

MILBANK CITY COUNCIL PROCEEDINGS
October 9, 2023, 7:00 pm

Call to Order - The City Council met in regular session on October 9, 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, Craig Weinberg, John Weyh, and Josh Karels (via electronically). Absent: none.

Staff Present: Cynthia Schumacher, Brandy Blauert, Corey Hooth, Ron Krause, Cody Pohlen, Dan Keyes, Dick Poppen, Darin Thiele, Don Settje, Carl Bostrom, Kiefer Lesnar, Randy Folk and Marlin Fenner.

Public Present: Holli Seehafer, Ryan Kohl, Mike Mach, Brittnee Frerichs, Travis Lester, Justin Heim, Terry Ganske, Isaac Hackbarth, Tim Jurgens, Kathy Ward, Monte & Marilyn Robinson, Duane Tillman, Lynn VanSambeek, and Brendan VanSambeek.

Thank you -

Cody Pohlen expressed his appreciation to the volunteers for their contributions to the youth programs. Their assistance makes these programs successful.

A great deal of gratitude is due to Berkner Excavating for their prompt response and repair of the transmission line.

Public Comments – Isaac Hackbarth introduced himself to the council. Hackbarth has recently relocated to the Milbank area from southern California where he was employed in the law enforcement field. He expressed his desire to become involved with the Milbank Police Department. The council thanked him for coming and directed him to communicate with Chief Hooth.

Tim Jurgens was pleased to see progress on the baseball field. Valley Queen Charitable Foundation has committed to matching donations made to the Legion Baseball project. Jurgens stated that is not well known and asked if this could be publicized.

Jurgens reported the 100th year anniversary of American Legion baseball is 2025. They have submitted a resolution to host both the Class A and Class B junior and senior tournaments in 2025 and the national tournament in 2026.

Public Hearing – A public hearing was held for the transfer of Berens Market LLC malt beverage & SD farm license to their new store located at 1612 Morningside Drive. No one from the public spoke in favor or against the transfer. A motion was made and seconded to approve the Berens Market Malt Beverage & SD Farm Wine license transfer from 1506 Morningside Drive to 1612 Morningside Drive. Motion carried 6-0.

School Pedestrian Traffic – Chief Hooth reported he has discussed options with Ryan Kohl. Hooth stated there are several entities involved, the city, school, and state. He would also like input from the parent groups. He is attempting to obtain information and the state's report from the last traffic count on Highway 12 and Ninth Street. He would like a push button crosswalk light installed at that intersection. His immediate recommendations are 1. Education on the rules of school zones and crosswalks. 2. Improved signage. 3. Saturation patrols. A motion was made and seconded to direct Chief Hooth to purchase and install the necessary signage. Motion carried 6-0.

Minutes – A motion was made and seconded to approve the minutes of the September 11, September 20, and amended minutes from the September 29, 2023 meetings. Amendment: Reflect Councilman Weinberg was absent from the September 29, 2023, meeting. Motion carried 6-0.

Consent Agenda – A motion was made and seconded to approve the consent agenda. Motion carried 6-0.

1. Ratify hiring of lifeguards, \$14.51/hr: Jaiden Tillotson & Lilly Hartman.
Soccer instructors, 11.49/hr: Brody Job & Franklin Pederson.
Front desk reception/building attendants, \$12.47/hr: Antonio Charles, Corrine Akpavie.
2. Remove the following from Unity's payroll roster: Aidan Foell, Camryn Wiese, Pamela Jackson.
3. Approve hire of Cory Harms, seasonal street department technician, \$20.06/hr, effective 10-9-23.
4. Approve the Holiday Lighted Parade/Tree lighting Ceremony, December 2, 2023, at 5:30 pm. Main Street, 5th Avenue to Railway Avenue.
5. Resolution 10-9-23C Consolidated Board of Equalization.

RESOLUTION 10-9-23C
City of Milbank Combined Board of Equalization

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 2023 tax year, payable 2024, 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 on the 9th day of October 2023.

Aye: 6 Nay: 0 Absent: --

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

CC: Kathy Folk, Grant County Auditor

Action Items -

Personnel – Mayor Raffety requested Finance Officer Schumacher, Councilmembers Weinberg, and Rogers to assist with a salary grid update.

Employee anniversaries: Richard Poppen - 36 years.

Unity Health & Fitness – An engineering agreement for conceptual design services, \$42,250 was discussed. Discussion included what is the identified need? Will the expansion generate additional revenue? Is this an upgrade or an expansion servicing an additional need? Additional information is requested before a decision is made, a joint meeting with the park and recreation board. A motion was made and seconded to table action on the engineering agreement for conceptual design services. Motion carried 6-0.

A motion was made and seconded to approve the job description and position of Recreation Specialist. Motion carried 6-0. A motion was made and seconded to promote Julie Landmark to recreation specialist effective 10-16-23, \$15.53/hr. Motion carried 6-0.

Police – A motion was made and seconded to approve Resolution 10-9-23 Stop, Yield Signs. Motion carried 6-0.

Resolution 10-9-23

A resolution to amend certain provisions of Table II of the Milbank Municipal Code regarding the location of stop or yield signs on streets and avenues.

THEREFORE, BE IT RESOLVED that Table II of the Milbank Municipal Code shall be amended to include the following:

Stop & Yield Intersections:

- On 10th Avenue at 5th Street, remove stop signs for east and west bound traffic.
Retain stop signs on 5th Street for north and south bound traffic.
- On 10th Avenue at Viola Street, install yield signs for north and south bound traffic.
- On 3rd Avenue at 4th Street, install yield signs for east and west bound traffic.

BE IT FURTHER RESOLVED that appropriate traffic control signs shall be erected in accordance with the provisions of this resolution.

Aye 6 Nay 0 Absent none.

Pat Raffety, Mayor

ATTEST:

Cynthia Schumacher, Finance Officer

A motion was made and seconded to approve Resolution 10-9-23A Parking Regulations. Motion carried 6-0.

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Aye 6 Nay 0 Absent none.

Pat Raffety, Mayor

ATTEST:

Cynthia Schumacher, Finance Officer

Chief Hooth reported he met with Mike Mauer and several residents in the neighborhood. At this point, several of the neighbors are assisting with the cat rescues and do not have many concerns. Strays are sometimes deposited at Mr. Mauer's house when he is not home and without his knowledge. He has taken extensive action to secure and improve the health of the strays. Chief Hooth was asked to assist Mr. Mauer in obtaining a conditional use permit for the shelter.

Streets – The city was able to secure a Cat Motor Grader from Grant County highway department for \$70,000. Half will be paid from the 2023 budget and the balance paid in January 2024.

No snow removal bids were received.

Water – A motion was made and seconded to approve Resolution 10-9-23B Water Rates. Schumacher explained the new rates do not go into effect until 2024, however the state requires the resolution be approved prior to the city letting bids for the project. (Resolution published separately.) Motion carried 6-0.

Planning & Zoning – Justin Heim with ISG Engineering addressed questions pertaining to the preliminary plat of Hunt Second, Janmark LLC developer. Several residents from the area were present. A motion was made and seconded to approve the Preliminary plat of Hunt Second Addition to the City of Milbank. Motion carried 6-0.

September Permits

Building: Judy Haase-908 E Park Ave-residential addition. Vincent Hagen-203 Jen Lane-residential addition. Kenny Brotzel-405 W 8th Ave-accessory structure. Mark Veen-307 S 5th St-commercial sign.

Demolition: none.

Moving: none.

Fence: Kenneth & Dawn Wiseman-205 N Grant St-wood.

Roofing: none.

Special Event Permits: none.

Finance – No action was taken on the September Treasurers report.

A motion was made and seconded to approve the amended bills list, \$457,993.61. Motion carried 6-0.

A motion was made and seconded to approve the Whetstone Arts Council's request for financial assistance of \$2,300, provided there are no outstanding agreements tied to any non-city owned statues. Motion carried 6-0.

September wages: Mayor/Council \$1,600; Finance \$12,847; Police \$29,680; Fire \$1,751; Street \$9,790; Rubble Site \$910; Recreation \$24,666; Park \$12,066; Water \$9,781.37; Wastewater \$1707.68.

Executive Session -A motion was made and seconded to go into Executive Session pursuant to 1-25-2(1). Motion carried 6-0. Mayor Raffety called the Council out of executive session.

A motion was made and seconded to approve the Mayors appointment of Steve Pendergrass as city administrator, \$92,500, effective 11-27-23. Motion carried 6-0.

Adjourn – The next regular meeting is November 13, 2023, at 7:00 pm. A motion was made and seconded to adjourn. Motion carried 6-0.

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

Vendor Name		10/9/2023 Amount
4Most Group, LLC	Maintenance agreement-3rd qrt	6,250.00
Advanced Technologies Inc.	supplies/shipping	390.08
Al's Body Shop	vehicle repairs	165.00
Amazon	supplies, equipment, parts	875.20
American Engineering Testing	testing	963.35
AO Industrial Solutions	ground storage reservoir project	51,136.20
Associated Supply Co.	supplies, parts	4,948.78
AT&T Mobile	cell phone	511.53
Auto Value Parts Store	parts, supplies	76.99
Automaxx SCJR Inc.	vehicle repairs	9,356.00
Banner Associates Inc.	engineering	47,459.10
		105.77
Berens Market	supplies	8.57
Berkner Excavating & Gravel	system repairs, black dirt	10,542.03
BIB	background checks	14.42
Blauer Manufacturing	uniform shirts	312.95
Bostrom, Carl	deductible	2,000.00
Brewster Building Center	supplies	166.02
BSN Sports Inc.	nets	1,015.00
Card Pointe	card fees	374.24
CHS	gas, tank leases	2,489.84
City of Milbank	deposits to final bill	278.30

Cole Papers Inc.	supplies	1,925.85
Corporate Technologies Inc.	computer, equipment, services, IT support	2,890.00
Dakota Fluid Power	parts	203.36
Dollar General	supplies	15.93
East Side Car Wash	truck wash usage	20.16
Energy Laboratories, Inc.	testing	3,201.00
Equipment Blades, Inc.	loader blades	1,099.74
Facebook	CommUnity event ads	15.00
First Bank & Trust	fees	25.00
Food-N-Fuel	gas	945.17
Freemotion Fitness	equipment parts	134.97
Frerichs, David	install flooring	6,390.70
GCC Consolidated Ready Mix	sand/precast bench ends	3,575.52
Google	YouTube subscription	14.86
Grant County Auditor	county services	1,000.00
Grant County Review	publications	426.31
H. E. Mitchel	baseball vertical project	106,250.00
Hawkins Inc.	chemicals, cylinder fee	1,426.38
Heiman Fire Equipment	parts	3,640.12
Holiday Inn	travel expense	348.36
Instant Events	bounce house	400.00
Ipower	domain	23.35
ITC	phone, internet	1,693.13
J.P. Cook Co.	pet tags	89.35
Jeans Bridal	sew patches	70.00
Jefferson Lines	shipping	165.00
John Deere Financial	parts	2,216.75
Kelly Kutters LLC	mowing contract	17,384.13
Keyes, Dan	deductible	2,000.00
Les Mills	virtual bundle training	299.00
Lewis Drug Stores	supplies	21.44
Liens, Adam	travel expense	590.78
Linde Gas & Equipment Inc.	air system	50.64
Midwest Deep Tine LLC	aerification/top dressing	3,236.29
M & T Fire & Safety Inc.	hoods, lights	1,759.15
Midwest Fire & Safety	extinguisher	70.78
Milbank Glass LLC	cut keys	6.00
Metropolitan Compounds Inc.	ice melt	799.90
Milbank Winwater Co.	parts	4,943.69
Minn-Dak Fire	annual extinguisher maintenance	1,357.00
MnB Cleaning Services LLC	cleaning service	4,800.00

Money Movers	NIHCA membership fee	11.50
Morton, Jesse	clothing allowance	51.70
NAPA Auto Parts	parts, supplies	2,303.59
North Central International	parts	278.13
NW Energy	natural gas	79.47
Ortonville Health Services	health screening	324.00
Otter Tail Power Co.	electric	21,656.90
Pavlinac, Keeta	deposit refund	21.70
Pendergrass, Steve	travel expense	2,108.20
Peterson, Connie	sew patches	20.00
Petty Cash	postage, copy fees	141.36
Plunkett's Pest Control	pest control	606.00
Poppen, Dick	travel expense	1,010.66
Racarie	HR application support	105.00
Real Tuff	parts	198.89
Reedstrom, Mark	retainer fee	1,000.00
Reimche Airspray LLC	FBO Contract	1,500.00
Roger's Electric Motor	transfer pump	523.00
Runnings Supply Inc.	supplies, parts	1,235.36
Rush Order Tees	soccer shirts	1,103.73
S.W. Inc.	recycling pickup	5,595.00
Safeguard	ap checks	491.08
Sanstead Excavating LLC	install drain line and fountains	5,925.00
SD Dept of Revenue	license transfer	75.00
SD Dept of Revenue	sales tax	1,920.67
SD Dept of Revenue	certificate	20.00
SD Public Health Lab	testing	101.00
SDARWS	leak detection tuner	100.00
Share Corp	supplies	1,243.99
South Dakota 811	one calls	68.25
Star Laundry & Cleaners	laundry service	383.13
Swenson Tree Service	tree removal	8,200.00
The Ortonville Independent	sponsorship sign	245.00
Thein Well	well & pump inspections	61,464.40
Thiele, Darin	travel expense	584.00
Titan Machinery	parts, repairs	450.44
Traffic Safety Warehouse	traffic signs, barricades	2,714.20
Tuney's	volunteer meals	120.00
Twin Valley Tire	tires, tire service, parts	2,223.96
UPI Petroleum	gas	3,263.28
US Postal Service	postage	440.00

USA Bluebook	testing supplies	899.12
Valley Office Products	supplies, shredder	3,250.57
Valley Rental & Recycling	recycling agreement	650.00
Whetstone Home Center	supplies, parts	1,293.81
Whetstone Sanitation	garbage service	535.00
Whetstone Arts Council	financial assistance	2,300.00
Whetstone Valley Electric	electric, repairs	1,334.30
Window Pros	clean exterior windows	490.00
WM Corporate Services, Inc.	garbage service	2,218.13
Zem's Fresh Start	supplies	38.35
Zoom Video Communications	Zoom video subscription	112.56
		457,993.61