

OFFICIAL PROCEEDINGS
CITY OF HERREID, SOUTH DAKOTA

April 7 , 2020

The Herreid City Council was called to order by Mayor Gary Weismantel on the above date at 7:30pm at City Hall. The following members were present: A. Dupper, T. Fuehrer, P. Weisbeck, B. Rossow, and K. Rossow with A. McNeil attending via teleconference. Also present were: Neeley, Finance Officer; Goehring, Maintenance Supervisor; attending via teleconference were Orland Geigle, Prairie Pioneer and Tom Mitzel, Campbell County Insurance.

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

Moved by Dupper, seconded by B. Rossow to approve the March 2, 2020 meeting minutes; all members voted aye, motion carried.

Moved by Weisbeck, seconded by K. Rossow to approve the March 16, 2020 Board of Equalization Meeting minutes; all members voted aye, motion carried.

Moved by Dupper, seconded by Fuehrer to approve the March 26, 2020 Special Meeting minutes; all members voted aye, motion carried.

Moved by K Rossow, seconded by Dupper; all members voted aye, motion carried to approve the following March 2020 claims:

Streets-Payroll \$1,808.36; Sewer-Payroll \$1,355.05; Water-Payroll \$1,355.05; Finance Office-Payroll \$2,414.35; Council-Payroll \$1,450.00; Mayor-Payroll \$330.00; Baumann's Service-Fuel/Supplies \$392.21; Campbell Co. Bank-ACH Fees \$29.40; Campbell Co. Sheriff-Services \$2,001.51; CNA Surety-Bond Insurance \$651.50; Eureka Manufacturing-Parts/Materials \$460.59; Financial Agent-Payroll Taxes \$1,710.62; Fresh Start Market-Office Supplies \$25.93; Heartland Waste-Garbage Collections \$4,425.00; Helms and Associates-Sewer Project Engineering Fees \$858.90; Herreid Super Stop-Fuel/Supplies \$40.39; Huber and Son-Supplies \$1,306.91; Kroontje Law Office-Legal Fees \$525.55; MDU-Utilities \$2,131.49; Carol Ottenbacher-Services \$80.00; Prairie Pioneer-Publishing \$221.93; Quenzer Electric-Service/Parts \$1,925.00; Rieker Electric-Service/Parts \$3,123.19; Sanitation Products-Parts/Materials-Street Sweeper \$320.37; SD Dept of Health-Water Testing \$15.00; SD Dept of Revenue-Sales Taxes \$351.87; SDRS-Retirement \$831.00; Servall Services- Rugs/Uniforms \$69.76; Slater Oil & LP Gas-Propane \$1,456.16; USDA Loan-Hwy Proj-Sewer Lines \$440.00; USDA Loan - Hwy Proj Water Lines \$721.00; USDA Loan - Wastewater Proj \$1,032.00; Valley Telco-Services \$278.24; Visa Supplies/Travel \$767.08; Web Water-Bulk Water \$5,206.43.

Sheriff's report was unavailable.

Building permits:

Four permits were reviewed: Melvin Champion at 208 6th Ave NW-build a metal shop, The Water Hole at 122 Main St N-flooring replacement, The Water Hole at 122 Main St N-roof replacement, Timothy and Abbie McNeil at 202 Tower St SW renovation and replacement of electrical, plumbing, landscaping and fencing. Moved by Dupper, seconded by Fuehrer, motion carried to approve all four permits.

In public comments:

Heard from FO Neeley that several 'Ask a Question/Report a Problem' forms were mailed to residents, but none were completed and submitted for the meeting.

Dupper reported that the Sheriff's Department encouraged the City to continue the process of reviewing and updating Ordinances so complaints can be dealt with. Issues such as fines need to be pinpointed. FO Neeley reported that the rough draft of the Recodification project has been submitted to Muni Code who is working on the next draft.

Discussed vehicles parking off the side of streets, within the right of way, noting that different streets afford varying amounts of space where vehicles might park. K. Rossow noted that some rights of way contain drainage ditches and culverts which should remain clear.

Old Business:

Sewer Project-Mayor Weismantel reported that a kick-off meeting has been scheduled for next week to discuss the beginning of the construction project. Crews should be in town next week to begin digging. Dupper noted that construction is considered an "essential" business but asked that worker's compliance with COVID-19 Guidelines be discussed at the kick-off meeting.

COVID-19 -Mayor Weismantel reported that many businesses and individuals have been adjusting to keep the community safe. FO Neeley reported that the Fitness Center needs disinfecting wipes, none have been available at the store, so a bottle of Lysol cleaner and a roll of paper towels have been provided. Council will continue to encourage citizens and businesses to use common sense and follow the Governor's Executive Order Regarding Covid-19 Guidelines. FO Neeley was directed to place a sign at the entrance of the Fitness Center about the shortage of disinfecting wipes.

Pool Project-Heard that pictures and files are being sent to the engineering firm, with the next meeting TBD.

Streetlights-Heard that MDU has determined that the current Main St lights cannot be retrofitted to drop the light height. MDU is preparing an estimate of the cost to replace the current 50-foot lights with 40-foot lights.

New Business:

Reviewed Campbell County Insurance Agency's renewal of City policies. Tom Mitzel reviewed the invoice and answered questions. The Fresh Start Market and Senior Citizen Center have been added to the City policy in the past year. FO Neeley will send invoices for outstanding charges and note the renewal premium to the Fresh Start Market and Herreid Economic Development Committee. An increase in the Worker's Compensation coverage was noted, and FO Neeley was directed to review payroll information for the policy to ensure accuracy. Moved by Dupper, seconded by Weisbeck all members voted aye, motion carried to accept the renewal with Campbell County Insurance Agency.

Moved by K. Rossow, seconded by Fuehrer all members voted aye, motion carried to approve renewal of the City's Bond Policy with CAN Surety at the same cost as 2019.

Heard from Mayor Weismantel that the 2019 Drinking Water Report was available online, and the link had been included in utility billing.

Heard that DENR mailed information regarding Free Abandoned Petroleum Tank Removal Program. Council members were unaware of any eligible tanks in Herreid.

Reviewed 4/1/20 Code Enforcement Report, residents are encouraged to begin cleanup of their homes and lots as warmer weather moves into Herreid. Active abatement issues will continue to be addressed; newly identified inspection issues will be re-visited in June, after residents have had the chance to take advantage of milder weather.

Clean Up Week in 2020 will be May 17th to the 23rd. FO Neeley will advertise and prepare flyers. Maintenance Goehring will prepare for extended Rubble Site hours.

Moved by K Rossow, seconded by Dupper all members voted aye, motion carried for summer pool fees to remain at 2019 rates: Family Season Pass \$105, Single Season Pass \$50, Daily children (8th grade and under) \$3, Daily High School students and up \$4, Water Aerobics Season \$40, Swim Lessons \$30. Council hopes that considering COVID-19, the pool will be able to open in July.

Heard that a matching grant of \$4,289 was received from the Minnesota Twins Community Fund for use at the ball field dug outs by the Sports Complex Committee.

Heard that CD 509634 was up for renewal upon maturity on 4/20/20. Moved by K. Rossow, seconded by Weisbeck that the CD is not renewed, that funds be deposited into the General Fund.

Maintenance Report-

Maintenance Goehring reported that the City had successfully completed both a Rubble Site and Airport Inspection. The Rubble site received a 5-year permit. The Airport inspection went well, the inspector left a spare windsock and discussed new Airport Marker Cones that will be arriving. The cones are provided at no cost by the Aeronautics Commission, but the City will need to install them.

Goehring noted that the grass pile was inspected as well as the rubble site. Discussion involved the holes and water and mud that collect at the site. When the site dries, bids may need to be requested to pour a concrete apron.

Maintenance Goehring reported the Main St. banners that were damaged during the winter have been taken down, but removing the banners is a two-person job, and he needs assistance to remove the remaining banners. Mayor Weismantel reported that HEDC is in the process of acquiring new banners and new mounting hardware that will allow banners to be hung lower so they can be changed without the use of a boom truck.

Goehring reported that the generator at the life station is working well. Goehring was directed to change the oil in the generator and continue to monitor its function.

Finance Officer Report-

FO Neeley reported that the process to become a South Dakota Notary Public was complete and that documents could now be notarized at City Hall. Neeley reported that most trainings have been cancelled, but that notices are being monitored for changes.

FO Neeley reviewed delinquent utility accounts, with note that no late fees are being applied and no services are being disconnected. Budget reports were reviewed, including information about fund balances and expenditures in relation to budgeted amounts. Currently all budget lines are performing as expected, but recent claims for repairs at the Community Center and Fire Hall could require future transfers for those lines.

At 9:11pm Fuehrer moved, Weisbeck seconded to go into Executive Session pursuant to SDCL 1-25-2 (1) personnel. All members present voted aye; motion carried. At 9:35pm Mayor Gary Weismantel declared the council out of Executive Session. FO Neeley was directed to advertise again for Lifeguards and to advertise for part time Summer Help. No other action was taken.

With no further business, meeting was adjourned at 9:38pm.

The next regularly scheduled Council meeting will be Monday, May 4th at 7:30pm

Gary Weismantel, Mayor

ATTEST: _____

Melinda Neeley, Finance Officer

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