

LEOLA CITY COUNCIL MEETING

March 6, 2017

The Leola City Council met in the Council Room of the Municipal Building in regular session on Monday, March 6, 2017. Mayor Doug Yost called the Meeting to order at 7:30 P.M. with the following Council Members present: Jackie Rau, Karl Moser, Dana Leibel, Shawn Patton, Jon Mardian and Michael Yost, along with the Finance Officer Kappes. Absent: None. Also present: Chief Dan Yost and Jeff Tschappat, Joyce Carmen, Kyra Tschappat & Mike Waltman.

Council Minutes of the February Meeting stand approved as mailed.

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

The Council examined the following bills:

Police & Maintenance Salaried Payroll	March Salary & Benefits	3,232.81
Finance Office Salaried Payroll	March Salary & Benefits	3,689.22
Maintenance/Water & Sewer Dept. Payroll	March Salary & Benefits	3,177.89
Council Payroll	February Hours-C & M Citizen's Food Boxes Pay-P. Walz	18.63
Zoning Board	February Zoning Meeting Pay	161.49
Zoning Payroll-Tschappat & Schock	February-Building Permits, etc.	87.20
Gov't Bldg. Payroll-Janitor	February Janitor Hours-Zulma Velazquez	726.32
Library Payroll	February Librarian-P. Walz & E. Schock	740.97
Office Department Payroll	February Hours-J. Wimer	738.91
A & B Business Inc.	Minute Book, Ink Cartridges, Binders & Supplies	556.77
AmeriPride Service, Inc.	Mops, Deodorizers, etc.	99.20
Comp Quest Technology	Library Computers - Professional Services	49.50
Comp Quest Technology	Computer & Professional Services, set up- Water/Wastewater	549.99
Gene's Oil Company	Unleaded Gas	90.75
Homestead Building Supply	Supplies	343.77
Hutchins, Tracey	Reimbursement for Mileage -Police & Water/Wastewater	33.60
Leola Public Library	Reimbursement for Books & Supplies-February	145.44
McPherson County Herald	Publishing	444.66
Menards	Ballast & Light	129.44
MDU	Electricity	2,898.98
North Central Farmers Elevator	Miscellaneous Supplies & Tools -Credit from Battery	11.69
Rural Development	59th Loan Payment-Sewer Project	4,021.00
South Dakota Dept. of Revenue-Lab	2 Water Testing Samples	30.00
Tank-Depot	1235 Gal El-Hz Com Tank & Shipping	1,837.00
Tschappat, Jeff	Mileage to Comp Quest Technology	33.60
Valley Telecommunications	Phones, Faxing & Internet & Security	420.64
Walz, Pam	Book & Supply Reimbursement	134.83
Walz, Pam	Reimbursement-Mileage - Food Baskets	33.60
WEB Water	January & February Water Use	6,020.49
Westside heating and AC LLC	Propane at Shop	114.00
Wimer, Jessica A.	Reimbursement for 2 Outdoor Security Cameras	212.98

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

Joyce Carmen, representing Billy's and Kyra Tschappat, representing the L & L Bar, will not be allowing glass out of the roped off designated drinking area on Sherman Street for the 2017 Fireworks/Alumni/Rhubarb Days Celebration. Wrist bands or stamps will be used for drinking aged adults. The need for additional garbage cans were also discussed. Council Member Moser moved, with a second by Council Member Mardian, to cover the cost of the port-a-pots and large dumpsters to be used during the Fireworks/Alumni /Rhubarb Day Celebration. All Council Members voted in favor. Motion carried. Joyce Carmen and Kyra Tschappat left the meeting.

Tyler and Lindsey Bollinger joined the meeting.

The non-working street lights list was discussed and this list will be brought into the finance office by Council Member Moser so they can be fixed.

The Council discussed the quote for having the concrete crushed, along with talking to the County or Lien's on the use of concrete at the Restricted Use Site.

The Council discussed the cost of street work and which streets need to be ground or chip sealed. It was decided the Council will compile lists of street work to consider for the April Council Meeting.

The Council discussed the quote to clean 8500 ft., approximately half of the city's sewer lines @ \$.75 a foot. Council Member Leibel moved, with a second by Council Member Moser, to hire Hydro Klean to clean half of Leola's sewer lines including Leola Avenue by the school at \$.75 a foot with a \$750.00 mobilization fee.

Troy Grabowska was unsure if he was able to attend but asked to be moved to the April Agenda if not present for the meeting.

A possible water leak on the west end of town was discussed along with water loss in 2016.

Shana Gohl, Pool Manager, discussed with the Council her new position in Ipswich. She would be working through June 2nd and working two days a week over the summer and was unsure of the hours. She also informed the Council that this was the last year she will keep her certification as a lifeguard, but will still be willing to manage the pool. The Council discussed lifeguard applications that were picked up but none returned. Gohl left the meeting at this time.

The Council discussed the tank for the park was here, but have not tried the pump on it yet.

Lindsey Bollinger informed the Council of the park Committee Meeting to be held at 7:00 P.M. on Thursday, March 9th at the Ten & 45 Cafe, and their need for active members.

At 8:15 P.M. bid opening began, with all bids to be on file in the finance office for viewing. Mayor Yost opened the sealed bids to remodel the Municipal Building from Rod Hoffman Construction, K & C Construction, Elite Construction and Bollinger Construction. After comparing bids, Council Member Moser moved, with a second by Council Member Leibel, to accept the bid for 10,192.87 from K & C Construction with work to be completed as bid by June 15, 2017. All Council Members voted in favor. Motion carried.

Mayor Yost opened the sealed bids for two overhead doors without windows, with openers and one overhead door without windows or opener for the City Shop from Jim & Marcus Wolf, Dale Geffre, Rod Hoffman Construction, K & C Construction, Elite Construction and Bollinger Construction. After comparing bids, Council Member Rau moved, with a second by Council Member Patton, to accept the bid for 5,382.66 from K & C Construction. All Council Members voted in favor. Motion carried.

Mayor Yost opened bids on the drainage project to be completed on the north side of Moulton between Sherman Street & Broadway from Rod Hoffman Construction, Moser Excavating & Trucking and Bollinger Construction. After comparing bids, Council Member M. Yost moved, with a second by Council Member Mardian, to accept the bid for 2,331.74 from Moser Construction with work to be completed as bid by September 30, 2017. All Council Members voted in favor. Motion carried.

Mayor Yost opened bids on the drainage project to be completed from the east side of Herried Street from 3rd Street to Conklin, from alley to Herried Street from Rod Hoffman Construction, Moser Excavating & Trucking and Bollinger Construction. After comparing bids and discussing the contractors' discrepancies in running the transit, Council Member Rau moved, with a second by Council Member Patton, to reject all bids. All Council Members voted in favor. Motion carried. It was decided representation from the Council would meet with Moser and Bollinger while they repeat transiting the area.

Mayor Yost opened the bids installing a drain field on the existing tank and installing three hydrants on the existing water system at the City Park from Rod Hoffman Construction, Moser Excavating & Trucking and Bollinger Construction. After comparing bids and discussing the existing tank, high water table and the inability for the project to work, Council Member Moser moved, with a second by Council Member Leibel, to reject all bids. All Council Members voted in favor. Motion carried. The Council thanked Tyler Bollinger for his input. Lindsey & Tyler Bollinger left the meeting.

Mike Waltman, representing the Leola Golf Association, presented the Leola Golf Association's Annual Report to the Council. He discussed the Leola Golf Association's plan to put in an irrigation field off the existing well. Council Member Rau moved, with a second by Council Member Leibel, to allow the irrigation system on the city's property. All Council Members voted in favor. Motion carried. Waltman updated the Council on the Leola Golf Association's plans to possibly purchase two golf carts to be rented. It was decided Kappes will check on the cost to have them added to the City's policy. He also informed the Council memberships remain at \$75.00 for single memberships and \$100.00 for family memberships. The cost to rent the Clubhouse was increased to \$60.00.

The Council discussed a cork board had been purchased and will be moved to the basement of the Citizen Building, along with the coat rack.

The Council discussed the sidewalk on the south side of the Library and it was decided to wait on having it replaced.

The Council discussed a telehandler for sale from the South Dakota State Federal Property Agency. After discussion, Council Member Moser moved, with a second by Council Member M. Yost, to purchase the telehandler on hold at the South Dakota State Federal Property Agency for \$16,500.00. Upon roll call vote, Council Members voted as follows: Michael Yost-Yes, Jon Mardian-Yes, Shawn Patton-No, Jackie Rau-No, Karl Moser-Yes, Dana Leibel-No. Due to the tie vote Mayor Yost cast his Yes and motion carried.

The Council examined the Library's Annual Survey, Monthly Library Report and Police Report.

February Building Permits Issued: Building Permit 17-02 Doug Yost, 17-03 Tyler Bollinger and 17-04 Bollinger Construction.

The Council discussed that March 1st was the first day to start circulating nominating petitions. Circulators have until 5:00 P.M. on March 28th to be filed or withdrew. Those Council Members circulating petitions are Ward One-Dana Leibel, Ward; Two-Karl Moser and Ward Three- Jon Mardian. If an Election is needed, it is to be held on June 6th, 2017. It is unknown how many petitions are being circulated as petitions now can be printed off the State's WEB site and signed by a notary, but still need to be completed correctly and filed with the City Finance Officer by 5:00 P.M. on March 28th to be an official candidate.

The Council, along with Keenan Stoecker, 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 can be discussed.

Council Member Rau updated the Council on the Emergency Management-Homeland Security Grant for a generator for the shelter in the Citizen's Building. Only one of the three applications were submitted and the City would be allowed to continue using the fire hall until next call for applications for the Emergency Management-Homeland Security Grant.

The Council received a follow up letter to the three-year Compliance Review held on January 18, 2017, from Tim Murrey, Loan Specialist from USDA Rural Development. The letter stated the City of Leola's in compliance with the USDA Rural Development program requirements.

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. Registration deadline is March 14th for those attending.

The Finance Officer informed the Council she received an email from Jordan Hintz, Planner from NECOG, stating the State had received our Small Community Planning Grant Application and we should be receiving a letter by April letting us know whether we received the funding for the water study that Helm's will do.

The finance officer informed the Council about the Large Item Collection set for Saturday May 6th. The Consignment Sale is scheduled for Sunday, May 5th. Dependable will bring the roll off around April 27th and pick it back up around May 12th.

The Council discussed the upcoming SDML Code Enforcement Meeting in Pierre, May 10th and 11th and the finance officer informed the Council she sent it on to Mike Olson. Yard issues were discussed and it was decided that city maintenance would post and notify those properties getting complaints until Mike Olson begins on May 1st.

The Council discussed the upcoming NEFOG Meeting in Aberdeen to be attended by the Finance Officer currently scheduled for Thursday, April 20th.

The Council discussed the available Tree Grant application to replace trees that were damaged from storms. It was decided not to apply.

The Council received a letter from WEB Water stating a mini transmitting unit was installed on our meter and operators will no longer need to physically read the meter. WEB now has a consumer portal for Tschappat to go to and set up notifications, which will be password protected. This month's bill was adjusted to have the base rate plus two months' gallons billed this month.

The finance officer informed the Council the 2016 Water Quality Report will be distributed to consumers once it is received and that Lead and Copper testing will need to be done in 2017 and the testing bottles will be given to those consumers needing to test as soon as it can be done.

The Council reviewed an application for City Zoning Administrator from Richard Reis. After discussion, Council Member Leibel moved, with a second by Council Member Mardian, to appoint Richard Reis as City Zoning Administrator to receive \$20.00 per permit issued, handling zoning issues, measuring and issuing building permits and \$25.00 for each Zoning Board Meeting attended. All Council Members voted in favor Motion carried.

The Council discussed the S.D. Small Community Transportation Planning Program Applications which prepares a plan or vision put together by an SDDOT intern. The Council felt unless it was redoing maps of the city streets, it wasn't needed. The finance officer will contact Steve Gramm, SDDOT Project Development on options that are qualified on the study.

Council Member Leibel moved, with a second by Council Member, Rau, to go into executive session to discuss personnel issues as allowed by SDCL1-25-2 (1 & 4) at 11:28 P.M. Kappes, Tschappat and Dan Yost left the meeting during executive session.

At 11:55 P.M. Mayor Doug Yost declared out of executive session and Daniel Yost was appointed Maintenance Superintendent. Issuing tickets and warning tickets were discussed, along with time spent at the Municipal Building and stuff needing to be done at the city shop and the need to keep the city shop locked.

The Council reviewed information on the upcoming Paint SD Campaign.

The problems with the city employee cell phones were discussed and after discussion, Council Member Rau moved, with a second by Council M. Yost to upgrade to the Simple Shared 4G Plan Medium – 3G/Shared Data at \$105.00 from the Current \$99.98 plan and purchase three LG-VS890 phones at \$100.00 each. All Council Members voted in favor Motion carried.

The Council discussed the Restricted Use Site due to open on April 1st and if the needed paperwork preparations had been done, along with Tschappat needing to take his applicators test before being able to spray for mosquitoes.

The Council discussed Tschappat's vacation days lost after the month of an employee's hire date which was the end of February for Tschappat. After discussion, Council Member Moser moved, with a second by Council Member Rau, to allow Tschappat to use six of the twelve days in the month of March, applying the three taken in March and having three more to use. Upon roll call voted, Council Members voted as follows: Jon Mardian-Yes, Shawn Patton-Yes, Jackie Rau-Yes, Karl Moser-Yes, Dana Leibel-Yes and Michael Yost-No. Motion carried.

There being no further business, Council Member Moser 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, April 3rd at 7:30 P.M. in the Council Room of the Municipal Building.

ATTEST:

Candice Kappes, Finance Officer

Doug Yost, Mayor of Leola

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