

LEOLACITY COUNCIL
DECEMBER 23, 2013-Year-End MEETING

The Leola City Council met in the Council Room of the Municipal Building in session on Monday, December 23 2013. Mayor Dean A. Schock called the Meeting to order at 7:30 P.M. with the following members present: Jim Severson, Brian Walz, Norman C. Tschappat, David Gohl and Doug Yost. Absent: Mike Waltman. Also present: Eric Sponsler, Jeff Tschappat, and Chief Matthew Van Der Linden.

Minutes of the December 2nd Meeting stand approved as mailed out with the correction to the monthly expense for Zoning Board meeting pay for the 4th qtr. instead of the 3rd qtr.

The Council examined the following bills:

Police & Maintenance Salaried Payroll	January Salary	\$3,613.31
Finance Office Salaried Payroll	January Salary	\$3,312.77
Maintenance/Water & Sewer Dept. Payroll	January Salary	\$2,771.95
Council & Mayor Payroll	4th Qtr. of 2013 Council Meeting Pay	3,256.36
Gov't Bldg. Payroll-Janitor	December Janitor Hours	348.68
Office Department Payroll	December Office Hours	716.19
Maintenance-Park & Golf Course	December Fill in Payroll-Pat Schaffner	1,063.04
Library Payroll	December Librarian	405.41
Zoning Payroll-Tschappat	December & November-Building Permits	21.53
AmeriPride Service	Mops, Deodorizers, etc.	80.50
Beck Law Office	Attorney Fees	1,307.22
Butler Machinery Company	Oil-10 W	390.96
Curt's Repair	Parts & Labor on Dresser	521.30
FEM Electric Association, Inc.	Security Light & Electricity-Golf Course	55.59
Kappes, Candice	Mileage-RD. Mtg., Split Mileage &Expenses	120.20
Kessler's	2 - Floral & Deliveries	97.10
Les's Standard	Mileage & Labor-Heat Pump-Citizens Bldg	138.92
McPherson County Highway Department	Omitted Tack Oil-Dec. Bill	40.50
MDU	Electricity	2,321.51
Office Max	Fax Machine & Ink Cartridge	113.98
Pierson Ford Inc.	Labor & Parts-Key for Police Car	89.50
Rhapsody Book Club	Books-Library	30.97
Schaffner, Pam	Expense to Classes	26.00
SD DENR	Wastewater Membership Fee	550.00
SD Department of Revenue-Lab	Coli form Water	13.00
SD Dept. of Revenue	Sales Tax Due	118.22
Westside heating and AC LLC	Propane at Shop with Discount	251.44

BILL BEING HELD WITH ONLY PARTIAL PAYMENT

West Central Life & Elevator, Inc.	Remaining to pay on Citizen Building Elevator	4,558.50
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NO PROJECT BILLS TO BE CONSIDERED FOR APPROVAL AND HELD FOR FUNDING

Council Member Walz moved to pay the above expenses, except the remaining bill from West Central Lift & Elevator, Inc. for \$4,558.50 to be paid once the measurements needed are submitted for the installation and the elevator is installed at the Citizens Building. Council Member Severson seconded the motion. All Council Members voted in favor. Motion carried.

Eric Sponsler came before the Council to discuss the principal and interest still owed on his City Revolving Loan. He had someone interested in purchasing one of the buildings and would be in to bring his loan payments current.

Eric Sponsler discussed the water he had in the basement of the D & M building which he believed was caused by the tearing down of the building next to his earlier in the year. The Council informed him they hired Moser Excavating to do the work and he had purchased insurance before tearing down the building. The City reimbursed Moser Excavating the \$1,282.00 for the cost of this insurance in May, 2013 and that he should contact the contractor or their insurance company.

The Council discussed getting water service dug out to the City's Park by contacting WEB about bring water services in from the north.

Council Member Yost moved, with a second by Council Member Gohl, to surplus pump controls and Christmas lights. All Council Members voted in favor. Motion carried. The finance officer will contact the City of Faulkton to see if they were still interested in getting the lights back.

No one came from the school to discuss the west ballfield, no action was taken.

Building Permits Issued: No permits had been issued since the Demo Permit-year extension was granted to Coleen Lakefield.

The Council discussed the progress of work being done on the Citizen's Building so the elevator can be installed. The base cement has been poured and waiting on the go ahead from Westside before the wiring can be done.

The Council discussed the foreclosure of Revolving Loan #0022 and that the paperwork was scheduled to go before the judge and City Attorney Vaughn Beck would contact us on the process, and what the next steps needed would be.

The Council discussed the match Solid Waste Management Grant Funds was incorrectly worded in the NECOG newsletter and the match would be more likely 50/50 or 60/40. No estimate for the cost of crushing at the City's Restricted Use Site has been received for Lien's. It was decided the city would put a hold on applying until cost estimates are in and actually correct grant information is received.

The Council discussed the Sewer Project and the punch list of riser pipes needing to be adjusted and that hydrant wrench and the weed burner borrowed were replaced. Helms & Associates mailed the City the televising of the last block of sewer relining done by Visu Sewer. There were no pay requests submitted for the month. The Council discussed the remaining available funds to complete the project.

The Council discussed that no date had been rescheduled for Bill Gonje, SDDOT to come to discuss fire hydrants which possibly will need to be moved at the City's expense as referred to in a letter from DOT.

The Council discussed that no NECOG Meeting will be held in December.

The Council discussed that H & H Contracting, Inc. had not yet sent a contract renewal to clean and inspect the elevated water tower or a contract to consider for the ground storage tank. The City has not yet received an estimate on the other work to be done or scope of work in order to put out for bids to do this work needed on the elevated water tower.

The Council discussed the paperwork to vacate 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 requested map wanted by Eagles Nest of this area has not yet been sent as it will need to be discussed with the City's Attorney Vaughn Beck. Once this has been reviewed it will be sent on to the adjoining property owners for signatures on the vacating petition in order to start the vacating publications and hearing.

The Council discussed that a revised Pudwill Plat to be considered had not yet been sent to the city.

The Council discussed nuisance properties and abandon vehicles to be towed as soon as possible according to City Ordinance once the needed straps to tow vehicles were purchased.

The Council discussed the e-mail sent concerning the McPherson County PDM Plan and that the plan was in the drafting stage which would take several months and once completed she will e-mail a copy of the plan for review and that no additional meetings were needed at this point

The Council discussed the Annual Report Workshop in Aberdeen on Wednesday, January 8th and if both Finance Officer Kappes and Pam Schaffner attended the City Office would be closed.

Council Member Tschappat moved, with a second by Council Member Yost, to surplus the theater chairs in the Citizens Building. All Council Members voted in favor. Motion carried. The need of an updated inventory list of the Citizen Building was discussed.

The Council discussed that 44, 2014 Dogs Tags had been purchased and that tags needed to be purchased by their owners by noon on December 31st, or would be subject to the \$10.00 late charge per dog after the 31st. Tags not purchased by February 1st will be fined \$200.00.

The Council discussed the City WEB site and that the WEB site had 1171 hits in November and 1380 hits in December.

The Council discussed the Head Librarian position and it was decided to call for applications to be considered at the February 3rd Meeting.

After discussion, Council Member Walz moved, with a second by Council Member Gohl, to raise the cost of building permits to \$30.00 with \$20.00 of the cost of the permit be paid to Norman Tschappat, as Zoning Administrator for issuing each permit. Tschappat abstained from voting. All remaining Council Members voted in favor. Motion carried.

The Council reviewed the budgeted salaries for 2014 as follows:

2014 MONTHLY SALARIED EMPLOYEES: (1/2 Paid BI-Monthly)

Police & Maintenance-Matt Van Der Linden-\$2,603.00, Total Police & Maintenance Department-plus benefits \$3,613.31. (\$50.00 Special Meeting Pay)

Finance Officer Payroll-Candice Kappes-\$2,386.50. Total Finance Department –plus benefits-\$3,312.77 (\$50.00 Special Meeting Pay)

Maintenance Department Payrolls-----Jeff Tschappat-1,908.50 Total Maintenance Department –plus benefits \$2,771.95.

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, Jim Severson, Mike Waltman, Norman C. Tschappat, and Brian Walz.

OTHER MEETING PAY

Credit Board --\$25.00 per meeting 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 Commission-Board Members -\$25.00 per Meeting 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-Pam Walz-\$8.15

Finance Office Clerk—Pam Schaffner-\$8.15.

Government Buildings Payroll-Jackie Leibel-\$8.15

Spraying Weeds-Stanton Spitzer-\$14.54 per hour

Spraying Mosquitoes-Jeff Tschappat- per 42.75 per time Spraying Mosquitoes

Gravel Haulers and Bladers-As approved and set as County Pay by County Commissioners, all Other Hourly Laborers-\$7.25 minimum wage unless set otherwise set when hired.

Council Member as fill-in labor-\$7.25 per hour.

Council Member Yost moved to set as above wages, with the 3% increase as budgeted and listed above for all listed employees and instruct the Mayor and the Finance officer to pay those payrolls and payroll associated bills when needing to be paid. Council Member Walz seconded the motion. All Councilmen voted in favor. Motion carried.

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.

The Council discussed the opening on the board of the South Dakota Retirement System.

The Council granted the employees permission to close down at noon on December 31st, as being done by McPherson County.

The Council discussed propane tanks needing to be filled.

The Mayor was authorized to sign the paperwork making the SD State Health Lab the City's designated site for water testing.

The Council voted the McPherson County Conservation Ballot which was sealed to be mailed.

The Council discussed the upcoming SD Association of Rural Water system Meeting to be held Wednesday, February 5th at the Kings Inn in Pierre.

Eddon Esmay thanked the City on behalf of Margaret for the Quasi Quilt she received.

The Council thanked Helms & Associates for the Christmas card and a smoked turkey received from Terry Helms/Helms & Associates.

The Council received a thank you note from the Walz family.

There being no further business, Council Member Spitzer moved, with a second by Councilman Severson, to adjourn. All present Councilmen voted in favor. Motion carried.

The Leola City Council will meet regular session on Monday, January 6, 2014 at 7:30 P.M. in the Council Room of the Municipal Building.

ATTEST:

Dean A. Schock, Mayor of Leola

Candice Kappes, Leola City Finance Officer

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