

LEOLA CITY COUNCIL MEETING

December 4, 2017

The Leola City Council met in the Council Room of the Municipal Building in regular session on Monday, December 4, 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 and Lindsey Bollinger, along with the Finance Officer Kappes. Absent: None. Also present: Dan Yost and Jeff Tschappat, Denise Brandner, Gayle and Steve Seibel.

Council Member Rau moved, with a second by Council Member Lipke, to approve the November 6th, 2017 Council minutes, as mailed, with the clarification of the discrepancy on the responsibility to track the changes of ownership on the front footage areas when deeds of new ownership are registered and filed so correct ownership of the descriptions owners are taxed to update front footage tax list in the rescinded Resolution 2017-01.

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

The Council examined the following bills:

Maintenance Salaried Payroll	December Salary & Benefits	3,131.27
Finance Office Salaried Payroll	December Salary & Benefits	3,699.06
Maintenance/Water & Sewer Dept. Payroll	December Salary & Benefits	3,187.73
Fill-in Maintenance Payroll	November Pick up Maintenance Street Hours -R. Hartinger	74.49
Zoning Payroll-Reis	November-Building Permits, etc.	86.12
Library Payroll	November-Librarians Hours	684.02
Council Payroll	November Hours-C & M Citizen's Food Boxes Pay-P. Walz	18.62
Council & Mayor Payroll	4th Quarter Council Meeting & Special Council Meeting Pay	3,326.40
Gov't Bldg. Payroll-Janitor	November Janitor Hours-Zulma Velazquez	726.31
Office Department Payroll	November Hours-J. Wimer	127.89
AmeriPride Service, Inc.	Mops, Deodorizers, etc.	105.14
Bollinger Construction	Water Leak Repair	948.98
Cartney Bearing	S2-Ball Bearing for Loader	78.96
CorInsurance	Commercial Insurance Minus Credit	11,426.80
CorTrust Bank	Nonsufficient Return Check Charge-November	4.00
Curt's Repair	Labor & Repairs to Dresser	448.96
Dakota Supply Group	Water Supplies	45.17
Dependable Sanitation, Inc.	October 50 yd. Cleanup, Landfill Fees & Mileage	961.88
Gene's Oil Company	Unleaded Gas & Ag. Diesel	139.32
Gibson Publishing	Publishing Job Openings in Ipswich Tribune Ad.	13.40
Homestead Building Supply	Materials & Supplies	668.91
Kappes, Candice	Postage	39.51
Leola Public Library	Reimbursement of Books, DVDs & Magazine Renewal-November	251.01
M & K Tree Transplanting	Trees moved to Pool Park	650.00
McPherson County Herald	Publishing	377.89
Montana-Dakota Utilities	Electricity	2,779.09
North Central Farmers Elevator	Miscellaneous Parts & Supplies	317.48
Northwest Blade	Job Opening Advertising	30.60
Olson, Dennis M.	Contract Labor Code Enforcement Officer & Expenses	656.18
Readi Tech-DRN	Computer, Labor & Mileage-Computer Set Up-Professional Services	1,111.50
Rod Hoffman Construction	Labor Fixing Curb Stop & Trenching Propane at Shop	550.00
Rod Hoffman Construction	Labor Quoted on 30 x 32 Building at Park	4,775.61
Rural Development	68th Loan Payment-Sewer Project	4,021.00
South Dakota Assoc. of Code Enforcement	2018 Membership Dues	40.00
South Dakota Assoc. of Rural Water System	Class B Membership Dues	345.00
South Dakota Building Officials Association	2018 Membership Dues	50.00
South Dakota Dept. of Revenue-Lab	Coliform Water Testing	30.00
South Dakota Dept. of Envir. & Natural Resources	Wastewater Membership Fee	550.00
SD Dept. of Revenue-Tax	Sales Tax Due	180.90
South Dakota Gov't Finance Officer Assoc.	2018 Membership Dues-Finance Office & Assistant Finance Officer's	70.00
South Dakota Police Chief's Assn.	2018 Membership Dues	95.64
South Dakota Water & Wastewater Assoc.	Water/Wastewater Operators Membership Renewal-Jeff & Dan	24.00
Ten - 45 Grocery	Cleaning Supplies	23.71
Valley Telecommunications	Phones, Faxing & Internet & Security	440.55
Walz, Pam	Book Reimbursement	155.73
Walz, Pam	Reimbursement-Mileage-Food Baskets	33.60
WEB Water	November Water Use	4,853.75
Westside Heating and AC LLC	Propane at Shop Minus LP Tank Trade In	99.16

After discussion, Council Member Michael Yost moved, with a second by Council Member Lipke, to approve the above bills, except for the bill from South Dakota Police Chief's Association. All Council Members voted in favor. Motion carried.

Mayor Doug Yost discussed the SD Game, Fish and Parks Land & Water Conservation Fund (LWCF) Grant funds with the grant application for relining the pool needed to be submitted by the Dec. 8th application deadline. A cost estimate was sent by Mid-America Pool Renovation, Inc. in the amount of 96,085.00 to re-surface our pool with white inter-glass at 96,085.00 if prevailing wage rates are required for a grant requirement the total cost would be 120,110.00 for the inter-glass system, with a 25-year limited manufacturer's warranty. Finance Officer Kappes sent NECOG the needed information for the grant application. After discussion, Council Member Lipke moved to apply for the SD Game, Fish and Parks Land & Water Conservation Fund (LWCF) Grant, with a 50% match on the project. All Council Members voted in favor. Motion carried.

The Council discussed the 10,000.00 Lake Enhancement Project submitted by the LCAC for bill boards and enhancing the City Park, with the City being the fiscal agency for the grant.

Mayor Doug Yost discussed the water system improvements. The narrowing to Alternative 5. The Alternatives covered WEB water remaining our water source. Water Storage of building a Booster pump house, new pumps and controls, replacing water mains with 6" mains, gates new valves & hydrants, looping water mains in various areas of town on Leola and Sherman, sixth to Conklin to Moulton, two blocks looped areas through Grimes Addition, Pudwill Lakeside Addition, remove and replacing asphalt street, meters, software with auto read system. Recommended Project Cost of the Chosen Alternatives were 2.4 million. The Finance Officer Kappes informed the Council Engineer Lucas Hoover called her and wanted the Facility Plan for the Water System Improvements postponed until the January 3rd Meeting to go over DENR changes and he will be present to discuss the facility plan and inform those Council Members not present for the November 20th Special Meeting.

The Council discussed the 170,800.00 Engineering Estimate on supplying water to the Pudwill Estates out by the lake and the looping of this in the project.

The Council discussed the chip sealing to be done on Leola Avenue and Moulton, along with the form work needing to do.

The Council discussed progress on work being done and the loader and we were still waiting on the hydraulic pump.

The Council discussed Oban Construction would be here in the spring to do cement crushing in the restricted use site.

The Council discussed the 331,000 with 80,000 paid for due to estimating and not actually reading the meter, along with meter numbers not changed on account when a different meter was put in and discrepancy of the reading on account. It was estimated approximately \$1200.00 is owed. The Mayor also discussed with the Council not knowing where the private water lines run in the area and if these gallons were lost due to a leak or by other water users. Council Member Rau moved, with second by Council Member Bollinger, to bill Troy Grabowska \$900.00, 75% of the cost of the unpaid gallons. All Council Members voted in favor. Motion carried.

The Council discussed the needed permit the City will need to obtain to stock fish into the lake in the spring.

The Council discussed the dock had been removed from the lake and power has been disconnected at the pool and parks for the winter, along with the seasonal garbage has stopped.

The Council discussed the donated trees from Mayor Doug Yost had been moved to the City Park.

The Council discussed the transfer switch the Long Lake Fire Department has that was purchased for the generator the city will be using at the Citizen's Building. After discussion, Council Member Rau moved, with a second by Council Member Reis, to purchase the 200 Amp. transfer switch from Long Fire Department for \$600.00 if it is the correct size for the generator. All Council Members voted in favor. Motion carried.

The Council examined the Monthly Library Report.

The Council reviewed, Code Enforcement Officer Mike Olson's list of vehicles not in compliance with codes.

As advertised, a Public Hearing on Resolution 17-04, a Resolution to Lease City Owned Property was held. There being no one present objecting to Resolution 17-04, Council Member Michael Yost introduced the following resolution and moved for its adoption. Council Member Jackie Rau Leibel 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. Entering 2018 City lease agreements was Sue Hoffman's Healing Hands and Maria's Cut & Curl. Mayor Yost signed the lease agreements with Maria's Cut & Curl and Sue Hoffman, which were witnessed by the finance officer.

The Council discussed the City being on McPherson County Commissioners' Agenda at 1:00 P.M., Tuesday, December 5th to discuss the City's interest in pursuing Countywide Law Enforcement, those Council Members able to attend will.

November Building Permits Issued: #17-42 Doug Yost, #17-43 Dana Leibel, #17-44 Michael Bell, 17-45 American Legion Bar, and #17-46 Mike Mardian.

The Council discusses the position of Part-time Office & Maintenance work as advertised and it was decided to call the official title for this position as Assistant Finance Officer as referred. The Council review the application of Debra Weiszhaar. After discussion, Council Member L. Bollinger moved to hire Debra

Weiszhaar as Part-time Assistant Finance Officer position for no more than 19 1/2 hours. Councilman Reis seconded the motion. All Councilmen voted in favor. Motion carried.

Finance Officer Kappes informed the Council there were currently no applications for Pool Manager. One application has been picked up but not returned.

The Council discussed the loan closing for Revolving Loan Application #27 for 21st Century Recycling, Inc. was finished this week. The paperwork was taken to Watertown to get both signature, paperwork signed and filed.

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 Council discussed the City's Christmas supper scheduled for Saturday, December 16th at the Municipal Building.

The Council discussed the abatement request from the County Auditor to abate the of taxes on the following properties taken for county tax deed. Member Rau moved the City of Leola hereby concur in the McPherson County Board of Commissioners request for: Abatement #17-3 described as the S65' of Lot 7, S 65' of the W 25' of Lot 8 Block 2 Hardenbrook Addition for \$3,251.86 from 2006-2017; Abatement #17-4 described as Lot 6 Block 8 Hardenbrook Addition of \$1,010.31 from 2011-2017; Abatement #17-5 described as Lots 7 & 8, Block 6 Pleasantview Addition of \$217.40 from 2005-2017; Abatement #17-6 described as N 75' of Lot B NW1/4 20-126-67 Unplatted of \$114.35 from 2009-2017; Abatement 17-7 described as E 70' of Lots 21-24 Block 8 Original Plat of \$1,022.05 from 2008-2017 Abatement #17-8 described as Lots 2-6 Block 3 Northwestern Addition of \$5,273.38 from 2007-2017 in the City of Leola, McPherson County. Council Member Leibel seconded the motion. All Council Members voted in favor. Motion carried.

Denise Brandner, Gayle and Steve Seibel came before the Council representing the LDC/LCAC to ask the Council for a donation to help fund an event in recognition of the first responders in Leola and Long Lake and their families. After discussion, Council Member Leibel moved, with a second by Council Member Lipke to donate \$500.00 to the LDC/LCAC to go towards the recognition of the First Responders. All Council Members voted in favor except Council Member Rau. Brandner, Gayle and Steve Seibel thanked the Council for the donation before leaving the meeting.

The Council discussed the WEB Water Meeting held on Friday the 1st of December.

The Council discussed the 2018 Budget and Wages. After discussion, Council Member Bollinger moved, with a second by Council Member Rau, to pay \$100.00 longevity pay for each year to each salaried employee to be paid yearly in December, starting December 2017. All Council Members voted in favor. Motion carried.

Council Member Rau moved, with a second by Council Member Lipke to set Debra Weiszhaar's wage at \$9.02, and to approve a 2% wage increase for all full & part-time employees, excluding those seasonal employees and those receiving board pay. Council and fill in employee will remain at minimum wage do to increase to 8.85 effective January 1st, 2018. All Council Members voted in favor. Motion carried.

Mayor Doug Yost discussed the letter from DENR giving notice of general permits needing about permits needing to be renewed. Tschappat informed the Council no city permits are in need of renewal.

The Council discussed the order list from the Conservation District concerning tree ordering and it was decided not to order at this time.

The Council received Christmas cards from Helm's & Associates and Jamie Zacher and the City employees receive Christmas cards and candy from Nancy Ross and Tim Puclik.

The statement of support for the Guard and Reserve was read and signed by Mayor Doug Yost.

Council Member Rau informed the Council the Feeding SD Food Pantry Van will be in Leola, Tuesday, December 19th from 12:00 P.M. until 1:00 P.M. at the Catholic Parish Center for anyone wanting to pick up food.

Montana-Dakota Utilities notified the City of the rate increases that went into effective October 4, 2017 on City electrical accounts due to no longer meeting the small general non-demand electric rate 200 based on the usage and are no on the small secondary demand rate designated for our level of usage.

The Finance Officer Kappes informed the Council the SDML Workers' Compensation Fund has EMS Equipment Grants for Stryker equipment which came with the work comp renewal. Kappes will contact Brad Wilson from SML Work Compensation Fund to get information on the grant qualification and funding information.

Council Member Reis brought up the American Legion Bar wanting to extend hours on Sunday, December 31st to have time after ringing in the New Years, followed by time for a breakfast. That fact, that as long as they have a license to sell liquor and State the State of SD allows for the license to be open until 2:00 A.M. closure, the Legion Bar would need to purchase the License to Extent Hours from the finance office 48 hours prior to when they want to be open, as provided for by City Ordinance.

The Council discussed the City's Lot described as Lots 19 & 20 Block 5 in Original Plat that was previously assessed, advertised to be sold by bids and no bids were received. Finance Officer Kappes was instructed to find out if these Lots could be re-assessed, re-advertised or what options the city now had.

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 regular session at 7:30 P.M. on Wednesday, January 3rd, 2018.

ATTEST:

Candice Kappes, Finance Officer

Doug Yost, Mayor of Leola

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