

City of Leola -- Council Meeting Proceedings

January 8, 2023

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

Yost moved with a second from Wimer to approve the minutes from the regular and special meetings. All in favor, motion carried.

Schaible moved with a second from Yost to approve the treasurer's report. All in favor, motion carried. The account balances are as follows: General Fund, \$505,138.74; Revolving Loan Fund, \$70,390.01; and Project Account \$9,638.41.

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

Bills to be Considered for January 2024		
Agtegra	Nuts, bolts, gate wheel, batteries	\$ 47.54
American Solutions for Business	Colored Paper, pens	\$ 132.18
Aramark	Supplies	\$ 104.56
Beck Law	Review correspondence	\$ 100.00
CorTrust Visa	Intuit (payroll processing fees), envelopes, Microsoft Office	\$ 969.57
Curt's Repair	Dump Truck Repairs: brakes, wheel seals, mount plow	\$ 7,780.00
Dakota Fluid Power	Cylinder repair for dump truck	\$ 1,092.03
Dependable Sanitation	Garbage Collection	\$ 65.00
Department of Revenue	Sales Tax - pool	\$ 154.31
DRN	Web security	\$ 15.80
Fire Safety First	Annual maintenance and certification	\$ 72.00
Gene's Oil Company	Gas/Fuel	\$ 331.92
Leola Library	2024 Donation	\$ 3,500.00
McPherson Co. Herald	Minutes/Notices	\$ 78.98
McPherson County Hwy Dept	Excise Tax	\$ 285.25
Montana Dakota Utilities	Utilities	\$ 2,993.19
OCCS	Code Enforcement 2024 Retainer	\$ 1,500.00
Postmaster	Library PO Box	\$ 82.00
Public Health Lab	Testing	\$ 15.00
Rural Development	141st Payment for Sewer	\$ 4,021.00
SD One Call	811 Calls	\$ 4.20
Telespire	Cell Phone	\$ 65.00
Valley	Telephone, Fax, Internet	\$ 357.26
Waltman, Sondra	Vacuum cleaner	\$ 61.48

Walz, Pam	Mileage	\$ 40.80
WEB Water	Water for December	\$ 8984.41
	DECEMBER PAYROLL	
Payroll	Finance Office	\$ 4,138.34
Payroll	Government Buildings	\$ 511.00
Payroll	Library	\$ 1,273.00
Payroll	Mayor/Council	\$ 7,521.60
Payroll	Water Fund	\$ 5,390.38
Payroll	Streets	\$ 1,207.00
Payroll	Zoning	\$ 150.00
Payroll	SD Health Pool - January	\$ 1,748.60
Payroll	SS, Med, W/H, SDRS with Matches	\$ 3,808.66
	Total	\$ 49,617.65

OLD BUSINESS

Ordinance Book – Discussion was held on Title 11. The remaining sections of Title 11 will be discussed at the next meeting.

Generator at Storm Shelter – A replacement quote for a new generator was discussed for \$28,057.64. Further options are being explored as to the needed wattage and grant funding available.

Set 2024 Wages/Rates/Appointments – Resolution 2024-01 was reviewed. Yost moved to adopt the resolution with a second from Wimer. All in favor, motion carried. The resolution is as follows:

Resolution 2024-01
2024 Employee Wages

WHEREAS, the City of Leola has municipal ordinance which specify the salaries, and

WHEREAS, the City Council of the City of Leola has the power to establish the amount of salaries, and

WHEREAS, the City Council of the City of Leola has determined the amounts of the following salaries for the year 2024.

Maintenance, Jeff Tschappat, \$40,404 annually; Maintenance, Terry Lehmann, \$33,800 annually; Finance Officer, Sondra Waltman, \$41,600 annually; Librarian, Pam Walz, \$13 per hour; Custodian, Miranda Richter, \$13 per hour; Librarian substitute \$11.20 per hour.

The salary for Mayor is \$300.00 per month plus \$150.00 per meeting attended, and the salary for Council members is \$150.00 per month plus \$150.00 per meeting attended, payable quarterly. Zoning and Credit Board meeting members are paid \$25 per meeting, payable quarterly.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Leola adopt these amounts that apply for salaries to become effective retroactive to the beginning of the January 2024 pay period.

Dated this 8th day of January, 2024.

Royce Erdmann
Royce Erdmann, Mayor

ATTEST:

Sondra Waltman

Sondra Waltman, Finance Officer

Wimer moved with a second from Schaible to set the committee appointments, along with the official depository, newspaper, and attorney for 2024. All in favor, motion carried. The following designations are as follows:

2024 Committee Appointments

Streets, Alleys & RUS	Reis, Schaible, Wimer
Water & Sewer	Leibel, Yost, Wimer
Parks, Recreation & Pool	Leibel, Yost, Wimer
Buildings & Equipment	Reis, Schaible, Rau
County Law & Library	Leibel, Schaible, Rau
Golf Course & ADA	Reis, Yost, Rau

Other Board Appointments

Zoning Board: Mayor Royce Erdmann, Lloyd Breitag, Jackie Rau, Dean Schock, Michael Yost, and Secretary Sondra Waltman. The Finance Officer and city maintenance are the designated Building Administrator.

Credit Board: Janelle Kolb, Jackie Leibel, Joyce Carman, Alan Wimer, Mayor Royce Erdmann, Michael Yost, and Program Director Sondra Waltman

*Library Board: Virginia Kessler, Deb Weiszhaar, Marilyn Erdmann, Zack Walz, Becky Wolff, and one vote from the three council members on the committee: Leibel, Schaible, Rau

*Housing & Redevelopment Commission: President Becky Wolff, Secretary Pam Schaffner, Jackie Rau, Allen Aman, and Jeff Mueller

*Leola Golf Association: Set at local board level

*Leola Athletic Association: Set at local board level

Other Designations

Official depository, CorTrust Bank; Official newspaper, McPherson County Herald; Attorney, Vaughn Beck at Beck Law Office

Community Action Grant – Unfortunately the city was not awarded the grant to repair Leola Avenue. The city will reapply for the grant.

Dog Tags – Dog tags were due December 31, 2023, and are officially late. Effective February 1, there will be a \$200 late fee imposed per delinquent license.

NEW BUSINESS

2024 MSHA Annual Refresher & Safety Training – Wimer moved with a second from Rau to send the maintenance employees to the safety training in February. All in favor, motion carried.

2024 Election – Rau moved with a second from Yost to set the election date for the second Tuesday in April, which will be April 9th. All in favor, motion carried. The city will have a joint election with the school if both entities have an election. The following terms are up: Ward 1 Council, Richard Reis; Ward 2 Council, Michael Yost; Ward 3 Council, Jackie Rau; and Mayor Royce Erdmann. Petitions can begin circulation on January 26.

New Position – Topic tabled to executive session.

MAINTENANCE UPDATE – The dump truck is ready to go after repairs and is ready to get the plastic liner installed.

COMMITTEE REPORTS

Street, Alley & Restricted Use Site – An abundance of damaged trees/branches have been cleaned up and removed by the city maintenance crew. A reminder to residents to pile branches near the right of way without obstructing traffic views and the city will remove them. Roads settling/water valves were discussed.

Water & Sewer – The lead pipe survey was discussed. If you'd like the city to complete the survey on your behalf, please contact the finance office to set up an appointment. 25 delinquent account letters were set and 10 disconnect notices were issued.

Park, Recreation & Pool – Advertising for pool employees will begin.

Building & Equipment – The plow truck is ready to go, as previously discussed. 4-H Shooting Sports requested to use the basement of the Citizen's Building. The Piggy Bank will have all their stuff out this week and then Shooting Sports can set up and use the basement.

Code Enforcement, Law Enforcement & Library Reports – The quarterly and annual joint law recaps were reviewed, along with the December activity. The December and annual library reports were reviewed. After discussion, Wimer moved with a second from Rau to contract OCCS/Mike Olson for code enforcement services for 2024. All in favor, motion carried.

Zoning – The next Zoning meeting will be February 5, 2024.

COMPLAINT FORMS: None.

PUBLIC COMMENTS: None.

UPCOMING EVENTS: The Finance Office will be closed January 10 during an annual report webinar. The city offices are closed January 15 in observance of the MLK, Jr. Holiday.

CORRESPONDENCE: None.

EXECUTIVE SESSION: At 8:07 pm Schaible moved with a second from Wimer to enter executive session for personnel matters. All in favor, motion carried. Executive session ended at 8:20 pm. Wimer moved with a second from Leibel to open an internal position of Maintenance Supervisor for full time employees to apply. Deadline for applications is 4 pm on January 19, 2024. All in favor, motion carried.

ADDITIONAL TOPICS: None.

At 8:23 pm, Rau moved with a second from Schaible 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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