

MILBANK CITY COUNCIL PROCEEDINGS
November 13, 2023, 7:00 pm

Call to Order - The City Council met in regular session on November 13, 2023, at 7:00 pm in the Visitor Center, 1001 East Fourth Avenue, Mayor Raffety presiding.

Roll Call - Mayor Raffety. Councilmembers: Roger Briggs, Mike Hanson, Mindy Rogers, John Weyh, and Josh Karels. Absent: Craig Weinberg.

Staff Present: Mark Reedstrom, Cynthia Schumacher, Brandy Blauert, Carl Bostrom, Kiefer Lesner, Corey Hooth, Kevin Schuelke, Ron Krause, Dan Keyes, Darin Thiele, Cody Pohlen, and Don Settje.

Public Present: Dick Schmeichel, Holli Seehafer, Time Jurgens, Noel Cummins, Isaac Hackbarth, Darin Mertens, Joe Adelman, Dawn Vanderwal, Lloyd Metzger, William Tostenson.

Congratulations to Cody Pohlen. Pohlen is the recipient of the 2023 South Dakota Parks and Recreation Young Professional Award. This award recognizes professionals working in the field less than 10 years, who have shown the qualities and skills needed to attain positions of leadership through participation in professional organizations such as SDPRA, their contributions to advancing the field, and their creativity in creating or managing programs.

Public Comments – Dick Schmeichel, a resident of Gause Avenue presented a petition to the council regarding the gutter along Gause Avenue. The gutters are original, dating back to 1983. They are in a state of disrepair which is now causing deterioration in their driveways. The petitions request the city assess and formulate a timely solution to address the situation.

Tim Jurgens was happy to announce Milbank will be hosting the Class B junior and senior tournaments in 2025, the 100th year anniversary of American Legion baseball.

Alcohol Beverage Application Renewals – The renewal applications were reviewed. No one from the public spoke in favor or against the renewals. A motion was made and seconded to approve the applications for January 1, 2024, to December 31, 2024. VFW Post 3486, AA Restaurants LLC DBA Sly's Steakhouse R2. The Pump 2.0 LLC. Habanero's Hispano Restaurant & Bar. Speedway Bar & Grill. Johnson Automotive Inc. DBA Johnny's Sports Bar & Casino. Grand Stay Hotel & Suites. Motion carried 5-0.

Minutes – A motion was made and seconded to approve the minutes of the October 9, 2023, and November 6, 2023, meetings. Motion carried 5-0.

Consent Agenda – A motion was made and seconded to approve the consent agenda. Motion carried 5-0.

1. Ratify hiring of Unity Staff: Rhonda Fousek-building attendant-\$12.47.
2. Remove Corrine Akpavie from Unity's payroll roster.
3. Approve hire of Ross Jurgens, street maintenance, \$23.00/hr, effective 11/20/23. Scott Ryhti, street maintenance, \$23.00/hr, effective 11/27/23.
4. Declare two heavy stationary tables surplus (3'x6'x29").
5. Approve Pre-Disaster Mitigation Plan.

Department Reports were read. No additional information was available regarding the industrial park expansion grant. The first payment from the Housing Opportunity Fund will be issued with the completion of infrastructure extending Jefferson Drive and four completed houses.

October Permits

Building: Bernie Weber-709 E Railway Ave-foundation repair. Bulldog Golf Cars-515 W 4th Ave-accessory structure. John Coomes-217 N Main St-addition. Duane Winquist-608 S 6th St. accessory structure. SoKota Property Co.-1205 & 1207 S 7th St-twin home.

Demolition: none.

Moving: Milbank House Movers- move spec house at Whetstone Home Center out of town. Earl Theye-move accessory structure from 502 S 2nd St out of town. Double R Properties-704 Valley View Circle-moved in house.

Fence: Jackie Hendricks-1010 Vista Dr-vinyl. Brewster Building Center-1702 Morningside Dr-chain link.

Roofing: Derek Sealy-907 S 7th St-metal. Don Settje-310 W 7th Ave-asphalt.

Special Event Permits: none.

Action Items – A salary proposals for the police department were reviewed. A motion was made and seconded to approve the salaries as proposed. Kefer Lesnar - \$28.37. Adam Liens and Braden Johnson-\$20.35/26.00 upon certification. Jacob Folk - \$30.75. Carl Bostrom-\$28.37. Following discussion, motion carried 5-0.

A motion was made and seconded to secure an engineering agreement with Banner Associates for the reconstruction of First Street. The scope of the project has changed and will need to be engineered and rebid. Motion carried 5-0.

Hasslen Construction requested approval to close East Third Avenue from First Street to Second Street for the safety of the public and the construction personnel. Valley Queen construction plans include the construction of a utility building on the north side of Third Avenue and an intake building being constructed on the south side of Third Avenue. A bridge will be constructed over Third Avenue connecting the two buildings. This construction will require crane and scaffolding usage in and along Third Avenue. A motion was made and seconded to approve the temporary closure of Third Avenue between First Street and Second Street until the end of May 2024. Motion carried 5-0.

Prairie Homes Management requested to transfer ownership to the city for the portion of North Lloyd Street between East Virgil Avenue and East Milbank Avenue. No action was taken, and the council requested staff obtain additional information.

A motion was made and seconded to declare a 1976 John Deere motor grader and 1985 GMC dump truck surplus, appoint three appraisers and advertise for sealed bids. Motion carried 5-0.

A motion was made and seconded to approve two change orders submitted by H.E. Mitchell for the Legion Field vertical installation. The change orders included additional fencing, +\$4,976.85 and additional concrete, \$9,000. Motion carried 5-0.

A motion was made and seconded to approve the November bills list, \$549,222.72. Motion carried 5-0.

A motion was made and seconded to approve the September Treasurers report. Motion carried 5-0. September wages: Mayor/Council \$1,600; Finance \$13,303; Police \$29,350; Fire \$1,751; Street \$10,109; Rubble Site \$996; Recreation \$23,396; Park \$12,607; Water \$9,830; Wastewater \$17,372.

A motion was made and seconded to approve the first reading of Ordinance 850, 2024 Appropriations. Motion carried by roll call vote 5-0.

A motion was made and seconded to call to request three real property owners appraise Lot 8, Block 59, Original Townsite and call for sealed bids. The lot is considered non-buildable as there is a permanent easement across the lot. Councilman Hanson voiced his concerns of selling city property. Motion carried 4-1, Councilman Hanson voting against.

Executive Session -A motion was made and seconded to go into Executive Session pursuant to 1-25-2(1). Motion carried 5-0. Mayor Raffety called the Council out of executive session.

Adjourn – The next regular meeting is December 11, 2023, at 7:00 pm. A motion was made and seconded to adjourn. Motion carried 5-0.

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

Claims List:

| | | | |
|------------------------|-----------------------------|----|-----------|
| 4Most Group | Schedule 3-final site visit | \$ | 6,250.00 |
| Advanced Technologies | shipping, computer repairs | \$ | 630.27 |
| Al's Body Shop | vehicle repairs | \$ | 491.14 |
| Associated Supply Co. | pool supplies, parts | \$ | 2,262.40 |
| AT&T | cell phone | \$ | 512.97 |
| Auto Value Parts Store | parts | \$ | 327.91 |
| Automaxx CDJR Inc | access cover | \$ | 650.00 |
| Avera Medical Group | flu shots | \$ | 966.55 |
| Banner Associates | engineering | \$ | 39,300.15 |
| Berens Market | supplies | \$ | 130.27 |

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| Black Mountain Software | annual support/hosting | \$ 15,860.00 |
| Blauert, Brandy | notary bond | \$ 30.00 |
| Brewster Building Center | concrete mix | \$ 31.90 |
| Card Pointe | card fees | \$ 262.57 |
| Chappell Central Inc. | system repairs | \$ 3,652.87 |
| CHS | gas | \$ 2,490.25 |
| City of Milbank | deposit to final bill | \$ 59.81 |
| Pohlen, Cody | travel expense | \$ 138.72 |
| Hooth, Corey | DARE supplies | \$ 56.67 |
| Corporate Technologies | managed services, computer, parts | \$ 6,412.49 |
| Crimestar USA | annual support | \$ 350.00 |
| Dewey's Lawn Care | repairs, cleanup | \$ 1,557.00 |
| Diesel Machinery, Inc. | parts | \$ 403.91 |
| Settje, Donald | clothing allowance | \$ 100.00 |
| Eastside Car Wash | manlift rental, truck wash usage | \$ 143.02 |
| Electric Pump Inc. | actuator | \$ 3,594.50 |
| Energy Laboratories, Inc. | testing | \$ 3,201.00 |
| Engelstad Electric Co. | connect generator | \$ 127.08 |
| Google, You-Tube | fees | \$ 14.86 |
| Ricarie Software | HR software | \$ 105.00 |
| Zoom Video Communications | subscription | \$ 112.56 |
| BIB | subscription | \$ 14.42 |
| Amazon | parts, supplies | \$ 1,562.62 |
| National Rec & Park Assoc. | registration fee, deposit | \$ 300.00 |
| Survey Monkey | annual fee | \$ 497.02 |
| eLifeguard | lifeguard equipment | \$ 496.05 |
| Galls | uniforms | \$ 707.38 |
| Vista Print | supplies | \$ 55.21 |
| NW Energy | natural gas hookups | \$ 2,563.72 |
| Ipower | SSL certificate | \$ 95.45 |
| Millstone Restaurant | admin expense | \$ 99.21 |
| 4Imprint | supplies | \$ 270.04 |
| Flexible Pipe Tools & Equip. | hose | \$ 115.90 |
| Food-N-Fuel | gas | \$ 104.73 |
| Freemotion Fitness Inc. | parts | \$ 120.39 |
| GCC Consolidated Ready Mix | sand | \$ 12,348.57 |
| GR-Emergency Vehicle Outfitters | install computer mounts | \$ 5,815.00 |
| Grant County Auditor | county services | \$ 1,000.00 |
| Grant County Auditor | payment-grader | \$ 35,000.00 |
| Grant County Review | publications | \$ 468.59 |
| H.E. Mitchell | baseball vertical installation payment | \$ 185,894.62 |
| Hawkins, Inc. | chemicals | \$ 16,058.37 |
| Heiman Fire Equipment | parts | \$ 53.74 |
| Hillyard | supplies | \$ 69.52 |

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| ITC | telephone, internet | \$ 1,733.56 |
| ITS | Key fobs | \$ 178.00 |
| J&J Earthworks | base material | \$ 1,443.75 |
| Jack's Body Shop | vehicle repairs | \$ 1,164.00 |
| JanMark LLC | storage rent | \$ 1,100.00 |
| Jaypro Sports | soccer net system | \$ 3,584.44 |
| John Deere Financial | parts | \$ 261.54 |
| Kelly Kutters | mowing contract | \$ 17,384.13 |
| King of Freight | shipping-baseball verticals | \$ 2,250.00 |
| Lake Area Technical College | workforce scholarship | \$ 3,431.00 |
| Larson Elevator Co. | maintenance | \$ 89.34 |
| Les Mills US Trading | virtual bundle spin cycle | \$ 299.00 |
| Lewis Drug Store | supplies | \$ 58.42 |
| Linde Gas & Equipment | air system maintenance | \$ 50.11 |
| Locators & Supplies | safety light | \$ 344.93 |
| Reedstrom, Mark | retainer fee | \$ 1,000.00 |
| Mike's Stump Grinding | stump removal | \$ 150.00 |
| Milbank Fire Department | education expense | \$ 12,000.00 |
| Milbank Ford Mercury | program vehicles | \$ 1,219.53 |
| Milbank Winwater | parts | \$ 5,480.91 |
| MnB Cleaning Service LLC | facility cleaning | \$ 9,600.00 |
| Modern Marketing | DARE supplies | \$ 293.25 |
| Money Movers | NIHCA fees | \$ 12.25 |
| NAPA Auto Parts | supplies, parts | \$ 1,877.55 |
| Norm's Auto & Truck Repair | parts | \$ 39.78 |
| NW Energy | natural gas | \$ 636.80 |
| O'Reilly Store | supplies, parts | \$ 44.11 |
| Otter Tail Power | electric | \$ 20,959.36 |
| Raffety, Pat | travel reimbursement | \$ 483.09 |
| Farrell, Paul | deposit refund | \$ 40.19 |
| Petty Cash | supplies, postage | \$ 61.50 |
| Redlinger Brothers | service call | \$ 2,227.80 |
| Reimche Airspray | FOB Contract | \$ 1,500.00 |
| Roger's Electric Motor | bulbs, parts | \$ 320.54 |
| Krause Sr, Ron | insurance deductible | \$ 2,000.00 |
| Ron's Equipment Painting | bedliner | \$ 42.42 |
| Running's | parts, supplies | \$ 1,375.17 |
| SD Dept of Revenue | sales tax | \$ 1,213.55 |
| Public Health Lab | testing | \$ 267.00 |
| SDWWA | membership fee | \$ 10.00 |
| Share Corp | supplies | \$ 1,455.60 |
| Siteone Landscape Supply | parts, fertilizer | \$ 1,625.80 |
| SD 811 | one calls | \$ 64.05 |
| Southern Aluminum | tables | \$ 3,211.00 |
| Star Laundry | laundry service | \$ 436.00 |
| Stoney Brook Ent. | foam | \$ 1,915.00 |

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| Street Graphex Inc. | staff shirts, plaque, name plate | \$ | 500.74 |
| Sunset Graphics | decals | \$ | 260.00 |
| Sweeney Controls | repair valve | \$ | 168.00 |
| TC Construction | Unity lobby remodel | \$ | 13,198.16 |
| The Ortonville Independent | sponsorship sign | \$ | 245.00 |
| Thein Well | test hole drilling | \$ | 12,112.27 |
| Trapp Plumbing | clear main | \$ | 414.89 |
| Twin Valley Tire | tires, vehicle service | \$ | 366.67 |
| Up North Concrete | replace curb & gutter | \$ | 29,152.50 |
| UPI Petroleum | gas | \$ | 3,007.80 |
| US Postal Service | postage | \$ | 440.00 |
| USA Bluebook | parts | \$ | 901.88 |
| Utility Logic | parts | \$ | 1,723.15 |
| Valley Office Products | supplies | \$ | 279.29 |
| Valley Rental & Recycling | recycling agreement | \$ | 650.00 |
| Water Environment Federation | membership fee | \$ | 155.00 |
| West Central Communication | install antenna | \$ | 313.69 |
| Whetstone Home Center | supplies | \$ | 330.19 |
| Whetstone Sanitation | garbage serv, vandalism repairs | \$ | 509.68 |
| Whetstone Valley Electric | electric | \$ | 1,211.56 |
| WM Corporate Services | garbage service | \$ | 336.77 |
| Wollschlager Concrete | skate park pad | \$ | 22,940.00 |
| Xerox Corporation | copier leases | \$ | 1,102.88 |
| Zem's Fresh Start | supplies | \$ | 31.71 |
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| | | \$ | 549,222.72 |