

OFFICIAL PROCEEDINGS
CITY OF HERREID, SOUTH DAKOTA
December 4, 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; Orland Geigle, Prairie Pioneer; and Karen Speidel, Selby Record

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

Moved by Dupper, seconded by Vander Vorst to approve the minutes from the November 6, 2023 meeting. All members voted aye; motion carried.

Weisbeck moved, K. Rossow seconded to approve the following November usual claims as well as the noted additional claims. All members voted aye; motion carried.

NOVEMBER 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
Campbell County Bank	ACH Fees	\$30.30
Campbell County Sheriff	Services	\$2,828.96
Code Enforcement Specialists	Services	\$507.30
Civic Plus - Municode	Annual Dues 2024	\$1,440.00
DANR	Permit Renewal Fees	\$180.00
DANR	Water Operator Cert Exam Fee	\$60.00
Financial Agent	Payroll Taxes - Current Period	\$2,152.74
Financial Agent	Payroll Taxes - Prior Period	\$1,029.50
Fresh Start Market	Supplies	\$31.78
Heartland Waste	Garbage Collection	\$4,725.00
Herreid Lumber	Supplies & Materials	\$47.65
Herreid Super Stop	Fuel	\$509.12
Keith Hall	Reimbursement for supplies	\$53.08
MDU	Utilities	\$1,962.82
Prairie Pioneer	Publishing	\$339.82
Quill Corp	Supplies / Dues	\$205.87
Runnings	Parts	\$69.24
SD Dept of Health	Sampling Fees	\$15.00
SD Dept of Revenue	Sales Taxes	\$359.46
SD Retirement	Retirement	\$1,183.66
SD Rural Water	Annual Dues 2024	\$410.00
SD Water/Wastewater Association	Membership Dues	\$10.00
SD Municipal League	Annual Dues 2024	\$646.04
SD One Call	Locates	\$6.72
Servall	Rugs	\$35.55
Share Corporation	Supplies & Materials	\$1,581.81
T-P Excavating	Services	\$100.00

USDA	Loan Payments for Sewer Projects	\$7,727.00
Valley Telco	Utilities	\$268.57
Visa	Supplies	\$469.34
WEB Water	Bulk Water	\$8,062.87
Paul Weisbeck	Reimbursement for Payloader Supplies	\$294.68

Payroll

Finance Dept	\$2,974.29
Streets Dept	\$1,812.33
Water Dept	\$1,543.51
Sewer Dept	\$1,543.51

Additional Claims

Campbell County Ins Agency	Workman Comp Fees	\$10,909.00
MARC	Sewer Plant Supplies	\$13,163.61
Ferguson Water Works	New Water Meters & Parts	\$4,087.77

Heard from FO Hall that the claim from the Cambell County Insurance Agency was for an audit amendment for Work Comp and General Liability from May 2022 through April 2023. He noted that although the invoice must be paid, the city should receive a majority of those funds back once he submitted the required documentations to the auditors.

Sheriff's Report: No Report

Problem Resolution Forms: None

Building Permits: None

Public Comments: Public comments revolved around addressing community concerns, particularly the absence of police presence, problematic large truck traffic, and the issue of elevator dust around town. The council acknowledged the issues while referencing past discussions held on the same items. Also heard that FO Hall had received a 311 notification via the city's website "Report an Issue" feature. The issue was concerning a possible water leak near a resident's home on Ash St. Several council members volunteered to coordinate with maintenance Van Vugt to get this matter addressed and fixed immediately.

Old Business:

Code Enforcement Update - FO Hall gave a brief update; no action was taken at this time.

Water Tower - At the Nov. 6 meeting, the council had decided to proceed with refurbishing the exterior of the current water tower and make other repairs to bring it up to industry standards. Maguire Iron had given an estimate of about \$216,000 to complete the repairs. Mayor Weismantel informed the council that since that meeting, additional information had been reviewed from the 2021 interior maintenance report. Pictures of the interior were given to the council members. The report, from Maguire Iron, stated that the interior would need refurbished within the next 3-5 years (from 2021). Given the new information, discussion was held on whether to include the interior refurbish along with the already approved exterior refurbish project. It was noted that even though there would be an obvious additional cost to do so, it would only make sense. It would cost even more in the long run to wait because prices will only go higher and there would be additional costs involved that could be avoided if the exterior refurbish was included in this project. FO Hall shared that he had received an updated project total from Maguire Iron if the interior was included. The new total would be about \$346,000 and if they were awarded the job, they could spread the project cost out over 5 years which would make it a little over \$69,000 each year. After further discussion, B. Rossow motioned and K. Rossow seconded to move forward with the full project to include both the interior and exterior. All members voted Aye, motion carried.

Drain at 3rd & Elm - Heard that after running a camera in the drain, the issue appeared to be a sinkhole. The council agreed to have maintenance place a larger steel plate over the damaged area until spring. Repairs could be made at that time.

Pool – Heard that some of the previous issues with the pool had been completed such as the plumbing and electrical issues. Both have now passed inspection. However, other concerns are still outstanding. Mayor Weismantel presented a new pay request had been received but that was not voted on for approval because of the lingering issues that needed to be addressed first. It was agreed that another walk-through meeting between city officials, the contractor, and the engineer was needed. Mayor Weismantel said that he would contact the parties involved to schedule that meeting very soon.

New Business:

2nd Reading - Supplemental Appropriations Ordinance 2023-05 – Held the second reading of Supplemental Appropriation Ordinance 2023-05. Motion was made by Dupper, seconded by Fuehrer to approve the second 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.

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.

Fee Schedule - The council agreed to move forward with setting up a city fee schedule. FO Hall noted that when 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.

Community Center Use Request - Heard a request from a local group concerning the use of the Community Center for a full day on a Sunday which involves open skating.

Cameras - Heard that security cameras have been installed at City Hall. Mayor Weismantel noted that they would be a good tool for use in legal matters should that ever arise. The council unanimously agreed.

Surplus Reserves - Discussion was held on whether to place a reserve on the surplus items that are up for bid through Ulmer Auction.

Lagoons - Heard that the lagoon was in need of discharge and that maintenance Van Vugt and Mayor Weismantel are working to coordinate that with DANR. The consensus was to discharge within the following week before the ground freezes.

2024 Elections - Motion was made by Fuehrer and seconded by K. Rossow to combine the 2024 elections with the school elections and therefore split all costs as in years past. All members voted Aye; motion carried.

2024 SDML Membership Renewals - Motion was made by K. Rossow and seconded by B. Rossow to renew all SDML affiliate organizations memberships for 2024 as in years past. All members voted Aye; motion carried. The total annual cost will be \$175 for all.

2024 NECOG Renewal - Motion was made by K. Rossow and seconded by Weisbeck to renew the Joint Cooperative Agreement with the Northeast Council of Governments (NECOG) for 2024 as in years past. All members voted Aye; motion carried. The total annual cost is \$1,748.45.

2024 Law Enforcement Agreement - Motion was made by Vander Vorst and seconded by Fuehrer to renew the Cooperative Law Enforcement Agreement with the Campbell County

Sheriff Department for 2024. All members voted Aye; motion carried. The monthly cost will be \$3,112.80, an increase of \$283.84 from 2023.

Maintenance Report:

It was reported that the meters that had previously been identified as not reading correctly have all now been fixed and are reading water use as they should.

Finance Report:

Reviewed the monthly financial reports and the delinquent utility accounts. Also heard that the new website is now live, and that the changeover of software is moving along well. FO Hall stated that he expects the software conversion process to be fully completed within the next month or so

At 8:40pm, motion was made by Dupper and seconded by Weisbeck to go into Executive Session pursuant to SDCL 1-25-2 (1) personnel. All members voted Aye; motion carried. At 9:28pm Mayor Weismantel declared the council out of Executive Session. Upon coming out of session, motion was made by Dupper and seconded by K. Rossow to advertise for and hire one seasonal part-time maintenance person to help with snow removal and one permanent part-time assistant finance officer. Salaries for both positions will be based on experience and decided upon at hiring. All members voted Aye; motion carried.

The next regularly scheduled Council meeting is scheduled for Wednesday, January 3rd at 7:30pm.

With no further business, the meeting was adjourned at 9:30pm

APPROVED: _____
Gary Weismantel, Mayor

ATTEST: _____
Keith Hall, Finance Officer

This institution is an equal opportunity provider.

Ordinance No. 2023-05

Supplemental Appropriations Ordinance

BE IT ORDAINED, by the governing body of the City of Herreid, Campbell County, South Dakota, that the following sum is supplementally appropriated to meet the obligations of the municipality.

	<u>General Fund</u>
Source of Funding:	
Estimated Unobligated Cash Balance	<u>\$1,350.00</u>
Appropriations:	
101 General	
4350 Airport	
421 Insurance	\$250.00
426 Supplies & Materials	\$300.00
101 General	
4141 Attorney	
422 Services & Fees	\$500.00
101 General	
4410 Clinic	
426 Supplies & Materials	\$300.00
Total Appropriations	<u>\$1,350.00</u>

APPROVED:

Gary Weismantel, Mayor

ATTEST:

Keith Hall, Finance Officer