

MILBANK CITY COUNCIL PROCEEDINGS  
January 11, 2021

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, Mike Hanson, Scott Hoeke, Josh Karels and Steve Wiener. Absent: James Johnson. Present from the staff: John Forman, Boyd VanVooren, Cynthia Schumacher, Don Settje, Dick Poppen, Scott Meyer, Ron Krause, Dan Keyes, and Kevin Schuelke. Present from the public: Holli Seehafer, Dan Behnke, Jason Sackreiter, Dennis Wittrock.

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

Mayor Raffety read the Proclamation proclaiming January 19, 2021 as Mary Scott Day.

EXECUTIVE PROCLAMATION CITY OF MILBANK  
OFFICE OF THE MAYOR

WHEREAS, the quality of life in any community is directly reflective of the time, commitment, and dedication shown by its citizens; and

WHEREAS, Mary Scott was born on January 19, 1921 in Grant County, SD to Minda (Tillett) DeWilde and Peter DeWilde, and had three siblings Peter, Weona and Billy; and

WHEREAS, Mary is a graduate of Milbank High School and went on to get a degree in Education from Northern State College in Aberdeen, SD; and

WHEREAS, with that degree in Education, Mary went on to teach elementary school for 45 years, primarily in Milbank; and

WHEREAS, Mary was married to Ralph Scott from 1949 to 1995; and

WHEREAS, Mary's hobbies include gardening, canning, reading, watching TV, church activities, sewing club, ladies auxiliary, study club and the historical society; and

WHEREAS, it is fitting and proper as Mayor to recognize the contributions and tenure of this fine individual, who is celebrating her 100<sup>th</sup> birthday,

NOW THEREFORE, I, Pat Raffety, Mayor of the City of Milbank, South Dakota, do hereby proclaim Tuesday, January 19, 2021 as

MARY SCOTT DAY

In Milbank, and I join her family and friends in wishing her a fulfilling and happy 100<sup>th</sup> birthday.

IN WITNESS WHEREOF, I have hereunto set my hand.

Pat Raffety, Mayor

ATTEST: Cynthia Schumacher, Finance Officer

Public Comment –

Dan Behnke, District Manager of Waste Management addressed the Council. Behnke stated they have purchased the collection business from Wittrock & Sons, Inc. They will conduct business as usual, except for starting at 6:00 am instead of midnight. In the future they will introduce more automation to the pickup process. An informational letter will be sent to the residents.

The Council addressed Jason Sackeriter regarding the recycling agreement approved in December. In December, a motion was made to approve a two-year recycling agreement with Valley Rental & Recycling LLC. A motion was made and seconded to amend that motion changing the term of the recycling contract to one-year instead of two years. The amended motion carried 4-1, Karels voting against.

Jason Sackreiter submitted an application for a garbage hauler's license. Sackreiter explained his intention is not to do residential pickup rather to collect/haul garbage, rubbish, mainly construction debris via roll off containers. All necessary fees and insurance requirements were submitted with the application. A motion was made and seconded to approve the license. Motion carried 5-0.

Minutes – A motion was made and seconded to approve the minutes of the December 14 and December 28, 2020 meetings. Motion carried 5-0.

Consent Agenda – A motion was made and seconded to approve the Consent Agenda as posted. Motion carried 5-0.

1. Designate the Grant County Review as the official city newspaper for FY 2021.
2. Approve Unity Square employees effective 1/1/21: Laura Brochman, Allison Humburg, Nicole Berg, Angela Johnson, Isaac Schulte, Jessica Hanson, Jeanette Strei Abramowski, River Reid, Carol Veen, Jamie DeVaal, Sharon Pinkert, Karla DeVaal, Tracy Upton, Kathy Schuelke, Jodie Owen, Amaya Street.
3. Declare Surplus: 16 – 400 W High Pressure Sodium High Bay Lights.
4. Authorize Advertising for Unity Square Part-Time Staff.

5. Approve a 3% COLA increase to the 2021 salary grid.
6. Approve Resolution 1-11-21, 2021 Salary Resolution.

RESOLUTION 1-11-21 SALARIES 2021

BE IT RESOLVED by the City Council of the City of Milbank, South Dakota, the following salaries will be in effect for the second pay period of January 2021 through the first pay period of 2022, except where new employees are hired, and police certification raises are given.

<u>Name</u>	<u>2021 Grade</u>	<u>2021 Salary</u>
Abramowski, Jeanette		\$ 11.33/hr
Angerhofer, Zachary		18.54/hr
Berg, Nicole		14.42/hr
Blauert, Brandy	4-4	19.51/hr
Bostrom, Carl	5-4	21.22/hr
Bowsher, Wesley	5-2	19.95/hr
Bray, Ted	5-7	23.12/hr
Brochman, Laura	1-1	14.76/hr
DeVaal, Jamie		12.66/hr
DeVaal, Karla		12.93/hr
Evenson, Selena		10.00/hr
Fenner, Marlin		10.00/hr
Folk, Jacob	5-7	23.12/hr
Folk, Randy		10.00/hr
Forman, John	10-8	6,823.42/mo
Hanson, Jessica		13.39/hr
Hilbrands, Ryan	4-2	18.34/hr
Hooth, Corey	7-8	26.12/hr
Humburg, Allison	2-5	17.96/hr
Jankord, Trey	4-1	17.76/hr
Johnson, Angie		13.39/hr
Keyes, Dan	8-10	5,455.29/mo
Krause Sr, Ron	7-4	23.29/hr
Loutsch, Jeff	4-4	19.51/hr
Meyer, Scott	7-4	23.29/hr
Morton, Jesse	4-4	19.51/hr
Owen, Jodie		11.33/hr
Pinkert, Sharon		14.01/hr
Pohlen, Cody	7-3	22.59/hr
Poppen, Richard	8-10	5,455.29/mo
Reid, River		11.33/hr
Schamber, Charles	3-1	16.63/hr

Schuelke, Cathy		12.05/hr
Schuelke, Kevin	6-2	1,469.71/mo
Schuelke, Kevin	fire chief	200.00/mo
Schulte, Isaac		11.64/hr
Schumacher, Cynthia	7-9	26.82/hr
Settje, Don	7-5	23.98/hr
Street, Amaya		11.64/hr
Thiele, Darin	6-8	25.26/hr
Upton, Tracy		13.60/hr
VanHoorn Jr. Ron	4-8	21.84/hr
VanVooren, Boyd	9-7	5,780.23/mo
Veen, Carol		13.60/hr
Wherry, Richard		.60/meter
Zinter, Kiel	5-2	19.95/hr

Aye: 5    Nay:    Absent: James Johnson  
Dated this 11 day of January 2021.  
This resolution is effective upon passage.

Pat Raffety, Mayor

ATTEST: Cynthia Schumacher, Finance Officer

DEPARTMENT REPORTS

Water – Councilman Wiener reported the Golden Anderson pressure sustaining valve has been repaired. Inoperable and manual meters are being updated to radio read meters. One new service was installed on Morningside Drive. The City is utilizing 30% spring water.

The Council discussed the installation of a 12-inch water main on 12<sup>th</sup> Avenue from Madison Street and Dakota Street. Don Settje, Water Manger, explained this would loop two dead-end mains which would aid with fire protection and future construction. A motion was made and seconded to move forward with the project, contacting Banner Associates to begin the design. Motion carried 5-0.

Rubble Site – Councilman Hoeke reported the annual contaminated soil report was completed and sent to the state. The report from the DENR inspection which was conducted on December 17, 2020 is not been received yet.

Street – Hoeke reported the alleys damaged during utility work are being repaired. Most of the shop lights have been replaced with LED lights. Plowing and sanding continue, as necessary.

Park – Councilman Karels reported Krause has been busy grooming the ice rink. The warmer weather has not been conducive to keeping the ice in good condition.

Wastewater – Councilman Karels reported the department is doing equipment repairs as needed. Hilbrands and Jankord took an online class in preparation for certification testing.

Personnel – No report.

Attorney – No report.

Finance – A motion was made and seconded to approve the bills list, \$175,898.53. Motion carried 5-0.

A motion was made and seconded to approve the December/Year End Treasurer's report. Motion carried 5-0.

December Salaries: Mayor/Council \$1,600; Finance \$20,876; Police \$45,136; Fire \$1,627; Street \$17,748; Rubble Site \$1050; Park \$13,257; Water \$9,133; Wastewater \$21,453.

Airport – No report.

Unity Square – Dan Keyes, Park & Rec Manager, stated he has been actively engaged in learning as much as possible about all operations of Unity Square. Upon the direction of the Parks & Recreation Board the COVID-19 policies have been revised and posted on Unity's website. As revisions to the policy are made, updates will be posted.

A safety consultant from SDSU will assist in identifying and analyzing existing health and safety concerns at Unity. A comprehensive janitorial plan is being developed. Customer management practices are being streamlined by utilizing the capabilities of the PEAK software system. Work schedules have been modified to accommodate the expanded hours of operation. An online class calendar is posted on the Unity website. New classes have been added and have been well attended.

Fire – Councilman Hanson reported a Homeland Security grant was received for the purchase of pagers. Grant County purchased a drone to be used by all entities of law enforcement and fire. A motion was made and seconded to add Shawn Zook and Brady Lacher to the department roster. Motion carried 5-0.

A motion was made and seconded to approve the second reading of Ordinance 832-Key Boxes. Motion carried by roll call vote, 5-0.

Planning & Zoning – No report.

December Permits: No permits were issued.

Police – Councilman Hanson reminded residents that it is illegal to use an electronic device to text or be on the internet while operating a motor vehicle. Officers will be enforcing this law.

Adjourn –The next regular meeting will be February 8, 2021, at 7:00 PM. A motion was made and seconded to adjourn. Motion carried 5-0.

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Pat Raffety, Mayor

ATTEST

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Cynthia Schumacher, Finance Officer

Publish: 2-20-21

Publish once at the approximate cost of \$\_\_\_\_\_

CLAIMS		1/11/2021
Advanced Technologies Inc.	shipping/equipment/supplies	\$222.97
American Engineering Testing	testing	\$755.25
AT&T Mobility	cell phone	\$416.51
Auto Value Parts Store	parts/supplies	\$24.10
Ban-Koe Systems, Inc.	alarm system support/testing	\$1,220.00
Banner Associates, Inc.	engineering services	\$6,100.00
Berkner Excavating & Gravel	snow removal	\$239.62
CHS	gas	\$1,704.08
Climate Systems	preventative maintenance contract	\$1,095.50
Colonial Life & Accident	admin fee	\$10.00
Corporate Technology	service agreement	\$834.00
Eastside Car Wash	truck wash usage/rentals	\$145.28
Engelstad Electric Co. Inc.	system repairs	\$522.14
Feld Fire	filters/enclosure cover	\$261.25
Ferguson Waterworks	meters/flange kits	\$1,809.05
First Bank & Trust	supplies	\$524.66
First District Association of Local Governments	dues	\$9,351.49
First Line Apparatus Training	pump testing	\$1,093.00
Flower Shoppe	memorial	\$75.00
Food-N-Fuel	gas	\$581.15

Grant County Auditor	services	\$1,575.00
Grant County Review	publications	\$177.33
Helms & Associates	engineering services	\$687.50
Insurance Benefits, Inc.	liability insurance	\$1,554.00
ITC	telephone/internet service	\$1,267.07
J & J Earthworks	snow removal	\$3,060.00
John Deere Financial	parts	\$89.63
K1 Mechanical	system repairs	\$2,600.83
Kibble Equipment	blower	\$2,930.24
Krause Sr, Ron	registration fee	\$58.00
Lewis Drug Stores	supplies	\$11.94
Milbank Communications	supplies	\$23.00
Milbank Winwater	parts	\$777.91
Morton, Jesse	clothing allowance	\$92.58
NAPA Auto Parts	supplies	\$52.26
Nelson Electric, Inc.	parts	\$117.90
Nelson, Zachary	deposit refund	\$100.00
NW Energy	natural gas	\$735.24
Otter Tail Power	electric/repairs	\$18,142.56
PEAK Software Systems Inc.	software support	\$3,074.90
Petty Cash	postage	\$7.60
Praxair Distribution Inc.	service air system	\$45.39
Pro Image Partners	sign	\$250.00
Real Manufacturing	oxygen cylinder	\$41.48
Reedstrom, Mark	retainer fee	\$1,000.00
Roger's Electric Motor	parts/repairs	\$516.24
Running's Supply, Inc.	supplies/parts	\$505.57
SD Airport Management Assn	dues	\$25.00
SD Association of Code Enforcement	dues	\$40.00
SD Building Officials Association	dues	\$50.00
SD City Management Association	dues	\$150.00
SD DENR	wastewater fee	\$3,500.00
SD DENR-Board of Operators	certification fee	\$78.00
SD Dept of Revenue & Regulation	sales tax	\$56.52
SD Government Finance	dues	\$40.00
SD Human Resource Association	dues	\$50.00
SD Municipal Attorneys Association	dues	\$20.00
SD Municipal Street Maintenance Association	dues	\$35.00
SD Police Chiefs' Association	dues	\$99.69
SDML	dues	\$2,962.47
SDML Workers Compensation Fund	insurance	\$24,480.00
Share Corp	supplies	\$796.06
Sioux Equipment	fuelmaster system	\$12,351.27

Star Laundry & Cleaners	laundry service	\$185.15
Street Graphex	nameplate	\$17.30
Sturdevants Auto Parts	supplies	\$255.67
The Original Marketing Group	marketing agreement/domain	\$804.21
Twin Valley Tire	tires/tire service	\$382.80
UPI Petroleum	gas	\$902.25
US Bank-SRF	bond payment	\$52,951.51
US Postal Service	postage/permit fee	\$350.00
USA Bluebook	supplies/parts	\$1,907.05
Valley Office Products	supplies	\$401.85
Valley Rental & Recycling	recycling agreement	\$650.00
Wherry Snow Removal	snow removal	\$145.00
Whetstone Home Center Inc.	lumber/supplies	\$182.50
Whetstone Valley Electric	electric/repairs	\$791.82
Wilbur Ellis	FBO Contract	\$1,200.00
Wittrock & Sons	garbage service	\$210.00
Zubke Tiling LLC	clear drainage ditch	\$3,348.19
		\$175,898.53