

City of Leola -- Council Meeting Proceedings

SPECIAL MEETING – YEAR END

December 27, 2023

The meeting was called to order at 7:00 pm by Mayor Royce Erdmann. Present council members: Jackie Leibel, Alan Wimer, Rich Reis, Michael Yost, Brett Schaible and Jackie Rau (via speaker phone). City personnel present: Sondra Waltman. Jacki Hoffman with ArtC was also present.

The 2023 finances were reviewed. Reis moved to adopt Resolution 2023-03: Contingency Transfer Resolution. Wimer seconded. All in favor, motion carried. The resolution is as follows:

Resolution No. 2023-03  
Contingency Transfer Resolution

WHEREAS, The City of Leola did approve a line for contingency transfers in the 2023 annual budget in accordance with SDCL 9-21-6.1; and,

WHEREAS, The City of Leola finds it necessary to transfer from said contingency line;

NOW THEREFORE IT IS HEREBY RESOLVED by the Leola City Council, that the following amount(s) be transferred:

From: General Fund Contingency –101-41150 (\$32,771 remaining budget)

To: Water Fund – 600-43300-42500 Repairs and Maintenance \$4,000

Water Fund – 600-43300-42600 Supplies \$10,000

Dated: December 27, 2023

Approved:

\_\_\_\_\_  
Royce Erdmann, Mayor

Attest:

\_\_\_\_\_  
Sondra Waltman, Finance Officer

The year end bills were reviewed. Reis moved with a second from Wimer to pay the proposed bills, except the bill to Curt’s Repair for \$7,780 and to OCCS for \$1,500 to both be tabled for January 2024. All in favor, motion carried.

<b>Bills to be Considered for December 2023 YEAR END BILLS</b>

Code Enforcement Specialists	Final billing for 2023	\$ 239.10
<del>Curt's Repair</del>	<del>Truck repairs (brakes, wheel seal), mount plow hookup with hoses and wiring</del>	<del>-\$ 7,780.00</del>
EMC Insurance	2024 Premium	\$ 34,043.00
Hoffman, Susan	Reimbursement for toilet	\$ 105.14
Lehmann, Terry	Mileage reimbursement	\$ 81.60
McPherson County Highway Department	Fuel for hauling gravel; hot mix equipment and men	\$ 14,449.39
Menards	Toilet and installation parts (library), cleaning supplies	\$ 192.53
<del>Olson Consulting/Contracting Services</del>	<del>Code enforcement retainer</del>	<del>-\$ 1,500.00</del>
Plastic Works	Plastic bedliner for plow truck	\$ 1,930.00
Share Corp	Lubricant (curb stops), degreaser, sewer cleaner	\$ 1,564.38
Significant Digits, Inc	Annual dues - Meter reading software	\$ 650.00
Spitzer, Henry	Contract labor for hauling gravel	\$ 176.40
Ten-45	Supplies	\$ 8.69
Waltman, Sondra	Office supplies, receipt book	\$ 68.36
	Total	\$ 62,788.59

At 7:15 pm, Jacki Hoffman shared some updates and projects that ArtC has been working on. They are focusing on beautification items such as murals (4'x4') and new banners (12"x24") for the streetlights. Hoffman left at 7:20 pm.

#### OLD BUSINESS

Set 2024 Wages/Rates/Appointments – Wage discussion was tabled for executive discussion. The 2024 rate/fee schedule was reviewed. Wimer moved with a second from Schaible to set the rates as presented. All in favor, motion carried. Wimer moved with a second from Reis to accept the committee appointments and designate the following: Official Depository, CorTrust Bank; Official Newspaper, McPherson County Herald; and Official Attorney, Beck Law. All in favor, motion carried.

Insurance Clarification – The 2024 premium decreased from 2023 due to some changes in coverage within the company, specifically addressing roof damage from wind and hail. The 2024 premium of \$34,043 included full coverage for the new plow truck (which was previously liability only). Wimer moved with a second from Reis to accept the 2024 insurance premium and renew it with EMC. All in favor, motion carried. Discussion was held on an insurance premium buy back policy. The buy-back policy will be tabled to January.

Contract Reviews – Discussion was held on the 2024 code enforcement contract. The contract will be tabled for further review at January's meeting. Further discussion continued with the ongoing law enforcement contract between the county and city. The contract will also be tabled for further review at January's meeting.

UPCOMING EVENTS: Due to the New Year's Holiday, the next regular city council meeting will be Monday, January 8, 2024, at 7 pm.

CORRESPONDENCE: None.

EXECUTIVE SESSION: At 7:52 pm Wimer moved with a second from Leibel to enter executive session to discuss personnel matters. All in favor, motion carried. At 8:23 pm the executive session ended. Reis moved with a second from Wimer to set the following wages for 2024. All in favor, motion carried. Salaried employees will receive a 4% wage increase; the head librarian and custodian will receive a \$1/hour wage increase; fill-in librarian will be at minimum wage. An additional yearend bonus of \$500 (after withholdings) will be given to salaried employees and a \$250 (after withholdings) yearend bonus will be given to the head librarian and custodian. Pool wages will be set this spring. All in favor, motion carried.

ADDITIONAL TOPICS: None.

At 8:27 pm, Leibel moved with a second from Rau to adjourn the meeting. All in favor, motion carried.

Royce Erdmann

Royce Erdmann, Mayor, City of Leola

Sondra Waltman

ATTEST: Sondra Waltman, Finance  
Officer, City of Leola

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