

LEOLA CITY COUNCIL MEETING

AUGUST 5, 2013

The Leola City Council met in regular session on Monday, August 5th. Mayor Dean A. Schock called the Meeting to order at 7:30 P.M. with the following members present: Brian Walz, Norman C. Tschappat, James Severson, David Gohl and Douglas Yost. Absent: Glenn A. Spitzer.

The Council Minutes of the July 8th meeting stand approved as mailed out.

Council Member Tschappat moved, with a second by Council Member Gohl, to transfer the contingency budget from the 5% Contingency Fund to needed budget lines in the General Fund line items to the Protection & Inspection Fund, Government Buildings Fund, Housing & Development Fund and Credit Board Fund. All present Council Members voted in favor. Motion carried.

Council Member Severson moved, with a second by Council Member Walz to authorize the finance officer to reissue the lost check for May Pool hours to pay Brittney Casey on May 23rd and to stop payment on check #24180 in the amount of \$64.41 and to bill the \$20.00 charge to stop payment on this lost check. All present Council Members voted in favor. Motion carried.

Council Member Severson moved, with a second by Council Member Yost, to accept the Monthly Treasurer's Report. All present Council Members voted in favor. Motion carried. The 2nd Qtr. 2013 Sewer Project Fee collections of \$14,766.00 are to be transferred to the Project Account Fund so monies are available for the September Rural Development Loan Payment.

The Council examined the following bills:

Police & Maintenance Salaried Payroll	August Salary	\$3,511.16
Finance Office Salaried Payroll	August Salary	3,219.53
Maintenance/Water & Sewer Dept. Payroll	August Maintenance Salary	2,694.06
Gov't Bldg. Payroll-Janitor	July Janitor Hours	293.40
Office Department Payroll	July Office Hours	660.91
Maintenance/Bldg. Demolition	July Fill in Payroll -Pat Schaffner	1,711.63
Library Payroll	July Librarian	679.35
West Nile Spraying Payroll	July-Mosquito Spraying	92.04
Maintenance/Bldg. Demolition	July Fill in Payroll -Norman Tschappat	234.14
Swimming Pool Payroll	July Hours	4,846.29
A & B Business	Supplies	48.29
AmeriPride Service	Mops, Deodorizers, Paper Products etc.	80.50
CorTrust Bank	Bank Fees-Stop Payment on Check Charge	20.00
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Crossroad Hotel & Conference Center	Room-3 Nights at Water Certification Classes	194.97
Dakota Electronics	Install Radar	256.80
Dependable Sanitation, Inc.	Garbage Service-3 Months	174.00
Doubleday Book Club	Books-Library	11.65
FEM Electric Association, Inc.	Security Light & Electricity-Golf Course	60.40
G's Convenience	Oil & Repairs-Police Car	58.90
Gary's Engine Repair, LLC	Blades for Grasshopper Mower	88.35
Gene's Oil Company	July Gas & Diesel	1,345.28
Harrington, Katie	Contracted Professional Service-Pool Testing	512.50
Hawkins, Inc.	Supplies	2,779.67
Homestead Building Supply	Supplies	273.65
Kappes, Candice	Postage	101.61
McPherson County Herald	Advertising & Publishing	349.13
MDU	Electricity	2,240.18
North Central Farmers Elevator	Miscellaneous Parts & Supplies	37.56
PB Electronics Inc.	Police Radar, Shipping, Minus Trade In	910.00
Reader Services	Books-Library	33.96
Rhapsody Book Club	Books-Library	30.46
Rod Hoffman Construction	Mileage & Labor-Digging-7 hrs Shut offs	795.88
Rural Development	16th Loan Payment-Sewer Project	4,021.00
S. D. DENR	Water Certification Class	10.00
Share Corporation	Sewer & Pool Supplies	1,422.00
South Dakota Department of Revenue-Lab	City & Park -- Coli form Water Testing	92.00
South Dakota One Call	2nd Quarter Locates	30.45
The Penworthy Company	Books-Library	58.37
USPS	P.O. Box Rent-Library	46.00
Valley Telecommunications	Phones, Faxing & Internet & Security	388.98
Van Der Linden, Matt	Reimbursement of Expenses-Water Classes	104.00
Walz, Marlys	Book & Supply Reimbursement	116.13
WEB Water	July Water Use	4,082.15

BIILS TO BE CONSIDERED ONLY PARTLY PAID

West Central Lift & Elevator, Inc. Remaining to be paid on Citizen Building Elevator 4,558.50

PROJECT BIILS TO BE CONSIDERED FOR APPROVAL AND HELD FOR FUNDING

Helms & Associates Engineering Construction Observation, Staking, Mileage & Expenses 5,582.30
Dahme Construction Co. Inc. Sewer Line Project on Bid Schedule A 2-Work 161,715.88

The Council discussed remaining \$4,558.50 to be paid on Citizen Building Elevator and that final payment is to be held until the elevator is installed at the Citizens Building. The measurements needed by West Central Lift & Elevator, Inc. were discussed. Council Member Walz moved to pay the above wastewater expenses once grant monies are received and to approve all remaining expenses. Council Member Tschappat seconded the motion. All present Council Members voted in favor. Motion carried.

Natalie Dempsey came before the council to discuss the progress on the fundraising for a pergola at the Pool Park. She informed them she sold posts and 9 boards to businesses and that Nathan Hoffman offered to pay the difference needed. Barry Mock agreed to do the burning donor name on the boards. The concrete could be ready to pour in a couple weeks.

Council Member Spitzer joined the meeting at 7:43 P. M.

The estimated cost of the pergola was \$1,979.82 which will change due to change in treated lumber. The type of lumber to be used and the fact treated lumber shrinks was discussed.

At 7:45 P.M. Lynda Bailey joined the meeting.

The pergola is to have an 8 foot clearance. Dempsey has phone #'s of volunteers that offered to help. Council Member Yost offered to be added to the list.

They also discussed the pile of washed sand which is the property of Jenson Rock Sand & Gravel hauled in to be used for chip sealing the streets under the sewer project. Council Member Spitzer will speak to Kyle Jensen about the sand.

Council Member Walz moved to approve Mayor Schock's appointment of the Park Committee as follows: Natalie Dempsey and Lynda Bailey, Ray Geffre, Chrissy Bailey, Brian Gill, Corey Pudwill, Tiffany Soccomonto, Lindsey Gill, Wanda Gill, Heather & Tim Collins, Sid & Patty Schaible, Terry & Jeanne Hoffman and Pam Schaffner, Treasurer of the City Park Committee bank account.

Council Member Tschappat seconded the motion. All Council Members voted in favor. Anyone omitted or interested in being part of the park committee should contact Lynda Bailey or the city office to be officially appointed to the committee. Natalie Dempsey and Lynda Bailey left the meeting.

The Council discussed the TAP Funding Grant Program through Department of Transportation with a September 23rd grant application deadline for grant monies for 2014.

Terry Hoffman came before the Council to discuss his interest in the city owned property adjacent to his and to see if it was possible for him to try to purchase part of it for space to build shop space, leaving the east 40 feet to the city. They also discussed surveying/marketing of the property lines, have a title search, a land appraisal done.

Alan Wimer came before the Council to discuss the code enforcement letter he received and the ordinances pertaining to unlicensed or inoperable vehicles. He also discussed the frontage of his property that was missed when skyview went around and seeded grass in the needed frontages. It was decided a list would be compiled for the next progress meeting on the sewer project.

Alan Wimer and Terry Hoffman left the meeting.

The code enforcement letters mailed out for nuisance properties were discussed.

The Council discussed the street Lights put in by the Ten – 45 and by G's Convenience.

A Public Hearing was held for a Special Events Liquor License Application for the Rooster's Concert to be held at the Ten – 45 or on leased land owned by Dakota Ag as the alternate location in case of rain scheduled for Saturday, August 10th. No one was present objecting to the approval the Special Events License. Councilman Walz moved to approve the license. Council Member Yost seconded the motion. All Council Members voted in favor. Motion carried.

Reentering into the land lease agreement with Chris and ReEtta Sieh to lease them the area east of the substation for parking area previously agreed upon was signed by Mayor Schock.

The Council discussed tree work needing to be done and it was decided a list should be made. The Council also discussed the insurance and liability issue for just anyone going out to the park to cut down trees.

The Council discussed the Restricted Use Site inspection and that DENR would be back in September to address items specified in the inspection. The signs that need to be reposted were discussed.

Having the county haul gravel to the city's gravel pile was discussed.

The Council discussed the water samples from the City Park sent in to the State Health Lab and the fact that it passed for consumption but was very hard water. It was decided Council Member Spitzer will discuss the water testing results with Jarmin Water Systems.

The Council examined the July Pool Report. The adjustment of pool hours during the week of the fair and possibly having the pool open into September if weather permits it was discussed.

The Council discussed the addition of the cost of an insured excavator with a hydraulic thumb that would be billed at \$100.00 an hour when needed by Rod Hoffman Construction.

The Council discussed a letter from Danko Emergency Equipment Company's request for Excise and Sales Taxes on the installation and freight from an invoice from August of 2010 in the amount of \$1,212.93. It was decided to table this bill and have the finance officer check to see if they need our tax exempt information and if needed to pay the excise tax.

The Council discussed the air compressor was no longer working.

The Council discussed their 2:00 P.M. appointment with the McPherson County Commissioners/Drainage Board to discuss the drainage grievance at the City's Park. The Council also discussed the possibility of applying for PDA funds to redo the spillway.

The finance officer informed the Council she had spoken to Terry Pudwill and he decided to leave the plotting as proposed in 2011 as he said his cost per lot would not be any different. The Council decided Pudwill needed to get other agreements and paperwork in place before the plotting would be done.

The Council examined the May, June and July Library Reports.

The Council discussed the County's interest in hiring Matt Van Der Linden as a Deputy on a need basis for the County at a flat rate for the man hours and vehicle. No decision was made. It was decided to discuss the numbers of hours the county would need him, cost per hour and mileage and use needed of the city's police car.

The Council examined the July Police Report.

The finance officer informed the Council, USDA Rural Development has paperwork to be completed on the list of handicapped non-compliance items in the Municipal Building which were identified in the ADA Assessment done by Independent Living Choices. These concerns with the entrances and inside the Municipal Building need to be addressed and Rural Development notified of our intentions to correct issues. The finance officer discussed with the Council that no funds have been budgeted in the Credit Board Fund or the Revolving Loan Fund with grant monies which were being audited, and requested the assessment be done. Monies received from interest earned in the RLF account could be used to address and bring these items into compliance. After discussion, the Council decided to hold second meeting this month due to the amount of time needed to cover the budget and decided set it for Monday, August 19, 2012 at 7:30 P.M. following the 7:00 P.M. Zoning Meeting, and to go through these compliance issues while doing the budget for 2014 line by line. It was decided to discuss the drainage issue, County's interest in using the Police car & man-hours, and anything to be re-discussed from the current agenda.

The Council discussed the trees that died at the Golf Course and it was decided to send in a sample for testing to see what's killing them.

The Council declared the 72" ground master mower and the pool table at the golf course as surplus property to sell at the next consignment sale.

The Council discussed the delinquent loan payments still owed on Revolving Loan #22 and if payment has not been paid by the Council Meeting on August 19th the City Attorney Vaughn Beck should be contacted to begin foreclosing.

The Council discussed the city's need to contract with an auditing firm to do the City's two year audit, due to the amount of grant dollars received for the project in 2012 and 2013. The finance officer informed the Council the other Cities she contacted had no procedures to pick their auditor.

The Council went through the list of auditors compiled, and list was narrowed down for the office to get information and estimated cost so the cost can be budgeted for in 2014.

The Council discussed the progress of the Sewer Line Project, the road work to be done and dirt work and grass seeding that was missed. The next Project Meeting with NECOG, Helms & Associates and Dahme's will be held at 1:00 P.M. Thursday August 8th. It was decided to compile the list of problem locations for the meeting.

Council Member Gohl moved to approve the change order #4 for Dahmes Construction in the amount of \$71,751.00. Council Member Walz seconded the motion. All Council Members voted in favor. Motion carried.

Council Member Tschappat moved to approve the invoices and pay estimates to be paid this month: Dahme's Construction Sewer Line Project Pay Estimate in the amount of \$161,715.88, Helms & Associates for Engineering Construction Observation & Staking, Mileage & Expenses in the amount of \$5,582.30 and that no bill for Helms & Associates for % of WWTP Imp. Construction of the total Contract in the amount of \$35,200.00 was submitted. Council Member Spitzer seconded the motion. All Council Members voted in favor. Motion carried.

Mayor Schock signed the change order, pay estimates, pay request letter to Water Quality, along with all other paperwork to be signed to draw down funding from USDA-RD and the State Water Quality Grant.

The Council discussed that lots within the city limits cut for hay have all been cut.

The Council discussed the South Dakota Retirement System Roth 457 Program and the finance officer will check to see if it was limited to full time employees or if the Council and part-time employees were eligible to participate.

The Council discussed South Dakota Broadband was here on July 27th and installed the firewall and hardware and software for the computers applied for through SD Broadband Technology Planning Grant will be installed within the next two weeks. Issues created in the office with printers and the shared accounts were discussed.

The Council discussed the McPherson County Pre-Disaster Mitigation Plan informational meeting held July 16th, to outline the requirements to formally adopt the pre-disaster plan and meet federal requirements for our community to be eligible for FEMA Hazard Mitigation Grant Program funding. The submitted community surveys were reviewed and submitted information was considered. The Council discussed the paperwork needed to be completed by the next meeting scheduled to be at 1:00 P.M. on Tuesday, August 16th in the Municipal Building.

The Council discussed the September 2nd Meeting falls on Labor Day and it was decided to meet on Monday, September 9th at 7:30 P.M. instead, and granted the mayor and the finance officer permission to pay those regular bills needing to be paid.

The Mayor and Council thanked field representatives Judy Vrchota from Senator John Thune's Office and Rick Vallery from Congresswoman Kristi Noem's Office for coming and taking time to meet with the city.

The Council granted Candice Kappes and Pam Schaffner permission to attend the SDML Conference in Aberdeen on Oct 8-11. The finance officer informed the Council the association meeting for Code Enforcement and Police Chief's will also be held during the SDML conference and that Jeff Tschappat and Matt Van Der Linden were interested in attending. At noon on the 10th of October Mayor Schock, Council Member Tschappat and the finance officer will receive certificates to the SDML Hall of Fame honoring more than 20 years of service in Municipal Government.

The Council discussed the SD Worker' Compensation Fund Board of Trustee Election scheduled for Wednesday, October 9th during the SDML Conference.

It was decided to discuss the registration at the August 19th Meeting so registration can be submitted.

The Council discussed the Wellmark Blue Cross Blue Shield of SD response form received requesting the City to decide to keep the current renewal date and have to be 2014 ACA-compliant or to, to extend the employers group rate through November 30 2014. Council Member Tschappat moved, with a second by Council Member Severson, to extend our current plan locking in the

current plan and current rates through November 30, 2014 changing the renewal date for December 1, 2013. All Council Members voted in favor. Motion carried.

Terry Pudwill joined the meeting, received a phone call and left the before being addressed by the Council.

The Council discussed the SDWWA meeting to be held on September 11-13 in Aberdeen. It was decided to check with Jeff Tschappat and Matt Van Der Linden on August 19th meeting if they needed to attend.

The Council discussed the Open Meeting Laws and information available for the Council.

Bulk Water used for the Sewer Project by Visu Sewer and Damhe's was discussed and it was decided to find how this water use is to be put into sewer project.

Council Member Walz moved to adjourn until Monday August 19th. Council Member Gohl seconded this motion. All Council Members voted in favor. Motion carried.

The Leola City Council will continue in session on Monday, August 19th and in regular session on Monday, September 9th in the Council Room of the Municipal Building at 7:30 P.M. instead of Labor Day.

ATTEST:

Candice Kappes, Finance Officer

Dean A. Schock, Mayor of Leola

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