

MILBANK CITY COUNCIL PROCEEDINGS
October 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. The following members were present: Mayor Pat Raffety, Councilmembers Roger Briggs, Mike Hanson, Josh Karels, Mindy Rogers, Craig Weinberg, and John Weyh. Absent: none. Present from the staff: Attorney Mark Reedstrom, John Forman, Cynthia Schumacher, Boyd VanVooren, Scott Meyer, Don Settje, Darin Thiele, Ron Krause, Dick Poppen, and Dan Keyes. Public present: Holli Seehafer, Dwight Samson, Dan Sorenson, Kathy Ward, and Russ Jury.

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

PUBLIC COMMENTS – No public comments were heard at this time.

MINUTES – A motion was made and seconded to approve the minutes from the September 12, 2022, meeting. Motion carried 6-0.

PUBLIC HEARINGS

Liquor License Transfer – A motion was made and seconded to approve the transfer of liquor license for DCDS LLC, dba Cocktails & Corks from their current location at 107 E 4th Ave, The west 50' of Lots 5 & 6, Block 13, Original Townsite to their new location at 302 W 4th Ave, the north 79' of Lot 1 and all of Lot 2, Block 4, West End Addition. Owner Dan Sorenson explained they are renovating the new location and expect to move November 1, 2022. No one spoke against the location transfer. Motion carried 6-0.

Intent to Lease Real Property – There was no public opposition to lease the designated lands.

1. Hay ground described as the Southeast Quarter of the Northeast (SE ¼ NE ¼) Section 16, Township 120 North, Range 50 West of the 5th P.M., Grant County, South Dakota, approximately 33 acres.

A motion was made and seconded to advertise and call for bids for the hay ground. Motion carried 6-0.

2. Farmland described as Lot 1, Jurgens and Milbank Airport Addition, in Government Lots 3 and 4, all in the North Half of the Northwest Quarter (N1/2NW1/4) of Section 3, Township 120 North of Range 48 West of the 5th P.M., Grant County, South Dakota, approximately 18.76 acres; and Lot 1, Milbank Airport Fourth Addition in Government Lots 7, and 8 all in the North Half of the Northwest Quarter of Section 3, Township 120 North of Range 48 West of the 5th P.M., Grant County, South Dakota approximately 21.79 acres.

Administrator Forman explained that the said airport land is in the middle of a field currently farmed by Tim Zubke. Forman stated until the FAA requires the land to be fenced, and accessible by means of city property, he recommends a lease to Tim Zubke. A motion was made and seconded to agree to lease the land to the current tenant, Tim Zubke. A lease will be presented at the November meeting. Motion carried 6-0.

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

Amended Consent Agenda

1. Approve the mutual aid agreement for the Milbank Area Pod Plan.
2. Approve the employment change of Officer Keil Zinter from full-time to part-time.
3. Accept the resignation of Ron VanHoorn, Jr., effective October 17, 2022.
4. Ratify the hiring of part-time Unity staff: Pam Jackson-fitness instructor-\$13.42/hr. Jody Bear-fitness instructor-\$13.42/hr.
5. Authorize advertising for street department worker.
6. Authorize advertising for building maintenance coordinator.
7. Approve the Milbank Area Chamber Treat Street-Oct 31, 2022, close Main Street 4:30-8:00 pm.
8. Approve the Milbank Area Chamber Holiday Lighted Parade-Dec 3, 2022 @ dusk, close Main Street, 5th Ave to Railway Ave.
9. Authorize the Mayor to sign the airport grant preapplication for the design and reconstruct runway turnaround taxiway, \$950,000-6.5% local, 3.5% state, 90% federal.
10. Authorize Chief VanVoorn to sign the Highway Safety Project Agreement.
11. Approve Resolution 10-10-22, Consolidate Board of Equalization.

Resolution 10-10-22

WHEREAS, the City of Milbank Board of Equalization, Grant County, South Dakota, does desire to consolidate local board of equalization with the County Board of Equalization for 2022 tax year, payable 2023, as permitted in SDCL 10-11-68, and

WHEREAS, the City of Milbank Board of Equalization also believes the consolidation of the two boards would promote efficiency and equity of the equalization procedures.

THEREFORE, BE IT RESOLVED that there be formed a Consolidated Board of Equalization in accordance with SDCL 10-11-68 for real property within the County of Grant.

BE IT FURTHER RESOLVED that the City of Milbank Board of Equalization will have a member sit on the Consolidated Board of Equalization as designated by SDCL 10-11-68.

BE IT FURTHER RESOLVED that the City of Milbank Board of Equalization will compensate any expenses for their member that is on the County Board of Equalization.

Adopted and approved the 10th day of October 2022.

Aye: 6 Nay: 0 Absent: none

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer
CC: Karen Layher, Grant County Auditor

DEPARTMENT REPORTS

Lake Farley – Administrator Forman stated the baseball field rootzone, infield, and warning track will be completed this week. The soccer fields and campgrounds are complete. Forman is obtaining quotes for a temporary fence to protect the sod from wildlife.

Park & Cemetery – Councilwoman Rogers reported the department finished the new Pribyl Park playground. The new restrooms at Lake Farley and Jack & Jill are operational. Routine fall cleanup continues.

Administrator Forman reported the test camera is not a viable option. It is solar, does not hold a charge and recording is not dependable. It was decided to explore other options that may work with our current security cameras/system.

The Bicycle Pedestrian Trails Committee (BPTC) has been working to develop a framework for local trails. They have reached out to First District Association for assistance and recommends the Council approve the Milbank Master Trail Plan agreement with First District Association, \$10,000. The agreement would develop a final Master Trail Plan report with associated maps and cost estimates. They will assist with the public hearings and grant writing. Based on the groundwork that the local BPTC has completed the project would be shortened to 6-10 months. A motion was made to approve the agreement with First District for a Master Trail Plan, \$10,000. Motion carried 6-0.

Unity Health & Fitness – Councilwoman Rogers reported that Cody Pohlen, Recreation Director has been nominated for the State Park & Recreation Association's representative to the Municipal League/Legislative Affairs. In addition, Cody has received a nomination for the 2022 Rising Young Professional Award. Best of luck to Cody. We are appreciative to have him on our team.

Flag football is finished, and fall/winter programs have begun. The Inet has been installed and awaiting the boiler and chiller.

Fire – Councilman Weyh gave the monthly report and stated the new truck is being built and a 2023-year end arrival is anticipated.

Rubble Site – Councilman Weyh reported there was an unplanned ignition of the tree area earlier this month. DENR was contacted and protocols were followed. Considerable time was spent to cover and reclaim the burned area. Several loads of building debris and concrete have been delivered to the site. Rubble site hours will be extended on Saturday, October 22, and October 29, 8:00 am to 4:00 pm.

Street – The department is completing Fall projects and the closure of Eastman Street at the railroad crossing. Problems with the street sweeper continue.

Airport – Due to issues with the credit card processing company, fuel cannot be purchased at the airport at this time.

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

A motion was made and seconded to approve the bills list, \$821,591.79. Motion carried 6-0.

Mayor Raffety requested a special council meeting be scheduled for October 24, 2022, at 6:00 pm for a budget work session.

September salaries: Mayor/Council \$1,400; Finance \$17,444; Police \$31,637; Fire \$1,516; Street \$11,744; Rubble Site \$778; Recreation \$21,948; Park \$13,341; Water \$6,405; Wastewater \$15,395.

Housing – The housing oversight committee met.

Water – Councilman Briggs reported Maguire Iron cleaned and inspected the water tower. Crews are on site to repair and paint the exterior of the large tank. They will return in the spring to paint the inside. There were fifteen on the shut-off list. The city is utilizing 51% spring water.

Planning & Zoning – Councilman Weinberg reported a conditional use permit requested by Sokota Property Company, LLC, for the construction of a twin home located on Lot 14, Valley View Addition was approved.

A motion was made and seconded to approve the second reading of Ordinance 844, which would change the zoning of Lots 1-13, Block 13, Original Townsite; Lots 1, 2, 3, 11, 12, 13, north 42’ of Lot 10, Block 48, Original Townsite; Lots 1-4, Block 49, Original Townsite, from a B-1, Light Business to a I-1, Light Industrial. Motion carried by Roll call vote, 5-0. Councilwoman Rogers abstaining.

September Permits:

Building Permits: Bill Wyant-127 Diggs Ave-porch addn. Gary & Buffie Ruhr-906 E Bell Ave-addition. The Pump-205 S Main St-deck. Eric Pulling-501 Kerrydon Dr-accessory structure.

Demolition Permits: Valley Queen Cheese Factory-200 E Railway Ave-commercial building. Michael Keith-521 S 4th St-shed.

Moving Permits: Curt Berkner-200 Railway Ave-commercial building.

Sign Permits: none.

Roofing Permits: Bill Jurgens-404 W 6th St-asphalt. Chad Pollock-506 S 9th St-asphalt. Melissa Davis-305 W 7h Ave-asphalt.

Fence Permits: Taylor Berg-1520 Elmwood Ave-vinyl.

Special Event Permits: Milbank School District-homecoming parade-Main Street-9/16/22. Unity Health & Fitness-summer celebration-Unity parking lot-9/17/22. Big Stone Radio KMSD-City Goes Country-Lake Farley-10/1/22. Dakota Granite Co.-soccer tournament-Hurley Park-10/8/22.

GCDC & Chamber – Dwight Samson gave a recap of the MACC annual meeting.

Personnel – A discussion was held on the Unity Health & Fitness membership employee benefit. Following a lengthy discussion, a motion was made and seconded to approve the amended motion approving all fulltime employees will receive a single membership or the equivalent amount towards a family membership. Non-fulltime employees, working a minimum of 40 hours/month, will receive a punch card equivalent to a monthly single membership. Motion carried 6-0.

Wastewater – Councilman Karels gave the monthly report.

Police – Attorney Reedstrom reported he completed a draft of the School Resource Officer contract. He will forward the draft to the school board and council for review.

Executive Session – A motion was made and seconded to go into executive session pursuant to SDCL 1-25-2(1). Motion carried 6-0. The Mayor called the council out of executive session. No additional motions were made.

A special Council meeting will be held on October 24, 2022, at 6:00 pm for budget review.

Adjourn – The next regular meeting will be November 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: 10-19-22

Publish at an approximate cost of: \$_____

CLAIMS

10/10/2022

Amazon	supplies/uniforms/equipment	\$	887.44
Al's Body Shop	repairs/towels	\$	305.00
Alternative HR, LLC	HR Support	\$	36.25
American Solutions for Business	furniture installation	\$	50.00
APEX Ironworks & Fabrication	pipe brackets	\$	585.00
Associated Pool Builders, Inc.	boilers	\$	20,053.00

Associated Supply Company	parts/chemicals	\$	1,223.69
AT&T	cell phone	\$	630.94
Auto Value Parts Store	parts/supplies	\$	465.73
Avera Occupational Medicine	CDL testing	\$	86.00
Banner Associates, Inc.	engineering	\$	31,707.16
Beacon Athletics LLC	youth baseball template	\$	250.00
Berkner Excavating & Gravel	repairs/site prep	\$	13,326.43
Best Western	travel expense	\$	335.97
BIB	background checks	\$	14.00
Big Stone Broadcasting	radio ad	\$	700.00
Bituminous Paving	hotmix	\$	1,937.32
Black Mountain	support/hosting	\$	14,159.00
Black Strap Inc.	road salt	\$	4,552.79
BSN Sports Inc.	program equipment	\$	54.35
C&C Carpet Cleaning	carpet cleaning	\$	112.00
Card Pointe	card fees	\$	384.81
CHS	gas/oil	\$	4,093.82
City of Milbank	deposit refund	\$	260.31
Climate Systems	hvac	\$	2,256.50
Companion Life Ins.	admin fee	\$	10.00
Corporate Technology	service agreement/maintenance	\$	1,352.00
Custer State Park Resort	travel expense	\$	420.56
CXT Concrete Products	restrooms jack & jill/Farley park	\$	119,128.00
Dick Poppen	travel expense	\$	165.00
Dustin Conzet	deposit refund	\$	46.03
Eastside Car Wash	rental fee	\$	37.90
Eve Gabel	deposit refund	\$	93.66
FACe-Propay	transaction fees	\$	7.25
Food-N-Fuel	gas	\$	528.09
Fraternal Order of Police	registration fee	\$	725.00
GCC Consolidated Ready Mix Inc.	sand	\$	225,153.92
Grant County Auditor	county services	\$	2,000.00
Grant County Review	publications	\$	1,228.24
Gym Closet	jerseys	\$	140.25
Hach Company	testing supplies	\$	54.08
Hawkins	chemicals	\$	7,712.48
Helms	engineering	\$	124.16
I Power	website	\$	48.96
ITC	telephone/internet service	\$	1,415.35
John Deere Financial	parts	\$	288.96
JP Cook	pet licenses	\$	87.05
Kelly Kutters	mowing contract	\$	16,784.78

Les Mills United States Trading	virtual bundle	\$	299.00
Lewis Drug	supplies	\$	31.43
Linde Gas & Equipment	service air system	\$	48.87
Lutheran Outdoors	memorial	\$	100.00
M&T Fire and Safety Inc.	fire clothing	\$	1,398.11
Milbank Ford-Mercury	service repair	\$	779.64
Milbank Glass & More	October Rent/Repair	\$	1,140.00
Milbank Winwater Co.	parts/drainage pipe	\$	3,234.65
Money Movers	NIHCA membership fee	\$	11.25
Most Dependable Fountains, Inc.	Park Fountains	\$	13,000.00
NAPA Auto Parts	parts/supplies	\$	711.06
Natural Sand Company	root zone mix	\$	82,000.00
NW Energy	Gas	\$	45.38
Otter Tail Power	electric	\$	21,796.19
Outdoor Aluminum Inc.	Picnic Tables	\$	7,800.00
Petty Cash	postage	\$	15.20
Pro Image Partners	Water Bottles	\$	490.50
R&A Fields	baseball field irrigation	\$	120,000.00
RDO Equipment	parts	\$	505.67
Reedstrom, Mark	retainer fee	\$	1,000.00
Reimche Airspray LLC	FBO Contract	\$	1,200.00
Reinders Inc.	Field paint	\$	1,297.60
ReoLink	camera	\$	349.99
Ricarie Software	applicant stack subscription	\$	99.00
Roger's Electric	supplies	\$	660.64
Running's Supply, Inc.	supplies/parts	\$	2,044.70
Safeguard QBS	checks	\$	650.02
Safety Benefits, Inc.	conference	\$	75.00
SD Department of Revenue	sales tax	\$	2,580.08
SD Parks & Recreation Association	membership	\$	400.00
SD Public Health Lab	testing	\$	86.00
Share Corp	supplies	\$	972.44
South Dakota 811	one calls	\$	94.50
Spotify	subscription	\$	10.64
Star Laundry & Cleaners	laundry service	\$	179.81
Street Graphex Inc.	window decals	\$	1,650.20
Supply House	travel expense	\$	577.88
Survey Monkey	Annual fee	\$	408.96
T Mobile	camera	\$	37.28
The Original Marketing Group	billing	\$	250.00
Tim Stengel	Mill Operation	\$	490.00
Trapp Plumbing	Valves	\$	1,475.94
Trey Jankord	Clothing allowance	\$	57.90

Tuny's	Food Truck	\$	133.00
Twin Valley Tire	tire service	\$	985.13
UPI	gas	\$	6,366.23
Uprooters Tree Moving	tree moving	\$	1,375.00
US Bank-SRF	bond payments	\$	52,951.51
US Postal Service	billing expense	\$	440.00
Valley Office Products	supplies	\$	607.29
Valley Rental & Recycling	recycling agreement	\$	650.00
Virco Inc.	Tables	\$	4,746.00
Whetstone Home Center	supplies/lumber	\$	305.58
Whetstone Sanitation	garbage service/clean port-pot	\$	510.00
Whetstone Valley Electric	electric/repairs	\$	3,578.93
Wiese Electric	electrical repairs/install heater	\$	358.95
WM Corporate Services	garbage service	\$	1,891.76
Xerox Corporation	copier lease	\$	505.84
Zoom Video Communications Inc	subscription	\$	111.81
		\$	821,591.79