

OFFICIAL PROCEEDINGS
CITY OF HERREID, SOUTH DAKOTA
September 9, 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, P. Weisbeck, K. Rossow, and B. Rossow (attending via Zoom). A. McNeil joined the meeting via telephone at 7:54. Also present were: M. Neeley, Finance Officer; R. Goehring, Maintenance Supervisor; Orland Geigle, Prairie Pioneer; Kevin Wientjes, Herreid Community Foundation; Dick Werner, HAHD; Robert Weisbeck, HEDC; and citizen Kabrina Haar.

Dupper asked that the council vacancy be moved to New Business on the agenda, noting past practice. Moved by K. Rossow seconded by Weisbeck to approve the re-ordered agenda; all members present voted aye, motion carried.

Moved by Weisbeck, seconded by K. Rossow to approve the August 3, 2020 meeting minutes; all members present voted aye, motion carried.

Following discussion that the payment to B & B was not the final payment with \$1.16 million still payable on the sewer improvement project, Dupper moved, K. Rossow seconded to approve the following regular claims from August 2020 and the additional claims received in August 2020 to be paid in September 2020; all members present voted aye, motion carried.

	<u>Claims for August 2020</u>	
Streets	Payroll	\$1,504.77
Sewer	Payroll	\$1,047.93
Water	Payroll	\$1,047.93
Finance Office	Payroll	\$901.89
Pool	Payroll	\$3,103.45
Cemetery	Payroll	\$399.04
A-1 Heating & Air	Repairs/Maintenance	\$991.00
B & B Contracting	Sewer Project Draw #3	\$41,792,374.00
B & B Contracting	Sewer Project Draw #4	\$420,113.66
Baumann's Service	Fuel/Supplies	\$363.75
Campbell Co. Bank	ACH Fees	\$29.90
Campbell County Collision	Repairs/Maintenance	\$372.60
Campbell Co. Sheriff	Services	\$2,001.51
Dakota Pump & Control	Repairs/Maintenance-Fees	\$4,697.94
Ferguson Water Works	Materials/Supplies	\$3,295.49
Financial Agent	Payroll Taxes	\$3,533.37
Fresh Start Market	Office Supplies	\$283.62
Hawkins	Materials/Supplies	\$2,735.67
Heartland Waste	Garbage Collections	\$4,425.00
Helms and Associates	Sewer Project Draw #3	\$46,596.62
Helms and Associates	Sewer Project Draw #4	\$37,215.35
Herreid Lumber	Supplies	\$152.35
Herreid Super Stop	Fuel/Supplies	\$101.10
Huber & Son	Supplies	\$91.10
MDU	Utilities	\$1,862.70
Neeley, Margaret	Supplies	\$28.20
Ottenbacher, Carol	Services	\$80.00
Prairie Pioneer	Publishing	\$124.20
Rieker Electric	Parts/Materials/Repairs	\$254.25

Servall	Services - Rugs/Uniforms	\$69.76
Slater Oil & LP Gas	Utilities	\$344.25
SD Dept of Health	Fees	\$30.00
SD Dept of Revenue	Sales Taxes	\$647.69
SD One Call	Fees	\$19.04
SD Retirement	Retirement	\$1,169.16
Truenorth Steel	Supplies	\$13,913.76
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	\$334.41
Visa	Supplies/Travel	\$1,363.82
Web Water	Bulk Water	\$7,882.07

Additional Claims Received in August 2020

B & B Construction	Application for payment #5	\$315,819.04
Helms & Assoc	Professional Svc.	\$33,312.45
Helms & Assoc	Admin	6,822.40
North Central Dragline	Rubble Site Pit	\$1,428.00
North Central Dragline	Cut Waterway	3,366.00
Levanen	Water main and curb box repair	\$2,280.00
Levanen	Install culverts	5,350.00
Dakota Pump and Control-Repair	Elevator Lift Gaskets	\$602.04
ISG	Phase 1- Pool Inspection	\$4,500.00
ISG	Phase 2- Conceptual Design	9,000.00
Quenzer Electric	Street Light repair	\$1,539.64
Quenzer Electric	Electrical Line repair	3,732.64
SDRWS-Rural Water	Camera culverts at dyke	\$750.00
Code Enforcement Specialists	Services 5/1 to 8/31/20	\$505.00
Cahill Bauer	2019 Audit	\$1,900.00

Sheriff's report for August 2020 was reviewed.

Problem Resolution Forms

Colleen Rueb, submitted a request that the Lighthouse be exempted from garbage collection fees, as there is no dumpster for the business, no trash service has been used, patrons of the facility take their trash out with them, and the non-profit nature of the facility. Moved by Dupper, seconded by K. Rossow to waive trash fees at 203 Main St N; all members present voted aye, motion carried. Also discussed was the need to consider a localized trash pick up while city streets are under construction via the sewer improvement project.

In public comments

Mark Kroontje explained that an easement was being requested for an exterior door that Campbell County Collision shares at the rear of the Legion building as part of the sale of 117 Main St. N. Moved by K. Rossow, seconded by Weisbeck to grant the request; all members present voted aye, motion carried.

Dick Werner referenced the project report prepared by ISG, indicating that the estimated cost to update the existing pool, replace the wading pool with a splash pad, and teardown and replace the bathhouse, mechanical room, and bathrooms at the pool will cost \$637,356. Werner explained that the Community Foundation (Wientjes) and HEDC (Weisbeck) representatives were present to support the project. The Community Foundation has committed \$30,000 and HEDC and HAHD have committed to raising \$110,000 for the project, the City is being asked to commit \$250,000 of

reserve funds in the 2021 budget to the pool improvement project. Werner indicated that with the City's commitment a grant proposal would be submitted to for Land and Water Conservation Fund requesting \$250,000. McNeil joined the meeting via telephone at 7:54 for discussion. Discussion involved the 1% sales tax that has been collected for community projects, the condition of the city streets, and the condition of the existing structures. Moved by Weisbeck, seconded by Dupper for roll call vote to approve the 2021 budget commitment of \$250,000; Dupper, aye; Weisbeck, aye; K. Rossow, nay; McNeil, aye; B. Rossow, nay; Mayor Weismantel reported that the motion passed with a 3 to 2 vote.

Building Permits

Moved by K. Rossow, seconded by Weisbeck to approve a building permit for Morrel Fuehrer to replace a deck at 301 Dyke St NE, all members present voted aye, motion carried.

In old business

Sewer Project-Moved by Dupper, seconded by K Rossow, all members present voted aye, motion passed to approve the agreement between the City of Herreid and Campbell County to have access to 7th Ave for the sewer improvement project. Request for payment #5 was approved with the additional claims as listed above. The next construction meeting is scheduled for September 10th at 3:00PM.

Streets-Directed Neeley to advertise for bids for base work only on the following 4 project areas: North Elm Street, East 10th Street, Edward Street, and Ford Street, including 3 water/sewer service installations. Discussion involved the desire to complete base work this fall, with the discussion of asphalt to continue into 2021. Council would like to consider the purchase of a used grader-Neeley directed to contact Campbell County regarding the motor grader they are replacing.

Drainage-Discussed draining concerns on the south east side of town exacerbated by the sewer project. B & B will be asked to address these issues at the construction meeting.

Code Enforcement-Discussed stray and ill cats in town. Reviewed list of compliance issues and asked CES to move forward on some maintenance and clean up issues noted. Heard that Oahe Vet is willing to spay and neuter at a \$30.00 per cat discounted rate. Directed Neeley to gather further information on low cost spay and neuter clinic options.

Mosquito Control Grant-Claim has been submitted, waiting on payment to be received.

City Pool-Water pump motor went out, so pool closed before Labor Day. The new pump was received as a warranty replacement at no charge and will be installed by Maintenance Goehring. Council expressed thanks to all lifeguards for helping make the pool a success this year.

Municode-Animal Code is still under consideration.

Web Water rate increase-discussed that water fund is currently not self-supportive and Web water will be increasing rates by 3.5% on October 1, 2020. Heard that transfer of contingency funds into the water fund will be needed soon. Moved by Weisbeck, seconded by K. Rossow, all members present voted aye, motion passed to increase water bill base charges by \$3.00 per account, per month.

Cemetery Perpetual Funds CD update-land. Discussed additional funds included in the 2021 cemetery budget if purchase of additional land is negotiated next year. Heard that Campbell County Bank has agreed to waive penalties if the Cemetery CD is withdrawn to invest in the Community Foundation Endowment. Following discussion, no action was taken.

Propane winter fill bids-moved by Dupper, seconded by K. Rossow, all members present voted aye, motion passed to accept the winter propane (.73/gallon at first fill, .91/gallon for remaining fills) and fuel oil (going daily rate) bid from Slater Oil.

In new business:

Council Vacancy-Mayor Weismantel reported that Kabrina Haar expressed interest in the vacant Council seat for Ward 3. Moved by Dupper, seconded by Weisbeck to appoint Kabrina Haar as Councilmember for Ward 3, she will serve until the next regular election in 2021.

Storm Siren-North of town-Discussed the growth of town to the north and the inability to hear the current storm siren at many homes. Heard that Andrew Van Kuren is exploring grant options to pay for portions of a new storm siren for the north end of town, cost estimates are \$18,000-\$25,000.

2019 Audit Results-Heard that the 2019 audit has been completed and reviewed the report from Cahill Bauer. The findings identified the same three deficiencies that were present in the 2018 audit: Lack of proper segregation of duties of cash, equity, revenue, expenditures, and payroll functions; lack of an internal control system; inadequate fixed asset records, noting that these issues are related to the size of the city's workforce.

CD Renewal-Moved by K. Rossow, seconded by Weisbeck, all present voted aye, motion carried to renew CD # 509066.

Tax Levy-CPI and Growth Index-Heard that the 2021 CPI is 1.7%, Growth Index is 3.16% with a total tax levy available of \$120,949.

2021 Budget Appropriation Ordinance (1st reading)-following discussion, moved by K. Rossow, seconded by Duper, all members present voted aye, motion passed to accept the first reading of the 2021 Budget Appropriation Ordinance.

In the Maintenance Report:

Maintenance Goehring reported that in addition to being involved with the sewer improvement project, new cones and markers were installed at the airport, a drainage culvert on the South West corner of town was dug out, culverts were installed at 201 2nd Ave and running north-south on the west side of Elm St S-catch basins still need to be installed. Goehring expressed a need for payloader tires, pallet forks, and a camera to video culverts and water/sewer lines. Motioned by Dupper, seconded by Haar, all members present voted aye, motion carried to check with Herreid concrete about their payloader tire supplier, table the discussion on pallet forks till next meeting, and approve Goehring to purchase a video camera.

In the Finance Report:

Fund balances, expenditures, revenue accounts, sales tax receipts, and delinquent utility accounts were reviewed. The 2019 Audit has been completed and the 2021 Budget Appropriation prepared for review. A special meeting for the Adoption of the 2021 Budget Appropriation is scheduled for Monday, September 28th at 7:30pm.

The next regularly scheduled Council meeting will be Monday, October 9th at 7:30pm.

With no further business, meeting was adjourned at 10:14pm.

Gary Weismantel, Mayor

ATTEST: _____
Melinda Neeley, Finance Officer

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