

MILBANK CITY COUNCIL PROCEEDINGS
May 10, 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: John Forman, Boyd VanVooren, Cynthia Schumacher, Don Settje, Dick Poppen, Scott Meyer, Ron Krause, Dan Keyes, Kevin Schuelke and Darin Thiele. Present from the public: Holli Seehafer, Kathy Ward, Ruth Gulck, Al Shakespeare, Brooke Edgar, Bobbie Bohlen, Krista Atyeo-Gortmaker, David Gulck and Chuck Foss.

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

Public Comment –

Bobbie Bohlen with HME Management spoke regarding the proposed senior living community located on the current Koch School property on Tenth Avenue. The Planning & Zoning Commission approved a conditional use permit at the May 3, 2021 meeting. Bohlen stated they are in the architectural phase, preparing to bid. Bohlen requested the Council consider approving a TIF for the project. If approved, they demolition is expected to begin in July/August.

The Council cannot act on the TIF until the Planning & Zoning Commission make a recommendation. Dave Gulck spoke in opposition of the proposed project and TIF.

Minutes – A motion was made and seconded to approve the minutes of the April 19, 2021 meeting. Motion carried 6-0.

Consent Agenda – A motion was made and seconded to approve the Consent Agenda as follows. Motion carried 5-0, Hoeke abstained.

1. Approve 2021 seasonal recreation staff effective 5/11/21: Jacob Karges - \$10.00. Kaden Krause - \$10.00. Cole Swenson - \$10.00. Justus Osborn - \$10.00. Kacen Huber - \$10.00. Eli Fischer - \$10.00. Evan Erickson - \$10.00. Casside Seezs - \$10.00.
2. Ratify hiring of Unity staff: Jody Dilts, front desk - \$10.00 and Laura Johnson, Lifeguard - \$13.81.
3. Approve Election Workers: Peg Dohrer, Gloria Cooley, Mary Rethke, Diane Diann Dauwen (Alt), \$12.00/hr.
4. Approve Unity Custodian - Dennis Lesner, 1-1, 14.76/hour, effective 5/26/21.
5. Approve agreement with Milbank Ball Diamond Association pertaining to summer ball programs.

DEPARTMENT REPORTS

Fire – Councilman Hanson made a motion to add Mike Waldner, Andy Gingrich, and Jordan Gertsema to the fire department roster. Motion was seconded and carried 6-0.

Planning & Zoning – Councilman Hanson reported a conditional use permit was approved for the proposed Milbank Senior Living Community. The proposed facility will provide 20 independent living units and 38 assisted living units with memory care.

April Permits:

Building Permits: JanMark LLC-1107-1131 Madison Street-commercial storage units. David Spors-310 W 5th Ave-replace foundation. Cody & Heather Storm-222 W 2nd Ave-commercial building. Lauren Swanson-303 W 7th Ave-deck. Justin Neugenbauer-912 S Viola St-deck. Marlin & Shirley Schmidt-719 Valley View Circle-house/garage. JSW, LLC-404 S 12th Ave-commercial storage units.

Fence Permits: Kevin VanHout-801 S 4th St. Joseph Meyer-1004 E 10th Ave. Lauren Swanson-303 W 7th Ave. Jeff Gapp-303 W 7th Ave. Barbara McGee-508 S 1st St.

Roof Permits: Community Thrift Store-230 Main St-EPDM. Donald Weber 1113 Vista Dr-asphalt. Jerry Janish-110 Randall Dr-asphalt.

Moving Permit: Bryan Lambrechts-307 Lakeview Dr-accessory structure.

Police – Officers continue with trainings. DARE graduation has held at Milbank Elementary school.

Unity Health & Fitness – Park and Rec Director, Dan Keyes reported the Wilmot post prom was held at Unity. The event was successful with over 50 students and chaperones in attendance.

Keyes stated meeting have been held with the school district to discuss an agreement for Unity staff to provide strength training session, for registered students at the school.

On-line registration for summer recreation opened April 1st. Over 300 registrations have been received.

Unity now offers wallyball on Monday nights and a golf simulator on Wednesday nights and Thursday mornings. An on-line fitness program is being offered through July.

A motion was made and seconded to approve the Engineering Agreement with Banner Associates for the Unity lobby remodel, \$10,800 + reimbursable expenses. Banner will provide two different plan options and preliminary probable cost of construction estimates for each option. Motion carried 6-0.

A motion was made and seconded to approve the Parks and Recreation Board Bylaws as presented. Motion carried 6-0.

Property Standards – Administrator Forman stated he has sent the first round of letters out for mowing.

Park & Cemetery – New signs were installed at Pribyl Park. Water was turned on in the cemetery. Seventy memorial trees from Mundwiler were potted. Remain busy with repairs and maintenance.

Baseball Complex – Mayor Raffety stated a meeting was held with representatives of the MBDA, Confluence and Banner to discuss the design of a new field.

Administrator Forman has been contacted by James Beever and Ross Clites of 4Most Sports. Beever and Clites stated they heard about the project and want to be part of it, as they have ties to American Legion, college, and professional baseball. 4Most Sports are a field design company that specializes in natural grass fields and with turf options. They have an elected to submit several field concepts, free of charge as their initial contribution to this project. Should the decision be made to use them, there is a \$10,000 fee which includes these items; Meeting with their advisory board to determine needs. Design of a field based on

number of games to be played. Design base on our field maintenance budget and ability to care for it. Three different cost estimates for a field based on level of field desired. A cost menu for different amenities so we can plug and play at the level we desire.

If selected to design the project the fee would be in the \$80,000 range. This would include construction documents, bid documents, construction management and oversight by their board to ensure the build is matched to the design. They would also provide training in maintenance for employees, an operations and maintenance guidelines manual and access to the advisory board during the early stages of ownership.

They do not offer fundraising assistance. They have volunteered to assist in opening doors on our behalf to get us in front of the decision makers concerning donations. In return, 4Most Sports request a testimonial for their services for their website.

Mayor Raffety stated the reason this has been a MBDA project is because the desired amenities for the field could not be handled within the City budget based on cost projections. The Mayor proposed that the Council approve an expenditure of \$650,000 to be included in the 2022 budget in addition to the \$375,000 from the lease buyout. This would provide a base field; natural grass field (\$500,000), lights (\$250,000), fencing (\$42,000) and backstop with net (\$125,000). The remaining balance towards dugouts, bullpens, and any related infrastructure costs. If desired enhancements outside of the standard ballpark, provided by the city, should be borne by the entity requesting them.

A motion was made and seconded to approve the marketing proposal, with The Original Marketing Group, for services provided to the Milbank Ball Diamond Association, \$3,500; Third penny sales tax funds will be used. Services will include building a new website to include website donation acceptance capability. Develop theme/slogan for the campaign. Create a graphic design of American Legion ads in the SD state newspaper. Set up and manage Facebook/Instagram campaigns. Design a tri-fold mailer for Legion Posts. Motion carried 5-0, Hanson abstained.

Personnel – No report.

Attorney – Attorney Reedstrom explained the necessity to approve a temporary ordinance pertaining to medical cannabis establishments. The temporary ordinance will place a hold on such establishments prior to the SD Department of Health's regulations have been established.

Finance – A motion was made and seconded to approve the bills list, \$891,141.46. Motion carried 6-0.

A treasurer's report was not represented. Working to integrate sportsman reports and new credit card systems into the city finances.

A motion was made and seconded to approve the 2021/2022 Malt Beverage Renewal Applications: Habanero's LLC, DCDS LLC, Top Hat Lanes, Comes Investments Inc.-Pizza Hut, Luvern Hanson-Back Door Pub, 15 Hotel Group Inc.-Grand Stay, Swanedog Entertainment LLC-The Pump. Motion carried 5-0, Hoeke abstained.

Administrator Forman stated the cost estimate to install the Ionization system is \$5,300. A motion was made and seconded to direct Forman to move forward with the Ionization system installation. Motion carried 6-0.

April Salaries: Mayor/Council \$1,600; Finance \$14,521; Police \$27,824; Fire \$1,671; Street \$10,862; Rubble Site \$760; Recreation \$20,383; Park \$8,923; Water \$5,190; Wastewater \$13,816.

Airport – A motion was made and seconded to approve the farmland lease with Timothy Zubke for 40.55 acres/\$164 per acre, effective 5/1/2021 to 10/31/2022. Motion carried 6-0.

Brooke Edgar from Helms and Associates presented the three bids received for the AWOS III Project, AIP #3-46-0034-018-2021.

1. Muth Electric, Inc. - \$204,148.50, Alternate Bid #1 - \$14,400.00, Total - \$218,548.50.
2. Efraimson Electric Inc. – 203,954.10, Alternate Bid #1 – 14,880.00, Total - \$218,834.10.
3. Jacobson Electric - \$231,899.10, Alternate Bid #1 – 18,750.00, Total - \$250,649.10.

Edgar explained Alternate Bid No. 1 was an extended maintenance agreement beyond one year. A motion was made and seconded to accept and approve the bid submitted by Efraimson Electric Inc. \$203,954.10, without the Alternate Bid, authorizing the Mayor to sign all necessary FAA grant documents necessary for AIP 3-46-0034-018-2021. Motion carried 6-0.

Water – Councilman Wiener reported Berkner Excavating repaired a major water break on a ten-inch cast iron pipe that feeds the wells and springs to the storage tank. Check valves and air relief valves in the underground pump building were replaced. The water is on in all the cemetery and parks. There were 6 on the monthly shut-off list. The City is utilizing 80% spring water.

Rubble Site – J&J Earthworks hauled the concrete from the West 7th Avenue project to the site. Cleaned up blown debris, turned contaminated soil and pulled the magnet.

Street – Councilman Hoeke reported that several large pieces of concrete had broken away from the viaduct and were lying in the roadway. The concrete was removed, and the issue was reported to a railroad representative. The ULV machine was calibrated and ready for service. Dust control was applied to the gravel streets. Residential street sweeping and alley blading continues.

A motion was made and seconded to approve the second reading of Ordinance 834-An Ordinance calling for the closing of the railroad crossing located on Eastman Street, Railroad milepost 610.67. Motion carried by roll call vote, 6-0.

Administrator Forman reported that there is question as to ownership of West Milbank Avenue, west of the bridge. After reviewing plats and discussing it with the County, it appears that ownership belongs to the County. The road needs new asphalt, but Forman did not feel it was the responsibility of the city.

Wastewater – Councilman Karels reported read the monthly report.

Special Meeting – The Mayor called a special meeting on May 24, 2021 at 6:00 pm to discuss a temporary ordinance regarding the issuance of local medical cannabis establishment permits and or license.

Adjourn –The next regular meeting will be June 14, 2021, at 7:00 PM. A motion was made and seconded to adjourn at 8:15 pm. Motion carried 6-0.

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

Publish: 5-26-21

Publish once at the approximate cost of \$ _____

CLAIMS		5/10/2021
Advanced Technologies Inc.	shipping/equipment/installs	\$254.29
Associated Supply Company	pool parts	\$1,790.64
AT&T Mobility	cell phone	\$467.65
Auto Value Parts Store	parts/supplies	\$612.16
Berkner Excavating & Gravel Inc.	street repairs	\$2,386.24
Bituminous Paving, Inc.	omega mix	\$688.50
Blauert, Brandy	supplies	\$63.47
BSN Sports Inc.	net	\$295.00
Card Pointe	card fees	\$597.25
CHS	LP gas	\$137.53
Climate Control	dust control	\$6,370.45
Cole Papers Inc.	supplies	\$1,453.77
Companion Insurance	admin fee	\$10.00
Corporate Technology	service	\$5,601.50
	agree/install/equipment	
Creative Product Sourcing, Inc.	DARE supplies	\$506.11
Dakota Pump & Control	system repairs	\$2,681.64
Dezurik Inc.	parts	\$3,204.00
Duncan's Specialties	vehicle repairs	\$262.60
Eastside Car Wash	rental/truck wash usage	\$120.30
ERA A Waters Company	testing	\$1,118.10
First Bank & Trust CC	supplies/equipment	\$2,473.23
Flexible Pipe Tool Co.	parts	\$400.50
Food-N-Fuel	gas/car wash tokens	\$640.21
Grant County Review	publications/Unity inserts	\$792.77
Heiman Fire Equipment	supplies/parts/equipment	\$1,862.60

Helms & Associates	engineering	\$43,276.97
Hillyard	supplies	\$96.21
Humburg, Allison	training	\$314.50
ITC	telephone/internet service	\$1,218.45
J&J Earthworks Inc.	7 Ave/Lake Farley projects	\$385,136.60
J.P. Cooke Co.	pet tag receipts	\$52.30
John Deere Financial	parts	\$83.54
Keyes, Dan	travel expense	\$310.03
Krause Sr, Ron	clothing allowance	\$85.19
MC&R Pools, Inc.	UV lamp parts	\$3,242.78
McFarland's Repair	vehicle repairs	\$227.82
McLeod's Printing	election supplies	\$44.03
Milbank Communications	supplies	\$603.00
Milbank Ford-Mercury	service vehicle	\$50.75
Milbank Winwater	parts	\$926.95
Money Movers	NIHCA membership	\$8.50
NAPA Auto Parts	parts/supplies	\$444.08
Nelson Electric, Inc.	repair pool slide	\$66.33
NW Energy	natural gas	\$3,941.00
Otter Tail Power	electric	\$18,841.87
Petty Cash	postage/supplies	\$16.80
Praxair Distribution Inc.	service air system	\$45.87
Pro Image Partners	supplies	\$785.00
Push Pedal Pull	equipment repairs	\$6,516.07
Reedstrom, Mark	retainer fee	\$1,000.00
Roger's Electric Motor	parts	\$2,284.07
Running's Supply, Inc.	supplies/parts	\$1,142.17
S.W. Inc.	electronic recycling	\$3,820.00
SD Dept of Revenue & Regulation	sales tax	\$225.59
SD Government Finance	training	\$75.00
SD Public Health Lab	testing	\$112.00
SDML	training	\$25.00
SDPAA	liability/property ins	\$141,558.43
Star Laundry	laundry service	\$170.00
Stoney Brook Ent. Inc.	name tag	\$137.79
Street Graphex	shirts/rug	\$593.59
Sturdevants Auto Parts	parts	\$60.34
The Original Marketing Group	marketing agreement	\$650.00
The Valley Shopper	help wanted ads	\$329.53
Transource	sweeper	\$213,191.00
Trapp Plumbing Co Inc.	repairs	\$500.82
Twin Valley Tire	vehicle/tire service	\$349.41

UPI Petroleum	gas	\$2,743.93
US Postal Service	postage	\$360.00
USA Bluebook	supplies/parts	\$1,064.35
Valley Office Products	supplies	\$315.00
Valley Rental & Recycling	recycling agreement	\$650.00
Valley Rental & Recycling	community garden tilling	\$75.00
VanVooren, Boyd	clothing allow/travel exp	\$227.40
Whetstone Home Center Inc.	lumber/supplies	\$2,139.97
Whetstone Valley Electric	electric	\$927.18
Wiese Electric	elec repairs/campground serv	\$13,734.69
Wilbur Ellis	FBO Contract	\$1,200.00
Xerox Corporation	copier lease	\$181.05
Zinter, Kiel	testing fee	\$173.00
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