

MILBANK CITY COUNCIL PROCEEDINGS

April 11, 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, April 11, 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, Travis Lester, Dwight Samson.

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

Public Input – No public comments.

Public Hearing – A public hearing was held for the Milbank Area Chamber of Commerce (MACC) requests for temporary malt beverage/SD wine licenses.

1. Saturday, May 7, 2022, 1:00 pm – 8:00 pm, Cinco de Mayo Fiesta, Lake Farley.
2. Friday, July 29, 2022, 4:00 pm – 11:00 pm, Farley Fest, Lake Farley.
3. Saturday, July 30, 2022, 11:00 am – 11:30 pm, Farley Fest, Lake Farley.

A motion was made and seconded to approve the temporary licenses as requested.

Motion carried 6-0.

A motion was made and seconded to approve the revised event schedule to include an additional concert to be held on Friday, July 29, 2022, 7:00 – 10:00 pm. Motion carried 6-0.

Minutes – A motion was made and seconded to approve the minutes from the April 14, 2022, meeting. Motion carried 6-0.

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

CONSENT AGENDA

1. Approve a letter of support of the SD Dot's sponsored Sisseton Milbank Railroad (SMRR) Modernization Project which is seeking federal funding support through the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant program.
2. Approve the hiring of seasonal recreation staff: Casside Seez \$ 11.53. Justus Osborn \$11.53. Kaden Krause \$11.53. Julie Landmark \$13.88.
3. Ratify hiring: Mindy Giesen, Unity building attendant, \$11.94, 4/3/22.

Cindy Bogenrief, Unity building attendant, \$11.94, 4/5/22.

4. Approve the hiring of seasonal park staff: Kellen Hoeke \$12.62 and Carson Weber \$12.18.
5. Accept the resignation of Ashley Henrich, Unity Health & Fitness, 3/21/22.
6. Approve the transition of Allison Humburg from full-time Unity Recreation Coordinator to part-time personal trainer, effective 4/2/22, \$17.39.

DEPARTMENT REPORTS

Water – Councilman Wiener read the monthly report. The city is utilizing 83% spring water.

Ground Storage Reservoir Improvement Project 2022 – Five bids were received:

1. Maguire Iron - \$391,900. 2. Municipal Tank & Utilities LLC - \$324,415. 3. Champion Tank Services, LLC - \$494,000. 4. TMI Coatings, Inc. - \$687,600. 5. Viking Painting LLC - \$481,200. Motion was made and seconded to approve the bid submitted by Municipal Tank & Utilities LLC. Motion carried 6-0.

Property Standards – No report.

Rubble Site – Councilman Hoeke read the monthly report. Shape Up Milbank was discussed; A date was not set due to the wet conditions at the rubble site.

Street – Councilman Hoeke reported equipment repairs, pot-hole patching, cleaning catch basins and alley blading.

Parking on 2nd Avenue and 3rd Avenue east of Main Street was discussed. A motion was made and seconded to decrease the angle parking to thirty-degrees. Motion carried 6-0.

Administrator Forman reported the drainage permit submitted to the by Michael Schneck was tabled by the Grant County drainage board. After seeking direction from the City's insurance and legal counsels, Forman stated he did not feel it necessary to pursue the installation of a valve. Any liability would come back to the landowner discharging the drainage. That landowner has the duty to downstream landowners to comply with the law and not create nuisance or trespass.

Police – Residents are reminded to not keep valuables in their vehicles and to keep the vehicles locked. City ordinance states dog's owner's pickup after their dog, the dog must be leashed, and the dog shall not disturb the peace.

Attorney – No report.

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

A motion was made and seconded to approve the bills list, \$335,737.98. Motion carried 6-0.

A motion was made and seconded to approve the second reading of Ordinance 843-2022 Supplemental Appropriation Ordinance. Motion carried by roll call vote, 6-0.

A motion was made and seconded to approve the new revised job descriptions for the utility clerk, finance officer and administrative assistant. Motion carried 6-0.

A motion was made and seconded to approve the new position of utility clerk and authorize advertising for the position. Motion carried 6-0.

March salaries: Mayor/Council \$1,600; Finance \$15,438; Police \$30,068 Fire \$1,716; Street \$12,769; Rubble Site \$736; Recreation \$22,977; Park \$10,340; Water \$8,193; Wastewater \$15,883.

Airport – No report.

Wastewater – Councilman Briggs read the monthly report.

Park – Councilwoman Rogers gave the park report.

A motion was made to authorize the Mayor to sign the Memorandum of Understanding between the City, Valley Queen Charitable Foundation the Flynn Estate. The memorandum will provide a \$450,000 donation for the construction of the splash park. Motion carried 6-0.

A motion was made and seconded to approve the bid for the splash park to Aquatix by Landscape Structures, \$194,768.00, equipment only. (Sourcewell Contract No. 010521-LSI.)

Baseball Maintenance Supply bid – one bid was received. A motion was made and seconded to approve the bid submitted by Beacon Athletics for stated baseball maintenance supplies, \$35,896.00. Motion carried 6-0.

The Council discussed the installation of a storm shelter at Lake Farley Park. The cost is estimated at \$1,000,000. A motion was made and seconded to direct Administrator Forman to pursue grant funding for the shelter. Motion carried 6-0.

A motion was made and seconded to approve the architectural/engineering agreement with Banner Associates, Inc for the storm shelter/concession stand at Lake Farley Park, \$68,100.00. Motion carried 6-0.

The Park Board recommended the installation of a restroom near the Lake Farley beach area and new restroom to replace the existing bathroom at Jack & Jill Park. A motion was made and seconded to approve the recommendation and approve the bid and purchase of two unisex prefabricated one stall bathroom structures (Sourcewell Bid No.081721-CXT,) \$59,564 each, for Lake Farley and Jack & Jill Park. Motion carried 6-0.

The Park Board recommended the installation of picnic shelters, one near the Lake Farley beach and one at Hurley Park. A motion was made and seconded to approve the bid and purchase of two Ram 24' x 34' multi-RIB shelters (Sourcewell Bid No. 012621-PCC,) Crouch Recreation Inc, \$66,686 each, for Lake Farley and Hurley Park. Motion carried 6-0.

Unity Health & Fitness – Councilwoman Rogers gave the monthly report. Participants can still sign up for summer youth baseball, softball, tennis programs and swim lessons online. Adult fitness class attendance has increased greatly.

Park & Recreation Manager, Keyes stated the Park Board approved a layout for the Unity lobby remodel. Keyes explained the remodel will resolve non-ADA compliant issues among other concerns. A motion was made and seconded to approve the Park Board's design plans and call for bids. The estimated construction cost is \$173,000. Motion carried 6-0.

Keyes stated Unity was built with four boilers. To date only two are operational and have exceeded their anticipated life expectancy. A motion was made and seconded to approve advertising for bids for new boilers at Unity. New design specifications call for two larger boilers. A high estimate for the replacement boilers is \$138,000. Motion carried 6-0.

Planning & Zoning – Councilwoman Rogers reported a conditional use permit was approved for Kelly Gnat for the operation of a home-based daycare at 301 South Viola Street.

March Permits:

Building: Austin Hunt-1014 Adams Dr-accessory structure. Mark & Ardis Hintz-707 Valley View Circle-house/garage. Brewster Building Center-1209 E 4th Ave-loading dock. Corey & Alison Kramer-1213 Park Dr-house/garage. Carla Krause-604 S 5th St-residential addn. Marlin & Shirley Schmidt-719 Valley View Circle-accessory structure. James Schuelke- Lloyd St-accessory structure.

Sign Permit: Jorge Regil/Habanero's-1508 Morningside Dr-sign.

Roofing Permit: Jayson Liddle-405 W 7th Ave-asphalt.

Fence Permits: Katherine Johnson-202 S 6th St-wood/vinyl. Cody Buttke-711 S 4th St-wood.

Lake Farley Projects – A motion was made and seconded to approve Lake Farley Campground Improvements, Change Order 2, increase of \$3,200, plant and fertilize the irrigated soccer field area. Motion carried 6-0.

Fire – Councilman Hanson gave the monthly report. Department elections were held; David Giesen – fire chief, Justin Mathiason and John Weyh – assistant chiefs. Councilman Hanson thanked Kevin Schuelke for his 13 years as chief. Schuelke will remain as the fire administrator.

Adjourn – The next regular meeting will be May 9, 2022, at 7:00 PM. A motion was made and seconded to adjourn 8:00 pm. Motion carried 6-0.

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

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CLAIMS

4/11/2022

Adelman Construction	install door	\$	750.00
Advanced Technologies Inc.	shipping/supplies/repairs	\$	483.68
Alex Air Apparatus, Inc.	annual quality testing	\$	749.42
Al's Body Shop	supplies	\$	54.00
Alternative HR, LLC	HR support	\$	36.25
Amazon	supplies	\$	358.35
American Engineering Testing	testing	\$	581.60
American Waterworks Assn	membership fees	\$	355.00
Associated Supply Co.	parts, supplies	\$	1,210.86

AT&T	cell phone	\$	465.67
Auto Value Parts Store	parts/supplies	\$	250.61
Automaxx CDJR Inc	vehicle service	\$	39.29
Banner Associates, Inc.	engineering services	\$	25,233.26
Berg, Nicole	certification expense	\$	310.98
Berkner Excavating & Gravel	snow removal/repairs	\$	3,209.46
BIB	background checks	\$	14.00
Card Pointe	card fees	\$	756.55
CHS	gas	\$	3,910.32
City of Milbank	deposit refund	\$	200.00
Climate Systems Inc.	PM contract	\$	1,128.25
Cole Papers Inc.	supplies	\$	1,068.24
Companion Life Ins.	admin fee	\$	10.00
Conrad, Linda	replace mailbox	\$	127.27
Corporate Technology	service agreement/computer	\$	3,448.00
Do Supply Inc.	parts	\$	2,380.00
Eastside Car Wash	truck wash usage	\$	112.44
Engelstad Electric Co. Inc.	repair sirens	\$	1,208.17
FACe-Propay	transaction fees	\$	17.70
Faeth Fencing	fence materials	\$	3,719.94
Flexible Pipe Tool Co.	parts	\$	159.00
Folk, Jake	travel expense	\$	14.00
Food-N-Fuel	gas	\$	220.84
Forman, John	travel expense	\$	441.20
Grant County Auditor	county services	\$	1,675.00
Grant County Development Corp	allocation		
Grant County Review	publications	\$	793.30
Hach Co.	supplies/parts	\$	1,186.50
Hawkins	chemicals	\$	1,090.42
Heiman Fire	supplies	\$	440.40
Hemingway Solutions	annual fees	\$	1,386.00
Hermans, Brianna	certification expense	\$	574.04
Holiday Inn	travel expense	\$	136.56
Hoops Inc.	basketball systems	\$	4,896.00
Independent/North Star	sponsorship signs	\$	473.00
Inland Truck Parts & Service	blades	\$	203.98
ITC	telephone/internet service	\$	1,518.17
John Deere Financial	parts	\$	512.83
JWC Environmental	monster renew	\$	25,405.00
Kenney Acoustical Tile LLC	sound panels	\$	6,550.00
Lacal Equipment Inc.	parts	\$	2,056.82
Lamb Motor Co.	2022 Ford	\$	28,930.00
Lewis Drug	supplies	\$	5.92

Linde Gas & Equipment	service air system	\$	47.35
Midwestern Mechanical, Inc.	repair compressor	\$	2,431.00
Milbank Winwater Co.	parts	\$	322.25
Money Movers	NIHCA membership fee	\$	12.50
Most Dependable Fountains, Inc.	drinking fountain	\$	6,345.00
Motion Sports & Safety Products	skate aids	\$	550.00
NAPA Auto Parts	parts/supplies	\$	487.69
Nelson Auto Center	2022 vehicle	\$	34,984.80
Norm's Auto & Truck Repair	equipment repairs	\$	557.18
Norton, Don & Brenda	program expense	\$	536.88
NOVA Fitness Equipment	cycle/cardio equipment	\$	31,238.31
NW Energy	natural gas	\$	17,237.75
Otter Tail Power	electric	\$	24,615.73
Petty Cash	supplies/postage	\$	12.25
Quick Pro Lube	vehicle service	\$	71.98
Quill	supplies	\$	667.79
RDO Equipment Co.	parts	\$	158.59
Reedstrom, Mark	retainer fee	\$	1,000.00
Reimche Airspray LLC	FBO Contract	\$	1,200.00
Reinders Inc.	supplies	\$	1,477.00
Ricarie Software	applicant stack subscription	\$	99.00
Roger's Electric	parts	\$	486.87
Running's Supply, Inc.	supplies/parts	\$	2,087.47
SD Airports Conference	registration fee	\$	70.00
SD Department of Revenue	sales tax	\$	1,100.22
SD Dept of Agriculture	water permit	\$	1,486.25
SD Public Health Lab	testing	\$	86.00
Share Corp	supplies	\$	1,032.40
South Dakota 811	one calls	\$	4.20
Spotify	subscription	\$	10.64
Star Laundry & Cleaners	laundry service	\$	209.93
Steve's World	service equipment	\$	2,805.80
Stoney Brook Ent Inc	equipment repairs	\$	414.04
Street Graphix	staff shirts/supplies	\$	231.56
Syn-Tech Systems	system maint/repairs	\$	3,538.00
The Original Marketing Group	billing	\$	1,300.00
The Valley Shopper	advertising	\$	387.02
Time Clock Plus	license/support fees	\$	2,951.60
TK Elevator Corp	service call/maintenance	\$	2,864.21
Twin Valley Tire	tire service	\$	146.77
Unity Health & Fitness	membership fees	\$	400.00
UPI	gas	\$	55.00
US Bank - St Paul	bond principal/interest	\$	52,951.51

US Postal Service	postage	\$	420.00
Valley Office Products	supplies	\$	95.83
Valley Rental & Recycling	recycling agreement	\$	650.00
VanVooren, Boyd	travel expense	\$	14.00
Wherry Snow Removal	snow removal	\$	110.00
Whetstone Home Center Inc.	supplies/misc. lumber	\$	1,972.53
Whetstone Sanitation	garbage service	\$	724.00
Whetstone Valley Electric	electric/repairs	\$	1,230.78
WM Corporate Services Inc.	garbage service	\$	237.37
Xerox Corporation	copier leases	\$	640.83
Zoom Video Communications Inc	subscription	\$	111.81
		\$	335,737.98