

OFFICIAL PROCEEDINGS

CITY OF HERREID, SOUTH DAKOTA

June 1 , 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: T. Fuehrer, P. Weisbeck, B. Rossow, A. McNeil and K. Rossow with A. Dupper arriving at 7:55pm. Also present were Tim McNeil of 202 Tower St; Brandon Smid, Helms & Associates; Nathan Gruver and Kelly Evans, ISG-via Zoom; Orland Geigle, Prairie Pioneer-via Zoom; M. Neeley, Finance Officer; and R. Goehring.

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

Moved by McNeil, seconded by B. Rossow to approve the May 4, 2020 meeting minutes; all members voted aye, motion carried.

The following claims were approved from May 2020:

Streets	Payroll	\$2,329.25
Sewer	Payroll	\$1,776.00
Water	Payroll	\$1,712.00
Finance Office	Payroll	\$2,703.75
Baumann's Service	Fuel/Supplies	\$428.51
Campbell Co. Bank	ACH Fees	\$29.50
Campbell Co. Insurance	Insurance	\$2,825.00
Campbell Co. Sheriff	Services	\$2,001.51
Dakota Pump & Control	Services	\$755.10
Dakota Radio Group	Advertising	\$150.00
DENR	Fees	\$180.00
Financial Agent	Payroll Taxes	\$1,535.61
Fresh Start Market	Office Supplies	\$17.29
Heartland Waste	Garbage Collections	\$4,425.00
Helms and Associates	Fees	\$15,726.90
Herreid Concrete	Supplies	\$663.00
Herreid Lumber	Supplies	\$60.90
Levanan Underground LLC	Repairs	\$540.00
MDU	Utilities	\$1,661.18
Mobridge Tribune	Advertising	\$37.65
Municode	Fees	\$1,990.00
Carol Ottenbacher	Services	\$80.00
Prairie Pioneer	Publication/Advertising	\$526.27
Gene Quashnick	Services	\$400.00
Rieker Electric	Parts/Materials/Repairs	\$147.50
Servall	Services - Rugs/Uniforms	\$69.76
Slater Oil & LP Gas	Propane	\$349.86
SD Dept of Health	Fees	\$548.00
SD Dept of Revenue	Sales Taxes	\$402.08
SD One Call	Fees	\$6.72
SD Retirement	Retirement	\$786.46
Sons of the Legion	Supplies	\$20.00
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	\$302.73
Visa	Supplies/Travel	\$584.62
Web Water	Bulk Water	\$4,924.69

April 2020 Sheriff's report was reviewed.

Building Permits were reviewed, moved by T. Fuehrer, K. Rossow seconded all members present voted aye; motion carried to approve the following building permits:

Herreid Area Housing Development, Inc. (HAHD) at 203-205 Ash St NE-stick built twin home with slab on grade
 Thomas J or Mary R Mitzel at 407 Ashe St NE-removal of garage and shed to build new 32x44 garage
 Kevin Wientjes at 204 10th Ave NE-finish basement in existing home
 Campbell County Bank at 110 Main St, west of building-addition of stand-alone drive thru

In public comments,

Tim McNeil explained drainage issues with the property located at 202 Tower St. Brandon Smid of Helms & Associates was asked to look at the site and advise of methods to alleviate the issues. Discussion involved the potential to have Levanen Underground replace damaged culverts while in town for the sewer project.

It was noted that damaged and/or inoperable water shut offs are being replace by a subcontractor, while workers are in town for the sewer project.

Pool Project updates, ISG staff Nathan Gruver and Kelly Evans recommended the leak source at the pool be identified by using a small camera to view the skimmer lines. Nathan reported that he had access to a camera and would be in contact within the week to advise the City of the scheduling availability for the camera. Council agreed to keep the pool empty for another week until more information is available from ISG, clean up and opening prep work will begin this week. Council expressed a desire to get the camera work done as soon as possible, so the pool could be filled and opened.

Dupper arrived at 7:55pm

Sewer Project updates included the following discussions

1. Concerns that some homes have old 6" service lines, while all new service lines are new 4" lines. Brandon Smid of Helms & Associates reported that 4" is the standard for service lines and that the concentric reducers used in connections from 6" to 4" should not cause any problems for residents or the city.
2. Questions about clean out locations-Brandon also advised that clean outs are located near water lines when possible, and that some roots, blockages, sidewalks, etc. create the need to place clean outs in various locations on a per home basis.
3. Questions about any sewer lines to be stubbed out to vacant lots. FO Neeley was advised to advertise in the next edition of the paper that any owners of vacant lots needing sewer service should contact City Hall prior to the work crew laying new lines past the lots. Maintenance Goehring and FO Neeley are working with the construction crew to identify the owners of vacant lots when old inactive sewer lines are identified.
4. The second draw for the Interim Sewer Loan, as prepared by Ted Dickey of NECOG was approved. Motioned by Fuehrer, seconded by Weisbeck, all members present voted aye; motion passed.
5. Four resolutions related to financing the Sewer Project were read, motioned by McNeil, seconded by Fuehrer that Resolution 2020-02, Resolution 2020-03, and two resolutions authorizing legal representation be approved, all members present voted aye, motion carried. Per USDA guidelines Resolution 2020-02 and 2020-03 are published separately in this edition of the newspaper.
6. Brandon confirmed that concrete, drainage culverts, yards, etc. that are damaged during the project will be repaired at its conclusion.

7. Reminder that the next Construction Meeting is scheduled for June 3, at 2:00pm, and is open to the public.

COVID-19

FO Neeley was directed to resume late fee and disconnect notices related to utility billing with the next regular billing cycle (July 2020).

Pool Summer 2020

City Council would like to open the pool soon. Heard that the American Red Cross has approved a 120 day extension for the re-certification of lifeguards, and the Bismarck YMCA and Bismarck Aquatic Center will be offering limited Lifeguard Certification courses. Hours of service to qualify for certification reimbursement will need to be adjusted with the pool opening late, 50 hours was suggested as a minimum requirement.

NECOG Grants heard that Helms & Associated is working with NECOG to prepare the grant request for streets near the elevator.

Streets-Heard that Jensen's recommended the city ask the sewer contractor to do base work on streets now. If approved, Jensen will asphalt additional surfaces at \$105 per ton when they are in town next summer as part of the final phase of the sewer project. This is the same price as the project bid. FO Neeley was directed to contact Lein out of Aberdeen to determine if they are working on any projects near Herreid this summer and obtain an estimate. A special meeting was scheduled for June 16, 2020 to discuss streets and gather community feedback. FO Neeley was directed to contact property owners in neighborhoods that have requested paving, and to publish special meeting notices. The meeting will be held at 7:00pm at the Herreid Community Center.

Weed Control

Heard that Leafy Spurge has emerged at the Lagoon. Directed FO Neeley to contact Casey Eiseman about spraying the Lagoon, and to advertise the Hay land for lease to mow.

Highway 83 speed limit signs

FO Neeley reported that the Mobridge, State DOT office advised that if the City wanted to request the signs be moved, a Resolution needed to be drafted and submitted that outlined the reasons for the request, which could include a change in City limits, if one had been made. No action was taken.

Insurance Playground

\$542.00 was approved in the claims above as coverage for the new playground equipment.

Main Street Lights

Heard that MDU has not returned calls about switching the street light poles, and appears to not be interested in the project. 5 street lights are now out along main. Directed FO Neeley to ask Quenzer Electric to schedule the bulb changes.

Municode Update

Municode has provided a draft document of the recodification project. Each member received a paper copy at the meeting, and heard that any updates/changes are due to Municode by June 30, 2020. Changes after that date could result in additional charges.

New Business-

Cemetery Trust Fund CD-Moved by K. Rossow seconded by Fuehrer to deposit funds received as interest, payments, and donations to the perpetual care fund, \$3,921.39 into the Trust Fund CD, with this maturity cycle, all members present voted aye, motion passed.

Sports Complex Insurance

A list of assets the school chose not to cover was reviewed. Dupper will follow up with Parks and Rec Board and the Sports Complex Association to discuss need for coverage.

Mosquito Control Grant

Heard the grant request has been submitted and the City is waiting on notification.

Drains/Culverts

Discussed the status of clogged and collapsed culverts in town. A culvert across Mark Bates driveway has collapsed, and culverts along Tower St are noticeably damaged/clogged. Maintenance Goehring will talk with sewer subcontractor about the hourly rate to repair the storm drain systems.

Levee/Dyke easement

FO Neeley reported that the County Register of Deeds, Mandy Horner located and forwarded information about the Levee on the east side of town. County records indicated the City received an easement to build the Levee, but that the property remains privately owned.

Finance Report

FO Neeley reported that City Hall would be closed June 22nd to 26th while she is out of town. The information will be included on utility bills this month, added to the facebook page, and a sign will be posted. The Budget Control Summary was reviewed with note that a Supplemental Appropriation may be needed for the Parks department budget due to some grants that have been secured. Sales Tax revenue was reviewed in relation to prior years, and to date, it does not appear that COVID-19 will have a large impact on sales tax revenue for the year. Delinquent utility bills were reviewed, disconnected accounts will not be eligible for restored service until account balances are paid in full. FO Neeley reported that there are no updates on the Annual Meeting for SDML, but that some FO trainings are being offered online. FO Neeley will participate in those trainings as they are offered.

Maintenance Report

Maintenance Goehring shared an estimate he received for grinding the waste at the rubble site. The estimate was from Rhett Albers for \$27,750.00. Other solutions to the issue were discussed, including smashing the current piles down to create more space. No action was taken. Goehring reported that the Lagoon will need to be discharged within the next three weeks and was advised to check with contractors about the timing in relation to culvert work in the area. June 26th, Rural Water riders are scheduled to be in town with cameras to capture video of the culverts near the Dyke. Goehring reported that 5 outlets are out of order on light poles and was directed to contact MDU about repairs. Goehring presented two estimates for replacing street signs, the estimate to purchase two of each sign to be mounted back to back—as is currently in place cost less after considering the new brackets that would need to be purchased to change to double sided signs. Motioned by Dupper, seconded by Weisbeck to purchase the single sided signs, all members present voted aye, motion passed. Goehring reported that pay loader tires will need to be replaced before winter and was directed to gather estimates. Dakota Pump submitted an estimate of \$2,980.00 to make needed repairs to the lift station, they will be onsite later in the month for the annual inspection, and work could be completed during that trip. Moved by K Rossow, seconded by Fuehrer, all members present voted aye, motion passed to have Dakota Pump complete the work. Goehring was directed to clean the pool and prepare for ISG to be working to locate the leak. Goehring reported he had been called about a used manhole that was removed as part of the sewer project. Council members will look at the manhole and come to next meeting prepared to make appraisals. The windshield on the city truck has rock damage, the cost to repair at Campbell County Collision is \$295.00, Goehring was directed to get the windshield repaired.

At 10:00pm K. Rossow moved, Dupper seconded to go into Executive Session pursuant to SDCL 1-25-2 (1) personnel. All members present voted aye; motion carried. At 10:15pm Mayor Gary Weismantel declared the council out of Executive Session. Moved by Dupper, seconded by Fuehrer, all members present voted aye; motion carried to hire Nicholas Deibert at \$10.50/hour as Part Time Summer Help, Micah Schaeftbauer at \$11.50 as Head Lifeguard, Madalyn Schumacher, Cassidy Anderson, Brenna Helm, and Margaret Neeley at \$9.50 as Full Time Lifeguards, and Annaliese Goehring at \$9.50 as Part Time Lifeguard, Cheyenne Wurtz at \$9.50 as Part Time

Lifeguard-pending certification, Caitlyn Anderson at \$9.50 as Part Time desk help as needed, and Kaitlin Beck at \$9.50 as Part Time help as needed.

With no further business, meeting was adjourned at 10:20pm.

The next regularly scheduled Council meeting will be July 8, 2020 at 7:30 p.m.

Gary Weismantel, Mayor

ATTEST: _____

Keith Hall, Melinda Neeley, Finance Officer

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