

MILBANK CITY COUNCIL PROCEEDINGS
February 8, 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, James Johnson, Josh Karels, and Steve Wiener. Absent: None. Present from the staff: Attorney Mark Reedstrom, John Forman, Boyd VanVooren, Cynthia Schumacher, Don Settje, Dick Poppen, Scott Meyer, Ron Krause, Dan Keyes, Kevin Schuelke, Darin Thiele and Cody Pohlen. Present from the public: Holli Seehafer and Kathy Ward.

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

Public Comment – No public comments were heard.

Minutes – A motion was made and seconded to approve the minutes of the January 11, 2021 meeting. Motion carried 6-0.

Consent Agenda – A motion was made by Councilman Hoeke to amend the consent agenda by removing the airport lease agreement for Craig Ash on item four and approve the consent agenda as amended. The motion was seconded and carried 6-0.

1. Authorize agreement with Banner Associates for lighting design at the Lake Farley Soccer Fields, \$5,800.
2. Authorize advertising for street material bids.
3. Approve hiring park & recreation staff: William Karels-lifeguard-\$11.33
4. Approve Airport Leases, 1/2021-12/2025: Reimche Airspray-\$2,445. Ryan Kohl-\$115. Pat or Mary Bray-\$115. James Grorud-\$95. Steve Benson-\$95. Calvin Moser-\$95. Kirby Hins-\$95. Dan & Shelly Loehrer-\$160. Henry Kliner-\$95. Kevin Bjordahl-\$160.
5. Authorize advertising for lifeguards, seasonal summer recreation instructors and seasonal park employees.
6. Authorize the Mayor to sign the engineering agreement with Helms & Associates for project AIP 3-46-0034-018-2021, AWOS III, Weather Reporting System, \$98,485.82.
7. Appoint Joel Foster to the Consolidated Board of Equalization, second Tuesday in April.

DEPARTMENT REPORTS

Fire – Councilman Hanson reported the SCBA self-contained breathing apparatus function tests and maintenance were completed. Repairs and maintenance items were completed on the trucks. Travis Whitesitt transferred from active member to honorary status.

Planning & Zoning – No report.

Police – New Use of Force and Duty to Intervene policies were updated by the Risk Management Institute.

Water – Councilman Wiener read the monthly report noting a water break and valve, caused by frost was repaired. The City is utilizing 25% spring water.

Rubble Site – Councilman Hoeke reported the results from the DENR inspection were positive. Two contaminated soil sites were released.

Street – Hoeke reported they are busy with equipment repairs and maintenance. Snow removal and sanding continue as required.

A motion was made and seconded to approve the Sourcewell bid for a 2021 Global M3 Sweeper, Transource Truck & Equipment, \$213,191.00 (\$225,691 - \$12,500 trade-in.) Motion carried 6-0.

Park – Councilman Karels reported maintenance continues at the ice rink. Trees have been ordered for spring. Ron Krause completed recertification for spraying.

One bid was received for the Lake Farley Campground Improvements-Water & Sewer Project. A motion was made and seconded to approve the bid submitted by J&J Earthworks, \$357,898.00. Engineers estimate was \$334,000.00. Motion carried 6-0.

The Council discussed the Flynn Nature Trail. All agreed it is an asset to the community but in need of maintenance. Upon consensus of the council, the Mayor will contact the Flynn Estate to discuss maintenance of the trail.

Wastewater – Councilman Karels reported a new pH meter was installed and valves repaired in the digesters. New disinfection equipment was ordered to replace the 17 year-old equipment.

Personnel – No report.

Attorney – No report.

Finance – A motion was made and seconded to approve the first reading of Ordinance 833, 2021 Supplemental Appropriations. The 2020 carry over funds were redistributed to various departments to include an overall 3% COLA, building updates at Unity, maintenance to existing park concession stands and restrooms and new vehicles. A motion carried by roll call, 6-0.

A motion was made and seconded to establish Fund 222 pursuant to SDCL 9-38-113. This fund will allow for donations to the park and recreation departments. Donated funds can be designated to a specific item or project and are tax deductible. Restrictions placed on the fund, by the state, restrict the use of such money for anything but park and recreation purposes. The fund will be known as the Heart of Milbank Gift Fund, to focus on the actual heart of the community, which is its residents and businesses. Disbursement of the funds shall be made at the recommendation of the Park & Recreation Board. Motion carried 6-0.

A motion was made and seconded to approve the bills list, \$110,706.68. Motion carried 6-0.

A motion was made and seconded to approve the January Treasurer's report. Motion carried 6-0.

January Salaries: Mayor/Council \$1,600; Finance \$14,715; Police \$27,132; Fire \$1,671; Street \$12,014; Rubble Site \$620; Park \$7,724; Recreation \$14,392; Water \$5,394; Wastewater \$15,523.

Airport – The engineering agreement for the replacement of the AWOS III, weather reporting system was approved. The estimated cost of the project is \$325,000, 93% to be refunded with federal funds.

Unity Square – A motion was made and seconded to approve hiring Katrina Weber, front desk reception, \$10/hour, effective 2-9-21. Motion carried 6-0.

A motion was made and seconded to approve the re-branding and logo as recommended by the Park & Recreation Board. Motion carried, aye 4-Councilmen Foster, Hanson, Johnson, Karels. Nay 2-Councilmen Hoeke, Wiener.

Dan Keyes, Park & Rec Manager, stated Cody Pohlen began duties the end of January and has begun reaching out to community sports leagues to discuss partnership opportunities. Utilizing the software to continue to streamline customer service. Developing job descriptions. Keyes set forth first year goals and expectations.

Adjourn –The next regular meeting will be March 8, 2021, 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: 2-17-21

Publish once at the approximate cost of \$ _____

CLAIMS

2/8/2021

Advanced Technologies Inc.	shipping/equipment/supplies	\$100.44
Alex Air Apparatus, Inc.	repairs/annual testing	\$778.00
American Engineering Testing	testing	\$123.95
Associated Supply Co.	testing supplies	\$105.52
AT&T Mobility	cell phone	\$853.60
Auto Value Parts Store	parts/supplies	\$1,234.90
Ban-Koe Systems, Inc.	fire system monitor fee	\$395.00
Banner Associates, Inc.	engineering services	\$15,641.10
Berkner Excavating & Gravel	snow removal/repairs	\$2,683.31
Big State Industrial Supply	parts	\$149.75
C & J Metal Mania	sign	\$390.61
Card Pointe	card fees	\$88.18
Carquest	parts	\$429.26
CHS	gas	\$3,273.78
City of Milbank	deposits to account	\$271.83
Companion Insurance	admin fee	\$10.00
Corporate Technology	service agree/install/equipment	\$1,129.16
Dakota Pump & Supply	pump parts	\$657.84
DCDS LLC	supplies	\$100.11
Digital Ally, Inc.	repairs	\$315.00
Eastside Car Wash	truck wash usage/rentals	\$143.80
FedEx	shipping	\$53.32

First Bank & Trust	supplies	\$652.95
Flexible Pipe Tool Co.	hoses	\$407.85
Forman, John	supplies	\$63.75
Gesswein Motors	vehicle service	\$33.94
Grant County Historical Society	building displays	\$2,000.00
Grant County Review	publications	\$311.97
Hach Co.	supplies	\$1,026.23
Hawkins, Inc.	chemicals	\$8,161.80
Interstate All Battery Center	batteries	\$264.30
Interstate Power Systems Inc.	service/repair generator	\$1,265.00
ITC	telephone/internet service	\$1,257.07
ITS	maintenance agreement	\$234.00
J & J Earthworks	snow removal	\$2,677.50
John Deere Financial	parts/oil	\$783.77
Johnson, Angie	supplies	\$81.63
Johnson, Christopher	deposit refund	\$45.90
Johnson, Debbie	deposit refund	\$82.27
Lewis Drug Stores	supplies	\$52.95
Magedanz Electric, LLC	parts	\$121.17
Manning Environmental Inc.	parts	\$259.38
MC&R Pools, Inc.	supplies/parts	\$316.54
Metropolitan Compounds Inc.	supplies	\$468.69
Midwest Power Sports, Inc.	snow blower	\$479.00
Milbank Communications	parts	\$9.50
Milbank Ford-Mercury	vehicle service	\$48.97
Milbank Winwater	parts	\$46.50
NAPA Auto Parts	supplies	\$504.55
Nelson Electric, Inc.	parts	\$268.72
Newman Traffic Signs	signs/parts	\$310.88
NW Energy	natural gas	\$3,211.39
Otter Tail Power	electric	\$20,291.41
Petty Cash	postage	\$18.89
Praxair Distribution Inc.	service air system	\$45.87
Quill Corp	supplies	\$255.83
Reedstrom, Mark	retainer fee	\$1,000.00
Roger's Electric Motor	parts/repairs	\$366.85
Running's Supply, Inc.	supplies/parts	\$452.48
SD Dept of Revenue & Regulation	sales tax	\$1,213.55
SD Health Lab	testing	\$187.00
Seehafer Hardware	supplies	\$147.81
Share Corp	supplies	\$1,846.21
South Dakota 811	one calls	\$29.40
Star Laundry	laundry service	\$207.45

Sturdevants Auto Parts	supplies	\$491.56
T&T Heating & AC	water heater/install	\$2,550.00
The Original Marketing Group	marketing agreement/logo	\$1,155.88
The Valley Shopper	help wanted ads	\$85.04
Twin Valley Tire	tires/tire service	\$1,706.46
Unity	membership fees	\$200.00
UPI Petroleum	gas	\$1,440.73
US Postal Service	postage/permit fee	\$360.00
USA Bluebook	supplies/parts	\$1,429.23
Utility Logic	supplies	\$197.82
Valley Office Products	supplies	\$720.04
Valley Rental & Recycling	recycling agreement	\$650.00
VanHoorn, Ron	clothing allowance	\$100.00
Water Environment Federation	membership fees	\$155.00
Wherry Snow Removal	snow removal	\$155.00
Whetstone Home Center Inc.	lumber/supplies	\$446.35
Whetstone Valley Electric	electric/repairs	\$2,535.70
Wilbur Ellis	FBO Contract	\$1,200.00
Winter Equipment Co.	parts	\$525.79
WWGoetsch Associates	motor/pump repairs	\$13,893.05
Xerox Corporation	copier lease	\$269.65
		\$110,706.68