

MILBANK CITY COUNCIL PROCEEDINGS
December 13, 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, December 13, 2021. The following members were present: Mayor Pat Raffety, Councilmen Roger Briggs, Steve Wiener, Mike Hanson, Josh Karels, and Mindy Rogers. Absent: Scott Hoeke. Present from the staff: Mark Reedstrom, John Forman, Boyd VanVooren, Cynthia Schumacher, Darin Thiele, Don Settje, Dick Poppen, Dan Keyes, Ron Krause, Scott Meyer, and Kevin Schuelke. Public present: Holli Seehafer, Jeff Loutsch, Jeff Conrad, James Conrad, Noah Falk, Franklin Pederson, Zachariah Ringsaker, Henry Pederson, Jesus Rethke and Dan Sorensen.

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

Public Input – Boy Scout members were present as part of the Citizenship in the Community merit badge.

Minutes – A motion was made and seconded to approve the minutes from the November 8, 2021, meeting. Motion carried 5-0.

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

CONSENT AGENDA

1. Approve the Combined Election agreement with Milbank, Grant County and School District.
2. Accept resignation of River Reid, part-time Unity front desk receptionist, effective 12/14/21.
3. Ratify hiring of Jodi DeVaal, part-time lifeguard, \$14.23, effective 12/13/21.
4. Transfer funds-Heart of Milbank to checking for Heart of Milbank brochures, \$100.00 & payment on Unity spin equipment \$10,764.76.
5. Approve advertising for a Unity boiler system, chiller, and electrical switch for the pool.
6. Approve advertising for park playground equipment.

DEPARTMENT REPORTS

Water – Councilman Wiener reported the mains have been flushed and hydrants checked before winter freeze up. Meters have been read for the quarter. Old meters are being phased out, replaced with new electronic read meters. An old 4-inch service line at Koch School was capped in

preparation for new construction. There were eleven on the monthly shut off list. The city is utilizing 83% spring water.

Property Standards – Councilman Wiener reported most property violations have been resolved by the property owners. Three properties are still in non-compliance.

Rubble Site – Scott Meyer reported additional debris from the school demolition was received. A small rubble burn was done to begin working on the final cover and reclamation of the old pit. State DENR inspection was conducted, all operations were satisfactory, and no improvement recommendations were issued.

Street – Scott Meyer stated a TranSource technician was on site to do adjustments on the street sweeper. The sander and plows have been installed on the trucks. They have plowed and sanded as conditions require.

Administrator Forman reported no bids were received for snow removal. A second attempt to obtain quotes did not yield any interest either. Therefore, in the event of major snow accumulations, it will take additional time for the city equipment to do the snow removal.

Administrator Forman stated J&J Earthworks has been contacted to work on the Eastman Street closure.

Housing & Redevelopment – No report.

Police – Councilman Karels reminded residents that the FOP Christmas hayride is December 19th starting at 5:00 pm, leaving from the Grand Stay Hotel, touring community neighborhoods enjoying Christmas décor. Enjoy this great family event, treats will be served.

Chief VanVooren reported that starting January 1, 2022, most dispatching will run thru the Watertown dispatch center.

Chief VanVooren explained he would like a shooting range close to town for officer use. Other groups have expressed interest in a shooting range. Conservation Officer Swanson provided information regarding grants. Chief VanVooren and Councilman Karels toured the Watertown shooting facility and discussed the construction and operation with Watertown personnel.

Personnel – No report.

Attorney – No report.

Finance – The Council reviewed the liquor renewal applications. No one present spoke for or against the licenses. A motion was made and seconded to approve applications as listed. Motion carried 5-0.

RETAIL (ON-SALE) 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 2.0 LLC, Heidi Schell, 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. Johnny's, Johnson Automotive Inc., 1404 Morningside Dr, Lots 6 & 107, Block 3, Morningside Addn.

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. (Moonlite Properties LLC. Cocktails & Corks, DCDS LLC, 107 E 4th Ave, West 50' of Lots 5 & 6, Block 13, Original Townsite

A motion was made and seconded to approve the November Treasurer's report. Motion carried 5-0.

A motion was made and seconded to approve the bills list, \$165,061.11. Motion carried 5-0.

A motion was made and seconded to approve Resolution 12-13-21. Motion carried 5-0.

RESOLUTION 12-13-21

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.

| | | |
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| Council – Legal | 101-41100-42200 | 1,500.00 |
| Council – Proceedings | 101-41100-42310 | 600.00 |
| Maintenance-Visitor Center | 211-46500-42522 | 4,000.00 |
| Source of Funding – Contingency Fund | | |
| | 101-41150-41150 | 6,100.00 |

Dated this 13th day of December 2021.

Aye: 5 Nay: 0 Absent: Councilman Hoeke

Pat Raffety, Mayor

ATTEST: Cynthia Schumacher, Finance Officer

November salaries: Mayor/Council \$1,600; Finance \$14,041; Police \$27,670 Fire \$1,671; Street \$11,747; Rubble Site \$820; Recreation \$19,609; Park \$12,725; Water \$7,842; Wastewater \$14,429.

Airport – Councilman Briggs reported the AWOS III-P was commissioned by the FAA on December 2nd. The project inspection was conducted, clean up and seeding remain. The trees southeast of the airport have been removed. Forman continues working to resolve the on-going pump issues.

Wilbur Ellis submitted a notice of intent to terminate the Fixed Base Operator agreement and lease. The city advertised for applicants for a new FBO at the airport. Only one prequalification applicant was submitted, Reimche Airspray, LLC. A motion was made and seconded to approve the fixed base operator agreement with Reimche Airspray LLC. Motion carried 5-0.

Wastewater – Councilman Briggs reported a new heater was installed in the loadout building, new diffusers were ordered for the open-air basin and a gas valve was replaced on the pretreat HVAC.

Park – Councilwoman Rogers reported the park winter equipment is ready. They have been busy at the ice rink installing signs, repairing, hanging lights and prepping the ground.

Administrator Forman stated he had received a request for the High School to utilize the soccer fields at Hurley Park as a practice football field. Councilwoman Rogers questioned if this would cause conflicts with plans being considered by the Park Board. No action was taken, and the matter was deferred to the Park Board.

Planning & Zoning – Councilwoman Rogers reported a conditional use permit was approved to MyKayla Thyne for the operation of a home-based daycare located at 711 South Fourth Street.

November Permits: No permits were issued.

Unity Health & Fitness – Councilwoman Rogers reported the aquatic area reopened today, December 13th. Lifeguards will be on duty and private swim lessons will resume. Staff continue to analyze the fee schedule. Unity gift cards are available. A free 24/7 membership will be included with all new memberships purchased from now to the end of January.

A bicycle-pedestrian trails committee is being formed. Adult volleyball and pickleball has been well attended. A couple's dance program is being planned for the spring. Details for new winter fitness classes are underway.

New bilingual signage (English and Spanish) will be installed to include Spanish to better serve diverse clientele.

Fire – No report.

Lake Farley Projects – Administrator Forman stated only one bid, Wiese Electric, was received for the soccer field light bid. Forman explained the bid specs. He is unsure if this is where the city wants to go with the design. The Council tabled any decision on the bid.

Adjourn – A special year-end council meeting will be held on December 30, 2021, at 7:00 am. The next regular meeting will be January 10, 2022, at 7:00 PM. A motion was made and seconded to adjourn at 7:51 PM. Motion carried 5-0.

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

Publish: 12/22/21

| CLAIMS | | 12/13/2021 |
|---------------------------------|-----------------------------------|-------------|
| Advanced Technologies Inc. | shipping/supplies | \$ 573.93 |
| Amazon | supplies | \$ 193.05 |
| Applied Concepts, Inc. | radar system | \$ 2,192.00 |
| Associated Supply co. | parts | \$ 523.76 |
| AT&T | cell phone | \$ 466.57 |
| Auto Value Parts Store | parts/supplies | \$ 112.42 |
| AutoMaxx | vehicle repairs | \$ 513.10 |
| Background Investigation Bureau | background checks | \$ 14.00 |
| Banner Associates, Inc. | engineering services | \$ 510.00 |
| Berkner Excavating & Gravel | install main | \$ 3,876.49 |
| Big Stone County Animal Rescue | donation-assistance with strays | \$ 300.00 |
| Bituminous Paving Inc | asphalt patch | \$ 300.00 |
| Blauer Manufacturing | vest carriers | \$ 801.85 |
| Blauert, Brandy | clothing allowance | \$ 44.60 |
| Bray, Ted | clothing allowance/ins deductible | \$ 2,100.00 |
| Bryan Rock Products, Inc. | ball diamond aggregate | \$ 448.80 |
| Card Pointe | card fees | \$ 261.36 |
| CHS | gas | \$ 3,949.00 |
| City of Milbank | deposit to final bill | \$ 286.42 |

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| Climate Systems Inc. | install ionizers | \$ | 7,379.18 |
| Cole Papers Inc. | supplies | \$ | 770.81 |
| Companion Life Ins. | admin fee | \$ | 10.00 |
| Corporate Technology | service agreement | \$ | 1,519.50 |
| Crimestar Corporation | annual support fee | \$ | 325.00 |
| Dewey's Lawn Care | plantings/rock | \$ | 124.98 |
| Doheny's | paint/supplies | \$ | 226.59 |
| Eastside Car Wash | rental/truck wash usage | \$ | 299.86 |
| FACe-Propay | transaction fees | \$ | 18.42 |
| Feld Fire | parts | \$ | 18,144.00 |
| Food-N-Fuel | gas | \$ | 276.90 |
| G&L Distributing Inc. | supplies | \$ | 49.45 |
| Grant County Auditor | county services | \$ | 1,675.00 |
| Grant County Review | publications | \$ | 884.32 |
| Grant County Treasurer | title | \$ | 38.50 |
| Hach Company | testing supplies | \$ | 119.69 |
| Hawkins Inc. | chemicals | \$ | 9,283.76 |
| Heiman Fire Equipment | parts/equipment | \$ | 6,185.85 |
| Helms & Associates | engineering services | \$ | 4,658.92 |
| Hillyard | building supplies | \$ | 106.73 |
| Homestead Animal Health | donation-assist with strays | \$ | 200.00 |
| Hooth, Corey | clothing allowance | \$ | 100.00 |
| ITC | telephone/internet service | \$ | 1,484.14 |
| ITS | keyfobs | \$ | 286.05 |
| J.P. Cook Co. | pet tags | \$ | 73.90 |
| John Deere Financial | parts | \$ | 28.44 |
| Keyes, Dan | travel expense/supplies | \$ | 147.21 |
| Lewis Drug Stores | supplies | \$ | 13.89 |
| Linde Gas & Equipment | service air system | \$ | 47.12 |
| Meyer, Scott | clothing allowance | \$ | 100.00 |
| Milbank Ford & Mercury | vehicle repairs | \$ | 477.81 |
| Milbank Winwater | parts/supplies | \$ | 1,285.40 |
| Mill Transfer Co. Inc. | transport ball aggregate | \$ | 451.88 |
| Money Movers | NIHCA membership fee | \$ | 8.25 |
| Muth Electric | Hwy 12 lighting | \$ | 24,720.00 |
| NAPA Auto Parts | parts/supplies | \$ | 898.09 |
| Nelson Electric | pool pak elec/gas | \$ | 1,154.79 |
| Nick's Repair | repairs | \$ | 63.75 |
| NIHCA | annual membership fee | \$ | 99.00 |
| Northern Truck Equipment | parts | \$ | 165.25 |
| Nova Fitness Equipment | payment-spin equipment | \$ | 10,764.76 |
| NW Energy | natural gas | \$ | 1,630.68 |
| Otter Tail Power | electric | \$ | 19,096.32 |

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| Peak Software Systems, Inc. | software license/support | \$ | 3,899.40 |
| Peterson, Connie | sew uniforms | \$ | 4.00 |
| Petty Cash | postage/filing fee | \$ | 49.54 |
| Pro Image Partners | sign | \$ | 90.00 |
| Raffety, Keith | deposit refund | \$ | 72.16 |
| RCX Sports LLC | Y FB jerseys/belts | \$ | 310.00 |
| RDO Equipment, Co | parts | \$ | 234.62 |
| Reedstrom, Mark | retainer fee | \$ | 1,000.00 |
| Reil, Rodney | refund overpayment | \$ | 30.06 |
| Revilla Farmers Elevator | soil sampling | \$ | 95.00 |
| Ricarie Software | HR software membership | \$ | 95.00 |
| Running's Supply, Inc. | supplies/parts | \$ | 2,712.01 |
| Schamber, Charles | clothing allowance | \$ | 100.00 |
| Schumacher, Cynthia | clothing allowance | \$ | 43.61 |
| SD Dept of Agriculture | testing fee | \$ | 61.50 |
| SD Dept of Public Safety | boiler inspect & certify | \$ | 520.00 |
| SD Dept of Revenue & Regulation | sales tax | \$ | 1,939.75 |
| SD Public Health Lab | testing | \$ | 116.00 |
| SDWWA | membership dues | \$ | 30.00 |
| Share Corp | supplies | \$ | 398.02 |
| South Dakota 811 | one calls | \$ | 56.70 |
| Spotify | subscription | \$ | 10.64 |
| Star Laundry & Cleaners | laundry service | \$ | 146.36 |
| Stoney Brook Ent Inc. | parts | \$ | 919.34 |
| Street Graphex Inc. | banners/shirts/medals | \$ | 944.12 |
| Streicher's | cases/straps | \$ | 258.67 |
| Supply Power House | parts | \$ | 633.23 |
| Swenson Tree Service | tree removal | \$ | 3,000.00 |
| The Original Marketing Group | marketing | \$ | 508.02 |
| The Radar Shop | re-cert radar units | \$ | 147.00 |
| Twin Valley Tire | tires/tire service | \$ | 3,655.24 |
| UPI Petroleum | gas | \$ | 2,953.08 |
| US Postal Service | postage/license fee | \$ | 685.00 |
| USA Bluebook | supplies | \$ | 577.82 |
| Valley Office Products | supplies | \$ | 53.63 |
| Valley Rental & Recycling | recycling agreement | \$ | 650.00 |
| VanHoorn, Ron | supplies | \$ | 57.14 |
| Vanorny Tree Service | tree trimming | \$ | 200.00 |
| VanVooren, Boyd | travel expense | \$ | 163.20 |
| Veen, Dustin | deposit refund | \$ | 41.42 |
| West Central Communications Inc. | repair radios | \$ | 354.50 |
| Wherry Snow Removal | snow removal | \$ | 45.00 |
| Whetstone Home Center Inc. | supplies/misc lumber | \$ | 241.54 |

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| Whetstone Sanitation | service port pots | \$ | 50.00 |
| Whetstone Valley Electric | electric/repairs | \$ | 1,587.41 |
| Wiese Electric | pump repairs | \$ | 254.69 |
| Wilbur Ellis | FBO Contract | \$ | 1,200.00 |
| WM Corporate Services Inc. | garbage service | \$ | 437.95 |
| Xerox | copier lease | \$ | 455.39 |
| Zoom Video Communications | subscription | \$ | 111.81 |
| | | \$ | 165,061.11 |