

MILBANK CITY COUNCIL PROCEEDINGS
November 9, 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, Mike Hanson, James Johnson, and Josh Karels. Absent: Steve Wiener and Scott Hoeke. Present from the staff: Attorney Mark Reedstrom, John Forman, Boyd VanVooren, Cynthia Schumacher, Scott Meyer, Dick Poppen, Don Settje, Ron Krause, and Kevin Schuelke. Public present: Holli Seehafer.

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

No one spoke during the open session.

A motion was made and seconded to approve the minutes of the October 12 and October 26, 2020 meetings. Motion carried 4-0.

A motion was made and seconded to approve the Consent Agenda. Motion carried 4-0.

Consent Agenda

1. Authorizes the Mayor to sign all airport related documents regarding AIP Grant #3-46-0034-016-2020, Acquire Land for Approach Protection.
2. Appoint Renee Osborne to P&Z Commission, November 2020 to December 2021.
3. Accept the resignation of David Heidemann, building & park maintenance, effective 11/6/20.
4. Approve hiring Dan Keyes, Park & Recreation Manager, 8-10, \$5,296.40/mo., effective 12/7/20.
5. Authorize the advertising for the Recreation Director Position.
6. Approve Resolution 11-9-20A – Street Names.

Resolution 11-9-20A
City of Milbank
Resolution to Rename Public Roadways

Whereas, the City Council of the City of Milbank has the authority to rename streets, avenues, and public passageways within the City of Milbank; and

Whereas, the City of Milbank has an ordinance (16.20.260) designating that city streets running east-west be designated as “Avenues” and streets running north-south be designated as “Streets”; and

Whereas, that streets running in a north-south direction north of Milbank Avenue are currently know as Middlebrook Avenue and McBride Avenue, and the street running in a north-south direction northerly from Bell Avenue currently known as Dakota Avenue, are contrary to city ordinance;

Therefore, Be It Resolved, that the City Council of the City of Milbank does hereby order that the aforementioned public rights-of-way running northly from Milbank Avenue by known as Middlebrook Street and McBride Street respectfully, and aforementioned public right-of-way running northly from Bell Avenue be know as St. Lawrence Street, within the City of Milbank, County of Grant, State of South Dakota.

This Resolution was adopted at a meeting of the Milbank City Council held on the 9th day of November 2020.

Aye: 4 Nay: 0 Absent: Councilman Wiener, Councilman Hoeke

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

DEPARTMENT REPORTS

Water – No bids were received for the lease of the hay ground. A motion was made and seconded to approve the offer submitted by Mark Schuler, \$30.00/acre, 2021 season. Motion carried 4-0, Wiener and Hoeke absent.

Water Manager Settje gave the monthly report; The air relief pits on the transmission lines were inspected. The pressure sustaining valve is scheduled for repairs. There were 14 on the monthly shut-off list. The City is utilizing 40% spring water.

Rubble Site – Street Department Manager Meyer gave the monthly report; The new hours of operation at the rubble site are Monday – Friday, 1:00 – 4:00 pm. Saturday 8:00 am to 12:00 pm. The contaminated soil test results yielded one of the four sites has met requirements, one is close and is expected to be released to be used as cover material. The two remaining sites will need to be worked another year. New street signs were installed, old signs removed.

Street – Street Department Manager Meyer gave the monthly report; Residential street sweep has started. Seasonal equipment has been winterized and placed into storage. The department plowed and sanded with the early snow fall.

Park – The water was shut off and winterized in the parks. Picnic tables and seasonal equipment was put into storage. The windscreen was removed from the tennis courts.

Administrator Forman reported an easement was secured for the installation of sanitary sewer for the new campground. Forman was notified that next year, the railroad will be replacing their bridge that crosses Lake Farley.

Administrator Forman thanked the middle school students who raised and donated \$650 for new trees in the city parks.

Wastewater – Councilman Karels reported the DENR inspection results were very good, finding no deficiencies. HydroKlean completed annual main cleaning. Most of the sludge tank was land applied.

Personnel – No report.

Attorney – No report.

Finance – Councilman Foster reported all Covid Relief reimbursement funds requested to date, have been received, \$212,867. New payroll software is being implemented.

A motion was made and seconded to amend and approve the bills list as amended, \$474,659.26. Motion carried 4-0.

A motion was made and seconded to approve the October Treasurer’s report. Motion carried 4-0.

A motion was made and seconded to approve Resolution 11-9-20. Motion carried 4-0.

RESOLUTION 11-9-20
CONTINGENCY RESOLUTION

BE IT RESOLVED by the City Council of the City of Milbank, South Dakota that the following sum is transferred from the contingency fund to the following departments to meet the obligations of the city.

Finance – Capital	101-41400-43000	7,000.00
Rubble Site – Maintenance-Grounds	101-43240-42540	5,000.00
Funding Source-Contingency	101-43240-42540	12,000.00

Dated this 9th day of November 2020.

Aye: 4 Nay: 0 Absent: Councilman Wiener, Councilman Hoeke

This Resolution is effective upon passage.

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

A motion was made and seconded to approve the Liquor License Renewal Applications. Motion carried 4-0.

RETAIL (ON-OFF) LIQUOR: VFW Post 3486, 205 S 3rd St, Lots 8, 9, 10, Block 2, Original Townsite. Lantern Inn Inc., 1012 S Dakota St, Lots 3 & 4, Redman Acres. The Pump, Swanedog Entertainment, 205 S Main St, Lots 15 & 16, Block 6, Original Townsite. Habanero's Hispano Restaurant & Bar, Habanero's LLC, 1510 Morningside Dr, Lot 101, Block 3, Morningside Addn. Speedway Bar & Grill, Cheri Meagher, 221 E 3rd Ave, Lots 1A-4A, Lots 5-7, 2nd Knights of Columbus replat of Lots 4-6, Block 6, Original Townsite.

RETAIL (ON-OFF) WINE & CIDER: Grandstay Hotel & Suites, 15 Hotel Group Inc., 1005 S Dakota St, Lot 1 of Grandstay Addn in Government Lots 3 & 4.

PACKAGE (OFF-SALE) LIQUOR: Valley Liquor/Moonlite 3D Inc., 1406 Morningside Dr, Lot 5, Block 3, Morningside Addn. Cocktails & Corks, DCDS LLC, 107 E 4th Ave, West 50' of Lots 5 & 6, Block 13, Original Townsite.

October Salaries: Mayor/Council \$1,600; Finance \$14,598; Police \$25,871; Fire \$1,627; Street \$11,171; Rubble Site \$1,279; Park \$7,373; Water \$4,570; Wastewater \$14,415.

Airport – No report.

Unity Square – Administrator Forman has been meeting with the Park and Recreation Board and the current staff of Unity Square.

Fire – Councilman Hanson stated several hoses, that did not pass annual testing standards, were replaced. Two SCBA air paks were received and placed into service.

Due to several members having fallen under COVID quarantines, mutual aid discussions were held with area departments.

People are reminded to use caution when burning. Controlled burns can rekindle days later.

Planning & Zoning –A variance requested by James Lusk for the construction of a deck extending within the required front yard setback, 807 S 2nd St, was denied.

October Permits:

Building Permits: None.

Demolition Permits: None.

Sign Permits: Wallace & Diane Hamman-409 S Main St. Rosewood LLC-904 E Milbank Avenue. Ruper Helmer Group-1400 Morningside Dr, Ste 2.

Roofing Permits: None.

Fence Permits: None.

Special Event Permits: None.

Police – Councilman Hanson warned that during COVID there has been an increase in scams both via the phone and computer. Residents are urged to be aware.

Adjourn – The next regular meeting will be December 14, 2020, at 7:00 PM. A special year-end council meeting will be held on December 28, 2020 at 7:00 AM. A motion was made and seconded to adjourn. Motion carried 4-0.

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

Publish: 11-18-20

Publish at an approximate cost of: \$_____

CLAIMS			11/9/2020
Advanced Technologies Inc.	supplies	\$	500.00
American Engineering Testing	testing	\$	233.85
American Legal Publishing Corp	codification	\$	5,310.00
AT&T Mobility	cell phone	\$	413.88
Auto Value Parts Store	parts/supplies	\$	109.02
Banner Associates, Inc.	engineering services	\$	4,155.00
Bituminous Paving Inc.	asphalt	\$	332,813.56
CHS	gas	\$	1,354.90
Colonial Life & Accident	admin fee	\$	10.00
Corporate Technology	service agreement/equipment	\$	2,685.00
Dillon's Lawn & Landscaping	prep & seed	\$	3,915.00
Eastside Car Wash	truck wash usage	\$	25.10

Ferguson Waterworks	meters/parts	\$	1,727.18
First Bank & Trust	supplies/fees/disc targets/beacon	\$	8,503.14
Folk, Jake	clothing allowance	\$	100.00
Food-N-Fuel	gas	\$	175.34
Forman, John	clothing allowance	\$	49.00
Fransen Decorating Inc.	paint mill/vist ctr/reain wall	\$	25,453.32
Fraternal Order of Police	membership dues	\$	175.00
Gesswein Motors, Inc.	vehicle repairs	\$	1,275.36
Grant County Auditor	services	\$	2,525.00
Grant County Review	publications	\$	210.62
Heidemann, David	clothing allowance	\$	79.86
Heiman Fire Equipment	hoses/transducer	\$	3,412.55
Helms & Associates	engineering services	\$	1,155.00
ITC	telephone/internet service	\$	988.29
Jankord, Trey	clothing allowance	\$	100.00
Kelly Kutters LLC	mowing contract/spraying	\$	13,216.67
Midcontinent Testing Lab Inc.	testing	\$	620.00
Milbank Winwater	parts	\$	3,321.35
NAPA Auto Parts	parts	\$	806.00
Newman Traffic Signs	signs/posts	\$	398.03
Norm's Auto	repairs	\$	198.79
NW Energy	natural gas/installation	\$	91.74
Otter Tail Power	electric	\$	16,383.18
Petty Cash	postage	\$	8.40
Praxair Distribution Inc.	service air system	\$	44.89
Purchase Power	postage	\$	430.00
Roger's Electric Motor	supplies	\$	9.80
Running's Supply, Inc.	supplies/parts	\$	865.06
Safeguard Q B S	supplies	\$	434.41
Schamber, Charles	clothing allowance	\$	42.55
Schmidt Spray Foam Insulation	insulate	\$	10,989.82
SD Dept of Revenue & Regulation	sales tax	\$	311.73
SD Public Health Lab	testing	\$	867.00
SDWWA	membership dues	\$	40.00
Seehafer Hardware	part/supplies	\$	216.90
Share Corp	supplies	\$	1,120.89
South Dakota 811	one calls	\$	48.30
Star Laundry & Cleaners	rugs/coveralls	\$	92.28
Stoney Brook Ent Inc.	thermal imagers/decals	\$	737.17
Street Graphex	supplies	\$	19.48
Sturdevants Auto Parts	supplies	\$	444.48
T&T Heating & AC	install furnace	\$	6,179.16

The Original Marketing Group	marketing agreement	\$	650.00
The Radar Shop Inc.	certify radar units	\$	129.00
The Valley Shopper	help ads	\$	148.82
Time Clock Plus	software	\$	3,502.00
Transource	parts	\$	1,574.46
Twin Valley Tire	tires/tire service	\$	1,341.64
Unity Square	memberships	\$	200.00
Up North Concrete Paving	concrete repairs	\$	3,069.00
US Postal Service	postage	\$	360.00
USA Bluebook	supplies	\$	38.57
Valley Office Products	supplies	\$	7.99
Valley Rental & Recycling LLC	recycling agreement/rentals	\$	870.00
VanVooren, Boyd	clothing allowance	\$	100.00
Vessco Inc.	pump	\$	646.00
Wherry Snow Removal	snow removal	\$	85.00
Whetstone Home Center Inc.	lumber/supplies	\$	435.09
Whetstone Sanitation	cln portable restrooms	\$	25.00
Whetstone Valley Electric	electric/repairs	\$	4,671.30
Wilbur Ellis	FBO Contract	\$	1,200.00
Xerox	copier lease	\$	212.34
		\$	474,659.26