

LEOLA CITY COUNCIL MEETING

November 6, 2017

The Leola City Council met in the Council Room of the Municipal Building in regular session on Monday, November 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, Jessica Lipke, Richard Reis, Michael Yost with an open seat in ward three, along with the Finance Officer Kappes. Absent: None. Also, present: Dan Yost and Jeff Tschappat, Julie Johnson, Tyler Bollinger, Stanton Spitzer, Lucas Hoover from Helm's and Associates.

Lindsey Bollinger and Stanton Spitzer were both interested in the open Leola Ward Three Seat. It was decided to wait until Lindsey Bollinger was present to consider the seat. Tyler Bollinger left the meeting.

Council Member Lipke moved, with a second by Council Leibel, to approve the minutes from the October 2nd Meeting.

Julie Johnson, Natalie Dempsey, Keenan Stoecker, Kimberly Sharp, Steve Lipke, Lindsey Bollinger, Gayle and Steve Seibel joined the meeting.

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

Council Member Michael Yost introduced the following resolution to transfer funds and moved for its adoption. Council Member Rau seconded the same. All present Council Members voted in favor. Resolution 17-03 was read as follows:

RESOLUTION 17-03 CONTINGENCY BUDGET TRANSFER

BE IT RESOLVED #17-03 TRANSFER FROM CONTINGENCY BUDGET FUND

WHERE AS, insufficient appropriation was made in the 2017 adopted Budget for the following departments to discharge just obligations of said appropriations; and

WHERE AS, SDCL 9-21-6.1 provides that transfer be made by resolution of the board from the contingency appropriation established pursuant to SDCL 9-21-6.1 to other appropriations;

THEREFORE, BE IT RESOLVED that the appropriation be transferred from the contingency budget to the following department budgets:

101 General Fund: 43000 Public Works

101-43100-433 Streets – 433 Improvements other than Buildings - 18,200.00

101-43200-426 Sanitation Fund – Supplies - 1,500.00

101-43200-429 Sanitation Fund – Other- 700.00

101 General Fund: 45000 Culture & Recreation

101-45160-426 Celebrations Fund-Supplies – 250.00

101-45160-429 Celebrations Fund-other– Wages – 250.00

101 General Fund: 46000 Conservation & Development

101-46520-411 General Fund-Zoning – Wages – 200.00

101-46520-412 General Fund-Zoning – OASI– 128.00

Total Contingency Budget Transfer 21,228.00

ATTEST:

Candice Kappes, Finance Officer

Doug Yost, Mayor of Leola

All Council Members voted in favor. Resolution 17-03 was duly adopted.

The Council examined the following bills:

Police & Maintenance Salaried Payroll	November Salary & Benefits	3,244.21
Finance Office Salaried Payroll	November Salary & Benefits	3,699.06
Maintenance/Water & Sewer Dept. Payroll	November Salary & Benefits	3,187.73
Credit Board	November Meeting Pay	188.41
Zoning Board	4th Quarter-November Meeting Pay	188.40
Fill-in Maintenance Payroll	October Pick up Maintenance Street Hours -R. Hartinger	172.27
Zoning Payroll-Reis	October-Building Permits, etc.	64.59
Library Payroll	October-Librarians Hours	714.12
Council Payroll	October Hours-C & M Citizen's Food Boxes Pay-P. Walz	18.62
Gov't Bldg. Payroll-Janitor	October Janitor Hours-Zulma Velazquez	726.32
Office Department Payroll	October Hours-J. Wimer	454.71
A & B Business	Supplies	40.02
AmeriPride Service, Inc.	Mops, Deodorizers, Paper Products, etc.	210.97
Curt's Repair	Correction on Bill for Parts & Labor on Equipment on Pickup	2,707.32
Dakota Supply Group	Water Supplies	815.35
Dependable Sanitation, Inc.	Prorated Garbage Service-Reunion, City, Park, Pool & East Ballfield	118.00
Dependable Sanitation, Inc.	June 50 yd. Cleanup, Landfill Fees & Mileage	635.36
Eureka Ready Mix	Cement by Citizen Center	120.00
Fire Safety First	Maintenance to Inspect & Recharge Fire Extinguishers	63.00
Fischer's Plumbing & Heating	Plumbing at Pool	4,460.00
4DK Electric	Parts, Materials & Labor-Govt Bldg.	971.39

Gene's Oil Company	Unleaded Gas & Ag. Diesel	1,102.00
Habitat Management Solutions, Inc.	Chemicals, 2-4D, Labor etc.	522.82
Homestead Building Supply	Park Building Materials & Supplies	4574.65
J. P. Cooke Company	2018 Dog Tags, License Receipt Book, Rings & Shipping	74.61
Kappes, Candice	Reimbursement of Additional Insurance Deductible	750.00
Kappes, Candice	Mileage & Expenses-Pierre & SF & Minus Conference Registration	366.10
Leola Public Library	Reimbursement for Books, DVDs & Magazine Renewal-October	161.85
McPherson County Register of Deeds	Deed Filing Fees on Drainage Lot	30.50
McPherson County Herald	Publishing	176.02
McPherson County Highway Department	Men & Equipment for Grinding Roads	5,025.71
Midstates Group-Quality Quick Print	Water Meter Books & Graphic Design	1,351.49
Montana-Dakota Utilities	Electricity	2,315.77
Moser Excavating & Trucking LLC	Backhoe & Labor for Culvert, Curb stops, Fire Hydrants	2,630.67
North Central Farmers Elevator	Miscellaneous Parts & Supplies	13.52
Rural Development	67th Loan Payment-Sewer Project	4,021.00
Share Corporation	Pellet Deicer - Snow Removal	1,207.17
South Dakota Dept. of Revenue-Lab	Halo Acetic Acid, Trihalomethane Analysis & Coliform Water Testing	196.00
South Dakota One Call	3rd Quarter Locates	32.55
South Dakota Municipal League	2018 City & Council Membership Dues	522.34
South Dakota Municipal League Work Comp Fund	Workers' Compensation Fund Insurance	2,705.00
Ten - 45 Grocery	Cleaning Supplies	23.91
Tschappat, Norman	Mileage to DSG for Water Supplies	33.60
Valley Telecommunications	Phones, Faxing & Internet & Security	397.98
Walz, Pam	Book Reimbursement	233.04
Walz, Pam	Reimbursement-Mileage-Food Baskets	33.60
WEB Water	October Water Use	4,864.55
Westside heating and AC LLC	Propane at Shop	488.75

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

Both, Lindsey Bollinger and Stanton Spitzer addressed the Council on their interest in serving on the City Council. After discussion on both individuals being equally qualified, lots were drawn. Oath of office was taken by Lindsey Bollinger and she was seated at this time.

Julie Johnson, Community Economic Grant Writer updated the Council on the Trail's Grant application and hearing to be held in Pierre on Tuesday, November 14th, to pitch the trail's project before they are awarded, and the city's 20% match needed. She also spoke on SD Game, Fish and Parks (GFP)-grant funds and the SD Game, Fish and Parks Grant thru the Land & Water Conservation Fund (LWCF) application with the Dec. 8th application deadline and the other projects to be done jointly with the Leola School and Economic Development moving Leola forward. Discussion was held on submitting the Land & Water Conservation Fund (LWCF) grant application on fiber-glassing the swimming pool. Council Member Reis moved with a second by Council Member Lipke, to pursue the Land & Water Conservation Fund (LWCF) grant for the fiber-glass lining for the swimming pool. All Council Members voted in favor. Motion carried.

The Council discussed extending the walking trail project to include the trail extending from the school to the swimming pool. Council Member Leibel moved with a second by Council Member Reis to get an engineering estimate on the cost. All Council Members voted in favor. Motion carried.

Lucas Hoover, Helm's & Associates came before the Council and apologized for his lateness and discussed the State Water Plan Application to be submitted and information he needed for the application. Hoover would be back on Wednesday to get the information he still needs, and a Special Council Meeting was set for Monday, November 20th at 7:00 P.M. so the application can be submitted.

The Council discussed with Lucas Hoover the engineering estimates to get water to Pudwill's Plat. Finance Officer Kappes has discussed this with Brandon Smid, at Helm's & Associates, along with an additional engineering cost estimate on sewer or drainage field for that area.

A Public Hearing was held for a Special Events Liquor License Application for the Turkey Raffle to be held at the American Legion Hall on November 18th. No one objecting to the approval the Special Events License, Council Member Rau moved to approve the license. Council Member Reis seconded the motion. All Council Members voted in favor. Motion carried.

Finance Officer Kappes informed the Council the Hydrology Study Agreement on School & Public Lands Spillway was signed, which was previously agreed on and is on file in the Finance Office.

After discussion on the Resolution passed on the front footage tax and that it was impossible to do without the cooperation of McPherson County doing their part in updating the owners of the frontages by deeds as filed and collecting as in statute. Council Member Leibel moved, with a second by Council Member Rau, to rescind the following Resolution passed in July 5th, 2017.

RESOLUTION 2017-01

WHEREAS, South Dakota law allows a municipality to levy annually, for the purposes of maintaining or repairing street surfacing or pavement, a special front foot assessment per front foot upon the lots fronting and abutting the street;

WHEREAS, the City Council finds it necessary to levy the special front foot assessment for such purpose;
NOW, THEREFORE, IT IS HEREBY RESOLVED that the City shall levy a special front foot assessment pursuant to SDCL 9-43-138 in the sum of .35 cents per front foot upon all taxable lots in the City

fronting and abutting on a street with the amount of the assessment against each lot or portions thereof as set forth on the assessment roll on file with the finance officer, to direct the director of equalization to add the assessment to the general assessment against the property, and to certify the assessment together with the regular assessment to the county auditor to be collected as municipal taxes for general purposes.

All Council Members voted in favor of rescinding Resolution 2017-01. Motion carried.

The finance officer discussed with the Council the loss of county monies the city received from the county in the past for roads which will now go to the townships instead, with the loss of revenue for roads and option possibly supplementing the budget and spending cash on hand were discussed. It being the only other option for revenue for cities besides the county wheel tax which the county does not share. The only current revenue for streets is the percentage of license fees and general taxes, which are already budgeted to be used in 2017.

The Council discussed that Oban Construction was out and looked at the city's cement pile and they are interested in it, but may not be able to get out anymore this fall. Council Member Reis moved to allow Oban Construction on city property and allow them to crush the cement and take the product. Council Member Rau seconded the motion. All Council Members voted in favor. Motion carried.

Council discussed streetlights needing to be fixed and those lights already called into MDU.

Jeff Tschappat told the Council his DMR Reporting was now set up on his computer and quarterly reporting were entered and up to date. He also told the Council the plumbing was done at the pool and it was winterized.

Council Member Lipke moved, with a second by Council Member Reis, to purchase 500 fingerling croppies to be stocked in Lundquist Dam. All Council Members voted in favor. Motion carried.

The Finance Officer Kappes informed the Council the new computer was here and running, with the water utilities still running on the city office's old computer.

Finance Officer Kappes was instructed to contact Dependable Sanitation to have the seasonal dumpsters stopped for the season.

Gayle Seibel discussed the City's policy on pad-locking the electrical boxes at the city park with the Council. The problem with park users hooking to the city electricity at the park and the use was not being paid for was discussed. The posted sign with contact information at the park was discussed and it was decided to post a sign of the Council Members contact information in the Municipal Building's Council Room window incase employees were not available.

The Council discussed the cement poured by the Citizen's Center for the generator and the need to purchase a transfer switch. Council Member Rau moved, with a second by Council Member Reis to purchase a transfer switch and bid the installation costs.

The Council discussed purchasing newer or older loader options, financing or supplementing the budget and purchasing a loader without financing charges, purchasing a used transmission and a hydraulic pump to fix the city's surplus loader to be ready for snow removal, with Keenan Stocker, Kimberly Sharp, Steve and Gayle Seibel still in attendance. Council Member Michael Yost moved to rescind the motion to surplus the city's loader and purchase a used transmission from Meyer's Tractor Salvage for \$3500 and hydraulic pump and repair the city's loader. Upon roll call vote, Council Member Rau-No, Council Member Reis-Yes, Council Member Michael Yost-Yes, Council Member Lipke-Yes, Council Member Leibel-Yes, Council Member Lindsey Bollinger-Yes. Motion carried.

The Council examined the Monthly Library Report and Monthly Police Report. The Council received Dan Yost's written resignation and that he would be continuing with maintenance with a \$50.00 decrease in pay effective November 1st.

The Council discussed the resignation from Jessica Wimer and the finance officer informed the Council Jon Mardian gave his official written resignation.

Council Member Lipke went over information on County Wide Law Enforcement and County/City statistics and that County Commissioner's had not yet discussed it. The Council discussed if the city had interest in pursuing County Law Enforcement, unknown cost to the city, the County's possible need of another Law Enforcement Officer, what would entail in the coverage and if to advertising for the city position. Council Member Leibel moved, with a second by Council Member to pursue County Law Enforcement with the County. All Council Members voted in favor. Motion carried. Sheriff David Ackerman will speak to the McPherson County Commission's on Countywide Law Enforcement.

Mayor Doug Yost discussed with the Council the stray cat problem within the city. After speaking to the animal shelter who will not take stray cats and that the humane society would euthanize the stay cats. All cats at large without collars and/or tags will be considered stray.

The Code Enforcement letters were mailed, property owners were notified to what they needed to do and were also discussed with Code Enforcement Officer Mike Olson by when it needed to be done.

The Council discussed the Zoning Board Meeting held at 7:00 P.M. and the approved variance for a deck and a special exception granted for a bait/tackle shop and possible bed and breakfast to Nate and Elizabeth Downey. October Building Permits Issued: #17-37 Crown Castle-Cell Tower/Dean Schock, #17-38 Richard Harnoise, #17-39 Steve Seibel and #17-40 Kerry Gill.

The 2018 Projects were discussed, and the Council Member on those Committees are to prepare specs to bid projects in February, so projects can begin in the spring of 2018.

The Finance Officer informed the Council, that Hosmer's Vet/Wetonka Branch will be at the city shop at 10:00 A.M. until 4:00 PM on Friday, December 1st to give rabies vaccinations. 2018 Dog Tags not issued before December 29th the last business day in 2017 will be assessed the \$10.00 Late Change, those not issued before February 1st will pay the \$10.00 Late Fee plus the \$200.00 fine.

The finance officer informed the Council that she received the Health Pool of South Dakota's renewal to go in effect January 1st for Plan A without an increase. The price will remain for the currently the city's plan A at \$677.75 for single, 1,260.48 for single +1 and family of \$1,631.31. It was decided to stay with the current plan and Mayor Yost signed Employee's Subscription Agreement. After discussion on the Retiree plan available through the South Dakota Health Pool. Council Member Rau moved, with a second by Council Member Reis to amend the City's Personnel Policies to include employees retiring with 20 years of service to qualify for retiree coverage thru the Health Pool of South Dakota at their own expense. All Council Members voted in favor. Motion carried.

Mayor Doug Yost spoke to the Council on the possibility of sponsoring a hunter safety course with Brian Iverson, a certified hunter safety instructor agreeing to come. Council Member Reis moved, with a second by Council Member Leibel, to sponsor a local hunter safety course in May and supply lunch for it. All Council Member voted in favor. Having the 4-H Sharp Shooters help out and the fact the course would be open and advertised on the Game, Fish & Parks WEB Site.

The Council discussed Loan Application #027. Council Member Rau moved, with a second by Council Member Reis, to approve Revolving Loan Application #027 of Kevin and Jennifer Wolf for \$10,000.00 for a second loan needed to construct a building in Leola to process electronics for recycling and secure data destruction, with all stipulations and recommendations set by the Credit Board. All Council Members voted in favor. Motion carried.

Council Member Michael Yost introduced the following resolution and moved for its adoption. Council Member Rau seconded the same. Resolution 17-04 was read as follows:

**RESOLUTION 17-04
RESOLUTION TO LEASE CITY OWNED PROPERTY**

WHEREAS: SDCL 9-12-5.2 mandates any municipality that owns rental property and decides to lease this property for longer than One Hundred Twenty (120) days and fees for such lease will exceed \$500.00 per year, said municipality shall by resolution of intent, and,

WHEREAS: the City of Leola owns such property (Medical Building) and,

WHEREAS : the City of Leola wants to lease such a property and such leases will exceed the One Hundred Twenty (120) days and the \$500.00 per year limit as set by SDCL 9-12-5.2 now, therefore

BE IT RESOLVED: That a Public Hearing shall be held on Monday, December 4th, 2017 at 8:30 P.M. in the Council Room of the Municipal Building. Anyone or their attorney may appear before the City of Leola Council to show just cause.

Attest:

Candice Kappes, Finance Officer

Doug Yost, Mayor of Leola

All present Council Members voted in favor. Resolution 17-04 was duly adopted. No lease agreements were entered into at this time.

The Council discussed the Special Meeting set Monday, November 20th at 7:00 P.M., December Meeting to be Monday December 4th at 7:30 P.M. and to and to move the January 1st Council Meeting due to the New Year Holiday until Wednesday, January 3rd at 7:30 P.M. No Special Year-end Council Meeting will be scheduled.

The Council discussed and set the City's Christmas supper for Saturday, December 16th at the Municipal Building for the Council, employees and their spouse or date.

Council Member Reis moved, with a second by Council Member Rau, to accept the resignation of Jessica Wimer and instructed the finance officer to publish a notice for Jessie Wimer's part-time Office Clerk position and the opening for seasonal/full-time Pool Manager around the area. All Council Members voted in favor. Motion carried.

The Council discussed the Finance Officer's Annual Report Workshop to be in Aberdeen on January 25th 2018.

At 11:12, Council Member Rau moved, with a second by Council Member Reis, to go into executive session to discuss personnel matters. All Council Members voted in favor. Motion carried. Finance Officer Kappes, Dan Yost and Jeff Tschappat were excused. Council deemed out of executive session at 11:39 P.M. with no action taken.

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

The Leola City Council will meet in the Council Room of the Municipal Building in special session at 7:00 P.M. on Monday, November 20th, 2017 and regular session at 7:30 P.M. on Monday, December 4th, 2017.

ATTEST:

Candice Kappes, Finance Officer

Doug Yost, Mayor of Leola

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Published once at the approximate cost of _____.