

MILBANK CITY COUNCIL PROCEEDINGS  
July 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. The following members were present: Mayor Pat Raffety, Councilmembers Steve Wiener, Mike Hanson, Mindy Rogers, Roger Briggs, Josh Karels. Absent: Scott Hoeke. Present from the staff: Attorney Mark Reedstrom, John Forman, Boyd VanVooren, Cynthia Schumacher, Dick Poppen, Scott Meyer, Don Settje, Kevin Schuelke, Dan Keyes. Public present: Craig Weinberg, Holli Seehafer, Alan Adelman, Virgil Snell, Kathy Ward, Krista Atyeo-Gortmaker, Jim Weinberg, Sherry Weinberg, and Sarah Weinberg.

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

Virgil Snell addressed the Council and questioned the establishment of rubble site rate structure.

A motion was made and seconded to approve the minutes from the June 13, and June 20, 2022, meetings. Motion carried 5-0.

A motion was made and seconded to approve the claims list, \$423,820.41. Motion carried 5-0.

June salaries: Mayor/Council \$1,600; Finance \$22,627; Police \$44,837; Fire \$1,716; Street \$18,843; Rubble Site \$1,451; Recreation \$44,434; Park \$24,601; Water \$9,061; Wastewater \$23,562.

Mayor Raffety thanked Steve Wiener and Scott Hoeke for their years of service.

The Council moved to recess.

The Mayor called the Council back into session.

Attorney Mark Reedstrom administered the Oath of Office to Mayor Raffety and Councilmen Roger Briggs, Craig Weinberg, and Josh Karels.

The meeting was called to order and roll call was taken.

A nomination was made for Mike Hanson as Council President. Nominations ceased, and a unanimous ballot was cast for Mike Hanson as Council President.

A nomination was made for Josh Karels as Vice-President. Nominations ceased, and a unanimous ballot was cast for Josh Karels as Vice-President.

A motion was made and seconded to approve the Mayor's employee appointments. Motion carried.

City Administrator – John Forman  
Finance Officer – Cynthia Schumacher  
Police Chief – Boyd VanVooren  
Fire Chief – David Giesen  
Asst Fire Chief – John Weyh, Justin Mathiason  
City Attorney – Mark Reedstrom

A motion was made and seconded to approve the Mayor’s Committee Appointments. Motion carried.

Pat Raffety – Airport, Finance  
Roger Briggs – Water  
Mike Hanson – Housing & Development, Lake Farley, Property Standards, Police  
Josh Karels – Housing & Development, Lake Farley, Wastewater  
Mindy Rogers – Park & Cemetery, Unity Health & Fitness  
Craig Weinberg – GCDC & Chamber Liaison, Personnel, Planning & Zoning  
John Weyh – Fire, Grant County Emergency Board, Rubble Site, Streets

A motion was made and seconded to approve the Reserve Police Officer Roster; Rodney Thaden, Neil Folk, Nic Bray, and Jacob Wellnitz. Motion Carried.

A motion was made and seconded to approve the Fire Department Roster as placed on file in the office. Motion Carried.

A public hearing was held for the transfer of Retail (on-sale) Liquor License from Lantern Inn Inc to AA Restaurants LLC dba Sly’s Steak House R2, Lots 3 & 4 in Redman Acres, 1012 S Dakota Street, Milbank, SD. A motion was made and seconded to approve the transfer. Motion carried.

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

1. Ratify hiring of part-time Unity staff: Jessica Bohlen and Linda Schmidt, guest service rep, \$12.03.
2. Approve Change Order #2, AWOS III-Project 3-46-0034-018-2021, decrease \$6,686.80. Approve Certificate of Approval for final payment, \$14,172.89.
3. Approve Change Order #2, West 7<sup>th</sup> Ave Project, increase \$45,172.89.

## DEPARTMENT REPORTS

Water – Councilman Briggs reported the installation of the sprinkler service at the Lake Farley Soccer Fields was completed and the water is on. The city is utilizing 70% spring water.

Property Standards – No report.

Housing – Mayor Raffety explained that Valley Queen will embark on a three-year expansion. As a result of this expansion the City will realize additional sales tax. Mayor Raffety would like to commit the sales tax increase to aid with infrastructure expansion for additional housing. The Council approved the Mayor’s appointment of Mike Hanson and Josh Karels to serve on an Oversight Committee as outlined in Resolution 7/11/22. Motion carried.

A motion was made and seconded to approve Resolution 7-11-22, outlining the committee. Motion carried 5-0.

#### Resolution 7-11-2022

WHEREAS the Grant County Development Corporation (GCDC) commissioned a formal housing study completed in May 2022 for the Milbank and Grant County areas; that determined there is a substantial undersupply of all housing varieties and types, and;

WHEREAS, the GCDC has been actively promoting, investing, and partnering with individuals and entities to increase the housing supply in the City of Milbank and all of Grant County, since 2015, and;

WHEREAS, the City of Milbank has joined collaboratively in an effort with GCDC to secure funds to support installation of infrastructure and development of housing for the City of Milbank that meets the standards through a Request for Proposal process, and;

WHEREAS, in June 2022, the City of Milbank and the GCDC formulated an Oversight Committee to consist of members of leadership from the City of Milbank and GCDC.

WHEREAS, the City of Milbank supports the application to housing programs offered by grants or loans to specific housing developers and the developments they represent to increase the likelihood of workforce housing development in the City of Milbank, and;

WHEREAS, the Oversight Committee will administer the allocation of increased sales tax funds to be used to further create infrastructure in the workforce housing development, and;

WHEREAS, to meet infrastructure requirements, all development plans must be designed by a professional engineer licensed to practice in South Dakota. The City of Milbank's engineer, Banner Associates, will review and approve plans, and;

WHEREAS, upon completion of approved construction to ensure standards have been met the City of Milbank will accept ownership and maintenance of the public infrastructure, and;

WHEREAS, the City of Milbank supports the private undertaking of workforce housing by housing development organizations or individuals and has capacity for all added water/sewer/stormwater to be added into the individual development project(s) as outlined.

NOW, THEREFORE, BE IT RESOLVED:

(1) That the City of Milbank demonstrate support for the workforce housing projects as prescribed by the Housing Study of May 2022.

(2) That the City of Milbank has acknowledged the additional capacity for water use and sewer needs for the buildup of the housing development presented by individual development project(s).

(3) Project managers shall agree with annexation, presentation of lots and zoning plans of R-2 housing development and preparation for hearings with support by the City of Milbank.

(4) City of Milbank and GCDC have committed support to the individual development project(s) to move forward in providing information to acquire funds from the Housing Opportunity Fund (HOF) to support infrastructure for workforce housing development within the specifications of the City of Milbank and the requirements of funding of the HOF program.

(5) City of Milbank and GCDC will continue to address and facilitate any and all other funding mechanisms for the development of workforce housing as they may become available.

Dated this 11 day of July 2022

Aye: 5                      Nay: 0                      Absent: None.

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

Rubble Site – Scott Meyers, reported between June 21-25, rubble site hours were extended, and fees waived to residents for storm debris.

Street – Meyers reported the department has been working on repainting traffic markings and downtown parking lines. Angle parking on Second and Third Avenues east of Main Street were changed from 45-degree park to 30-degree parking.

Police – Councilman Hanson reported several reports of vehicle break-ins were received. Residents were urged to lock their vehicle and do not keep valuables in vehicles.

Airport – Mayor Raffety reported continual issues with the fueling system at the airport may be a result of an O-ring leak in the submersible pump. Helms Engineering was contacted to determine the best way to access and fix this issue.

Finance – No report.

Wastewater – Councilman Karels reported the department is replacing the diffusers in the air basin.

Park – Councilwoman Rogers reported swing sets were installed at Lake Farley. Additional donated spruce trees were received.

A motion was made and seconded to approve the Memorandum of Understanding between the City of Milbank and the Milbank School District, setting parameters for the use of Hurley Park as a football practice field. Usage times should not interfere with the fall soccer program. Motion carried.

The Milbank Area Retired Teachers Association (MARTA) received a total of \$16,000 to be donated to the City for the Milbank parks improvements. MARTA has specifically requested funds be used towards the purchase of water fountains at Flynn Park and Pribyl Park, bike racks at all parks, and play equipment near the beach at Lake Farley. The Council appreciates the additional funds, thanking MARTA for their donation.

Unity Health & Fitness – Councilwoman Rogers gave the monthly report. The Spin Cycle classes continue to run at max participation. Progressive training, a group fitness class has been added; The class offers stations with levels at which participants build on their own schedule. The class will provide more flexibility for participants.

Issues with the newly installed pool HVAC system have arisen. Delays with repairs continue as a lack of response by Saint Cloud Refrigeration and the subcontractor. The new chiller was scheduled to be shipped on July 22, 2022, unfortunately, notification was received that shipment has been delayed another month.

Planning & Zoning – No report.

June Permits:

Building Permits: none. Demolition Permits: none. Sign Permits: none. Roofing Permits: none.

Fence Permits: Chris & Stacy Schmidt-311 W 6<sup>th</sup> Ave. Rhonda Greene-516 S 5<sup>th</sup> St. Betty Dockter-1114 Vista Dr.

Special Event Permits: Emanuel Lutheran Church-Pribyl Park-6/25/2022-Disc Golf Clinic.

Milbank Area Chamber-Lake Farley Park-7/4/22-4<sup>th</sup> of July celebration. Whetstone Valley Electric-Lake Farley Park-7/19/22-employee summer picnic.

Fire – Councilman Hanson gave the monthly report.

Mayor Raffety called a special meeting on Monday July 18, 2022, at 6:00 PM.

Adjourn – The next regular meeting will be August 8, 2022, at 7:00 PM. A motion was made and seconded to adjourn. Motion carried 5-0.

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Pat Raffety, Mayor

ATTEST

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Cynthia Schumacher, Finance Officer

Publish: 7-20-22

Publish at an approximate cost of: \$ \_\_\_\_\_

## CLAIMS

7/11/2022

4Most Sport Group, LLC	ARC design fee	\$	5,000.00
Advanced Technologies Inc.	shipping/supplies/computer	\$	2,363.90
Al's Body Shop	supplies/parts	\$	139.02
Amazon	supplies/equipment/chg stations	\$	2,093.45
American Solutions for Businesses	furniture	\$	1,660.00
American Red Cross	training manuals	\$	244.50
Ash Law Office	deposit refund	\$	30.72
Associated Supply Company	pump/lift anchor/parts	\$	3,135.93
AT&T	cell phone	\$	465.18
Auto Value Parts Store	parts/supplies	\$	262.54
Baseball Savings	catchers mitts	\$	233.01
Berkner Excavating & Gravel, Inc.	rock	\$	235.75
BIB	background checks	\$	14.00
Blauert, Brandy	postage	\$	341.22
BSN Sports Inc.	pitching machine/screen/balls	\$	1,795.00
Card Pointe	card fees	\$	469.86
CHS	gas/oil	\$	4,074.81
City of Milbank	deposit refund	\$	119.28
Cole Papers Inc.	supplies	\$	1,801.62
Companion Life Ins.	admin fee	\$	10.00
Corporate Technology	service agreement/computer	\$	3,209.51
Crossroads Hotel & Huron Event Cntr	travel expense	\$	154.00
Diamond Vogel	traffic paint	\$	661.90
Eastside Car Wash	truck wash usage	\$	19.00
Efraimson Electric Inc.	AWOS III project	\$	14,172.89
Energy Laboratories, Inc.	testing	\$	2,621.00
Equipment Blades Inc.	blade/bolts	\$	281.82
FACe-Propay	transaction fees	\$	23.16
Faeth Fencing	install fence	\$	3,111.00
Ferguson Waterworks	meters	\$	3,645.00
First Bank & Trust	fees	\$	46.61
Food-N-Fuel	gas	\$	416.17
Graney, Rosemary	deposit refund	\$	34.76
Grant County Auditor	county services	\$	1,675.00
Grant County Historical Society	building displays	\$	2,000.00
Grant County Review	publications	\$	1,015.13
Hach Co.	supplies	\$	294.33
Hawkins	chemicals	\$	11,544.94

Heiman Fire Equipment	led light	\$	182.52
Hot Springs Spas & Pool Tables	pool cleaner	\$	2,099.27
Hulbert, Abby	pt certification program	\$	1,125.78
ITC	telephone/internet service	\$	1,375.57
J&J Earthworks Inc.	West 7th Ave project	\$	37,315.43
J&J Earthworks Inc.	Baseball Field-Ph 1 project	\$	34,825.95
John Deere Financial	parts	\$	392.00
Kelly Kutters	mowing contract	\$	16,784.78
Krause Sr, Ron	parts	\$	51.60
Kromer Co. LLC	parts	\$	434.35
Les Mills United States Trading	virtual training	\$	299.00
Lewis Drug	supplies	\$	60.80
Linde Gas & Equipment	service air system	\$	48.87
Malloy Electric Bearing Supply	install frequency drive	\$	8,804.99
Mark Reedstrom Law Office	small claim fees	\$	97.84
	annual fire sprinkler system		
Midwestern Mechanical, Inc.	inspection	\$	525.00
Milbank Glass & More	window repairs	\$	614.40
Milbank Winwater Co.	parts	\$	973.45
Moldenhauer, Laverna	water protection agreement	\$	15,255.20
Money Movers	NIHCA membership fee	\$	11.75
NAPA Auto Parts	parts/supplies	\$	80.36
Norman Moldenhauer Trust	water protection agreement	\$	5,890.40
Nutrien Ag Solutions Inc.	weed chemicals	\$	569.00
NW Energy	natural gas	\$	2,307.96
Otter Tail Power	electric	\$	19,905.81
Petty Cash	supplies/postage	\$	31.34
Pro Image Partners	banner	\$	220.00
Reedstrom, Mark	retainer fee	\$	1,000.00
Reimche Airspray LLC	FBO Contract	\$	1,200.00
Ricarie Software	applicant stack subscription	\$	99.00
Roger's Electric	parts	\$	290.67
Rosewood Apartments	TIF payment	\$	33,689.41
Running's Supply, Inc.	supplies/parts	\$	2,038.41
Schumacher, Cynthia	travel expense	\$	115.08
Scott, Matt	IT assistance	\$	65.00
SD Department of Revenue	sales tax	\$	3,588.73
SD Public Health Lab	testing	\$	191.00
Share Corp	supplies	\$	972.73
South Dakota 811	one calls	\$	81.90
Sportsedge	wall system/cap assembly	\$	86,942.81
Spotify	subscription	\$	10.64
Squarespace	domains	\$	251.34

Star Laundry & Cleaners	laundry service	\$	190.95
Sweeney Controls Co.	system repairs	\$	140.00
Tennis Court Supply LLC	paint	\$	620.32
The Corner	gas/oil	\$	146.60
The Original Marketing Group	billing	\$	250.00
The Valley Shopper	help ad	\$	191.34
Titan Machinery	parts	\$	501.77
Transource	parts	\$	65.80
Trusco Manufacturing Co	striper	\$	4,140.00
Twin Valley Tire	tires/tire service/vehicle service	\$	1,338.70
Upbeat Inc.	receptacles/ liners	\$	764.04
UPI	gas	\$	3,777.91
US Bank-SRF	SRF bond payment	\$	52,951.51
US Plastics	poly sheets	\$	75.69
US Postal Service	stamps	\$	88.31
US Postal Service	billing expense	\$	420.00
USA Bluebook	parts	\$	43.88
Valley Office Products	supplies	\$	787.77
Valley Rental & Recycling	recycling agreement	\$	650.00
Whetstone Home Center Inc.	misc. lumber/supplies	\$	678.29
Whetstone Sanitation	garbage service	\$	724.00
Whetstone Valley Electric	electric/repairs	\$	4,843.42
Zee Medical Service	first aid supplies	\$	82.15
Zoom Video Communications Inc	subscription	\$	111.81
			\$ 423,820.41

2022 Milbank Fire Department Roster

Last	First	Title
Berkner	Curt	
Jurgens	Bill	
Schuelke	Kevin	Fire Administrator
Mach	Mike	
Giesen	David	Fire Chief
DeBoer	Craig	Captain
Wellnitz	Dean	Captain



Fraasch	Jason	
Krause	Jason	Captain
Mathianson	Justin	Asst Chief
Spors	Steve	Captain
Hanson	Mike	
Schwandt	Kyle	Captain
Stengel	Eric	
Morton	Jesse	
Wellnitz	Jason	
Wellnitz	Jacob	
Storm	Brett	
Sackreiter	Jason	
Weber	Joe	Treasurer
Krause	Ronnie Jr	
Homan	Brian	Captain
Jurgens	Ross	
Schell	Blaine	
Weyh	John	Asst Chief
German	Adam	
Greiner	Marshall	
Huber	Bryan	
Ehlebracht	David	
Gingerich	Justin	
Weets	Kirby	Secretary
Zook	Shawn	
Lacher	Brady	
Gingerich	Andy	
Waldner	Mike	
Gertsema	Jordan	
Morton	Troy	