

MILBANK CITY COUNCIL PROCEEDINGS
December 12, 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, December 12, 2022. The following members were present: Mayor Pat Raffety, Councilmembers Roger Briggs, Mike Hanson, Mindy Rogers, Craig Weinberg, Josh Karels, and John Weyh (arrived at 7:27 pm). Present from the staff: John Forman, Cynthia Schumacher, Darin Thiele, Scott Meyer, Dick Poppen, and Dan Keyes. Public present: Holli Seehafer, Mark Junker, and Mark Leddy.

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 November 14 and November 28, 2022, meetings. Motion carried 5-0.

PUBLIC HEARINGS

A public hearing for a new Retail (on-off) Wine and Cider application submitted by Mark Leddy on behalf of The Bank, was held. Mark Leddy addressed the council stating they are remodeling the basement to be used for meetings or social gatherings. They would like to have the option to serve wine, including that made locally at South Fork Winery. No objections were heard. A motion was made and seconded to approve the Retail (on-off) Wine and Cider application for Milbank Hospitality Group, LLC dba The Bank, 301 South Main Street. Motion carried 5-0.

BRIDGE INSPECTION REPORT

Mark Junker, Banner Associates reported on findings during the recent bridge inspection. Junker stated Milbank has two bridges within city limits; west Milbank Avenue and Eastman Avenue. The bridges must be inspected every two years. Junker explained both bridges are of similar construction and are showing signs of corrosion, deterioration, and rotting. Some components of the bridge are in poor condition but overall, are in fair condition and no significant changes from the last inspection. There are no cost-effective repairs. The life expectancy of this type of bridge is 50 years. Replacement should be considered in the next 10-15 years, ranging in cost from \$500,000 to over a million based on the bridge size. There is currently funding assistance thru the state to assist with replacement costs.

CONSENT AGENDA – A motion was made and seconded to amend the consent agenda. Motion carried 5-0.

A motion was made and seconded to approve the consent agenda as amended. Motion carried 5-0.

Amended Consent Agenda

1. Rescind Employee Covid Policy.
2. Ratify the hiring of Camryn Wiese, part-time building attendant, \$12.03. Andrew Magedanz, part-time building attendant, \$14.08. Samantha Lowe, part-time building attendant, \$12.22.
3. Accept the resignation of Linda Schmidt, part-time Unity customer service rep.
4. Approve the First District Association GIS agreement, \$4,500.
5. Accept the resignation of Neil Folk, Police Reserve Officer.

DEPARTMENT REPORTS

Water – Banner Associates previously evaluated the current drinking water supply, storage, and treatment facilities. Improvement alternatives were presented. Banner provided recommendations on project phasing and a schedule for moving forward. Recommendations for Phase I is to install new pumps, controls, and valves. Immediate drilling of new wells is not a necessary as previously thought. Phase 2 encompasses the construction of a new ground storage reservoir. The type of treatment selected will impact the size or number of storage reservoir is needed. Phase 3 is the construction of a treatment plant based on the type of treatment chosen. If necessary, would be implemented in 2025 or later.

There has not been a water rate increase in over ten years. Current water rates are not sufficient to cover projected constructions costs. To qualify for any state funding assistance, the city will need to raise rates to the state rate range. Project costs, significantly based on the type of treatment chosen, range from \$12 million to \$44 million.

Streets – Alex Nelson joined the department on November 15th. Staff was busy with equipment maintenance, alley repair, tree trimming, and sanding as needed.

Drainage issues on the west edge of Vista Villa Addition were discussed. Administrator Forman, after preliminary surveying, believes the water would flow properly with minimal ditching and piping. A discussion was held regarding the extent of city involvement in a neighborhood drainage issue and cost the city should bear. The consensus was the city should facilitate any potential project. A motion was made and seconded directing Administrator Forman to contact the property owners inquiring their desire to participate. Motion carried 6-0.

Mayor Raffety reiterated the significant operational issues with the street sweeper since the purchase. The warranty is scheduled to expire. At the request of the Mayor, a motion was made and seconded to direct the Attorney Reedstrom to draft a letter to Transource, requesting the warranty be extended or the sweeper be replaced. Motion carried 6-0.

Lake Farley – No report.

Park & Cemetery – Holiday decorations and banners were put up. Maintenance on snow equipment continues.

Unity Health & Fitness – Youth volleyball and weight classes have wrapped up. Adult volleyball and pickle ball are underway. Youth and adult indoor soccer and Tae Kwan Do programs are in the works.

The domestic water storage tank has been replaced. The installation of the new primary boilers has been completed.

Councilwoman Rogers reported the Unity Expansion Committee met and reviewed expansion plans within the \$2.4 million city budget and up to \$5 million. The Committee will spend February thru August reviewing plans, evaluating public input, and researching funding sources before committing to a final recommendation.

Fire – Councilman Weyh reported the MFD held their annual Turkey Bingo and Tickets for Turkeys fundraiser. Santa rode the 1936 Ford fire truck thru the parade of lights. They are conducting pre-fire planning and

walkthroughs of area businesses. The Koch Senior living fire suppression and sprinkler system was inspected and is now operational.

Rubble Site – Normal maintenance and cleanup continues.

Airport – The quarterly pilots meeting was held December 1st. Fuel pump issues, lighting problems and consideration for new hangar space was discussed.

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

A motion was made and seconded to approve the bills list, \$611,287.15. Motion carried 6-0.

Ordinance 845 – 2023 Appropriations. A motion was made and seconded to approve the second reading of Ordinance 845 – 2023 Appropriations. Motion carried by roll call vote, 6-0.

October salaries: Mayor/Council \$1,800; Finance \$26,751; Police \$43,002; Fire \$2,316; Street \$17,944; Rubble Site \$1,240; Recreation \$34,762; Park \$17,596; Water \$10,116; Wastewater \$20,905.

Housing –The housing committee will review and evaluate the four proposals received.

Planning & Zoning – The Commission denied a variance requested by Paul Dendrenos. The variance would have allowed a 24' x 40' accessory structure without a primary single-family structure on Lot 3, Ward's Second Addition, 209 Track Avenue.

November Permits:

Building Permits: Valley Queen Cheese Factory Inc.-commercial addition-200 E Railway Ave.

GCDC & Chamber – Councilman Weinberg reported Toby Morris, via zoom, lead a discussing on TIFs and finance resources. The Milbank Chamber announced there will be no farm and home show, the school is no longer available.

Personnel – No report.

Wastewater – Councilman Karels reported a fan was installed in the primary clarifier to help alleviate humidity. Electric Pump installed a new auger monster cutter stack. Passed the last toxicity test of 2022. Thirty-two loads of biosolids were land applied.

Police – No report.

MEETINGS - A special year-end council meeting will be held on December 28, 2022, at 7:00 am. A retirement reception will be held for Police Chief Boyd VanVooren on December 28th 9:00 am to 12:00 pm. The next regular meeting will be January 9, 2023, at 7:00 PM.

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.

Adjourn –A motion was made and seconded to adjourn. Motion carried 6-0.

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

Publish: 12/21/22

Publish once at an approximate cost of: \$ _____

CLAIMS

12/12/2022

Advanced Technologies Inc	shipping	\$	89.24
Amazon	supplies/parts	\$	123.67
American Engineering Testing	testing	\$	708.70
Associated Supply Company	parts/chemicals	\$	3,337.24
AT&T	cell phone	\$	467.25
Auto Value Parts Store	parts/supplies	\$	268.91
Avera Medical Group	exam	\$	138.00
Beacon Athletics LLC	tarp	\$	2,317.00
Berkner Excavating & Gravel	repairs	\$	6,842.15
BIB	background checks	\$	14.42
Bituminous Paving	milling/asphalt paving	\$	217,367.65
Burnn Boiler & Mechanical Inc.	replace boilers	\$	138,000.00
Card Pointe	card fees	\$	360.89
Chappell Central Inc.	equipment repairs	\$	376.03
CHS	gas/oil	\$	3,084.77
City of Milbank	deposit to final bill	\$	100.00
Cole Papers	building supplies	\$	1,416.78
Companion Life Ins.	admin fee	\$	10.00
Corporate Technology	service agreement/maintenance	\$	1,352.00

Cowboy Country Store	travel expense	\$	53.46
Creative Products Sourcing, Inc.	DARE supplies	\$	108.80
Dewey's Lawn Care	repair irrigation/edging	\$	1,102.17
Eastside Car Wash	rental fee/car wash	\$	217.18
Electric Pump	install cutter stack	\$	2,243.70
Energy Labs	testing	\$	2,621.00
FACe-Propay	transaction fees	\$	46.62
Flexible Pipe Tool Co.	parts	\$	1,946.35
Folk, Laurie	Clothing allowance	\$	100.00
Food-N-Fuel	gas	\$	170.87
Forman, John	travel expense	\$	106.12
Gall's LLC	uniforms	\$	907.19
Geotek Engineering	FMA asbestos survey	\$	1,404.00
Google/YouTube	membership fees	\$	12.77
Grainger	parts	\$	125.00
Grant County Auditor	county services	\$	1,000.00
Grant County Review	publications	\$	917.35
Hawkins	chemicals	\$	1,478.38
Heiman Fire Equipment	parts	\$	95.60
Helms & Associates	engineering	\$	2,611.34
Hilbrands, Ryan	Clothing allowance	\$	100.00
Hooth, Corey	transport expense	\$	20.54
Independent/Northern Star	signs/advertisement	\$	222.00
Isaacson, Justin	uniforms	\$	423.98
ITC	telephone/internet service	\$	1,450.35
J&J Earthworks Inc	park projects	\$	130,230.76
Jefferson Lines	postage-testing	\$	125.00
John Deere Financial	parts/repairs	\$	2,274.33
Lewis Drug	supplies	\$	24.97
Linde Gas & Equipment	service air system	\$	48.87
Loutsch, Jeff	Clothing allowance	\$	100.00
Macqueen Emergency	gear sets	\$	10,020.19
Metropolitan Compounds Inc.	supplies	\$	441.36
Milbank Glass & More	rent/keys/repairs	\$	1,202.00
Milbank Winwater Co.	parts	\$	1,626.47
Minn-Dak Fire & Safety	fire extinguisher service	\$	1,316.55
MnB Cleaning Services LLC	cleaning service	\$	4,800.00
Money Movers	NIHCA membership fees	\$	11.50
NAPA Auto Parts	parts/supplies	\$	901.97
NEAA Inc.	FMA appraisal	\$	855.00
North Central International	parts	\$	227.91
Northern Truck Equipment Corp	parts	\$	485.05
NW Energy	natural gas	\$	10.61

Otter Tail Power	electric	\$	21,232.47
Peak Software systems, Inc.	software agreement	\$	4,025.50
Petty Cash	postage	\$	20.30
Pitney Bowes	postage meter lease	\$	186.54
Purchase Power	postage	\$	850.00
Racarie Software	applicant stack	\$	99.00
Ramkota Hotel-Pierre	travel expense	\$	109.92
Reedstrom, Mark	retainer fee	\$	1,000.00
Reimche Airspray LLC	FBO Contract	\$	1,200.00
Roger's Electric Motor	supplies/parts	\$	441.60
Running's Supply, Inc.	supplies/parts	\$	1,120.57
Schamber, Charles	clothing allowance	\$	100.00
Schneck Farms	sludge application	\$	6,048.00
Schumacher, Cynthia	clothing allowance	\$	100.00
SD Department of Revenue	sales tax	\$	2,003.12
SD Public Health Lab	testing	\$	86.00
SiteOne Landscape Supply	wattles/spikes	\$	723.19
South Dakota 811	one calls	\$	67.20
Spotify	subscription	\$	10.64
Star Laundry & Cleaners	laundry service	\$	430.35
Stoney Brook Ent. Inc.	gas monitors	\$	2,385.43
Stuntcams LLC	body cam mount	\$	55.00
Swenson Tree Service	tree removal	\$	3,750.00
The Original Marketing Group	billing	\$	250.00
The Valley Shopper	advertising	\$	563.39
Thiele, Darin	supplies	\$	21.17
Time Clock Plus	software agreement	\$	3,943.92
Trapp Plumbing Co. Inc.	service call/repairs	\$	148.92
Twin Valley Tire	tire service/tires	\$	1,729.55
Unzen Motors, Inc.	vehicle repairs	\$	753.46
UPI	gas	\$	1,700.69
US Postal Service	billing expense/permit	\$	715.00
USA Bluebook	supplies	\$	89.88
Valley Office Products	supplies	\$	142.27
Valley Rental & Recycling	recycling agreement	\$	650.00
Whetstone Home Center	supplies/lumber	\$	494.69
Whetstone Valley Electric	electric/repairs	\$	2,370.69
WM Corporate Services	garbage service	\$	541.87
Xerox Corporation	copier lease	\$	453.00
Zoom Video Communications Inc	subscription	\$	111.81
		\$	611,287.15

