

MILBANK CITY COUNCIL PROCEEDINGS
January 16, 2023

PURSUANT TO DUE CALL AND NOTICE THEREOF, a regular meeting of the City Council was duly held at City Hall at 7:00 PM, January 16, 2023 (postponed from January 9, 2023). The following members were present: Mayor Pat Raffety, Councilmembers Roger Briggs, Mike Hanson, Josh Karels and John Weyh, and Craig Weinberg (arrived 7:29 pm). Absent: Mindy Rogers. Present from the staff: John Forman, Cynthia Schumacher, Darin Thiele, Scott Meyer, Dick Poppen, Don Settje, Corey Hooth, Kevin Schuelke and Dan Keyes. Public present: Richard Will, Jason Sackreiter, Holli Seehafer, and Kathy Ward.

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 December 12 and December 28, 2022, meetings. Motion carried 4-0.

RECYCLING AGREEMENT

A motion was made and seconded to renew a contract with Whetstone Valley Rental & Recycling/Whetstone Sanitation for assistance with the operation of the recycling facility in Milbank, \$650/month, for a term of three years. Councilman Hanson spoke in favor. Motion carried 4-0.

CONSENT AGENDA – A motion was made and seconded to amend the consent agenda. Motion carried 4-0.

Amended Consent Agenda

1. Designate the Grant County Review as the official city newspaper for FY 2023.
2. Ratify hiring of ice rink attendants: Aiden Foell (\$11.94), Adam Thomas (\$12.22).
3. Approve Notice of Special Assessments.
4. Authorize to advertise for a police officer.
5. Appoint Eric Pulling to the Park & Recreation Board, replacing Keith Weber.
6. Approve Resolution 1-9-23, 2023 Resolutions.

RESOLUTION 1-9-23, SALARIES 2023

BE IT RESOLVED by the City Council of the City of Milbank, South Dakota, the following salaries will be in effect for the second pay period of January 2023 through the first pay period of 2024, except where new employees are hired, and police certification raises are given.

<u>Name</u>	<u>2023 Grade</u>	<u>2022 Salary</u>
Adolph, Teresa	11-6	\$18.77 hr.
Angerhofer, Zach	12-4	\$19.16 hr
Bear, Jody	8-1	\$13.69 hr
Berg, Nicole	7-13	\$16.63 hr
Blauert, Brandy	13-4	\$20.54 hr
Bogenreif, Cindy	6-5	\$13.32 hr
Bohlen, Jessica	6-2	\$12.47 hr
Bostrom, Carl	15-2	\$22.37 hr
Bowsher, Wes	12-4	\$19.16 hr
Bray, Ted	15-5	\$24.16 hr
Brown, Dane	8-1	\$13.69 hr
DeBoer, Jamie	7-13	\$16.63 hr
DeVaal, Jodi	9-1	\$14.51 hr
DeVaal, Karla	6-6	\$13.60 hr
Devere, Patricia	6-2	\$12.47 hr
Falk, Mallory	9-1	\$14.51 hr
Fenner, Marlin	6-1	\$12.18 hr
Folk, Jacob	15-6	\$24.75 hr
Folk, Laurie	12-3	\$18.70 hr
Folk, Randy	6-1	\$12.18 hr
Forman, John	20-8	\$87,545.32 yr.
Frink, Judy	8-1	\$13.69 hr
Giesen, David		\$200.00 mo.
Giesen, Mindy	6-2	\$12.47 hr
Hanson, Jessica	8-3	\$14.36 hr
Hermans, Brianna	8-4	\$14.70 hr
Hilbrands, Ryan	13-3	\$20.03 hr
Hooth, Corey	18-7	\$68,503.43 yr.
Huizenga, Steve	12-4	\$19.16 hr
Humburg, Allison	8-13	\$17.74 hr
Isaacson, Justin	15-2	\$22.37 hr
Jackson, Pam	8-1	\$13.69 hr
Jankord, Trey	13-2	\$19.53 hr
Johnson, Angie	8-3	\$14.36 hr
Karels, Hope	9-2	\$14.88 hr
Karels, William	9-2	\$14.88 hr
Keyes, Dan	18-8	\$70,145.64 yr.
Krause Sr, Ron	16-3	\$24.80 hr
Landmark, Julie	7-5	\$14.15 hr

Larson, Abby Hulbert	8-1	\$13.69	hr
Leins, Adam	14-1	\$20.35	hr
Lesnar, Dennis	11-1	\$16.61	hr
Loutsch, Jeff	13-4	\$20.54	hr
Magedanz, Andrew	6-9	\$14.46	hr
Mattice, Gene	14-3	\$21.44	hr
Meyer, Scott	16-3	\$24.80	hr
Morton, Jesse	15-4	\$23.56	hr
Nelson, Alex	13-1	\$19.02	hr
Osowski, Savannah	9-1	\$14.51	hr
Owen, Jodie	6-2	\$12.47	hr
Pohlen, Cody	16-2	\$50,252.97	yr.
Poppen, Richard	16-16	\$68,971.46	yr.
Ringsaker, Zach	9-1	\$14.51	hr
Schamber, Charles	10-6	\$17.49	Hr
Schmidt, Linda	6-2	\$12.47	Hr
Schuelke, Kevin	15-2(40%)	\$18,612.21	yr.
Schulte, Isaac	9-2	\$14.88	hr
Schulte, Jena	8-1	\$13.69	hr
Schulte, Joseph	9-1	\$14.51	hr
Schulte, Rachael	9-1	\$14.51	hr
Schumacher, Cynthia	16-9	\$28.66	hr
Scoular, Rylee	9-1	\$14.51	hr
Settje, Don	16-4	\$25.45	hr
Sinner-Pulscher, Katie	8-1	\$13.69	hr
Stengel, Jerry	9-2	\$14.88	hr
Street, Amaya	9-1	\$14.51	hr
Street, Benett	9-1	\$14.51	hr
Thiele, Darin	15-11	\$27.73	hr
Vacant Officer	15-1	\$21.78	hr
Veen, Carol	6-9	\$14.46	hr
Weinkauf, Deven	15-1	\$21.78	hr
Wherry, Richard		0.60	meter
Wiese, Camryn	6-2	\$12.47	hr
Zinter, Kiel	12-4	\$19.16	hr

Aye: 4 Nay: 0 Absent: Mindy Rogers, Craig Weinberg

Dated this 16th day of January 2023. This resolution is effective upon passage.

Pat Raffety, Mayor

ATTEST Cynthia Schumacher, Finance Officer

Grant Roberts Ambulance Service – Mayor Raffety explained that Grant Roberts Ambulance Service requested a meeting with County and City representatives to explore funding assistance with the creation of an ambulance district. States Attorney Jackson Schwandt was to research the creation of an ambulance district. No action was taken.

DEPARTMENT REPORTS

Streets – Councilman Weyh stated the recent snows have kept the department busy plowing, clearing sidewalks and equipment repairs.

Administrator Forman had contacted six residents in the Vista Villa Addition regarding the drainage on west lots. A motion was made and seconded to request Banner Associates to survey the area, submit recommendations and cost estimates to aid the drainage. Motion carried 4-0.

Lake Farley – No report.

Park & Cemetery – The ice rink has been widely used, keeping the department busy with maintenance. Unfortunately, vandalism has occurred. As a result, the hockey equipment has been locked up. In the future, the hockey equipment will be available when an ice rink attendant is on duty.

Unity Health & Fitness – Agility program, indoor soccer and adult volleyball are ongoing. Five lifeguards attended and passed a WSI course certifying them to teach swimming lessons. With additional instructors, more swimming lesson times can be offered year-round.

Fire – Councilman Weyh reminded residents to keep their gas exhausts, sewer vents and natural gas meters clear of snow and ice. Residents are encouraged to clear the snow around the fire hydrants.

Rubble Site – Normal operations continue.

Craig Weinberg arrived at 7:29 pm.

Airport – Reimche Airspray, the fixed based operator, requested an increase of the monthly allocation. Currently the FBO receives \$1,200 per month as a partial reimbursement for covered expenses incurred in the performance of responsibilities and a utility allowance. Administrator Forman explained that the amount of \$1,200 has remained unchanged, as costs have gone up. Upon the recommendation of Forman, a motion was made and seconded to increase the monthly allocation by \$300, to \$1,500 per month. Motion carried 5-0.

Snow removal at the airport was discussed. The street department will provide assistance as times allows.

Finance – A motion was made and seconded to approve the December Treasurer's report. Motion carried 5-0.

A motion was made and seconded to approve the bills list, \$303,360.83. Motion carried 5-0.

December salaries: Mayor/Council \$1,600; Finance \$18,525; Police \$34,401; Fire \$1,716; Street \$18,011; Rubble Site \$585; Recreation \$23,022; Park \$10,141; Water \$6,418; Wastewater \$15,180.

Water – The quarterly meters reading was completed. Two water line breaks and two frozen meters were repaired. There were 17 on the monthly shut-off list. The city is utilizing 31% spring water.

Based upon the recommendations provided by Banner Associates for upgrades to the drinking water system, the Council discussed the first phase to install new pumps, controls, valves, and water treatment. Water rate increases and application to the state water plan for grants and loans were discussed. A motion was made and seconded to authorize the Mayor to sign the application for the state water plan and funding application. Motion carried 5-0.

Housing – No report.

Planning & Zoning – Administrator Forman explained that FEMA has released the revised flood insurance rate map. A city, county joint public hearing will be held. Residents will be able to review the changes. Residents can register any appeals with FEMA.

December Permits: Sign Permit: Sly's Steakhouse-off-site sign-Hwy 12 and Main St.

GCDC & Chamber – No report.

Personnel – No report.

Wastewater – Purchased two new generators for the lift stations.

Police – A motion was made and seconded to approve the Mayor's appointment of Corey Hooth as Police Chief. Hooth has been with the department a number of years, most recently as assistant chief. Motion carried 5-0.

Adjourn –Next Regular meeting meet is February 13, 2023, at 7:00 pm. A motion was made and seconded to adjourn at 9:04 pm. Motion carried 5-0.

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

Publish:
Publish once at an approximate cost of: \$ _____

Claims List 1/16/23

Vendor		Amount
Accredited Security	equipment	379.00
Advanced Technologies Inc	maintenance/supplies	168.34
Al'S Body Shop Inc.	supplies	75.00
Amazon	supplies/parts	652.27
American Engineering Testing Inc.	testing	834.80
American Red Cross	lifeguard training supplies	331.73
Associated Supply Company	maintenance	120.63
AT&T Mobility	phone / internet	477.61
Auto Value Parts Store	supplies	324.79
Automaxx Inc	vehicle maint.	388.70
Avera Medical Group-Milbank	exams	138.00
Berens Market	supplies	79.78
Berkner Excavating & Gravel Inc.	snow removal	131.25
BIB	background search	14.42
Bruce Kleinsasser	certifications & training exp	1,350.00
Card Pointe	card fees	266.90
Chappell Central Inc	replace tanks	4,165.00
CHS	gas	11,120.47
Corporate Technologies Llc	system maintenance	1,352.00
Drug & Alcohol Clearinghouse	testing	6.25
Eastside Car Wash	truck wash usage	21.84
Face-Propay	transactions fees	12.17
Edmar Corporation	supplies	482.90
First Bank & Trust	fees	9.10
First District Assn Of Local	dues/GIS services	14,425.00
Flower Shoppe	miscellaneous	14.00
Food-N-Fuel	gas/oil	38.98
Google-You Tube	training	12.77
Grant County Auditor	county services	1,000.00
Grant County Historical Society	Building displays	2,000.00
Grant County Review, Inc.	publications	664.32
Hawkins, Inc.	chemicals	160.00
Hillyard-Sioux Falls	supplies	492.52
Homan Metal Fab	maintenance-equipment	785.00
Insurance Benefits, Inc.	insurance	2,048.00
ITC	phone / internet	1,415.35
J&J Earthworks Inc.	Lake Farley improv/snow removal	36,151.25
Jake Folk	gas/oil	25.00
John Deere Financial	parts	3,401.51
Les Mills United States Trading	virtual bundle	299.00

Lewis Drug Stores	supplies	9.96
Linde Gas & Equipment Inc	maintenance	50.11
Mark Reedstrom	retainer fee	1,000.00
Mcleod'S Printing	supplies	85.77
Midcontinent Testing Lab Inc.	maintenance-grounds	200.00
Milbank Ford-Mercury	maintenance-vehicle	1,991.60
Milbank Glass & More	storage rental	1,000.00
Milbank Winwater Co.	parts	828.43
Mnb Cleaning Services	cleaning services	4,200.00
Money Movers	NIHCA membership fees	11.25
Napa Auto Parts	parts	1,747.92
North Central International In	parts	1,889.94
Northern Truck Equip Corp	parts	1,715.94
Nova Fitness Equipment	equipment repairs	278.30
Nw Energy	natural gas	6,353.36
Otter Tail Power Co.	electric	21,638.51
Peak Software Systems, Inc.	supplies	703.25
Petty Cash	postage	10.40
Racarie Software	hr software	99.00
Reimche Airspray	fbo contract	1,200.00
Roger's Electric Motor	parts	98.00
Runnings Supply Inc.	supplies/parts	1,865.06
SD Airport Management Assn	membership fees	25.00
SD Assoc of Code Enforcement	membership fees	75.00
SD Building Officials Assn	membership fees	60.00
SD City Management Assn	membership fees	150.00
SD Dept of Revenue & Regulation	sales tax	6,061.29
SD Government Finance	membership fees	40.00
SD Human Resource Assn	membership fees	50.00
SD Municipal Attorneys Assn	membership fees	20.00
SD municipal Street Maint.	membership fees	35.00
SD Police Chiefs Assn	membership fees	100.00
SD Public Health Lab	testing	86.00
SDML	dues	3,100.41
SDML Workers Comp Fund	work comp	35,651.00
Select Blinds	blackout shades	363.94
Share Corp	supplies	1,373.46
Spotify	subscription	10.64
Star Laundry & Cleaners	cleaning services	674.71
Sweeney Controls Co	system repairs	140.00
The Original Marketing Group	marketing services	250.00
Time Clock Plus	maintenance	117.00
Twin Valley Tire	tire service	3,926.00

US Bank-SRF	bond payment	52,951.51
Us Postal Service	billing expense	440.00
Utility Logic	parts	200.19
Valley Office Products	supplies	242.69
Valley Rental & Recycling	maintenance-grounds	650.00
Whetstone Home Center Inc.	supplies	396.28
Whetstone Sanitation	utilities	35.00
Whetstone Valley Electric	electric	2,704.05
Wm Corporate Services, Inc.	utilities	1,894.45
Wollschlager Concrete LLC	capital assets	58,454.00
Zem'S Fresh Start	miscellaneous	158.95
Zoom Video Communications	subscription	111.81
		303,360.83