

City of Leola -- Council Meeting Proceedings

September 7, 2022

The meeting was called to order at 7:00 pm by Mayor Royce Erdmann. Present council members: Jackie Leibel, Alan Wimer, Richard Reis and Brett Schaible. Jackie Rau and Michael Yost were absent. City personnel present: Jeff Tschappat, Jim Hoffman and Sondra Waltman.

Reis moved with a second from Leibel to approve the previous council meeting minutes with the following correction updating the projected maximum tax dollars from the county:

2023 Tax Revenue Projection – The 2023 county revenue projection was reviewed. Leola City showed a 2.53% growth increase from 2021 to 2022. 2021 taxes payable in 2022 are projected at ~~\$230,357.93~~ \$240,524.00, an allowable opt out of \$30,000, estimated growth of ~~\$5,828.06~~ \$6,085.26 and allowable CPI (3%) is ~~\$6,910.74~~ \$7,215.72 all adding to an estimated maximum property tax revenue for 2023 of ~~\$273,096.72~~ \$283,824.98. Wimer moved with a second from Schaible to request the estimated maximum property taxes for 2023 with the opt out for a total of ~~\$273,096.72~~ \$283,824.98. All in favor, motion carried.

All in favor of approving the previous minutes with the correction, motion carried.

Reis moved with a second from Wimer to approve the treasurer’s report. All in favor, motion carried.

Jackie Rau and Brandon Lehmann joined the meeting at 7:05 pm.

After discussion, Reis moved with a second from Schaible to pay the proposed bills. All in favor, motion carried.

<b>Bills to be Considered for September 2022</b>		
Agtegra	Gas/Fuel; washers/bolts; shop towels; RUS fence	\$ 1,169.39
Aramark	Supplies	\$ 39.81
Black Knight Pools & Spas	Testing chemicals	\$ 39.70
Code Enforcement Specialists	July & Aug 2022 services	\$ 795.10
CorTrust Visa	Postage/Payroll Processing Fees	\$ 38.52
Dependable Sanitation	Garbage Collection	\$ 96.00
Gene's Oil Company	Gas & Diesel	\$ 618.65
Hawkins	Testing chemicals	\$ 21.00
Jensen's Rock & Sand	Tack oil and hot mix	\$ 20,363.14
JGE	Hitch pins, gear box, shear nuts/bolts, nuts/washer, seal, trash hub, output shaft/seal	\$ 488.82
J.P. Cooke	2023 Dog Tags	\$ 88.55
McPherson County	Annual Culvert (payment 2 of 10)	\$ 5,000.00
McPherson Co. Herald	Minutes/Notices, rate increase notice	\$ 309.19
Menards	Cleaning supplies	\$ 136.92
Montana Dakota Utilities	Utilities	\$ 2,761.42
Productivity Plus Account	Sheave for mower	\$ 28.16

Pam Walz	Mileage	\$ 33.60
Quill.com	Toilet paper/paper towels	\$ 203.97
Rural Development	125th Payment for Sewer	\$ 4,021.00
SD Public Health Lab	Water Testing	\$ 15.00
South Dakota 811	811 calls	\$ 14.70
SD Assoc of Rural Water Systems	Annual Membership	\$ 385.00
Share Corp	Trash bags/Nonslip Spray paint (pool)	\$ 491.72
Telespire	Cell Phone	\$ 67.58
Ten-45	Pool cleaning supplies/Bottled water	\$ 8.48
Valley	Telephone, Fax, Internet	\$ 352.94
Waltman, Sondra	Leola pens	\$ 20.85
WEB Water	Water for August	\$ 7,076.17
Payroll	Finance Office	\$ 3,333.34
Payroll	Government Buildings	\$ 468.00
Payroll	Library	\$ 1,088.00
Payroll	Mayor/Council	\$ 19.90
Payroll	Sewer	\$ 6,012.50
Payroll	Pool	\$ 5,262.82
Payroll	West Nile Spraying	\$ -
Payroll	Zoning	\$ -
Payroll	SD Health Pool - September	\$ 1,549.64
Payroll	SS, Med, W/H, SDRS with Matches	\$ 3,963.58
	Total	\$ 66,383.16

## OLD BUSINESS

WEB Water Increase – Due to WEB Water increasing the city’s rate \$0.74/thousand gallons effective October 1, the city’s base water rate will also increase \$0.75/thousand gallons effective October 1, 2022. The new minimum water fees will be \$35, making the minimum water/sewer bill \$81.

Notify Plus – Discussion was held regarding Notify Plus, an emergency contact system the city can send messages through. In efforts to update the contact system, a form was sent in the water bills and is also available in the Finance Office.

Propane Tank – Discussion was held regarding a new 500 gallon propane tank for the city shop. CHS in Eureka has a new tank available for \$2,300. Rau moved to purchase the 500 gallon tank from CHS. Roll call vote: Schaible, nay; Wimer, aye; Reis, aye; Leibel, aye; Rau, aye. Motion carried by majority.

Michael Yost joined the meeting at 7:11 pm.

Restricted Use Site – The updated fencing project was completed, and the bunkers by the county road have been blocked off. The oversized dumpster will be placed at the RUS from September 12 through

October 7. No tires, batteries, concrete, or household trash is permitted. Freon must be removed from appliances.

At 7:15 pm, Rau moved for the 2023 Budget Ordinance 2022-02 to be read for the second time and to be moved for adoption. Wimer seconded the motion and with all in favor, the motion carried. Wimer also moved with a second from Rau to request the maximum property tax dollars allotted per the McPherson County Auditor for 2023. All in favor, motion carried. The second reading was held as follows:

ORDINANCE 2022-02  
CITY OF LEOLA  
2023 APPROPRIATION BUDGET

101 GOVERNMENTAL FUND	GENERAL FUND
101-41000    GENERAL GOVERNMENT	
41150    Contingency	32,771.00
41200    Mayor & Council	46,500.00
41300    Elections	1,300.00
41410    City Attorney	3,000.00
<u>41420    Financial Administration</u>	<u>170,710.00</u>
101-41000    TOTAL GENERAL GOVERNMENT	254,281.00
101-42000    PUBLIC SAFETY	
42100    County Law Enforcement	50,400.00
42200    Fire-Siren	1,000.00
<u>42300    Protection &amp; Inspection-Code Enforcement</u>	<u>8,100.00</u>
101-42000    TOTAL PUBLIC SAFETY	59,500.00
101-43000    PUBLIC WORKS	
43100    Streets	150,200.00
<u>43200    Sanitation</u>	<u>8,700.00</u>
101-43000    TOTAL PUBLIC WORKS	158,900.00
101-44000    PUBLIC HEALTH	
<u>44130    West Nile Fund</u>	<u>2,464.00</u>
101-44000    TOTAL PUBLIC HEALTH	2,464.00
101-45000    CULTURE & RECREATION	
45110    Golf Course	6,000.00
45120    Pool	51,200.00
45130    Miscellaneous Culture & Rec	4,400.00
45230    Parks	66,700.00
45500    Library	15,440.00
<u>45700    Historical Preservation-Museum</u>	<u>100.00</u>
101-45000    TOTAL CULTURE & RECREATION	143,840.00



Royce Erdmann, Mayor, City of Leola

ATTEST: Sondra Waltman, Finance Officer, City of Leola

Following the public hearing, Mayor Erdmann gave the floor to Brandon Lehmann. Lehmann discussed some concerns he had following the drainage upgrades implemented by the city and his lack of access to the property. After discussion, Rau moved with a second from Reis to have Moser Excavating place a culvert and fill, to permit access to the property. All in favor, motion carried. Following discussion, Lehmann left the meeting.

At 7:30 pm, McPherson County Deputy Sheriff Allie Hilgemann joined the meeting to discuss the monthly county law report. With no questions from the council, she was thanked for her services and left the meeting.

#### OLD BUSINESS (continued)

Committee Appointments – After clarification, Leola receives NECOG services for free under McPherson County, and does not require a representative. Committees are as follows: Street/Alleys/RUS – Reis, Schaible, Wimer; Water/Sewer – Leibel, Yost, Wimer; Parks/Rec/Pool – Leible, Yost, Wimer; Buildings/Equipment – Reis, Schaible, Rau; County Law/Code Enforcement/Library – Leibel, Schaible, Rau; Golf Course/ADA – Reis, Yost, Rau.

Skid Steer Rims – After discussion, Reis moved with a second from Rau moved to purchase four new skid steer rims from Meyer's Tractor Salvage if the price is under \$200 a rim. All in favor, motion carried.

#### NEW BUSINESS

Purchase Orders – Purchase orders were requested to better track spending and anticipated bills. Reis moved with a second from Schaible to allow purchases under \$100 without special approval from mayor/council. All in favor, motion carried. Every purchase requires a PO, regardless of the amount.

Ordinance Updates – The City of Leola's Ordinances need to be updated. Rau suggested everyone goes through Title 1 for discussion/review at the October meeting.

Leola Avenue – Discussion was held regarding drainage on Leola Avenue, specifically in front of the school. After talking with the engineer who met with the school board and reviewing the grant/funding requirements, this topic will be tabled until Spring. Grant applications are due July 15, and currently the cost variables are hard to project. It's hopeful to have a better/more concrete cost projection at that time.

Curb Stops – Two curb stops were requested to be shut off by residents. Maintenance found the curb stops to be inoperable. Wimer moved with a second from Rau to hire Moser Excavating to replace curb stops as needed. All in favor, motion carried.

RLF/Credit Board – After reviewing the Credit Board's meeting minutes from August, Wimer moved with a second from Reis to approve the Credit Board's recommendation to approve a loan request of \$9,000 to Jim Wolf/Jim's Wood Shop for 12 years at 5% interest. All in favor, motion carried.

Possible EMS Training – A possible training at the pool was discussed. In 2023, the city would accommodate if the training was schedule in advance.

Pudwill Estates – A conference call was held earlier in the month regarding sewer development at Pudwill Estates. Loan stipulations require the city to maintain the system at the conclusion of the project. A resolution was not passed at this time due to the lack of maps/studies provided to the city.

2023 Dog Tags – Dog tags will be available October 1.

MAINTENANCE UPDATE: The monthly maintenance report was reviewed. A hydrant was damaged at the dam by a camper and has been repaired. Waltman was asked to contact the camper to turn it into his insurance. A surplus list was provided to the council for review. After discussion, Schaible moved with a second from Wimer to surplus the following: the 7' Buhler Farm King 3-point pull behind finish mower, the 6' John Deere 3-point pull behind rough cut mower, the 9' v-plow for snow removal, the 1972 11' one-way plow, the 11' two-way straight snowplow purchased from the SD Federal Surplus Site and the Miller AEAD-200LE Arc Welding generator mounted with trailer. All in favor, motion carried. The 11' two-way strait snowplow and Miller Arc welder with trailer will be submitted to SDML to be listed in the classified ads. All other items will be put up for the fall consignment sale.

#### COMMITTEE REPORTS

Street, Alley, and Restricted Use Site: None.

Water & Sewer: 6 properties were posted for delinquent payments and 1 disconnected. An estimate was reviewed from Hydo-Klean for sewer line maintenance/cleaning for \$13,150 for 10,000 feet of sewer line (which is roughly 1/3 of Leola). A 3-year maintenance schedule will be implemented in 2023.

Park, Rec & Pool: Maintenance was asked to get everything winterized by September 30 (pool, parks, tables/benches put away) which is after homecoming. The benches on Sherman Street were asked to be left out until November 1, so they could be used for Trunk or Treat.

Building & Equipment: None.

Code Enforcement, Law Enforcement & Library Reports: Discussion was held. The code enforcement and library reports were reviewed.

Zoning: None.

COMPLAINT FORMS: Three complaint forms were shared with the council and discussed.

PUBLIC COMMENTS: None.

UPCOMING MEETINGS: The next council meeting will be on Monday, October 3 at 7 pm. There will be a NEFOG meeting for Finance Officer Waltman to attend in Aberdeen on September 21. The annual SDML Conference is in Watertown October 4-7. Registration deadline is September 16.

CORRESPONDENCE: The Leola received a thank you from the Leola Athletic Association for donating to the baseball program. Mayor Erdmann and Leibel attended the invite-only event at Glacial Lakes Energy in Mina regarding the Summit Carbon Pipeline.

EXECUTIVE SESSION: At 9:23 pm, Wimer moved with a second from Schaible to go into executive session for personnel matters. All in favor, motion carried. Executive session concluded at 9:54 pm with no action taken.

ADDITIONAL TOPICS: The Leola Dakota Life Premiere is set for Tuesday, October 4 at 7 pm at the Leola School.

At 9:55 pm, Rau moved with a second from Wimer to adjourn. All in favor, motion carried.

Royce Erdmann

Sondra Waltman

Royce Erdmann, Mayor, City of Leola

ATTEST: Sondra Waltman, Finance Officer, City of Leola

Published once at the total approximate cost of \$ \_\_\_\_\_ and may be viewed free of charge at [www.sdpublicnotices.com](http://www.sdpublicnotices.com).