

LEOLA CITY COUNCIL MEETING

February 6, 2017

The Leola City Council met in the Council Room of the Municipal Building in regular session on Monday, February 6, 2017. Mayor Doug Yost called the Meeting to order at 7:30 P.M. with the following Council Members present: Jackie Rau, Dana Leibel, Shawn Patton, Jon Mardian and Michael Yost, along with the Finance Officer Kappes. Absent: Karl Moser. Also present: Chief Dan Yost and Jeff Tschappat, Harm Trollip, Gayle & Steve Siebel.

Council Minutes of the February Meeting stand approved as mailed.

Council Member Yost moved, with a second by Council Member Mardian, to accept the Monthly Treasurer's Report. All present Council Members voted in favor. Motion carried.

The Council examined the following bills:

Police & Maintenance Salaried Payroll	February Salary & Benefits	3,232.81
Finance Office Salaried Payroll	February Salary & Benefits	3,689.22
Maintenance/Water & Sewer Dept. Payroll	February Salary & Benefits	3,177.89
Credit Board	January Meeting Pay	188.40
Gov't Bldg. Payroll-Janitor	January Janitor Hours-Zulma Velazquez	223.48
Library Payroll	January Librarian-P. Walz	692.28
Council Payroll	January Hours-C & M Citizen's Food Boxes Pay-P. Walz	18.63
Office Department Payroll	January Hours-J. Wimer	738.91
A & B Business Inc.	Ink Cartridges & Binders	491.81
AmeriPride Service, Inc.	Mops, Deodorizers, etc.	99.20
CBC Innovis	Credit Report-RLF-Loan #0	9.10
Curt's Repair	Parts & Labor on Equipment	666.33
CompQuest Technology	Library & City Computers - Professional Services	68.50
Dependable Sanitation	City Garbage Collection	174.00
EMC Insurance	Property, Gen Liabil. Umbrella, Linebacker, Law Enforcement, Inland	15,479.00
Fischer's Plumbing & Heating	Plumbing in Citizen Bldg. to Install Spicket	123.28
Gene's Oil Company	Stove Fuel, Gas & Diesel	1409.00
Homestead Building Supply	Supplies	49.20
Hutchins, Tracey	Reimbursement for Mileage and Laptop Charger-Police	93.59
Kappes, Candice	Split Mileage & Expense Annual Report Workshop & Postage	122.85
Leola Alumni Association	2017 Donation	100.00
Leola Development Corporation	2017 Donation	500.00
Leola Grocery	Supplies for Gov't Buildings	33.30
Leola Public Library	Reimbursement for Books & Supplies-January	40.96
Leola Rhubarb Committee	2017 Donation for Rhubarb Days	500.00
Leola Senior Citizens	2017 Donation	100.00
McPherson County Herald	Publishing	396.01
MDU	Electricity	3,764.18
North Central Heritage Museum	2017 Donation	100.00
Rural Development	58th Loan Payment-Sewer Project	4,021.00
South Dakota Assn. of Towns & Townships	Membership Dues	279.25
South Dakota DENR	Operators Water & Wastewater Renewal- Dan & Jeff	24.00
South Dakota Dept. of Revenue-Lab	Water Testing Sample	15.00
South Dakota One Call	4th Quarter Locates	12.60
Stamp Fulfillment Service	3 Boxes Stamped Envelopes	850.00
Valley Telecommunications	Phones, Faxing & Internet & Security	417.47
VanDerWal, Dan	Water Deposit Refund	20.00
Walz, Pam	Book & Supply Reimbursement	227.37
Walz, Pam	Reimbursement-Mileage - Food Baskets	33.60
WEB Water	December Water Use	4,286.89
Westside heating and AC LLC	Propane at Shop	241.85
Wimer, Jessica	Split Mileage & Expense Annual Report Workshop & Postage	48.80

After discussion, Council Member Leibel moved, with a second by Council Member Rau, to approve the above bills. All Council Members voted in favor. Motion carried.

Mike Waltman joined the Council Meeting.

The Council discussed purchasing sand for city streets and that we could use some from the County Highway Department if needed. It was decided to table purchasing any sand until summer.

The Council discussed the 10 x 40 estimated sidewalk measurement on the south side of the Library and the need to replace it.

The non-working street lights list was tabled until the March Meeting due to the absence of Council Member Moser.

Harm Trollip discussed his road agreement on the private road portion extending from the end of Broadway Street to his residence with the Council. Also discussed was the piling and moving of snow and the city possibly billing him if it entailed moving of snow. It was decided to check into the possibility of the city putting in a snow fence if it would be allowed.

Due to the absence of Troy Grabowska, the agenda item will be moved until the March Meeting.

Shana Gohl, Pool Manager, asked to be removed from the agenda and put on the March Agenda. The Council instructed the finance officer to advertise for Lifeguards for the 2017 Pool season.

The Council discussed the tank needed at the City Park to hold water for the camping sites and to eventually have a lean to cover it. Council Member Leibel moved, with a second by Council Member Mardian, to purchase the 1200-gallon tank for \$1412.00 from The Tank Depot. Upon roll call vote, all Council Members voted in favor.

The Council discussed the remodeling needed at the Municipal Building. After discussion, Council Member Michael Yost moved, with a second by Council Member Patton, to rebid repairs to the Municipal Building to remove front door & west windows, replace front entrance with ADA approved door and west windows, close off the south door, cover and use salvaged tin and insulate and finish interior openings as bid in October. An addition to bid notice will be the removing of the urinal and plumbing from the west restroom and fixing the wall. All present Council Members voted in favor. Motion carried. Those Council Members on the Building Committee will check over the bid notice.

The Council discussed the water spicket put in the basement of the Citizen's Building installed by Fischer's Plumbing, along with the cots needed for the storm shelter. Council Member Mardian moved, with a second by Council Member Michael Yost, to purchase five cots from the South Dakota State Federal Property Agency to be used in an emergency in the basement of the Citizen's Building. All present Council Members voted in favor. Motion carried.

Council Member Patton moved, with a second by Council Member Mardian, to purchase a cork board to be used for posting information in the basement of the Citizen Building.

The Council discussed the work needing to be done in Maria's Cut and Curl, along with the need for an outlet for the tanning bed.

The Council examined the Monthly Library Reports and Police Report.

January Building Permits Issued: Building Permit 17-01 Jason Kallenberger. The Council discussed the 7:00 P.M. Zoning Meeting prior to the Council Meeting and Norman C. Tschappat, Zoning Administrator's resignation to the Zoning Board. The Finance Officer was instructed to publish a notice of the as needed position. Dean A. Schock, Chairman of the Zoning Board will issue permits for the city until position is filled in March.

Mike Waltman spoke to the Council on the golf course mower being fixed. He said J. Gross had a demo mower for the city to try.

Mike Waltman also spoke to the Council about the fireworks being shot off by the Fireworks Association and the donations needed to cover the cost of the fireworks. The Council informed him that a \$500.00 donation has been budgeted in this year's budget. After discussion, Council Member Patton moved, with a second by Council Member Leibel, to allow the Fireworks Association permission to shoot off fireworks within city limits on July 1st. All present Council Members voted in favor. Motion carried.

Council Member Rau moved, with a second by Council Member Mardian, to allow the Fireworks Association permission to rope off the part of Sherman Street for a designated drinking area and that wrist bands are to be worn and that only plastic cups should be used. Waltman also informed the Council they would clean up the street.

As advertised, a Public Hearing on the Special Events License was held. There being no one present objecting to the issuance, Council Member Rau moved, with a second by Council Member Leibel, to approve the Special Event License for the Leola Fire Department to hold the Firemen's Casino night at the Legion Hall on Saturday, March 11th, 2017, with March 18th, 2017 being the alternate snow date. All present Council Members voted in favor. Motion carried. Mike Waltman and Harm Trollip left the meeting at this time.

The June Election Date will be June 6th, 2017 if a City Election is needed. Those terms coming up in 2017 are Council Members: Dana Leibel-Ward One, Karl Moser-Ward Two and Jon Mardian-Ward Three. Election Notice of vacancies will be February 15th, with the first day to circulate a petition being March 1st and last date to file being by 5:00 P.M. on March 28th.

The Council discussed the Dog Tags purchased by February 1st and dog owners believed to have more than the two dogs allowed per residence.

The Council discussed the City's Personnel Policy Manual and it was decided to make copies of the one most up to date and begin covering some chapters each month. Gayle and Steve Siebel left the meeting at this time.

The Council discussed the funding for the Small Community Planning Grant, 80% (8,000.00) with our 20 % (2,000.00) match at the approximate total cost of \$10,000.00, with Helms & Associates doing the engineering for the needed Water Study, with NECOG submitting the Small Community Planning Grant for the City. Council Member Rau moved, with a second by Council Member M. Yost, to authorize Mayor Doug Yost to sign the letter of agreement with Helms & Associates to engineer the Water Survey of Water Supply, Storage and Distribution Study. All present Council Members voted in favor. Motion carried.

Council Member Leibel moved, with a second by Council Member Mardian, to authorize Mayor Doug Yost to sign the application and needed paperwork for the Small Community Planning Grant from NECOG and upon receipt of the grant approval proceed with Water Facility Survey. All present Council Members voted in favor. Motion carried.

The Council discussed and decided to call for bids on the overhead doors for the city shop. The two east overhead doors should be windowless, insulated and with power. The north overhead door should be insulated and without power and windows.

The Council discussed and decided to call for bids on the drainage field to the septic tank at the City Park. The water hydrants in the park were discussed. Dan Yost will donate a pump with a safety switch for the water tank for supplying water at the City Park.

The Council discussed the \$350.00 dig rate set for shut offs and that letters were sent to the contractors. The fact the Council wants it in writing that they will fix shut offs for \$350.00 and their regular digging rate should also be in writing with all cost incurred.

The Council discussed the Homeland Security Grant being applied for \$3,624.00. Applying for \$925.00 for a 400-amp transfer switch and \$2,699.00 for a generator to supply power for the storm shelter in the Citizen Building basement. The Council reviewed McPherson County's Conflict of Interest and after discussion, needed changes were made and the addition of SDCL Chapter 6-1 was included. Council Member Patton moved to approve the Conflict of Interest Policy with the changes. Council Member Leibel seconded the motion. All present Council Members voted in favor. The Conflict of interest Policy is on file at the city finance office.

The Council, along with school representation, will meet as equalization board on Monday, March 20th, 2017 at 7:30 P.M. To schedule an appointment to attend the equalization meeting, written notice must be sent to the finance officer by March 16th, 2017, at which time no other city business will be discussed.

The Council discussed the SDML District Meeting to be held in our district in Bowdle on Tuesday, March 28th, 2017 with a registration fee of \$26.00. Those planning to attend and those bringing a spouse should know at the March 6th Meeting, along with the \$26.00 registration fee for their spouse if attending.

The Finance Officer discussed with the Council the USDA Rural Development Revolving Loan Three-year Compliance Review held on January 18, 2017.

The Council discussed the Dakota Spotlight Sponsorship and it was decided not to sponsor at this time.

The Council reviewed the 2016 Year-end Annual Report, Exhibits I, II and III, which has been submitted to the SD Dept. of Legislative Audit, Northeast Council of Governments and various Rural Development Offices. Exhibits I and Exhibit II were sent to be published as instructed by Rod Fortin, Dept. of Legislative Audit.

The Finance Officer discussed her planned vacation in February and March with the Council.

The Council discussed and decided to advertise for bid on the drainage eastside of Herried Street between 3rd and Conklin and the south side of Conklin from the alley to Herried Street. Also, bidding the drainage on the north side of Moulton from Sherman to Broadway sloped at no more than a 35% angle if not approved.

The Council discussed the Consumer Price Index of 0.1% for 2018 taxes, payable in 2019 and information of opting out received from McPherson County. The finance officer informed the Council the CPI % and the Growth % combined is the only amount property taxes could increase when doing the 2018 budget. The Council discussed McPherson County's uncollected total city property taxes at year-end 2016 on the print out dated 12-31-2016 with uncollected taxes of \$244,275.34, which includes \$224,113.93 being 2016 to be paid in 2017.

The Council reviewed financial statements from the Hohm Park Apartments, LCAC/LDC, Rhubarb Committee and the SD Health Pool.

The Council reviewed the DENR Restricted Use Site Inspection Report and items to be addressed.

Council Member Patton moved, with a second by Council Member M. Yost, to add two security cameras to view the outside of the front and back of the Municipal Building. All present Council Members voted in favor. Motion carried.

There being no further business, Council Member Leibel moved, with a second by Council Member Rau, to adjourn. All Council Member voted in favor. Motion carried.

The Leola City Council will meet in regular session on Monday, March 6th at 7:30 P.M. in the Council Room of the Municipal Building.

ATTEST:

Candice Kappes, Finance Officer

Doug Yost, Mayor of Leola

“This institution is an equal opportunity provider, and employer.”

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