

MILBANK CITY COUNCIL PROCEEDINGS

August 10, 2020

PURSUANT TO DUE CALL AND NOTICE THEREOF, a regular meeting of the City Council was duly held at City Hall at 7:00 PM. The following members were present: Mayor Pat Raffety, Councilmen Joel Foster, Scott Hoeke, James Johnson, Josh Karels, Mike Hanson, and Steve Wiener. Absent: None. Present from the staff: Attorney Mark Reedstrom, John Forman, Boyd VanVooren, Cynthia Schumacher, Kevin Schuelke, Dick Poppen, Darin Thiele, Don Settje, and Ron Krause. Public present: Laurie Folk, Holli Seehafer, Bobbie Bohlen, Kathy Ward, Jeff Loutsch, Zachariah Ringsaker, Payton Bauer, Landon Novy, Avery VanOverbeke, Jesus Rethke, Noah Falk, Wade Falk, and Gabe Beckman.

Mayor Raffety called the meeting to order, and the roll call was taken.

A motion was made and seconded to approve the Consent Agenda. Motion carried 6-0.

Consent Agenda

1. Approve hiring Trey Jankord – Wastewater Maintenance, effective 8/17/20, 4-1 \$17.24.
2. Approve hiring Charles Schamber – Building Maintenance, effective 8/31/20, 3-1 \$16.15.
3. Approve Advertising for Parks & Recreation Manager.
4. Approve Special Event Permit for Milbank Area Chamber of Commerce: Drive-In Movie in the Park, Lake Farley, August 22, September 12, 26, October 10, 25.
5. Approve Special Event Permit for Milbank Area Chamber of Commerce: Treat Street, Main Street, October 31, 2020.
6. Approve Special Event Permit for Milbank Area Chamber of Commerce: Holiday Lighted Parade, Main Street, November 28, 2020.
7. Approve Application for Garbage Haulers License: Waste Management, Wittrock & Sons.
8. Approve Application for Hauling Recyclable Materials License: Waste Management, Wittrock & Sons, Sackreiter Pallet Recycling, Valley Rental & Recycling, LLC.
9. Approve Advertising for Bids for Lake Farley Campground Construction.
10. Approve Advertising for Snow Removal Bids, 2020/2021 and 2021/2022 Seasons.
11. Approve Resolution 8-10-20, Adopting the Grant County Pre-Disaster Mitigation Plan 2020-25.

RESOLUTION 8-10-20
City of Milbank
Resolution Adopting the Grant County Pre-Disaster Mitigation Plan 2020 – 2025

WHEREAS, Grant County received assistance in the preparation of the Grant County Pre-Disaster Mitigation Plan 2020-2025 from representatives of the City of Milbank and received funding from the South Dakota Office of Emergency Management / FEMA; and

WHEREAS, several public planning meetings were held between December of 2019 and May of 2020 regarding the development and review of the Grant County Pre-Disaster Mitigation Plan 2020-2025; and

WHEREAS, the Grant County Pre-Disaster Mitigation Plan 2020-2025 contains several potential future projects to mitigate hazard damage in the City of Milbank; and

WHEREAS, the Federal Emergency Management Agency (FEMA) has rendered its approval of the Grant County Pre-Disaster Mitigation Plan on June 25th, 2020 and

WHEREAS, a duly noticed public hearing was held by the Grant County Pre-Disaster Mitigation Team on May 11th, 2020 to solicit public comment on the Grant County Pre-Disaster Mitigation Plan 2020-2025; and

WHEREAS, a duly noticed public meeting was held by the Milbank City Council on August 10, 2020 to formally approve and adopt the final Grant County Pre-Disaster Mitigation Plan 2020-2025.

NOW, THEREFORE BE IT RESOLVED that the Milbank City Council adopts the Grant County Pre-Disaster Mitigation Plan 2020-2025.

ADOPTED AND SIGNED this 10th day of August 2020.

Pat Raffety, Mayor

ATTEST: Cynthia Schumacher, Finance Officer

12. Approve Resolution 8-10-20A, Intent to Lease Land, hay land at springs

RESOLUTION 8-10-20A
City of Milbank
Resolution of Intent to Lease Real Property

WHEREAS, the City of Milbank, Grant County, South Dakota, now owns certain hay ground described as the Southeast Quarter of the Northeast (SE1/4 NE1/4) Section 16, Township 120 North, Range 50 West of the 5th P.M., Grant County, South Dakota, containing approximately 33 acres, more or less; and

WHEREAS, the City deems it advisable to lease the above described real property to the highest bidder for up to two (2) years, for an amount exceeding \$500 annual value: and

THEREFORE, BE IT RESOLVED that a public hearing will be held on the 14th day of September 2020 at the Regular Council Meeting, to consider the adoption of the resolution authorizing the lease of the above-described real property to the highest bidder.

This Resolution was adopted at a meeting of the Milbank City Council held on the 10th day of August 10, 2020.

Aye: 6 Nay: 0 Absent: None.

Pat Raffety, Mayor

ATTEST: Cynthia Schumacher, Finance Officer

13. Approve waiving rental fees for SD GFP office, \$1,500

DEPARTMENT REPORTS

Water – Councilman Wiener reported the Golden Anderson valve is back in service and working properly. There were 24 on the monthly shut off list. The city is utilizing 55% spring water.

A four-year maintenance agreement was received from Maguire Iron, approximately \$365,000, was reviewed. Upon discussion, a motion was made and seconded to call for bid to inspect, clean, and paint the interior and exterior of the water storage tanks. Motion carried 6-0.

Bobbie Bohlen, Grant County Economic Development Corporation Executive Director, recapped the Industrial Park expansion project. The \$2.8 million project is not possible without additional funds from other sources. One of those sources is a SD DOT grant for which GCDC has applied. As part of the grant, DOT requires a local match and commitment. Resolution 8-10-20D secures that local match and commitment. A motion was made and seconded to approve Resolution 8/10/20D. Motion carried 6-0.

Resolution 8-10-20D
City of Milbank

WHEREAS, it is the desire of the City of Milbank to upgrade/rebuild River Street through the proposed new industrial park the Grant County Development Corporation is developing; and

WHEREAS, Milbank agrees to provide a 20% local match for road construction costs, plus pay all engineering, utilities and administrative costs associated with said project: and

WHEREAS, Milbank will secure the required right-of-way for the construction of the project; and

WHEREAS, Milbank agrees to maintain the road for its useful life.

THEREFORE, BE IT RESOLVED, that the Milbank City Council duly approves the submission of a SD Department of Transportation Industrial Access Grant application requesting 80% of the eligible street construction costs for the project as submitted.

THEREFORE, BE IT FURTHER RESOLVED, the Mayor be authorized to execute and sign the grant application on behalf of Milbank.

Adopted and effective this 10th day of August 2020.

Pat Raffety, Mayor

Attest: Cynthia Schumacher, Finance Officer

Street – The department removed debris cut in the drainage ditches. Several areas of curb and gutter were removed and replaced. Mosquito spraying continues weekly.

Rubble Site – They continue to work the contaminated soil and compost piles. Several loads were received from the demolition of the Cenex gas stations in Milbank and Ortonville, Minnesota.

Fees at the rubble site were reviewed. A motion was made and seconded to approve the updated price list. Motion carried 6-0.

	Grant Co. Residents	Non Resident		Grant Co. Residents	Non Residents
<u>Rubble/Trees</u>			<u>Electronics -</u>		
Car, Pickup, 2-wheel trailer:	\$10 / \$20		All Monitors	\$10 / \$15	
4-wheel trailer, single axle truck:	\$40 / \$80		Microwaves		
Tandem truck:	\$60 / \$100		All Printers		
Semi (Side-dump):	\$100 / \$150		TVs		

Semi (End-dump): \$250/\$350

Yard Waste

Car, Pickup, 2-wheel trailer:	Free/ \$10	Laptops, Cell Phones, CPUs, FREE
4-wheel trailer, single axle truck:	\$25 / \$50	Servers, Keyboards, Mouse,
Tandem truck:	\$50 / \$75	Computer Parts
Semi (Side-dump):	\$ 75 /\$100	
Semi (End-dump):	\$100/\$150	

Shingles/Concrete

White Goods - \$10/ea

Car, Pickup, 2-wheel trailer:	\$20 / \$40
4-wheel trailer, single axle truck:	\$50 /\$100
Tandem truck:	\$100/\$150
Semi (Side-dump):	\$150/\$250
Semi (End-dump):	\$250/\$350

Baseball Complex – No report.

Park – Councilman Karels read the monthly report. Several new trees were planted, including several donated evergreen trees at the cemetery.

City Administrator Forman stated, with the anticipated construction at Pribyl Park in 2021, it is difficult to anticipate acreage for the specs for a new mowing specification. He recommended only bidding a one-year contract for 2021 rather than a three-year contract. A motion was made and seconded to advertise for a one-year grounds maintenance contract for 2021. Motion carried 6-0.

Wastewater – A new door was installed on the air basin building. The scraper was repaired on the final clarifier and the pretreat pump starters. A new grit pump was ordered.

Attorney – No report.

Finance – A motion was made and seconded to approve the July Treasurer’s report. Motion carried 6-0.

A motion was made and seconded to approve the claims list, \$125,574.97. Motion carried 6-0.

Ordinance 830, 2021 Appropriations was discussed. The Mayor reviewed the anticipated revenues and expenses. A 3% increase was budgeted for property tax. Following discussion, a

motion was made and seconded to approve the first reading of Ordinance 830. Motion carried by roll call vote, 6-0.

Laurie Folk, Milbank Area Chamber, addressed the Council regarding a donation towards this year's fireworks display. A motion was made and seconded to approve a \$5,000 for the Chamber from the third-penny community promotion funds.

The Council requested addition information from GCDCC before committing funds for new highway signs.

July Salaries: Mayor/Council \$1,400; Finance \$23,200; Police \$41,964; Fire \$1,627; Street \$13,931; Rubble Site \$1,365; Park \$12,803; Water \$6,944; Wastewater \$18,171.

Airport – The new gas terminal has been ordered. Administrator Forman is working to resolve issues with the access gate card reader.

Unity Square – The Park & Recreation Board toured Unity Square.

Fire – Councilman Hanson read the monthly report. Condolences to the Gene Johnsen family on his passing. Gene Johnsen served as fire chief from 1986 – 1994.

Planning & Zoning – A variance requested by Craig DeBoer, 505 West Fourth Avenue, for the splitting of a lot into to non-conforming lots in a B-3, Highway Business District was approved.

A motion was made and seconded to approve Resolution 8-10-20B. Motion carried 6-0.

RESOLUTION 8-10-20B
RESOLUTION TO VACATE PUBLIC PROPERTY

WHEREAS, the City Council, City of Milbank, Grant County, South Dakota, has authorized the City Administrator to give notice by publication pursuant to SDCL 9-45-08, of intent to vacate a portion of a public street in the City of Milbank and appointed the Milbank Planning and Zoning Commission to conduct a public hearing and investigation. Notice of said public hearing was given in the Grant County Review on June 27, 2018 and July 4, 2018.

WHEREAS, the Planning and Zoning Commission did investigate and hold a public hearing on July 16, 2018, hearing the testimony and evidence of the attending public. A motion was made and approved during the Planning and Zoning meeting held on July 16, 2018 to recommend the vacation of a portion of a public street described as

The alley located in Block 48, Original Townsite. The alley is located between Fourth Avenue and Third Avenue abutting Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11 and 12, Block 48, Original Townsite to the City of Milbank, Grant County, South Dakota.

THEREFORE, BE IT RESOLVED that the City Council of the City of Milbank does hereby grant the vacation and transfer of a portion of a public street described as

The alley located in Block 48, Original Townsite. The alley is located between Fourth Avenue and Third Avenue abutting Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11 and 12, Block 48, Original Townsite to the City of Milbank, Grant County, South Dakota.

Except that the City of Milbank does hereby retain and reserve unto itself and the public a utility easement over, across and under the vacated streets with the right to locate, install, inspect, repair, maintain, replace and remove all necessary or desirable utility lines and equipment.

This Resolution is adopted this 10th day of August 2020.

Aye: 6 Nay: 0 Absent: none

Pat Raffety, Mayor

ATTEST: Cynthia Schumacher, Finance Officer

Published: 8/12/20, 8/19/20

A motion was made and seconded to approve Resolution 8-10-20C. Motion carried 6-0.

Resolution 8-10-20C
Resolution to Approve Plat

Whereas, Valley Queen Cheese Factory Inc. and Thomas Properties Inc. Owners of the thereafter described real property has submitted to the governing board a proposed plat of Lots 13 and 14 in Block 48 to the City of Milbank, Grant County South Dakota, and the Board of City Council of said City having examined the proposed plat and its appearing that all municipal taxes and special assessments, if any, upon said plat and survey have been executed according to law.

Now Therefore, Be it Resolved that said plat and survey be and are hereby in all things accepted and approved.

Dated this 10 day of August 2020

Pat Raffety, Mayor

ATTEST: Cynthia Schumacher, Finance Officer

July Permits:

Building Permits: Jeff & Marie Loutsch-701 S Dakota St-screened porch and deck. Mark Comstock – 302 Gause Ave-garage addn. Keith Pauli-207 Lakeview Dr – accessory structure. Jacob Johnson-707 E 3rd Ave-garage. Jessica Suarez-103 S 5th St-garage.

Demolition Permits: none.

Sign Permits: none.

Roofing Permits: Scott Simonton-312 S 5th St-asphalt.

Fence Permits: Corey & Kela O-Farrell-107 E 7th Ave.

Special Event Permits: none.

Police – Councilman Hanson read the monthly report. The department assisted with Farley Fest events; There were no security issues. Firearms training was held in Milbank.

The Council thanked the Boy Scout members for attending the meeting.

Adjourn – The next regular meeting will be September 14, 2020, at 7:00 PM. A motion was made and seconded to adjourn. Motion carried 6-0.

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

Publish: 8-19-20

Publish at an approximate cost of: \$ _____

CLAIMS

Advanced Technologies Inc.	shipping/supplies	\$ 99.54
American Engineering Testing	testing	\$ 91.60
AT&T Mobility	cell phone	\$ 413.41
Auto Value Parts Store	parts/supplies	\$ 329.74
Banner Associates, Inc.	engineering	\$ 717.75
Berkner Excavating & Gravel	street repairs	\$ 2,897.34
Bituminous Paving Inc.	asphalt	\$ 892.16

Bostrom, Carl	travel expense	\$ 25.00
Brewster Building Center	misc. lumber/supplies	\$ 375.07
Car Quest-Ortonville	parts	\$ 135.78
City of Milbank	deposit refund	\$ 200.00
Climate Systems	system repairs	\$ 1,166.00
Cole Papers Inc.	supplies	\$ 46.34
Companion Life Ins	admin fee	\$ 10.00
Corporate Technology	service agreement/printer	\$ 732.00
Dakota Fabrication Inc.	parts	\$ 300.00
Diamond Vogel Paints	supplies	\$ 159.80
Eastside Car Wash	truck wash usage	\$ 57.96
Engelstad Electric Co.	electrical repairs	\$ 1,692.29
Equipment Blades Inc.	parts	\$ 210.00
First Bank & Trust	supplies/memorial/supplies	\$ 409.38
Food-N-Fuel	gas	\$ 149.23
Gesswein Motors	vehicle repairs	\$ 855.03
Grant County Auditor	services	\$ 2,525.00
Grant County Review	publications	\$ 421.87
Hach Company	supplies	\$ 4,014.41
Heiman Fire Equipment	parts/supplies	\$ 2,549.20
Helms & Associates	engineering	\$ 460.00
Hillyard	supplies	\$ 478.40
ITC	telephone/internet service	\$ 978.50
Kelly Kutters LLC	mowing contract/spraying	\$ 13,216.67
Mark Reedstrom Law Office	expenses	\$ 65.00
McLeod's Printing	supplies	\$ 210.09
Meierhenry Sargent LLP	bond fees	\$ 4,200.00
Metropolitan Compounds Inc	supplies	\$ 576.69
Midwestern Mechanical	system inspections	\$ 525.00
Mike's Stump Grinding	stump removal	\$ 260.00
Milbank Communications	supplies	\$ 200.57
Milbank Winwater	parts	\$ 223.80
NAPA Auto Parts	parts	\$ 313.95
National Outdoor Furniture	bench	\$ 1,058.00
NW Energy	natural gas	\$ 44.47
Otter Tail Power	electric	\$ 17,726.03
Peter's Gravel	gravel	\$ 2,076.66
Petty Cash	postage/fees	\$ 53.75
Praxair Distribution Inc.	service air system	\$ 44.20
Running's Supply, Inc.	supplies	\$ 1,216.85
SD Dept of Revenue & Regulation	sales tax	\$ 292.11
SD One Call	one calls	\$ 77.70
SD Public Health Lab	testing	\$ 1,359.00

Share Corp	supplies	\$ 161.98
Star Laundry & Cleaners	rugs	\$ 171.95
Sturdevants Auto	parts	\$ 227.96
Tech One Inc.	maintenance fee	\$ 180.00
The Original Marketing Group	marketing agreement	\$ 650.00
The Valley Shopper	help wanted ad	\$ 85.04
Trapp Plumbing Co. Inc.	clear mains/drains	\$ 200.94
Twin Valley Tire	tires/tire service	\$ 503.59
Unity Square	membership	\$ 200.00
Up North Concrete Paving	concrete repairs	\$ 6,386.50
UPI	gas	\$ 1,418.58
US Bank	bond fees	\$ 1,100.00
US Postal Service	postage	\$ 360.00
USA Bluebook	supplies	\$ 545.39
Valley Office Products	supplies	\$ 22.00
Valley Rental & Recycling LLC	recycling agreement/rentals	\$ 650.00
Wendland, Jim	clear drainage ditches	\$ 2,165.00
Western Consolidated Coop	chemicals	\$ 320.35
Whetstone Home Center Inc.	lumber/supplies	\$ 121.98
Whetstone Valley Electric	electric	\$ 870.37
Wilbur Ellis	FBO Contract	\$ 1,200.00
		\$125,574.97