

OFFICIAL PROCEEDINGS
CITY OF HERREID, SOUTH DAKOTA
November 6, 2023

The Herreid City Council was called to order by council Mayor Gary Weismantel on the above date at 7:30pm at City Hall. The following members were present: A. Dupper, K. Rossow, L. Fuehrer, B. Rossow, B. Vander Vorst, and P. Weisbeck. Also present were: K. Hall, Finance Officer; Brett Van Vugt, Maintenance; Orland Geigle, Prairie Pioneer; and Karen Speidel, Selby Record.

Moved by Dupper, seconded by Fuehrer to approve the agenda. All members voted aye; motion carried.

Moved by Dupper, seconded by B. Rossow to approve the minutes from the October 2, 2023 meeting. All members voted aye; motion carried.

B. Rossow moved, Vander Vorst seconded to approve the following October claims. All members voted aye; motion carried.

OCTOBER Claims		
24/7 Gas	Fuel	\$56.64
Agtegra	Chemicals	\$661.48
Associated Pool Builders	Chlorine/Chemicals	\$1,980.00
Cahill Bauer & Associates	2022 Audit	\$3,500.00
Best Western Ramkota Hotel	SDML Annual Conference	\$320.97
Campbell County Bank	June/July ACH Fees	\$30.30
Campbell County Sheriff	Services	\$2,828.96
Catalis LLC	Website Services	\$602.40
Code Enforcement Specialists	Services	\$449.64
Curtis Rud Oil	LP Fuel - August	\$1,388.52
D & B Engraving & Tees	Funeral Flowers	\$74.34
DANR	2024 Annual Dues	\$450.00
Financial Agent	Payroll Taxes	\$2,405.83
Fresh Start Market	Supplies	\$62.98
Heartland Waste	Garbage Collection	\$4,725.00
Herreid Super Stop	Fuel	\$435.97
Keith Hall	Travel Mileage	\$325.60
MDU	Utilities	\$2,107.65
Quill Corporation	Supplies	\$37.99
Runnings	Parts	\$54.47
SD Dept of Health	Sampling Fees	\$196.00
SD Dept of Revenue	Sales Taxes	\$383.36
SD Reemployment	Quarterly Unemployment	\$206.71
SD Retirement	Retirement	\$1,275.64
SD One Call	Locates	\$2.24
Servall	Rugs	\$71.10
Town Web	Website Services	\$585.00

US Bank & Trust	Quarterly Loan Payment	\$9,079.38
USDA	Loan Payments for Sewer Projects	\$7,727.00
Valley Telco	Utilities	\$207.99
WEB Water	Bulk Water	\$8,602.23
Payroll		
Finance Dept		\$3,171.14
Streets Dept		\$1,934.81
Water Dept		\$1,646.94
Sewer Dept		\$1,646.94
Total Payroll		\$8,399.83

Weisbeck moved, B. Rossow seconded to approve payment of following additional claims in November. All members voted aye; motion carried.

SDARWS (SD Rural Water)	2024 Annual Dues	\$410.00
Civic Plus (Municode)	2024 Annual Dues	\$1,440.00
SDML (SD Municipal League)	2024 Annual Dues	\$646.04

Sheriff's Report: No Report

Problem Resolution Forms: None

Building Permits: None

Public Comments: Heard from council member Dupper who said she had received comments from several community members about a recent story in the Prairie Pioneer. It was noted that the story had a number of typos and misspelled words, including the city's name "Herreid." Dupper added that she would have expected "the associate editor of the Pioneer to have done a better job when writing the story." It was also noted that several residents have voiced complaints that most of the Herreid stories published in the Pioneer are presented in a negative tone rather than finding the positives of a story.

Heard that there were still issues with a few street lights being out. It was noted that the city does not have the equipment to make necessary repairs of the street lights and that they have to rely on electrical companies that do have the proper equipment. Currently the city is waiting for Sabertooth Electric to come make the necessary repairs.

Heard from council member Fuehrer concerning the use of the Community Center for the wrestling program. After discussion, the council agreed by consensus to continue to allow both the youth wrestling program and the new high school sports program to use the facility free of charge. It was stressed that other events scheduled at the Community Center, such as weddings, dinners, skate parties, etc., would have priority and that if there are any damages to the building the wrestling programs would be responsible for paying for the repairs. They also stressed that the wrestling program needs to work closely with FO Hall so that there are no double bookings.

Old Business:

Code Enforcement Update - Heard that since the last round of violation letters were sent out, there have been a few that have complied, but there are still several that have not. It was noted that a threatening voicemail had been left at city hall, and that the same individual had later made further threatening comments to both FO Hall and Mayor Weismantel. The matter was referred to the Campbell County sheriff's department.

Water Tower - Discussion was held concerning the options of either replacing the existing water tower or refurbishing it. As noted in a previous meeting, NECOG informed the city that replacing the water tower would most likely result in having to add an additional surcharge to the water bills because of the cost of a project that size. Also as previously discussed, refurbishing the water tower would be a cost that the city could afford to pay without needing to add an additional surcharge. Maguire Iron, who has performed maintenance on the tower for many years, noted that refurbishing the tower would also extend the life of the existing tower and bring it fully up to code. Discussed along with the option of refurbishing was the possibility of separating the city's two largest water users (Herreid Livestock and Agtegra) from the city's water system so they would be connected directly to WEB Water. The idea was that it would help with capacity and with water pressure. FO Hall noted that the estimated cost to do so would total near \$100,000 based on information received from WEB Water. The council agreed that the cost would not justify the benefits and the city would not gain enough capacity nor pressure as had been originally hoped for. The estimated cost for the refurbish project is about \$216,000 which could be paid in four annual installments. It would be completed in the spring or summer of 2024. FO Hall noted that because of the total cost of the project, it would need to be put out for bid. Following the discussion, a motion was made by K. Rossow and seconded by B. Rossow to move forward with refurbishing the water tower rather than replacing it. All members voted aye; motion carried.

Drain at 3rd & Elm - Heard from FO Hall and maintenance Van Vugt that they have located the city-owned underground camera unit and that Van Vugt will attempt to use it to inspect the drain. If unsuccessful, arrangements will be made with SD Rural Water.

Pool – Heard that Mayor Weismantel has been in some contact with the contractor and the engineer of the pool project. Repairs have resumed but have been a slow-go. It was discussed that once the contractors complete their work, the electricians will then reinstall the wiring that needs to be replaced. At that point, it will be reinspected by the state prior to pouring the concrete.

New Business:

Alcohol License Renewals - Motion was made by K. Rossow, seconded by Fuehrer to approve the following alcohol license renewal applications; Kim Moser, on-sale at the Community Center; Robert Weisbeck, package on and off sale at the Water Hole; and Kayla Huber, off sale at Fresh Start Market. All members voted aye; motion carried.

CD Renewals - Heard from FO Hall that two 12 month CDs were set to mature; one for \$350,000 and one for \$300,000. The estimated new interest rate would be 4.1% Motion was made by K. Rossow, seconded by Weisbeck to renew the two CDs for an additional 12 months. All members voted aye; motion carried.

Supplemental Appropriation Ordinance 2023-05 1st Reading - Held the first reading of Supplemental Appropriation Ordinance 2023-05. Motion was made by Fuehrer, seconded by Vander Vorst to approve the first reading. All members voted aye; motion carried. The supplement would include the following; \$550 to the Airport budget line, \$500 to the Attorney budget line, and \$300 to the Clinic budget line. Unobligated cash will be used to cover the \$1,350 for the various budget lines.

Amendment Resolution 2023-07 - Motion was made by K. Rossow, seconded by B. Rossow to approve Amendment Resolution 2023-07 which is a correction of the current payment due dates for utility bills. A roll call vote resulted in all members voting aye; the motion carried.

City Hall Floors - Brief discussion was held on replacement of the flooring at City Hall. No motions or decisions were made. It will be further discussed in future meetings as more information is gathered.

Mitzel Account & House - Tabled

New Year's Eve Event - Motion was made by Dupper, seconded by Weisbeck to approve the request for the sale of alcohol at a New Year's Eve event at the Community Center since it falls on a Sunday. All members voted aye; motion carried.

Fee Schedule - Heard request from FO Hall for the council to review the option of establishing a fee schedule. He noted that it is common practice among other cities to utilize a fee schedule in order to simplify and streamline the process of adjusting fees that are currently scattered throughout the city Code of Ordinances. If established, all fees that the city charges for things like services, licenses, permits, pool rates, fitness center rates, etc. will be consolidated into one easy-to-read list/spreadsheet that will be easily accessible on the city website, in the Code of Ordinances, and at City Hall. He explained that this would make it easier for residents to see all the fees in one location rather than spread out across multiple ordinances. The council liked the concept and agreed to review the tentative fee schedule for future discussion.

Cameras - Discussed placing security cameras and/or other safety measures in the city hall. The council advised FO Hall to gather more information on various options that may be available.

IIMC Membership - Moved by Fuehrer, seconded by Dupper to have FO Hall join the International Institute of Municipal Clerks (IIMC). All members voted aye; motion carried. Learned that the organization provides a number of online educational and training opportunities for finance officers and municipal clerks, enabling them to become a certified municipal clerk through IIMC once a two year training program is completed. The cost is \$185 per year and also has a \$50 one time fee for setting up the online programs.

Water Distribution Class & Exam - Heard that the Water Distribution Certification class and exam will be December 5-7 in Rapid City, SD and is free, but has an exam cost of \$60. Motion was made by B. Rossow, seconded by K. Rossow to approve Van Vugt to attend. All members voted aye; motion carried. Van Vugt will only attend if weather permits.

Holiday Observance - Reviewed a letter from Gov. Kristi Noem noting that she will be giving state employees the day after Thanksgiving and the day after Christmas as paid holidays this year. It was noted that the city personnel handbook already gives the day after Thanksgiving as a paid holiday but not the day after Christmas. The council agreed to follow the state schedule for this year and allow city employees to have the additional paid day off.

Payload Surplus - Heard that the new payload is set for delivery in December. Motion was made by K. Rossow, seconded by Vander Vorst to declare the current payload, the pusher, the extra tires, and the old generator as surplus property. All members voted aye; motion carried.

Maintenance Report:

Heard from Maintenance Van Vugt that the city will discharge water from the lagoon later this fall. Heard about several curb stops (shut-offs) that are being attended to and there are others that will be attended to soon. Also heard that the regular hours for city rubble site will be enforced from now until it is closed for the winter.

Finance Report:

Reviewed the financial reports, the delinquent utility accounts, and the 2023 swimming pool season financial report.

At 9:03pm Dupper moved, Fuehrer seconded to go into Executive Session pursuant to SDCL 1-25-2 (1) personnel. All members voted aye, motion carried. At 9:24pm Mayor Weismantel declared the council out of Executive Session. No action was taken.

The next regularly scheduled Council meeting is scheduled for Monday, December 4th at 7:30pm. With no further business, the meeting was adjourned at 9:24pm

APPROVED: _____
Gary Weismantel, Mayor

ATTEST: _____
Keith Hall, Finance Officer

This institution is an equal opportunity provider.

**CITY OF HERREID
RESOLUTION 2023-07**

**RESOLUTION TO AMEND CITY CODE 11.01.150 PAYMENT OF THE USER'S
WATER AND WASTEWATER CHARGES AND PENALTIES**

WHEREAS, the City Council has reviewed and considered the current language of City Code 11.04.150 regarding the payment of water and wastewater charges and penalties;

WHEREAS, the City Council deems it necessary to amend Section (a) of said code in order to correctly reflect the current payment due date of the user's water and wastewater charges and penalties;

NOW THEREFORE, be it ordained by the City Council of the City of Herreid, in the State of South Dakota, as follows:

SECTION 1: AMENDMENT "11.04.150 Payment Of The User's Water And Wastewater Charges And Penalties" of the Herreid Municipal Code is hereby *amended* as follows:

AMENDMENT

11.04.150 Payment Of The User's Water And Wastewater Charges And Penalties

- (a) All charges and fees for water and/or wastewater services shall become due and payable to the city finance officer on the ~~15th~~^{20th} day of the ~~second~~ month following the month the service was rendered. The city shall add a late fee of \$5.00 per month if payment is not received or postmarked before said date.
- (b) The city finance officer shall prepare a list of all delinquent utility users whose payments are more than 60 days delinquent. The city finance officer shall present said list of delinquent payments to the city council at their regular monthly meeting.
- (c) Should any user fail to pay the charges as well as any and all associated penalties within 90 days from the date they become due and payable, the city may discontinue service to the property.
- (d) Any user whose service was disconnected for nonpayment shall be required to pay all charges as well as any and all associated penalties due prior to having services restored.
- (e) In addition to the other remedies provided by this section, the city may proceed against any user in any civil action, in any court of competent jurisdiction, to collect overdue charges.

(Prior Code, ch. 22, § 8; Ord. No. 2010-08, 10-4-2010; Ord. No. 2019-7, 1-15-2020)

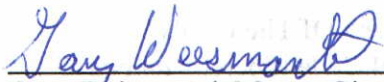
PASSED AND ADOPTED BY THE CITY OF HERREID CITY COUNCIL

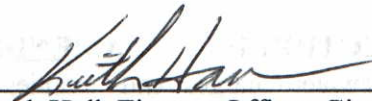
November 6, 2023.

	AYE	NAY	ABSENT	ABSTAIN
Councilmember A. Dupper	<u>✓</u>	<u> </u>	<u> </u>	<u> </u>
Councilmember K. Rossow	<u>✓</u>	<u> </u>	<u> </u>	<u> </u>
Councilmember P. Weisbeck	<u>✓</u>	<u> </u>	<u> </u>	<u> </u>
Councilmember B. Rossow	<u>✓</u>	<u> </u>	<u> </u>	<u> </u>
Councilmember L. Fuehrer	<u>✓</u>	<u> </u>	<u> </u>	<u> </u>
Councilmember B. Vander Vorst	<u>✓</u>	<u> </u>	<u> </u>	<u> </u>

Presiding Officer

Attest


Gary Weismantel, Mayor, City of
Herreid


Keith Hall, Finance Officer, City of
Herreid

