

MINUTES
OFFICIAL PROCEEDINGS
MARCH 4, 2024 COUNCIL MEETING

Herreid City Hall
102 Main St N.
Herreid, SD 57632

I. Call to Order

The Herreid City Council was called to order by council Mayor Gary Weismantel on the above date at 7:30pm at City Hall.

II. Roll Call

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; Bret Van Vugt, Maintenance; LeAnda Staebner, Prairie Pioneer. Others present were Chad Fjeldheim, Mindy Quaschnick, Allison Weisbeck, Courtney Anderson, Deb Schuetzle, Kevin Schick, Melinda Neeley, Bryan Fjeldheim, Sandy Fjeldheim, and Cesar Aceitunoo Lopez each representing the Campbell County Pickleball Association.

III. Approval of Agenda

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

IV. Approval of Minutes

Moved by Fuehrer, seconded by Weisbeck to approve the minutes from the February 5th meeting. All members voted aye; motion carried.

V. Approval of Claims

K. Rossow moved, Vander Vorst seconded to approve the following February usual claims. All members voted aye; motion carried.

FEBRUARY 2024 Claims

24/7 Gas	Fuel	\$223.30
Agtegra	LP Fuel	\$3,396.19
Campbell County Bank	Security Box Fee	\$50.80
Campbell County Sheriff	Services	\$3,112.80
Financial Agent	Payroll Taxes	\$2,283.90
Fresh Start Market	Supplies	\$15.62
Ferguson Waterworks	New Meter Reading Equipment	\$9,800.00
Heartland Waste	Garbage Collection	\$4,725.00
Herreid Lumber	Supplies & Materials	\$45.10
Herreid Super Stop	Fuel	\$366.12
Huber & Son	Services	\$986.84
Kathy Bohle	Fitness Center Cleaning	\$100.00
MDU	Utilities	\$3,037.10
Northwest Blade	Publishing	\$68.00
Prairie Pioneer	Publishing	\$215.62
Quill Corp	Supplies	\$225.33
Runnings	Parts	\$44.89
Schilling Excavating	Services	\$2,745.45
SD Dept of Revenue	Sales Taxes	\$4,373.43
SD Municipal League	District Meeting Fees	\$120.00
SD Retirement	Retirement	\$1,281.72
USDA	Loan Payments for Sewer Projects	\$7,727.00
Valley Telco	Utilities	\$327.05
Visa	Supplies	\$935.02
WEB Water	Bulk Water	\$8,164.91

Payroll

Finance Dept	\$3,309.17
Streets Dept	\$1,922.98
Water Dept	\$1,670.59
Sewer Dept	\$1,670.59

VI. Sheriff's Report

None

VII. Problem Resolution Forms

None

VIII. Building Permits

Moved by Dupper, seconded by K. Rossow to approve the following building permit: Julie Huber to build a 32' x 8' deck.

All members voted aye; motion carried.

IX. Public Comments

Heard from council members concerning two public comments. No action was taken.

X. Old Business

a. Election Update

Heard that Kim Rossow filed a petition for re-election. There were no other petitions filed for any of the vacant spots, therefore there will be no municipal election in 2024. Council vacancies will include 2 for Ward I, 1 for Ward III, and Mayor.

Heard that anyone that has interest in being appointed for one of the vacancies should contact a member of the current council and plan to attend the May council meeting.

b. Pool

Heard that payments will be prepared and mailed out to two unpaid subcontractors totaling \$14,860.23. It was previously voted on and approved that payments should be issued jointly to the subcontractor and the contractor, Inside & Out. This measure is to ensure that subcontractors receive their due payments, addressing concerns raised from incidents where subcontractors have not been compensated by the contractor.

c. City Hall Floors

Following discussion, it was agreed on to postpone replacing the City Hall floors until 2025 because the cost was going to be higher than expected. That would allow the city to budget for the project in 2025. However, it was agreed on to move forward with repairing the ceiling so that part of the project could be complete in time for replacing the floors next year.

Motion made by K. Rossow, seconded by B. Rossow to approve the repairs on the ceiling inside City Hall at a quoted price of \$1,500.00. All members voted aye; motion carried.

d. Water Tower Refurbish Project

Via Zoom, Chad Edwards with Maguire Iron discussed the timing and the next steps of the Water Tower Refurbish Project with the council. He answered questions from the council and addressed any concerns. Heard that the new paint will last for 15-20 years before needing attention again and that once the project is finished, it will be like having a brand-new water tower. Also heard that WEB Water will be working closely with Maguire Iron throughout the project and that residents should not notice any water use differences during the process. Learned that the project typically takes about 6 weeks to complete from start-to-finish, but that will also depend on having favorable weather conditions.

e. Surplus Items

Heard that the surplus items that were voted on at the last meeting will be advertised in the coming days. Bids will be opened at the April meeting

f. Community Center Repairs Update

Heard that the furnace repairs were complete and that the condition of the second furnace should be monitored over the coming months.

g. 2024 Dakota Pump Annual Contract Renewal

Motion made by K. Rossow, seconded by Weisbeck to approve the renewal agreement with Dakota Pump & Control for 2024 on inspection and service of the lift station. All members voted aye; motion carried.

XI. New Business

a. Pickle Ball Committee

At 7:45pm, heard from Chad Fjeldheim of the Campbell County Pickleball Association (CCPA). Learned that the CCPA is raising funds and seeking grants to resurface the tennis courts to accommodate Pickleball. Learned that they will purchase and own moveable pickleball nets for summer play. Learned that the resurfacing would cost \$10,000 and that the CCPA is requesting the city to act as a pass-through to prevent having to pay taxes on the project. That would require a motion from the council to pay the \$10,000 contingent on the CCPA providing 100% of the funding via grant commitments, donations, and/or pledges. Fjeldheim and the CCPA reiterated that this scenario would not cost the city anything, but simply to act as a pass-through source. Upon further discussion, the motion was made by K. Rossow and seconded by Vander Vorst to pay for the resurfacing contingent on the CCPA providing 100% of the funding, thereby acting as a pass-through. All members voted aye; motion carried.

b. Traffic Violations

Following discussion, it was confirmed that the Campbell County Sheriff's Office possesses the necessary information from the Herreid City Code of Ordinances to enforce citations for city traffic violations within Herreid. In previous meetings, concerns were raised regarding instances of vehicles parking and obstructing alleys, which is a violation of the City Code of Ordinances. It was noted that these ordinances are now accessible on the city's website. It was emphasized that residents who

witness such a violation should report it directly to the Sheriff's Office. It was noted that these and other violations could result in a written citation and fine.

c. Board of Equalization Mtg – March 18th

Learned that the Board of Equalization Meeting is scheduled for Monday, March 18th at 7:30pm at the City Hall. The last day to mail or file a written appeal with the city office is Thursday, March 14th by 5:00pm.

d. District Meeting - March 19th

Learned that the SDML District 7 Meeting will be held in Mobridge on March 19th. Motion by K. Rossow, seconded by Vander Vorst to approve payment for 4 registrations totaling \$120. All members voted aye; motion carried.

e. Lead Free SD Workshop - March 20th

Heard that a workshop will be held in Mobridge on March 20th. Learned that there is no cost for workshop or registration and is provide by SDARWS. Learned that the workshop will include topics on fittings, restraints, coatings, and installation procedures as well as hydrant maintenance, and the Lead-Free SD project. Motion made by Weisbeck, seconded by K. Rossow to allow Van Vugt and Hall to attend. All members voted aye; motion carried.

f. Garbage Rates

A brief discussion was held concerning the recent Heartland Waste contract rate increase and the effects it may have on this year's budget and on the garbage collection rates for Herreid residents. Learned from Hall that according to calculations, the current budget should be able to sustain the contract increase. Following discussion, it was agreed that no change was needed at this time.

g. Fee Schedule Ordinance 2024-01 (1st Reading)

Motion was made by K. Rossow, seconded by B. Rossow to approve the first reading of Fee Schedule Ordinance 2024-01.

h. Lifeguards

Heard that the city will begin advertising for taking lifeguard applications for the 2024 pool season.

XII. Maintenance Report

Heard from Van Vugt on a couple of minor updates.

XIII. Finance Report

Discussed delinquent utility accounts and reviewed financial statements.

XVI. Next Meeting

The next regularly scheduled Council meeting is scheduled for Monday, April 8th at 6:30 pm. Also scheduled is the Board of Equalization meeting on Monday, March 18th at 7:30 pm.

XVII. Adjournment

With no further business, the meeting was adjourned at 9:08 pm

CITY OF HERREID ORDINANCE 2024-01

AN ORDINANCE ESTABLISHING A FEE SCHEDULE WITHIN THE CITY OF HERREID CITY CODE, PROVIDING FOR THE ANNUAL REVIEW AND ADJUSTMENT OF FEES BY RESOLUTION, AND FOR OTHER PURPOSES.

WHEREAS, the City of Herreid City Code contains numerous provisions for various services and permits provided by the city, each of which may require a fee for processing and administration;

WHEREAS, it is essential for the efficient operation of the city to establish a comprehensive fee schedule to ensure the fair and consistent application of fees across all city services and permits;

WHEREAS, to adapt to changing economic conditions and ensure that the city's fee structure remains equitable and sustainable, it is necessary to allow for annual reviews and adjustments of fees;

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

SECTION 1: **ADOPTION** "Appendix A - CITY FEE SCHEDULE" of the
Herreid Municipal Code is hereby *added* as follows:

ADOPTION

Appendix A - CITY FEE SCHEDULE(*Added*)

(a) Fee schedule establishment

- (1) A comprehensive fee schedule shall be established within the City of Herreid City Code. This fee schedule shall list all fees associated with city services, permits, licenses, and any other charges as may be applicable.**
- (2) The fee schedule shall be maintained and updated as needed to reflect the current fees associated with city services and permits.**

(b) Annual review and adjustment

- (1) The City Council shall review the fee schedule annually during its regular budgetary and planning sessions.**
- (2) The purpose of the annual review is to ensure that fees remain appropriate and equitable in light of changing economic conditions, city operations, and to maintain the financial sustainability of the services provided.**
- (3) Adjustments to fees may be made through a City Council resolution passed by a majority vote. Any fee adjustments shall be based on a clear and documented rationale, taking into consideration the costs of providing the associated service or permit and the city's overall financial goals.**
- (4) All fee adjustments approved by resolution shall be promptly incorporated into the fee schedule in accordance with Section (a)**

SECTION 2: **SEVERABILITY CLAUSE** Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinances a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

SECTION 3: **REPEALER CLAUSE** All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed