

MILBANK CITY COUNCIL PROCEEDINGS
April 8, 2024, 7:00 pm

Call to Order - The City Council met in regular session on April 8, 2024, at 7:00 pm in the Visitor Center, 1001 East Fourth Avenue, Mayor Raffety presiding.

Roll Call - Mayor Raffety. Councilmembers: Mike Hanson, Roger Briggs, Josh Karels, John Weyh, and Craig Weinberg. Absent: Mindy Rogers. Staff Present: Mark Reedstrom, Steve Pendergrass, Cynthia Schumacher, Corey Hooth, Darin Thiele, Ron Krause, Dick Poppen, Jesse Morton, Cody Pohlen, and Don Settje.

Public Present: Holli Seehafer, Dane Ekdome, Kevin Cantine, Greg Cantine, Alex Pauli, and Kathy Ward.

Don Settje was recognized for his 25 years of service with the city water department. Mayor Raffety congratulated Trey and Abigail Jankord on their recent wedding.

Dane Ekdome, ISG Engineering, presented a draft of the Capital Improvement Plan (CIP), highlighting key items of the city's infrastructure, public buildings, streets, and parks that should be considered for near future improvements. He clarified that the document is intended to assist in budget preparation and that the Council's approval of the final plan does not signify a financial or project commitment.

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 4-1, Aye: Briggs, Karels, Weinberg, Weyh. Nay: Hanson.

Consent Agenda

1. Approve minutes from the March 11, 2024, meeting.
2. Approve claims list, \$183,999.67.
3. Approve January, February Treasurers Reports.
4. Approve the Cancer Walk event permit, Lake Farley, June 14-15, 2024.
5. Approve a salary increase: Richard Poppen, \$5,920.05/month.
6. Approve seasonal employees: Merik Junker-baseball program supervisor-\$14.15, Cassidey Seez-softball program supervisor-\$14.15. Recreation instructors: Addison Krause \$12.00. Tyra Berry-\$12.00. Charlie Peery \$12.00. Mason Meister \$12.00. Jaxon Weise \$11.49. Jeter Scoular \$11.49 Josh Pederson \$11.49. Valley Kids Enrichment Program Supervisor: Angie Johnson \$14.15.
7. Approve Park seasonal employees: David Heidemann \$16.00. Karson Weber \$14.00. Nick Batchelor \$14.00. Dillen Sheeley \$14.00.
8. Approve advertising for bids for Lot 8, Block 59, Original Townsite, minimum bid \$4,000.

Action Items –

1. Parks & Recreation Director Pohlen discussed the need for improvements to the Cantine Tennis Courts, which have deteriorated over the years due to weather conditions. The council considered the conditions of the existing courts and explored the possibility of adding additional courts with pickleball lines or relocating the courts. Pohlen stated additional courts would allow for larger high school tournaments, USTA day camps, growing youth tennis lessons, and increasing pickleball opportunities. After considering options and locations, the board recommends resurfacing the existing courts and adding two additional courts to the southwest of the current courts. Concerns addressed included the loss of parking spots and whether the current location was an appropriate location for expansion. A motion was made and seconded to approve the proposal to resurface the existing four courts, add two new courts at the current location, and call for bids as needed. Motion carried 4-1. Aye: Briggs, Hanson, Karels, Weyh. Nay: Weinberg
2. A motion was made and seconded to approve the second reading of Ordinance 851-Establishing Special Flood Hazard Areas. No comments were made. A motion carried by roll call vote 5-0.
3. A motion was made and seconded to approve the first reading of Ordinance 852-classify property as Light Industrial District, I-1. No comments were made. A motion carried by roll call vote 5-0.
4. A motion was made and seconded to approve Resolution 4-8-24, Annex property into the City of Milbank. Motion carried 5-0.

RESOLUTION NO. 4-8-24

A Resolution Annexing Certain Real Property into the City of Milbank, Grant County, South Dakota.

WHEREAS, Arvid & Janet Liebe, owner(s) of real property in Grant County, South Dakota, currently outside city limits and described as:

Lot 21 Milbank Industrial Park Second Addition in the SE 1/4 and Lot 1 Redman's Third Addition in SE 1/4, except Lot 4 Berkner's Addition, and except Lots 1 and 2 Twin Valley Tire Addition, and except that portion of Lot 1 Redman's Third Addition in SE ¼ lying north of the southern border of Lots 1 and 2 Twin Valley Tire Addition as recorded in Plat Case 004 Plat No. 254, in Section 12, Township 120 North, Range 49 West of the fifth PM, Grant County, South Dakota, which upon platting will be known as the Plat of Milbank Industrial Park Third Addition Located in the City of Milbank and in the SE1/4 of Section 12, Township 120 North, Range 49 West of the 5th P.M., Grant County, South Dakota changes to the Zoning Ordinances of the City of Milbank

did petition the Mayor and the City Council of the City of Milbank, Grant County, South Dakota, to include the said property within the limits of the City, pursuant to §9-4-1 SDCL 1967 and acts amendatory thereof; and,

WHEREAS, the City Planning and Zoning Commission of the City of Milbank has recommended that the above-described property be annexed into the city limits with an I1 Light Industrial District zoning designation, and

WHEREAS, there are no legal voters residing on the said property, and the property petitioned for annexation is contiguous to the City of Milbank and should be annexed thereto.

NOW, THEREFORE, BE IT RESOLVED by the City Council, City of Milbank, Grant County, South Dakota, that the petition of Arvid & Janet Liebe, is hereby approved and the above-described property is hereby declared to be annexed to the City of Milbank, South Dakota with an I1 zoning designation.

Passed and approved this 8th day of April 2024.

Pat Raffety, Mayor

ATTEST: Cynthia Schumacher, Finance Officer

5. A motion was made and seconded to approve the special permits requested by the Milbank Area Chamber of Commerce. Motion carried 5-0.

- Cinco De Mayo Fiesta, Saturday, May 4th, 2024, at Lake Farley Park, Milbank SD, 2:00pm to 9:00 pm. Food & Arts Vendors, Beer Garden, Live Music, Inflatables & Games.
- Farmers Market, Tuesdays between June 4 – October 1, 2024, at Flynn Park, 3:00 to 6:00 pm. Vendors selling homemade, handmade products.
- Fireworks Display, July 4, 2024, at Lake Farley Park, 9:00 to 11:00 pm. Community fireworks display.
- Farley Fest, Friday & Saturday, July 19-20, 2024, at Lake Farley Park
July 19, 2024, 4:00 pm to 12:00 am. July 20, 2024, 10:00 am to 12:00 am.
Live music, beer garden, art & food vendors, kid's inflatables, water ski show, car show, barbecue competition, parade.

6. A public hearing was held for the special malt beverage permits requested by the Chamber of Commerce as follows:

- Cinco De Mayo Fiesta, Lake Farley, Saturday, May 4th, 2024, 2:00 to 9:00 pm.
- Farley Fest, Lake Farley, July 19, 4pm-12 am. July 20, 2024, 11 am to 12 am. Motion carried 5-0.

7. A motion was made and seconded to approve the hire of William Newstrand as Police Sergeant, \$33.00, effective 4-15-24.

Chief Hooth complimented staff and the newly implemented fleet management program, stating having the squads managed and serviced in house has been working well.

8. A motion was made and seconded to approve bids for street materials, schedule 1, 2, 4 submitted by Bituminous Paving Inc.

- Bid Schedule 1 – 750 tons hot mix bituminous material, picked up, \$81.00/ton.
- Bid Schedule 2 – 6,650 tons asphalt, machine laid, \$83.00/ton.
- Bid Schedule 4 – asphalt milling, two-inch depth, 12,500 sq yd, \$3.30/sq yd.

No other bids were received. Motion carried 5-0.

J&J Earthworks submitted the only bid for bid schedule 3, 6,000-ton aggregate base course material to be delivered - \$14.85/ton. A motion was made and seconded to reject the bid and rebid. Mayor Raffety stated the bid is almost double from 2022. Motion carried 5-0.

Department reports –

Initially bond funds were allocated for an expansion to Unity. It has become evident that the funds are inadequate for a full expansion. The Council requested the CIP be reviewed with the Park Board and consider reallocation of bond funds to address the outlined items in the CIP.

City Administrator Pendergrass reported the city has been approved for a Hazard Mitigation Grant for the construction of a storm shelter at Lake Farley.

Updated estimates for the water project are lower than originally expected. No timeline is available currently.

The Council requested PWD Theile to get an update from Valley Queen pertaining to the construction and reopening of Third Avenue.

March Salaries: Mayor/Council \$1,600; Finance \$20,705; Police \$32,653; Fire \$1,798; Street \$17,737; Rubble Site \$988; Recreation \$23,968; Park \$12,815; Water \$6,384; Wastewater \$18,743.

March Permits: Building: Miles DeVries – 309 W 7th Ave – deck. Darren Stephan – 524 S Dakota St, deck. Roof: Eugene Bagaus-218 W 6th Ave-steel.

Executive Session – A motion was made and seconded to go into Executive Session pursuant to 1-25-2(1)(3) personnel and legal matters. Motion carried 5-0. Mayor Raffety called the Council out of executive session.

Adjourn – The next regular meeting is scheduled for May 13, 2024, at 7:00 pm. A motion was made and seconded to adjourn at 9:00 pm. Motion carried 5-0.

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

Vendor Name		4/8/2024 Amount
4Most Sport Group, LLC	field renderings	2,500.00
Advanced Technologies Inc.	supplies/shipping	362.97
Al's Body Shop	vehicle repair	260.00
Amazon	equipment, parts, supplies	1,393.19
American Engineering Testing	testing	441.25
American Water Work Assn	membership fee	376.00
Apex Ironworks & Fabrication	misc. weld/fabrication	996.47
Associated Supply Co.	supplies	9,728.62
AT&T Mobile	cell phone	625.43
Auto Value Parts Store	parts, supplies	841.22
Banner Associates, Inc.	engineering	5,844.90
Berens Market	supplies	50.36
Berkner Excavating	water break repair	2,982.50
BIB	background reviews	14.42
Big State Industrial Supply	supplies	309.60
Brewster Building Center	supplies	13.35
Butler Machinery Co.	parts	289.11
Card Pointe	card fees	796.15
Carquest of Ortonville	parts	1,705.56
Chiropractor in Motion	CDL exam	80.00
CHS	gas, propane	1,659.00
City of Milbank	deposit	204.70
Cole Papers Inc.	supplies	315.22
Corporate Technologies Inc.	IT managed services	1,990.00
Eastside Car Wash	truck wash usage/lift rental	352.32
Elbert, Hope	deposit refund	16.35
Energy Laboratories, Inc.	testing	3,201.00
Evident, Inc.	supplies	175.00
Ferguson Waterworks	equipment, meters, parts	11,688.37
Food-N-Fuel	gas	67.23
Freemotion Fitness Inc.	equipment parts	77.39
Grant County Auditor	county services	1,000.00
Grant County Review	publications	485.83
Grant Roberts Rural Water	water usage	66.80
Hach Company	testing supplies	7,325.13
Hawkins, Inc.	chemicals	7,684.53
Heiman Fire Equipment	parts, hoses	5,716.84
Helms Engineering	engineering	9,512.48
Hemingway Solutions	annual fee	1,660.00

I & S Group Inc.	infrastructure planning	1,500.00
ITC	phone, internet	1,946.42
ITS	key fobs	125.00
JC Repair	truck repairs	8,676.50
Jefferson Lines	testing	165.00
John Deere Financial	blade	212.90
Johnson Fitness & Wellness	elliptical belts	2,622.00
Kostuch, Tristen	deposit refund	78.95
Lewis Drug Stores	supplies	34.93
Linde Gas & Equipment Inc.	air system	51.14
Macksteel Warehouse	steel cuts	628.82
Milbank Ford-Mercury	parts	131.50
Milbank Winwater Co.	parts	226.73
MnB Cleaning Services LLC	cleaning service	3,800.00
NAPA Auto Parts	parts, supplies	1,127.86
NIHCA	conference fee	101.98
NW Energy	natural gas/install fee	6,915.59
O'Reilly Store	parts	374.81
Otter Tail Power Co.	electric	22,082.06
Petty Cash	supplies, postage	25.75
Pulsar Measurement	parts	160.00
Purchase Power	postage	3,000.00
Reedstrom, Mark	retainer fee	1,000.00
Reimche Airspray LLC	FBO Contract	750.00
Ricarie Software	HR software	105.00
Rockbot	media subscription	31.86
Roger's Electric Motor	parts	493.75
Runnings Supply Inc.	supplies, parts	1,697.91
SD Assoc of Code Enforcement	training	50.00
SD Building Officials Assn	registration fee	85.00
SD Dept of Labor & Regulations	unemployment compensation	1,542.00
SD Dept of Revenue & Regulation	sales tax	3,596.45
SD One Call	one calls	46.20
SD Public Health Lab	testing	86.00
SDML	registration fee	80.00
Star Laundry & Cleaners	laundry service	321.08
Syn-Tech Systems	system management/hosting	3,538.00
The Ortonville Independent	sponsorship sign	356.69
Tillman, Duane	training	450.00
Travs Outfitter, Inc	uniform vests	783.90
Twin Valley Tire	tires	1,064.00

UPI Petroleum	gas	4,758.77
US Postal Service	postage	519.95
USA Bluebook	supplies	1,156.54
Valley Office Products	supplies	771.96
Valley Rental & Recycling	recycling agreement	650.00
Whetstone Home Center	supplies, parts, fence/railing	18,303.82
Whetstone Sanitation	garbage service	799.95
Whetstone Valley Electric	electric, repairs	3,197.05
WM Corporate Services, Inc.	garbage service	2,441.83
Xerox Corp.	copier leases	492.89
YouTube	subscription	14.86
Zoom Video Communications	zoom subscription	16.98
		185,999.67