**LEOLA CITY COUNCIL MEETING**

**January 5, 2015**

**The Leola City Council met in the Council Room of the Municipal Building in session on Monday, January 5, 2015. Mayor Dean A. Schock called the Meeting to order at 7:30 P.M. with the following members present: Tyler Bollinger, Dana Leibel, Brian Walz, Norman C. Tschappat, David Gohl and Doug Yost. Absent: None. Also present: Jeff Tschappat, and Chief Daniel Yost.**

**Council Member Doug Yost moved, with a second by Council Member Dana, to approve the December 22nd year-end Council Minutes. All Council Members voted in favor. Motion carried.**

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

**The Finance Officer informed the Council the 4th Qtr. Sewer Project Revenue of $13,660.00 from the regular interest bearing account was transferred on 12-30-2014 to the non-interest bearing Sewer Project Fund to be available for the Sewer Project Loan Payment deductions.**

**The Council discussed that 53 - 2015 Dogs Tags had been purchased and all other dogs still need tags and would be subject to the $10.00 late charge per dog unless it’s a dog under a year old, a new resident, or someone not having a licensed dog before. Dog tags not purchased by February 1st, owners will be fined $200 for each unlicensed dog.**

**The Council examined the following bills:**

**Police & Maintenance Salaried Payroll January Salary & Benefits $2,806.45**

**Finance Office Salaried Payroll January Salary& Benefits $3,459.96**

**Maintenance/Water & Sewer Dept. Payroll January Salary& Benefits $2,985.76**

**A & B Business Supplies 43.32**

**AmeriPride Service Mops, Deodorizers, etc. 42.75**

**Beck Law Office Attorney Fees 50.00**

**DENR Testing Fee For Water Distribution Classes-Sioux Falls-Yost 10.00 FEM Electric Association, Inc. Electricity-Golf Course 41.30**

**Homestead Building Supply Supplies 315.09**

**Leola High School Alumni Association 2015 Donation 100.00**

**Leola Development Corporation/LCAC 2015 Donation 500.00**

**Leola Rhubarb Committee 2015 Donation for Rhubarb Days 500.00**

**McPherson County Herald Publishing 375.04**

**Rural Development 33rd Loan Payment-Sewer Project 4,021.00**

**Schaffner, Pam Remote Log in 49.00**

**Valley Telecommunications Phones, Cell Phones, Faxing, Internet 437.58**

**WEB Water December Water Use 3,771.43**

**Yost, Daniel Reimbursement of Propane 16.77**

**Council Member Norman Tschappat moved, with a second by Council Member Walz, to approve the above bills. All Council Members voted in favor. Motion carried.**

**Council Member Doug Yost moved, with a second by Council Member Leibel, to allow Jess Witlock from Cahill Bauer & Associates, LLC to remotely log in to the City’s Quick Books when needed. All Council Members voted in favor. Motion carried.**

**The Council granted Dan Yost permission to register and attend the Water Certification Classes and Testing in Sioux Falls, Feb. 10th- Feb. 12th.**

**The Council discussed that the City did not receive the LWCF Grant for Water Hookups and Sewer Drain Field at the City Park and it was decided to get costs and find out what would have to be done to get the non-potable water supplied to the park.**

**The Council discussed the sewer smell in the Club House at the Golf Course and it was decided that City Maintenance would put antifreeze down the sewer lines.**

**Moisture is again building on the wall in the medical building. The Council instructed maintenance to check where moisture is coming from and to replace the door knobs for lever handles.**

**The Council examined the Monthly Police Report and Monthly Library Reports.**

**The Council discussed Matt Campbell, Attorney for Centennial Homes was to be in attendance for the meeting to discuss the 7.5% assessment when moving buildings but called and rescheduled for the February 2nd Council Meeting due to weather.**

**The Public Hearing for Special Events License Application for the John Daly Memorial Poker Tournament scheduled for Feb 7th at the Legion Hall Legion was held. There being no one present objecting to the issuance, Council Member Norman Tschappat moved, with a second by Council Member Gohl, to approve the Special Event License for the John Daly Fundraising Event to be held February 7th at the American Legion Hall. All Council Members voted in favor. Motion carried.**

**The Finance Officer informed the Council no bids were received for the 36 foot diameter Grain Bin Ring and Top that was advertised. It was decided to discuss this again in the spring.**

**The Finance Officer informed the Council a couple more signatures were still needed on the paperwork, before the City could vacate the streets and alleys not previously vacated on Herried, Grant, Lincoln and a portion of Sherman Street, north of Elm Street, keeping the portion of Sherman Street for the campers dump station and enough area around it for campers to turn around.**

**The Council reviewed the budgeted and adjusted salaries for 2015 as follows:**

**2015 MONTHLY SALARIED EMPLOYEES: (1/2 Paid BI-Monthly)**

**Police & Maintenance-Daniel Yost-$2,426.67 or $29,120.00 yearly, $10.43 per hour, with no insurance, wage adjusted to $14.00 per hour. Total Police & Maintenance Department-plus benefits $2,806.44 monthly, ($50.00 Special Meeting Pay) 0% increase. Upon Certification-----Increase of $100 for Police & $100 for water/sewer ($50.00 each).**

**Finance Officer Payroll-Candice Kappes-$2,505.82 or 30,069.84 yearly. With Insurance $14.45 per hour. Total Finance Department –plus benefits-$3,459.96 ($50.00 Special Meeting Pay) 5% increase.**

**Maintenance Department Payrolls------Jeff Tschappat-2,081.73 or 24,980.76 yearly. With insurance $12.01 per hour. Total Maintenance Department –plus benefits $2,985.76. ($50.00 Special Meeting Pay) 9.078% increase.**

**QUARTERLY PAY**

**Mayor’s Pay-Dean A. Schock-$245.00 per month, Council Member Pay-$105.00 per Council Meeting by attending Council Members: Doug Yost, David Gohl, Dana Leibel, Tyler Bollinger, Norman C. Tschappat, and Brian Walz. 0% Increase**

**OTHER MEETING PAY**

**Credit Board –-$25.00 per meeting 0% increase by each attendee of: Dean A. Schock, Bob Schumacher, Richard Jasmer, Steve Larson, Tom Mahlke, Janell Serr & Tom Heibel’s Open Seat. Program Director, Candice Kappes. Leola Planning & Zoning Commission-Board Members -$25.00 per Meeting 0% increase by each attendee of Shane Moser, Lloyd Breitag, Chad Weiszhaar, Dean A. Schock, Doug Yost, Norman Tschappat, Zoning Administrator and Candice Kappes, Reporting Secretary. Zoning Administrator-$20.00 additional per Building Permit issued.**

**CURRENT HOURLY EMPLOYEES: Part-time (Less than 20 hours)**

**Library Payroll-Library Fill in $8.50-Pam Walz-$8.75,**

**Finance Office Clerk—Pam Schaffner-$8.75.**

**Government Buildings Payroll-Jackie Leibel-$8.75**

**Gravel Haulers and Bladers-As approved and set as County Pay by County Commissioners, all Other Seasonal and Hourly Laborers-$8.50 minimum wage unless set otherwise when hired. Council Member as fill-in labor-$8.50 per hour. Brian Walz will receive 2 Hours Pay at Minimum Wage to get food Boxes.**

**Council Member Bollinger moved to set wages as listed above for all listed employees and instruct the Mayor and the Finance officer to pay those payrolls and payroll associated bills when need to be paid. Council Member Walz seconded the motion. All Councilmen voted in favor. Motion carried.**

**The Council discussed the estimates for the walls and ceiling in Quonset and it was decided to get other estimates and check on grant possibility to cover the improvements.**

**The Council Member Bollinger moved to approve the Biennial Cleaning contract with Central Divers to clean both the elevated above ground tank and the ground storage tank with the contract price of $1,898.00 for the years 2015, 2018 and 2021. Council Member Doug Yost seconded the motion. All Council Members voted in favor. Motion carried. The contract was signed by Mayor Schock and attested by the finance officer.**

**The Council discussed renting or possibility of selling the acquired property described as Lots 19 & 20 in Block 5 of Original Plat, located at 705 Main Street. After discussion, Council Member Walz moved to temporarily rent the detached garage on the property to Dan Yost at $50.00 a month, reimbursing the City for the electricity and heat would be at his own expense, until decisions are made pertaining to the property. Council Member Leibel seconded the motion. All council Members voted in favor. Motion carried. It was decided to contact the County about the property taxes.**

**Council Member Yost moved, with a second by Council Member Bollinger, to hold the election jointly with the Leola School and McPherson County on the June Primary Election Date of June 2nd if a City Election is needed. All Council Members voted in favor. Motion carried. Those Council Members with term up for 2015 are Council Members: Dana Leibel-Ward One, Doug Yost-Ward Two and Brian Walz-Ward Three.**

**The year-end balance report for the Parks Committee was reviewed by the Council. The Council discussed funds collected, materials for a pergola at the Pool Park and now that the park equipment is not by the pool, is that still going to be the location of the pergola or will it also be moved and if cement work was still needed. The Council discussed various plans they’ve heard and requested the Park Committee have a meeting and make the committee plan and have the Committee discuss their plans with the Council at the March Council Meeting so things can be set up before spring weather.**

**A Public Hearing was set for Monday, February 2nd at 8:00 P.M. to consider the Special Events License for the Leola Fire Department Fun Night scheduled for Saturday, March 7th at the Legion Hall (Snow Date of March 14th if needed).**

**The Council discussed the Annual Report Workshop in Aberdeen on Thursday, January 22nd. Both Finance Officer Kappes and Pam Schaffner will attend and the City Office will be closed.**

**The Council received a Thank You note from the Leola Ambulance for the donation.**

**The Council received notice of the FEM’s soup and sandwich informational meeting to be held in Ipswich on January 28th.**

**The City received a Certificate of Completion of the CDBG 1111-126 Wastewater Improvement Project Final Closeout with a total of $207,500.00 in CDBG Funds for administration, construction and project funds and a total of 2,724,151.80 of RD Loan, RD Grant and local matches, architectural, engineering, project inspection fees, legal, accounting and publishing fees for a total of $2,931,651.80 in Wastewater Project. All CDBG records pertaining to the project are to be kept in the project file and retained for a minimum of three years.**

**The Council did Employee evaluations separately with Tschappat, Van Der Linden and Kappes. Kappes was authorized to do the evaluations for Jackie Leibel and Pam Schaffner.**

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

**The Leola City Council will meet in regular session on Monday, February 2nd at 7:30 P.M. in the Council Room of the Municipal Building.**

**ATTEST:**

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**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Dean A. Schock, Mayor of Leola**

**Candice Kappes, Finance Officer**

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