

MILBANK CITY COUNCIL PROCEEDINGS
February 14, 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, February 14, 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: Attorney Mark Reedstrom, 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, Connie Larson, and Kathy Ward.

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 January 10 and January 24, 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. Ratify hiring: Ashley Henrich, Unity front desk, \$10.73, 1/11/22. Dane Brown-Unity trainer, \$13.42, 2/14/22. Jena Schulte-Unity class instructor, \$13.42, 2/24/22.
2. Approve advertising for seasonal park staff, summer recreation staff, and water safety instructors.
3. Approve advertising for 2022-2024 mowing contract.
4. Approve Airport Grant Agreement #1D1-GLG-3-46-0034-020-2022.
5. Approve Temporary Construction Easement with the Sisseton Milbank Railroad.
6. Approve advertising for a part-time janitor and building attendant at Unity.

DEPARTMENT REPORTS

Water – Councilman Wiener reported the underground storage pump room was painted. The Golden Anderson valve was repaired. There was a water main break in Pribyl Park. The city is utilizing 82% spring water.

Administrator Forman explained he has been contacted by representatives of Grant-Roberts Rural Water. GRRW is in the design phase of upsizing their mains. They have inquired if Milbank would be interested in partnering to install an interconnect between the Milbank water system and the GRRW system. The interconnect would provide a backup a source for either water system in an emergency. Water Manager Settje noted that many state and federal

programs are encouraging water systems consider access to an secondary source. Fire Chief Schuelke spoke in favor of the project. A motion was made and seconded to pursue the possibility of an interconnect with GRRW system. Motion carried 6-0.

Property Standards – No report.

Rubble Site – Jason Sackreiter was present to discuss the renewal of the recycling agreement. Sackreiter reported the volume of recyclables received at his facility has steadily increased. Council members expressed concern over people not being able to utilize the facility because the bins are full. Sackreiter stated the bins are emptied daily. He is considering additional bins to double the capacity. Councilwoman Rogers stated over the next year, she would like the council to explore curb side pickup options for recycled materials. The consensus of the Council was the service is needed and desired by the community. A motion was made and seconded to approve the agreement in the amount of \$650.00/month; \$7,800.00/annually, 3/1/2022 to 2/28/2023. Motion carried 5-1, Councilman Wiener voting against.

Street – Councilman Hoeke reported the department staff has completed the class 4 applicators license recertification. They plowed as weather required, removed snow from the sidewalks along the highways, opened catch basins, cleared the walking paths, and assisted with snow removal at the airport. Brake and plow repairs were completed, and all equipment was serviced.

Parking on Second and Third Avenues a half block east of Main Street was discussed. The downtown area can be tight specifically when larger vehicles are present. Some options were discussed. Mayor Raffety requested John Forman, Scott Meyer, Chief VanVooren, Councilmen Hoeke and Wiener discuss options and report back to the council.

Police – Councilman Karels stated the department participated in the high school civics classes. They are reviewing grants available thru the SD Department of Public Safety for the purchase of equipment.

Personnel – No report.

Attorney – No report.

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

A motion was made and seconded to approve the bills list, \$199,116.33. Motion carried 6-0.

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

A motion was made and seconded to approve the first reading of Ordinance 841- Establishing a schedule for introduction and adoption of the annual municipal budget. Motion carried by roll call vote 6-0.

January salaries: Mayor/Council \$1,600; Finance \$14,785; Police \$28,762 Fire \$1,716; Street \$13,769; Rubble Site \$564; Recreation \$23,180; Park \$11,338; Water \$6931; Wastewater \$15,385.

Airport – Administrator Forman discussed the Bid Protest Procedures stating it is now a requirement with all FAA bids. A motion was made and seconded to approve the Bid Protest Procedures. Motion carried 6-0.

Wastewater – Councilman Briggs reported the plant is running good and routine plant repairs and equipment maintenance continues.

Park – Councilwoman Rogers reported Christmas decorations were taken down. Continue snow removal and routine maintenance items as needed.

Unity Health & Fitness – Councilwoman Rogers stated the park board is in discussions with the school district for the lease of Hurley Park for a practice football field. The Milbank Area Lions Swim Team (MALST) submitted a request for use of the pool for their summer practice schedule and meets. Dakota Playgrounds Company submitted a preliminary playground design for Pribyl Park. Pool rules have been amended to increase safety to clients, reflect compliance with industry standards and help reduce the overall risk to the City.

Volleyball league plays on Sunday evenings. Pickleball participation continues to grow, playing on Tuesdays and Thursdays. A six-week couples dance class will begin February 27th. Various fitness classes are held in the multi-purpose room.

Planning & Zoning – Councilwoman Rogers reported a variance was approved for Nick Frerichs for an oversized accessory structure located at 205 Track Avenue. Jason Sackreiter was nominated 2022 Chairman and Jacob Ebsen Vice-Chairman. No permits were issued in January.

A motion was made and seconded to accept the resignation of Renee Osborne from the Planning & Zoning Commission; Approve the appointment of Robert Frink and Jason Sackreiter, January 2022 to December 2026; Approve the appointment of Jacob Ebsen to complete the remainder term of Becky Bjerke ending in December 2023. Motion carried 6-0.

Lake Farley Projects – A motion was made and seconded to approve the Engineering Agreement with Banner Associates, Inc for design engineering and bidding services for the Milbank Legion Baseball Field at Lake Farley Park – Phase 1 Field Design, for a lump sum of \$75,000.00. Motion carried 6-0.

Fire – Councilman Hanson reported the Firefighters grant program secured twenty sets of wildland/tech rescue gear. Ice rescue training course will be held February 26, hosted by the

Big Stone City Fire Department. Milbank will host the NE District Fire School on April 23. The chassis for the new fire truck was ordered and will be delivered in 2023.

Adjourn – A special Council meeting will be held jointly with the Planning & Zoning Commission, February 28, 2022, at 6:00 pm. The next regular meeting will be March 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

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CLAIMS 2/14/2022

Advanced Technologies Inc.	shipping/supplies	\$	275.04
All Flags, LLC	flags	\$	265.37
Amazon	swim platform, supplies, pool vac	\$	524.90
American Engineering Testing	testing	\$	1,052.20
Associated Supply Co.	parts, chemicals	\$	11,431.52
AT&T	cell phone	\$	465.67
Auto Value Parts Store	parts/supplies	\$	761.52
AutoMaxx	vehicle repairs	\$	1,488.16
Ban-Koe Systems, Inc.	fire alarm maint. & monitoring	\$	1,615.00
Banner Associates, Inc.	engineering services	\$	3,441.00
Berens Market	supplies	\$	18.00
Berkner Excavating & Gravel	snow removal/repairs	\$	8,952.87
BIB	background checks	\$	14.00
BSN Sports Inc.	ball carts	\$	128.42
Card Pointe	card fees	\$	432.09

Carquest of Ortonville	parts	\$	1,026.32
CHS	gas	\$	3,646.06
Cole Papers Inc.	supplies	\$	1,331.87
Companion Life Ins.	admin fee	\$	10.00
Corporate Technology	service agreement	\$	1,869.50
Creative Product Sourcing, Inc.	DARE supplies	\$	169.54
Dakota Pump & Supply	valve repairs	\$	408.16
Eastside Car Wash	truck wash usage/rentals	\$	147.70
Electronic Pump Inc.	repair controller	\$	932.07
Equipment Blades Inc.	blades	\$	1,443.00
Expressions Art Gallery	wall print	\$	548.69
FACe-Propay	transaction fees	\$	83.21
Faucet Depot	parts	\$	32.60
Ferguson Waterworks	meter parts	\$	1,110.32
First District Assoc of Local Governments	annual dues	\$	9,632.03
FMSCA Clearinghouse	query plan	\$	6.25
Food N Fuel	gas	\$	532.89
Forman, John	travel expense/clothing allowance	\$	536.16
Grand Stay Hotel	pool use	\$	45.00
Grant County Auditor	county services	\$	1,675.00
Grant County Review	publications	\$	189.63
Hawkins	chemicals	\$	7,421.64
Heiman Fire	supplies	\$	1,576.50
Helms & Associates	engineering services	\$	3,303.69
Hillyard-Sioux Falls	supplies	\$	8.63
Homan Metal Fab. LLC	plow repairs	\$	2,780.00
Humburg, Allison	clothing allowance	\$	100.00
Insurance Benefits	airport liability insurance	\$	1,781.00
ITC	telephone/internet service	\$	1,626.64
ITS	security video coverage	\$	23,078.23
John Deere Financial	parts	\$	808.01
Lewis Drug	supplies	\$	20.03
Linde Gas & Equipment	service air system	\$	48.87
MacQueen Emergency	suits	\$	11,387.29
Magedanz Electric LLC	LED conversion	\$	16,154.76
Malloy Electric Bearing Supply	parts	\$	4,733.57
Milbank Girls Basketball	refund	\$	480.00
Milbank Winwater Co.	parts	\$	16.32
Money Movers	NIHCA membership fee	\$	12.00
NAPA Auto Parts	parts/supplies	\$	481.89
Norm's Auto & Repair	parts/repairs	\$	2,925.09
NW Energy	natural gas	\$	13,219.25

Otter Tail Power	electric	\$	21,258.32
Petty Cash	supplies/postage	\$	24.50
Pollock, Chad	cutting edges/repair plow	\$	196.50
Pro Image Partners	table throw	\$	262.00
Reedstrom, Mark	retainer fee	\$	1,000.00
Reimche Airspray LLC	FBO Contract	\$	1,200.00
Ricarie Software	applicant stack subscription	\$	99.00
Rocky Mountain Printing Solutions	supplies	\$	72.84
Roger's Electric	parts	\$	1,014.00
Running's Supply, Inc.	supplies/parts	\$	848.04
SCR	system repairs	\$	240.00
SD Dept of Agriculture	license renewal fee	\$	137.63
SD Dept of Revenue & Regulation	sales tax	\$	2,178.63
SD LTAP	registration fee	\$	125.00
SD Public Health Lab	testing	\$	172.00
Share Corp	supplies	\$	1,284.40
Sioux Equipment	system repairs	\$	1,376.74
South Dakota 811	one calls	\$	17.85
Sparx Hockey	supplies & equipment	\$	239.57
Spotify	subscription	\$	10.64
Star Laundry & Cleaners	laundry service	\$	208.60
Stoney Brook Ent Inc.	replace sensors	\$	788.78
The Original Marketing Group	marketing	\$	650.00
The Valley Shopper	job ads	\$	169.00
Twin Valley Tire	tires/tire service	\$	110.37
UPI	gas	\$	5,568.49
US Bank - St Paul	bond fees	\$	1,200.00
US Postal Service	postage	\$	420.00
USA Bluebook	centrifuge	\$	1,461.34
Valley Office Products	supplies	\$	196.93
Valley Rental & Recycling	recycling agreement	\$	650.00
Wherry Snow Removal	snow removal	\$	260.00
Whetstone Valley Electric	electric/repairs	\$	3,622.86
Whetstone Home Center Inc.	supplies/misc. lumber	\$	610.57
Whetstone Sanitation	service port pots	\$	85.00
Wiese Electric	pool repairs	\$	605.70
Wildwest Pool Supplies	returns	\$	(134.40)
WM Corporate Services Inc.	garbage service	\$	1,577.40
Xerox Corporation	copier leases	\$	991.05
Zoom Video Communications Inc	subscription	\$	111.81
		\$	199,116.33