

OFFICIAL PROCEEDINGS
CITY OF HERREID, SOUTH DAKOTA
January 3, 2024

The Herreid City Council was called to order by Council President, Adrienne Dupper, on the above date at 7:30pm at City Hall. The following members were present: Kim Rossow; Brady Vander Vorst; Paul Weisbeck; and Lacy Fuehrer. Mayor Gary Weismantel and member Bob Rossow were absent. Also present were: Keith Hall, Finance Officer; Brett Van Vugt; Maintenance; and Orland Geigle, Prairie Pioneer. Joining later were Mark Bates, Lance Vander Vorst, Chad Fuehrer, Ryan Horner, and Sheldon Weisbeck all representing the Herreid Fire Department.

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

Moved by Weisbeck, seconded by Vander Vorst to approve the December 4th meeting minutes. All members present voted aye; motion carried.

Moved by Fuehrer, seconded by Vander Vorst to approve the normal and additional December claims. All members present voted aye; motion carried.

DECEMBER Claims

24/7 Gas	Fuel	\$99.32
Agtegra	LP Fuel	\$348.89
Brett Van Vugt	Meal Per Diem	\$120.00
Campbell County Bank	ACH Fees	\$30.40
Campbell County Ins. Agency	Audit Fees	\$10,909.00
Campbell County Sheriff	Services	\$2,828.96
Clayton Randall	Reimbursement for Repairs	\$300.00
Code Enforcement Specialists	Services	\$79.62
Elmer's Welding	Truck Repairs	\$496.70
Financial Agent	Payroll Taxes - Current Period	\$2,534.31
Fresh Start Market	Supplies	\$4.47
Ferguson Waterworks	Meters	\$4,133.86
Heartland Waste	Garbage Collection	\$4,725.00
Herreid Lumber	Supplies & Materials	\$99.65
Herreid Super Stop	Fuel	\$88.60
Jim Dupper	Services - Compost Removal	\$192.00
Kroontje Law Office	Legal Services	\$86.45
Lester Goehring	Vet Headstone Assist	\$100.00
MARC	Supplies	\$13,163.61
MDU	Utilities	\$2,150.37
Northwest Blade	Publishing	\$67.00
Prairie Pioneer	Publishing	\$594.81
Quill Corp	Supplies / Dues	\$76.94
Runnings	Parts	\$172.98
SD Assoc Code Enforcement	2024 Annual Dues	\$75.00
SD Gov Finance Officer Assoc	2024 Annual Dues	\$40.00
SD Gov Human Resources Assoc	2024 Annual Dues	\$25.00
SD Muni Street Maint. Assoc	2024 Annual Dues	\$35.00

SD Dept of Revenue	Sales Taxes	\$368.74
SD Retirement	Retirement	\$1,187.18
SD Rural Water	Water Loss Detection	\$550.00
SD One Call	Locates	\$5.60
Selby Record	Publishing	\$60.00
Servall	Rugs	\$35.55
Steve Dupper	Services - Compost Removal	\$816.00
TranSource Truck & Equipment	New Payloader & Snow Pusher	\$207,594.00
USDA	Loan Payments for Sewer Projects	\$7,727.00
Valley Telco	Utilities	\$354.06
Visa	Supplies	\$613.33
WEB Water	Bulk Water	\$8,086.84

Payroll

Finance Dept	\$3,373.55
Streets Dept	\$1,933.82
Water Dept	\$1,650.96
Sewer Dept	\$1,650.96
Cemetery Dept	\$38.86
Parks Dept	\$38.86
Council / Mayor	\$1,957.82
Total Payroll	\$10,644.83

Additional Claims

Dakota Pump	Repairs	\$3,906.45
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Sheriff's Report: No Report

Problem Resolution Forms: Heard that Hall had received a 311-notification submitted via the city's website. It included a resident's concern over icy residential roadways. In the notification, it was noted that the state road department had cleared Main St in town very well so why couldn't the city do something about the icy residential streets. Several council members expressed that the salt/sand that the city has will only work above a certain temperature and that the ice was too hard and compacted to be able to scrape it up so they are limited on what can be done with ice. The council advised Van Vugt to spread some sand on the areas and intersections in town that were the worst because of constant shade.

Building Permits: None

Public Comments: One public comment concerning trucks jake braking through town was discussed.

Old Business:

Pool – The lingering pool issues were briefly discussed. The general agreement was to finish checking into a couple of legal matters and then continue discussion at the next meeting.

City Hall Floors - Heard from Hall that two contractors had visited City Hall to get measurements and further details so they could put together a quote on the repairs. He stated that there have not been any quotes submitted as of yet. It was noted that the repairs would include replacing the flooring, repairing some issues with the ceiling, repairing several cracks in the walls, and possibly repainting.

New Business:

Bid Opening at 7:45pm - Water Tower Refurbish Project – Held the bid opening for the Water Tower Refurbish Project. Two bids had been submitted, one from Maguire Iron and one from Viking Painting. The council will review both bids to confirm whether or not they meet the project

specs as outlined in the Request For Proposal and then will award the bid at a special meeting set for January 22nd at 7:30pm.

Herreid Fire Dept. at 8:00pm - Heard from members of the Herreid Fire Department that there was an urgent need to expand the fire hall due to the shortage of space to house the new and larger equipment. The addition would be 40' by 40' in size and would cost approximately \$140,500.00 to complete. The fire department members expressed that the need was great but that the funds were very limited. They were requesting that the city make a donation toward the expansion project to go along with other funds raised. The suggested donation was \$35,000 or more. The fire department would also be requesting a donation from the county since the ambulance, which owned by the county, is housed at the fire hall when not in use. Fee Yearly Payroll Resolution 2024-01 - President Dupper noted that the resolution would be read and voted on after Executive Session.

Clinic Maintenance - Heard that there is a possible need of replacing the furnace in the near future at the clinic. Also heard that there is a need for a commercial dehumidifier to be installed very soon. Prairie Heating & Air had submitted a proposal for both items for the city to discuss and consider. After discussion, the council agreed that it would be best to do further research on the matter to determine the urgency of the need and the possibility of obtaining additional quotes. There will be further discussion as they learn more about the situation.

Official Newspaper Designation for 2024 - President Dupper noted that this item will be discussed in Executive Session.

2024 Election Date - Heard that the 2024 City Election will be held on April 9th, 2024 and combined with the school election.

Elected Officials Vacancies - Heard that Council vacancies in 2024 will be: Ward I (Weisbeck), Ward II (K. Rossow), Ward III (R. Rossow), all for 2-year terms. Mayor and Ward I (Fuehrer) will be for 1-year terms. Vacancies will be published for 2 weeks between January 15-30, 2024.

CD Renewal - Heard that a 12-month CD for \$100,000 held at Campbell County Bank will expire in January. Moved by K. Rossow, seconded by Weisbeck to approve renewal of that CD. All members present voted aye; motion carried.

Garbage Collection Contract Bid - Heard that the 3-year contract for garbage collection will expire at the end of February 2024. FO Hall noted that he will be advertising for open bids in the January and that the bid opening and award will be set for the first meeting in February.

Maintenance Report:

Heard maintenance updates from Van Vugt. One update of note was that the plan is to begin drainage at the lagoon next week.

Finance Report:

FO Hall reviewed financial reports, gave an update on delinquent utility accounts, and gave an update on the progress of the migration over to the new software system. He noted that the process is moving along very well and that we are nearing the end which he expects to be in January, possibly as late as February.

At 8:49pm, motion was made by Fuehrer and seconded by Vander Vorst to go into Executive Session pursuant to SDCL 1-25-2 (1) personnel and SDCL -25-2 (4) legal. All members present voted aye; motion carried. At 9:25pm, President Dupper declared the council out of Executive Session. Upon coming out of Executive Session, President Dupper made the correction that the designation of the Official Newspaper was not an item approved for Executive Session. She also noted that because of that, the item was not discussed during Executive Session. The item of Declaring the Official Newspaper for 2024 was then tabled and will be discussed and voted

on at the special meeting scheduled for January 22nd. Also, upon coming out of session, motion was made by K. Rosow and seconded by Weisbeck to approve the reading of the Yearly Payroll Resolution 2024-01. All members present voted aye; motion carried. The resolution will include a \$1 pay raise for both the full-time maintenance supervisor and the finance officer, and a \$.50 pay raise for the part time maintenance Rick Quaschnick.

The next regularly scheduled Council meeting is scheduled for Monday, February 5th at 7:30pm.

With no further business, the meeting was adjourned at 9:32pm

APPROVED: _____
Adrienne Dupper, Board President

ATTEST: _____
Keith Hall, Finance Officer

This institution is an equal opportunity provider.

YEARLY PAYROLL RESOLUTION
2024-01

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 2024 includes wage increases, and be published as follows: Mayor, Gary Weismantel \$600.00/year, plus \$60.00 per meeting attended; Council Members: Adrienne Dupper, Lacy Fuehrer, Brady Vander Vorst, Kim Rossow, and Robert Rossow \$500.00/year, plus \$50.00 per meeting attended; Maintenance Supervisor, Brett Van Vugt \$22.00/hour, plus \$3.50/hour in-lieu-of insurance; Finance Officer, Keith Hall \$24.50/hour, plus \$3.50/hour in-lieu-of insurance; Part-time Maintenance Rick Quaschnick \$17.00/hour. The mayor and council will be paid quarterly; full-time, part-time and/or seasonal will be paid monthly.

Adrienne Dupper, President

ATTEST: _____
Keith Hall, Finance Officer