

City of Leola -- Council Meeting Proceedings

September 7, 2023

The meeting was called to order at 7:00 pm by Mayor Royce Erdmann. Present council members: Jackie Leibel, Jackie Rau, Richard Reis, Michael Yost, Brett Schaible and Alan Wimer. City personnel present: Jeff Tschappat, Terry Lehmann, and Sondra Waltman. Leah DeMent, Josh Anderson and Attorney Vaughn Beck were also present.

Reis moved with a second from Schaible to approve the minutes from the previous meeting. All in favor, motion carried.

Reis moved with a second from Yost to approve the treasurer's report. All in favor, motion carried. The bank balances are as follows: General Fund, \$569,386.79; Revolving Loan Fund, \$69,147.97; and Project Account \$9,638.41.

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

Bills to be Considered for September 2023		
Agtegra	Sump pump hose/grass seed/parts	\$ 257.48
American Solutions for Business	Ink/paper	\$ 167.84
Aramark	Supplies	\$ 80.61
Beck Law	Letter	\$ 100.00
Cahill Bauer & Assoc	2022 Audit - progress billing	\$ 5,850.00
CorTrust Visa	Payroll Processing Fees, postage	\$ 112.82
Curt's Repair	Mower repair	\$ 293.64
DANR	Permit Fee	\$ 250.00
DMI	Mower repairs	\$ 1,442.36
Dependable Sanitation	Garbage Collection	\$ 96.00
Farmer's Union Oil	Propane (pool)	\$ 317.24
Gene's Oil Company	Gas/Fuel	\$ 607.12
Hawkins, Inc	Pool chemicals for 2023	\$ 12,689.26
JP Cooke	Dog Tags	\$ 82.05
McPherson Co. Herald	Minutes/Notices	\$ 141.75
Menards	Cleaning	\$ 46.18
Montana Dakota Utilities	Utilities	\$ 2,740.54
ReadiTech DRN	Tech support	\$ 106.74
Rural Development	137th Payment for Sewer	\$ 4,021.00
SDARWS	Membership Dues	\$ 385.00
SD Public Health Lab	Water Testing	\$ 15.00
Share Corp	Black garbage liners	\$ 505.04
Telespire	Cell Phone	\$ 65.00
Valley	Telephone, Fax, Internet	\$ 401.65
Walz, Pam	Mileage	\$ 40.80

WEB Water	Water for August	\$ 8,836.29
Payroll	Finance Office	\$ 3,333.34
Payroll	Government Buildings	\$ 156.00
Payroll	Library	\$ 984.00
Payroll	Mayor/Council	\$ 21.60
Payroll	Park Fund	\$ 5,987.50
Payroll	Pool	\$ 6,298.76
Payroll	SD Health Pool - August	\$ 2,304.46
Payroll	SS, Med, W/H, SDRS with Matches	\$ 2,749.23
	Total	\$ 61,486.30

OLD BUSINESS

Ordinance Book – Discussion was held on Title 9. Title 10 will be discussed at the next meeting.

SDARWS – A Lead Service Line Inventory needs to be conducted to comply with the EPA’s Lead and Copper Rule Revisions. The deadline for this is October of 2024, and an implementation plan will be made later. Additional information is available in the Finance Office for residents.

WEB Water Increase – A reminder to residents that effective October 1, 2023, the base rate and prorated water rates will increase \$0.33 per 1,000 gallons used. WEB Water is imposing the same rate increase on the city effective October 1, 2023.

Leola School Internship – Leah DeMent clarified the “off campus career experience” that is an unpaid internship and worth a high school credit. This is only available to seniors. Further discussion will be made at the next meeting to see if the city is interested in partnering with the school. DeMent left the meeting following discussion.

At 7:15 pm, the second hearing of Ordinance 23-01: 2024 Budget Overview was held. Wimer moved with a second from Reis to have the second reading and to adopt the ordinance. All in favor, motion carried. Ordinance 23-01 is as follows:

ORDINANCE 2023-01
CITY OF LEOLA
2024 APPROPRIATION BUDGET

101 GOVERNMENTAL FUND	GENERAL FUND
101-41000 GENERAL GOVERNMENT	
41150 Contingency	21,119.74
41200 Mayor & Council	46,625.00
41300 Elections	1,300.00
41410 City Attorney	3,000.00
41420 Financial Administration	175,110.00
101-41000 TOTAL GENERAL GOVERNMENT	247,154.74

101-42000	PUBLIC SAFETY		
42100	County Law Enforcement	50,400.00	
42200	Fire-Siren	1,000.00	
<u>42300</u>	<u>Protection & 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</u>	<u>Sanitation</u>	<u>8,700.00</u>	
101-43000	TOTAL PUBLIC WORKS	158,900.00	
101-44000	PUBLIC HEALTH		
<u>44130</u>	<u>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	19,142.84	
<u>45700</u>	<u>Historical Preservation-Museum</u>	<u>300.00</u>	
101-45000	TOTAL CULTURE & RECREATION	147,742.84	
101-46000	CONSERVATION & DEVELOPMENT		
<u>46320</u>	<u>Redevelopment</u>	<u>8,468.00</u>	
101-46000	TOTAL CONSERVATION & DEVELOPMENT	8,468.00	
	TOTAL GENERAL FUND APPROPRIATIONS		624,229.58
21700	REVOLVING LOAN FUND		
UNASSIGNED FUND BALANCE		66,667.47	
128 REVENUE		3,551.52	
<u>172 EXPENDITURES</u>		<u>34,350.00</u>	
	TOTAL SPECIAL REVENUE RETAINED		35,868.99
MEANS OF FINANCE		GENERAL FUND	
GOVERNMENTAL FUNDS:			
UNASSIGNED FUND BALANCE		194,184.88	
31000 TAXES		394,294.70	
32000 LICENSES & PERMITS		4,000.00	
33000 INTERGOVERNMENTAL REVENUE		28,100.00	
34000 CHARGES FOR GOODS & SERVICES		1,000.00	
<u>36000 MISCELLANEOUS REVENUE</u>		<u>2,650.00</u>	
	TOTAL MEANS OF FINANCE – GENERAL FUNDS		624,229.58

PROPRIETARY FUNDS	WATER	SEWER
Expenditures		
Personnel Services	31,500.00	31,500.00
Operating Expenses	72,750.00	15,500.00
Debt Service	18,000.00	48,252.00
Retained Earnings	<u>2,410.00</u>	<u>31,264.00</u>
Total Proprietary Expenditures:	124,660.00	126,516.00
Means of Finance		
Charges for Goods and Services	<u>124,660.00</u>	<u>126,516.00</u>
Total Proprietary Means of Finance:	124,660.00	126,516.00

The Finance Officer is hereby directed to certify the maximum amount based off the following estimated dollar amounts of tax levies made in this Ordinance to the McPherson County Auditor.

PROPERTY TAXES, CPI 3.0% & 0.69% GROWTH	263,194.70
AVAILABLE OPT OUT	30,000.00
TOTAL MONIES LEVIED FOR	293,194.70

First Reading: August 2, 2023
Second Reading: September 7, 2023
Published: August 10, 2023 & September 14, 2023
Effective: October 5, 2023

Royce Erdmann

Sondra Waltman

Royce Erdmann, Mayor, City of Leola

ATTEST: Sondra Waltman, Finance Officer, City of Leola

At 7:20 pm Josh Anderson (pool manager) shared updates and suggestions regarding the pool, which officially closed August 28. The school and volleyball teams enjoyed the use of the pool. The pool heater quit working. Anderson left the meeting following discussion.

At 7:30 pm, no monthly county law report was available to review.

NEW BUSINESS

Prairie Wanderers – A group of walkers will be in town September 23 to walk two 5k paths, starting at the pool park on the south side of Leola. Reis mentioned that harvest may be going on and to be cautious of the additional traffic.

County Truck #504 – McPherson County surplussed truck #504 and made it available for the city to purchase for \$10,000 (includes plow). After discussion, Reis moved with a second from Schaible to purchase Truck #504 from McPherson County for \$10,000. All in favor, motion carried.

MAINTENANCE UPDATE – Discussion was held on the mower. Options will be further explored over the winter. Tree trimming, clearing, and mowing has been done. A hoist was discussed for working on the mowers.

COMMITTEE REPORTS

Street, Alley & Restricted Use Site – The oversized dumpster will be at the Restricted Use Site on September 13 through October 11 (or city shop if there is an abundance of moisture). McPherson County has been oiling and patching areas in town. Blading of roads was discussed. Options will be explored to chip seal the roads in Leola.

Water & Sewer – There were 32 late letters issued, 11 posted properties and 0 disconnected for nonpayment.

Park, Recreation & Pool – An electrician will be contacted to repair the power issues with the yard light at the dam. The pool heater will be assessed and repaired in the spring.

Buildings & Equipment – Used garage doors, tracks, motors, and remotes were received after the state surplussed them to replace the shop doors on the city shop.

Code Enforcer Mike Olson joined the meeting at 7:53 pm.

Code Enforcement, Law Enforcement & Library Report – The code enforcement and library reports were reviewed.

Zoning – None.

COMPLAINT FORMS: One complaint form was reviewed regarding a dog. An additional anonymous letter was received, but no discussion or action will be taken unless it is signed. Complaint forms are available in the finance office.

PUBLIC COMMENTS: None.

UPCOMING EVENTS: The next council meeting will be on Monday, October 2 at 7 pm. South Dakota Municipal League is in Rapid City from October 3-6.

CORRESPONDENCE: None.

EXECUTIVE SESSION: At 7:55 pm Schaible moved with a second from Leibel to enter executive session to discuss legal matters. Tschappat and Lehmann left at this time. Present for executive session: Mayor Royce Erdmann, Michael Yost, Rich Reis, Brett Schaible, Alan Wimer, Jackie Leible, Jackie Rau, Finance Officer Sondra Waltman, Attorney Vaughn Beck and Code Enforcer Mike Olson. Executive session ended at 8:48 pm with no action taken.

ADDITIONAL TOPICS: None.

At 8:51 pm, Reis moved with a second from Rau to adjourn the meeting. All in favor, motion carried.

Royce Erdmann

Sondra Waltman

Royce Erdmann, Mayor, City of Leola

ATTEST: Sondra Waltman, Finance Officer, City of Leola

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