

MILBANK CITY COUNCIL PROCEEDINGS
January 10, 2022

PURSUANT TO DUE CALL AND NOTICE THEREOF, a regular meeting of the City Council was duly held at City Hall at 7:00 PM, January 10, 2022. The following members were present: Mayor Pat Raffety, Councilmen Roger Briggs, Steve Wiener, Mike Hanson, Josh Karels, Mindy Rogers, and Scott Hoeke. Absent: None. Present from the staff: John Forman, Boyd VanVooren, Cynthia Schumacher, Kevin Schuelke, Ron Krause, Dan Keyes, Dick Poppen, Don Settje and Scott Meyer. Public present: Holli Seehafer, Jason Sackreiter, Mike Mach, and Bill Tostenson.

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

Public Input-none.

Minutes – A motion was made and seconded to approve the minutes from the December 13 and December 30, 2021, meetings. Motion carried 6-0.

Consent Agenda – A motion was made and seconded to approve the Consent Agenda as follows. Motion carried 6-0.

CONSENT AGENDA

1. Designate the Grant County Review as the official city newspaper for FY 2022.
2. Declare Surplus: HP Printer, Laser Jet Pro M102w, dispose.
3. Approve Wesley Bowsher, part-time officer, \$18.79, effective 1/10/22.
4. Approve the annual contract with First District Association of Local Government for GIS services, \$4,500.

DEPARTMENT REPORTS

Water – Councilman Wiener reported service was started at the Madison Street storage units and the new 4-H building. The chemical pump was repaired. The city is utilizing 86% spring water.

Property Standards – Councilman Wiener reported letters were sent for snow removal. The City removed the snow on two properties for non-compliance and billed the property owners.

Rubble Site – Councilman Scott Hoeke reported work continues on the reclamation of the old pit. Sweeping from the street sweeper were used as cover material. The annual contaminated soil report was sent to DENR.

Mayor Raffety opened the floor for discussion pertaining to the renewal of the recycling agreement with Valley Rental & Recycling, LLC. The agreement expires 2-29-22. Councilman Wiener spoke against renewing the agreement. Wiener stated he was under the assumption that the allocation was to help Mr. Sackreiter purchase equipment and get on his feet in the recycling business. Mike Hanson spoke in favor of continued support of the recycling business he stated he had discussed recycling with Waste Management. They do not anticipate implementing recycling pickup within the next year. Recycling at this time would not be beneficial to them financially. County Commissioners Mach and Tostenson both spoke in favor of the agreement. The County supports the recycling with a monthly stipend. Jason Sackreiter was present to address questions and agreed to provide collection reports for the next meeting.

Street – Councilman Hoeke stated barricades were installed and Eastman Street is closed to through traffic. Repairs were completed on two trucks and plow. Snow piles were hauled away from downtown areas. Snow removal continues as weather warrants.

Housing & Redevelopment – No report.

Police – Councilman Karels stated schedules have been adjusted due to officers out with COVID.

Personnel – Administrator Forman presented an updated Safety Manual. A motion was made and seconded to approve the manual and distribute to employees. Motion carried 6-0.

Attorney – No report.

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

A motion was made and seconded to approve the bills list, \$168,983.72. Motion carried 6-0.

A motion was made and seconded to approve the first reading of Ordinance 840-Redistricting. Motion carried by roll call vote 6-0.

December salaries: Mayor/Council \$1,600; Finance \$21,563; Police \$45,563 Fire \$1,671; Street \$18,320; Rubble Site \$1010; Recreation \$30,601; Park \$17,009; Water \$11,040; Wastewater \$22,497.

Airport – No report.

Wastewater – Councilman Briggs reported several plant repairs were completed and routine equipment maintenance continues. The lab centrifuge was replaced, and the scale was cleaned and calibrated.

Park – Councilwoman Rogers reported the ice rink was flooded and ready for use. The Zamboni was utilized daily. Snow fence was installed along the rink.

Planning & Zoning – No report.

December Permits: First Bank & Trust-215 W 4th Ave-sign.

Unity Health & Fitness – Park & Recreation Director Dan Keyes reported the Lifeguard Certification Program conducted as an elective course with the school district has concluded. Three students passed; one has shown interest in working at Unity. Youth volleyball has concluded, and adult coed volleyball league will begin in January. Pickleball will continue. New group fitness classes will begin soon. Private swimming lessons are available. The boilers and sand filter for the kiddy pool need to be replaced.

Keys stated last September Valley Queen Charitable Foundation donated \$25,000 for the purchase of new fitness equipment. Nearly all the equipment has arrived. Keys stated “On behalf of Unity staff, I would like to express our deep sense of appreciation of Valley Queen for their continued support and overwhelming generosity. What Valley Queen does for us here at Unity, makes a world of difference for so many people, and we thank you!”

Three bids were received for the Chiller replacement at Unity. A motion was made and seconded to approve the bid submitted by St. Cloud Refrigeration – \$98,130.00. Other bids received: Howe Inc., Sioux Falls SD - \$123,171.00. Redlinger Bros., Watertown SD-\$145,700.00. Motion carried 6-0.

One bid was received for the Unity power panel and motor control center. A motion was made and seconded to approve the bid submitted by Nelson Electric, Ortonville MN, \$101,661.41. Motion carried 6-0.

Fire – Walk through pre-fire planning inspections continue. Members attended a Level A HazMat suit training. Emergency fire calls will be dispatched exclusively through the Watertown dispatch center.

Lake Farley Projects – A motion was made and seconded to move forward with the bid submitted by Wiese Electric for the soccer field lighting as designed and bid, \$166,468.32. No other bids were received for the project. Motion carried 6-0.

Administrator Forman reviewed different designs submitted for the baseball field. The mayor called a special meeting to review the baseball field planned and call for bids.

Executive Session – A motion was made and seconded to go into Executive Session pursuant to 1-25-2(1). The Mayor called the Council out of Executive Session.

A motion was made and seconded to approve Resolution 1-10-22, 2022 Salaries. Motion carried 6-0.

RESOLUTION 1-10-22
SALARIES 2022

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 2022 through the first pay period of 2023, except where new employees are hired and police certification raises are given.

<u>Name</u>	<u>2022 Grade</u>	<u>2022 Salary</u>
Angerhofer, Zach	12-4	\$18.79/hr
Berg, Nicole	8-7	\$15.41/hr
Blauert, Brandy	13-4	\$20.14/hr
Bostrom, Carl	15-2	\$21.93/hr
Bowsher, Carter	6-1	\$11.94/hr
Bowsher, Wesley	12-4	\$18.79/hr
Bray, Ted	15-5	\$23.68/hr
Brochman, Laura	11-2	\$16.71/hr
DeVaal, Jamie	9-2	\$14.59/hr
DeVaal, Jodi	9-1	\$14.23/hr
DeVaal, Karla	6-6	\$13.34/hr
DeVere, Patricia	4-1	\$10.73/hr
Dilts, Jody	4-12	\$13.33/hr
Evenson, Selena	3-2	\$10.44/hr
Fenner, Marlin	3-2	\$10.44/hr
Folk, Jacob	15-6	\$24.27/hr
Folk, Randy	3-2	\$10.44/hr
Forman, John	20-8	\$85,828.75/yr
Frink, Judy	8-1	\$13.42/hr
Hanson, Jessica	8-3	\$14.08/hr
Henrich, Ashley	4-1	\$10.73/hr
Hermans, Brianna	8-4	\$14.41/hr
Hilbrands, Ryan	13-3	\$19.64/hr
Hooth, Corey	17-4	\$27.24/hr
Humburg, Allison	11-7	\$18.83/hr
Jankord, Trey	13-2	\$19.14/hr
Johnson, Angela	8-3	\$14.08/hr
Johnson, Laura	9-1	\$14.23/hr
Karels, William	9-2	\$14.59/hr
Keyes, Dan	18-8	\$68,770.24/yr
Krause Sr, Ron	16-3	\$24.32/hr
Lambrechts, Bryan	13-1	\$18.65/hr

Larson, Abby Hulburt	6-1	\$11.94/hr
Lesnar, Dennis	10-1	\$15.22/hr
Loutsch, Jeffrey	13-4	\$20.14/hr
McDonagh, Richard	6-1	\$11.94/hr
Meyer, Scott	16-3	\$24.32/hr
Morton, Jesse	13-5	\$20.64/hr
Motschenbacher, Beth	4-2	\$10.97/hr
Osowski, Savanna	9-1	\$14.23/hr
Owen, Jodie	4-5	\$11.68/hr
Pohlen, Cody	16-2	\$49,267.61/yr
Poppen, Richard	16-16	\$67,619.08/yr
Ringsaker, Zachariah	9-1	\$14.23/hr
Schamber, Charles	10-6	\$17.15/hr
Schuelke, Kevin	15-2	\$18,192.48/yr
Schuelke, Kevin	fire chief	200.00/mo
Schulte, Isaac	9-2	\$14.59/hr
Schumacher, Cynthia	16-9	\$28.10/hr
Settje, Don	16-4	\$24.95/hr
Sinner, Katie	8-1	\$13.42/hr
Stengel, Jerald	9-2	\$14.59/hr
Street, Amaya	9-1	\$14.23/hr
Thiele, Darin	15-11	\$27.18/hr
Thomas, Adam	6-1	\$11.94/hr
Upton, Tracy	3-16	\$14.01/hr
VanHoorn Jr. Ron	13-9	\$22.62/hr
VanVooren, Boyd	18-10	\$71,990.25/yr
Veen, Carol	6-9	\$14.17/hr
Weinkauf, Deven	15-1	\$21.35/hr
Wherry, Richard		\$.60/meter
Zinter, Kiel	15-2	\$21.93/hr

Aye: _____ Nay: _____ Absent: _____

Dated this 10th day of January, 2022.

This resolution is effective upon passage.

Pat Raffety, Mayor

ATTEST Cynthia Schumacher, Finance Officer

Adjourn – A special Council meeting will be held on January 24, 2022, at 6:00 pm. The next regular meeting will be February 14, 2022, 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: January 19, 2022

CLAIMS			1/10/2022
Advanced Technologies Inc.	shipping/supplies	\$	245.52
Al's Body Shop	supplies	\$	54.00
Amazon	pb equipment	\$	47.89
AT&T	cell phone	\$	466.57
Auto Value Parts Store	parts/supplies	\$	609.64
AutoMaxx	vehicle repairs	\$	95.00
Berkner Excavating & Gravel	snow removal	\$	5,492.50
BIB	background checks	\$	14.00
Card Pointe	card fees	\$	300.38
Carquest of Ortonville	parts	\$	111.43
CHS	gas	\$	2,944.10
Cole Papers Inc.	supplies	\$	428.69
Companion Life Ins.	admin fee	\$	10.00
Corporate Technology	service agreement	\$	1,619.50
DANR-Fical Office	discharge fee	\$	3,500.00
Eastside Car Wash	truck wash usage	\$	24.78
EideBailly LLP	audit	\$	4,000.00
FACe-Propay	transaction fees	\$	8.87

First District Assn of Local Governments	GIS services	\$	4,500.00
Grant County Auditor	county services	\$	1,575.00
Grant County Historical Society	building supplies	\$	2,000.00
Grant County Review	publications	\$	1,401.45
Great Northern Environmental	equipment repairs	\$	433.25
Hach Company	testing supplies	\$	151.00
Hartman's Family Foods	supplies	\$	45.23
Hawkins	chemicals	\$	602.34
Helms & Associates	engineering services	\$	4,859.22
Independent/Northern Star	signs	\$	3,199.00
ITC	telephone/internet service	\$	1,419.14
John Deere Financial	parts	\$	224.08
Linde Gas & Equipment	service air system	\$	48.36
Money Movers	NIHCA membership fee	\$	8.25
My Pool Signs	supplies	\$	424.51
NAPA Auto Parts	parts/supplies	\$	466.83
NW Energy	natural gas	\$	6,244.61
Otter Tail Power	electric	\$	22,275.08
Reedstrom, Mark	retainer fee	\$	1,000.00
Reimche Airspray LLC	FBO Contract	\$	1,200.00
Ricarie Software	applicant stack subscription	\$	95.00
Roger's Electric	parts	\$	14.80
Running's Supply, Inc.	supplies/parts	\$	1,924.02
SD Airport Management Assn	membership dues	\$	25.00
SD Assoc of Code Enforcement	membership dues	\$	80.00
SD Attorney's Assn	membership dues	\$	20.00
SD Building Officials Assn	membership dues	\$	50.00
SD City Management Assoc	membership dues	\$	150.00
SD Dept of Revenue & Regulation	sales tax	\$	1,672.48
SD Government Finance	membership dues	\$	40.00
SD Human Resource Assn	membership dues	\$	50.00
SD Municipal Street Maintenance	membership dues	\$	35.00
SD Police Chiefs' Assn	membership dues	\$	99.96
SDML	membership dues	\$	3,059.40
SDML Work Comp Fund	wc insurance	\$	30,147.00
Sinner, Katie	training reimbursement	\$	310.98
Spotify	subscription	\$	10.64
Star Laundry & Cleaners	laundry service	\$	206.31
The Original Marketing Group	marketing	\$	650.00
The Valley Shopper	job ads	\$	191.34
Twin Valley Tire	tires/tire service	\$	122.39
US Bank - SRF	bond payment	\$	52,951.51
US Postal Service	postage/license fee	\$	420.00

Valley Office Products	supplies	\$	470.28
Valley Rental & Recycling	recycling agreement	\$	650.00
Wherry Snow Removal	snow removal	\$	415.00
Whetstone Home Center Inc.	supplies/misc. lumber	\$	2,731.19
Whetstone Sanitation	service port pots	\$	85.00
Wild West Supplies	pool parts	\$	144.39
Zoom video Communications Inc	subscription	\$	111.81
		\$	168,983.72