
COUNCIL	PAYROLL	\$1,500.00
ANTHONY SANDERSON	STREET SWEEPER HYD REPAIR	\$240.00
BAUMANN'S SERVICE STATION	FUEL	\$1,341.14
CAMPBELL CO. SHERIFF'S DEPT	SERVICES	\$2,134.26
CAMPBELL COUNTY BANK	FEB ACH FEES	\$29.30
CAROL OTTENBACHER	CLEANING	\$100.00
CES CODE ENFORCEMENT SPEC.	2022 RETAINER FEE	\$1,500.00
CNA SURETY	BOND RENEWAL	\$651.50
ELMERS WELDING	SNOW PUSHER REPAIR	\$1,048.60
FINANCIAL AGENT	PAYROLL TAXES	\$1,111.57
FRESH START MARKET	SUPPLIES	\$16.80
HEARTLAND WASTE MANAGEMENT	GARBAGE	\$4,725.00
HERREID LUMBER	SUPPLIES	\$257.53
HERREID SUPER STOP	FUEL	\$161.91
HUBER & SON	SUPPLIES	\$65.70
KROONTJE LAW OFFICE	SERVICES	\$432.69
MOBRIDGE TRIBUNE	POOL PROJECT BID AD	\$44.92
MONTANA DAKOTA UTILITIES	UTILITIES	\$1,991.04
PRAIRIE PIONEER	FEB 2022 LEGAL + SUBSCRIPTION	\$225.06
PREMIER EQUIPMENT, LLC	SUPPLIES	\$179.20
QUILL CORPORATION	SUPPLIES	\$134.96
REGISTER OF DEEDS	FIRE HALL PLAT MAP	\$1.00
RUNNINGS SUPPLY, INC	10' STEPLADDER	\$239.99
RYAN GOEHRING	CELL PHONE REIMBURSEMENT	\$50.00
SD DEPT OF HEALTH	COLIFORM TEST	\$15.00
SD DEPT OF REVENUE	SALES TAX	\$412.62
SD MUNICIPAL LEAGUE	DIST. 7 MTG	\$208.00
SD RETIREMENT	RETIREMENT	\$841.22
SERVALL	RUGS	\$75.76
SLATER OIL & LP GAS	LP GAS	\$3,854.52
STEVE LEHRKAMP ENTERPRISES	SEWER REPAIRS MATERIALS	\$160.54
USDA - RD	LOANS	\$7,727.00
VALLEY TELCO	PHONE	\$278.73
VISA	SUPPLIES	\$103.53
WEB WATER DEVELOPMENT	WATER	\$5,056.12

Unusual & Additional Claims March 2022

EngTech	Pool Project Design Services	\$3,998.13
Sabertooth Electric	Repair Street Lights	\$4,373.00

Sheriff's Report – none

Problem Resolution Forms-none

Permits- Motioned by L. Fuehrer, seconded by P. Weisbeck to approve the building permit for S. Deibert-pending approval from the city attorney for a variance, D. Huber, and the Herreid Fire Hall. All members present voted aye, motion carried.

Public Comments- Council member heard a resident would like to add 30' surplus pipe in the alley between Ash and Birch on 4th AVE. Heard another resident would like a 30' metal culvert in a ditch and are planning to purchase themselves. Heard that truckers seem to be using their jake brake even more in city after signs were posted.

OLD BUSINESS:

Second reading of the Marijuana Dispensary Ordinance was read. Motion made by K. Rossow, seconded by L. Fuehrer to approve the Ordinance. All members present voted aye, motion carried.

Sewer Project Punch List Items- Council felt it would be best to address some of the items themselves and to contact B&B regarding 5 possible warranty repairs.

SDDOT Master Transportation Plan- L. Fuehrer suggested that members look at their copies at home and discuss options at the May meeting.

Water Tower Update- The city does not have the appropriate reports done that are needed for IMEG to provide an accurate cost estimate for a new water tower. The city would most likely not be able to meet the upcoming May 1st deadline to apply for the grant and has chosen to work with IMEG and NECOG to get the reports needed to submit for the next round of grants available. Some residents noted that there are several homes on the north end of Herreid that have installed pressure tanks to increase the water pressure in their home. L. Fuehrer was concerned that a bigger tower placed next to the existing water tower may not fit and expressed wanting to relocate the new tower's location. Council discussed the possibility of having two water towers with a new tower being built on the north end of town or if one large water tower on the north end would be better rather than replacing the old tower in the same location.

Paving Project Special Assessments- FO Dodds has updated the legal property descriptions and will look into what is needed to move forward with the special assessment.

Streetlights- Maintenance Goehring noted that Herman's light was out again. All the other lights along the highway were fixed by Sabertooth. They plan to seek permission to use a local lift next time to help cut costs.

CAG Community Center – R. Quaschnick presented the council with carpet samples and several estimates to repair/update the community center. R. Quaschnick still hopes contractors will have time to complete projects before all school reunion in June 2022. R. Quaschnick and Maintenance Goehring offered to stain the baseboards to help cut costs. L. Fuehrer noted that work should not be done on overtime. Motion made by K. Rossow, seconded by L. Fuehrer to approve the estimate by Riverside to replace carpet and baseboards in the amount of \$12,364.12 and an estimate provided by Fischer Painting & Drywall in the amount of \$7,175.00 for work to be done on the Community Center. All members present voted aye, motion carried. The CAG will continue to collect estimates for some electrical repairs.

NEW BUSINESS:

Fitness Center Equipment- Motion made by P. Weisbeck, seconded by K. Rossow to approve the purchase of new equipment L. Fuehrer picked out for the Fitness Center; a new ProForm Carbon TL Smart Treadmill from Overstock.com, a set of JAJUMUDO adjustable dumbbells from Amazon.com and WF Athletic Supply set of rubber coated dumbbells from Amazon.com. All members present voted aye, motion carried. FO Dodds to use city card to purchase approved equipment online. L. Fuehrer to still make a list of current equipment in the Fitness Center to surplus or discard.

Renewals- Motion made by K. Rossow, seconded by P. Weisbeck to approve the Malt Beverage License renewal for the Herreid Superstop. All members present voted aye, motion carried.

Motion made by K. Rossow, seconded by P. Weisbeck to renew the annual Airport Insurance Policy in the amount of \$1,640.00. All members present voted aye, motion carried.

Motion made by K. Rossow, seconded by L. Fuehrer to renew the City Website Domain for 5 years in the amount of \$190.00. All members present voted aye, motion carried.

Clean-Up Week will be Sunday, May 22, 2022 through Saturday, May 28, 2022.

Maintenance Report- Maintenance Goehring reported that in addition to monthly maintenance on streets, sewer, water, buildings & equipment, he had Sabertooth repair the streetlights along the highway, used cameras to view parts

of the sewer with a representative from SDARW, contacted MDU to replace bulbs on various lights throughout the city and submitted a lengthy application renewal to DANR for the City's Surface Water Discharge Permit. Maint. Goehring mentioned that there are three possible buildings to be torn down and there have been requests to dispose of them at the rubble site, requiring a new hole to be dug to accommodate the debris. Goehring also mentioned that it is time to crack seal the asphalt. Council asked FO Dodds to contact the Head of DOT in Mobridge to be put on their list or if they could refer others to crack seal the city's asphalt. Maint. Goehring noted that some blocks were not done during the sewer project and would like to see those completed. He also mentioned that during a phone call with Ted Dickey, NECOG, he was told that if the city returned the covid infrastructure funds, that the government would match it to be used on an upcoming project. Dickey suggested to Goehring that it would be a perfect time to double the money and apply towards the water tower project to save the city from funding a larger amount themselves.

Maint. Goehring presented the council with a drinking glass and coffee cup stating that there were several boxed up and taking up space in the maintenance shop that he would like to have declared as CAG surplus and donated to a local church or organization. L. Fuehrer mentioned that she would like to see them sold rather than given away and A. Dupper said the coffee cups could possibly be used up at the sale barn. Motion made by L. Fuehrer, seconded by A. Dupper to have approximately twelve dozen drinking glasses and approximately twelve dozen coffee cups declared as CAG surplus to be sold. All members present voted aye, motion carried.

At the end of the maintenance report, council instructed Goehring to purchase a safety vest or coat from Runnings or Servall and would like him to wear it while working on the roads.

Finance Report- FO Dodds distributed March 2022 reports for fund balances, expenditures, revenue accounts, sales tax receipts for the board to review. FO Dodds shared an estimate from Rieker Electric to have fluorescent lighting in City Hall fixed and new LED bulbs installed. Motion made by L. Fuehrer, seconded by K. Rossow to have Rieker Electric fix the lights in City Hall. All members present voted aye, motion carried.

FO Dodds mentioned that she was contacted by KOLY in Mobridge regarding placing an ad on the DRG Job Line for the PT Maintenance, Pool Manager, Lifeguards and Pool Staff positions. The ad would run on three stations, 3x/day for one month at the cost of \$150. FO Dodds stated that was quite a deal in comparison to running ads in the local papers. K. Rossow and P. Weisbeck both agreed and noted that the exposure would reach a lot more people. Motioned by K. Rossow, seconded by P. Weisbeck to place the month-long ad with KOLY for the current positions open in the amount of \$150.00. All members present voted aye, motion carried.

Delinquent utility accounts and copies of letters sent out to billing customers who were 60 days overdue as of March 16, 2022 were reviewed. L. Fuehrer wanted to know why customers 60+ days overdue hadn't been shut off yet.

Maintenance Goehring stated that he has never shut off someone's water in the 3 yrs he's been employed by the city and was instructed by a SDARW representative that it would be in his best interest to not shut off water to a residence without a workorder signed by council instructing to do so. FO Dodds stated that it's extremely hard to enforce penalties and send notices when the billing cycle is off. Utility bills due on April 15, 2022 are for February service. When a customer is late with paying their bill, they already have accrued an additional month and a half worth of usage and fees they have yet be billed for. FO Dodds suggested closing the gap by following the same policy as Web Water for meter reads, statements mailed, due dates and penalty fees. FO Dodds presented the council with a calendar that showed moving the dues dates starting in May and would notify residents of the change in the next statement. A. Dupper agreed that the delayed billing gap needed to be closed and they had tried to do so about five years ago but would like to see residents notified in next statement and then start adjusting due dates in June. A. Dupper would like to see an updated calendar presented at the next monthly meeting.

FO Dodds mentioned the computer did not have enough memory to install a Banyon Cemetery program the city had previously purchased and will be looking for examples of a new computer with a bigger processor to present to council at the next meeting. Council noted that they would like to see a digital cemetery list. K. Rossow asked if a list of names have been mapped out for the Fairview Cemetery. FO Dodds mentioned that she intends to complete that over the summer and will purchase a new book to keep better cemetery records. FO Dodds also mentioned that the city hasn't been notified ahead of time the past few months when/where someone is being buried out at Fairview Cemetery which makes it hard to fill out appropriate paperwork required to be submitted to the county in a timely manner.

Executive Session

At 9:20PM L. Fuehrer 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 9:47PM A. Dupper declared the council out of Executive Session. Moved by L. Fuehrer, seconded by A. Dupper, all members present voted aye to have Maintenance Goehring provide the list of trees to be approved first by council before being removed during clean-up week this year unlike the previous year when they were disposed without approval first and to make sure FO Dodds creates a flyer to advertise for lifeguards and send to nearby schools since that had not been done yet. The next regularly scheduled Council meeting will be Monday, May 2, 2022 at 7:30pm. With no further business, meeting was adjourned at 10:00pm.

Adrienne Dupper, Council President

ATTEST: _____

Chessie Dodds, Finance Officer

This institution is an equal opportunity provider.