City of Leola Council Meeting

February 1, 2021

The Leola City Council met on February 1st. The meeting was called to order at 7:00 pm by Mayor Royce Erdmann. Present council members: Trisha Erdmann, Jackie Leibel, Richard Reis, Michael Yost and Jackie Rau. City personnel present: Jim Hoffman and Sondra Waltman. Absent was council member Tim Collins.

The minutes from January 4th were reviewed. Rau moved with a second from Reis to approve. All in favor, motioned carried.

The treasure’s report was reviewed. Rau moved with a second from Leibel to approve. All in favor, motion carried.

The bills were reviewed. It was noted that Premier Contracting has not completed their work yet. Reis moved with a second from Erdmann to approve. All in favor, motion carried. The bills are as follows:

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| **Bills to be Considered for February 2021** |
|   |   |   |
| Agtegra | Supplies |  $ 9.99  |
| Aramark | Office Services/Supplies |  $ 127.64  |
| Code Enforcement Specialists | 2021 Retainer |  $ 1,500.00  |
| CorTrust Visa | Postage/Plant/Dues |  $ 118.66  |
| Curt's Repair | Repairs/maintenance |  $ 713.00  |
| DENR | Water Cert Exam - JH |  $ 10.00  |
| Dependable Sanitation | Garbage Collection |  $ 60.00  |
| DMI | Repairs - Telehandler hose |  $ 454.71  |
| Gene's Oil Company | Gas & Diesel |  $ 160.64  |
| James Hoffman | Key copies/Mileage |  $ 39.96  |
| John Reis | Leola Print |  $ 400.00  |
| Leola Library | Books |  $ 35.44  |
| McPherson Co. Herald | Ads/Proceedings |  $ 239.42  |
| McPherson County | Joint Law Enforcement - Q1 2021 |  $ 11,250.00  |
| Montana Dakota Utilities | Utilities |  $ 2,580.03  |
| Moser Excavating | 2nd Payment - Payloader |  $ 21,000.00  |
| Moser Excavating | Repair - Water leak Hwy 10/Grant |  $ 785.72  |
| Moser Excavating | Curb Stop Repair - Conservation Shed |  $ 814.16  |
| Pam Walz | Books |  $ 211.37  |
| Pam Walz | Mileage |  $ 67.20  |
| Quill | Supplies: office/election/paper |  $ 176.88  |
| ReadiTech | Library Support |  $ 23.70  |
| Rural Development | 106th Payment for Sewer |  $ 4,021.00  |
| SD 811 | Dues |  $ 16.80  |
| SD Assoc. of Towns &Township | Dues |  $ 254.25  |
| SD Public Health Lab | Water Testing |  $ 30.00  |
| SDML | Work Comp Premium |  $ 3,631.00  |
| Share Corp | Supplies & Maint.: deicer, cleaner |  $ 898.19  |
| Valley | Telephone, Fax, Internet |  $ 380.37  |
| WEB Water | Water for January |  $ 9,148.05  |
| Payroll | Finance Office |  $ 4,262.92  |
| Payroll | Sewer |  $ 2,916.66  |
| Payroll | Street |  $ 2,500.00  |
| Payroll | Library |  $ 490.00  |
| Payroll | Government Buildings |  $ 427.50  |
| Payroll | Mayor/Council |  $ 37.80  |
| Payroll | SD Health Pool - Feb |  $ 1,475.84  |
| Payroll | SS, Med, W/H, SDRS with Matches |  $ 1,406.00  |
|   | Total |  $ 72,674.90  |
|   |   |   |
| **Bills for Water Project** |   |   |
| Helm's & Associates | PROJECT CONTINGENCY FUNDS |  $ 5,937.50  |
| Premier | Final bill |  $ -  |
| City | Misc parts/supplies |  $ 1,255.54  |
|   | Total |  $ 7,193.04  |

Rau moved with a second from Reis to allow the finance officer to process payroll and pay associated liabilities along with necessary bills to avoid finance charges, receive discounts, or purchase necessary items.  All in favor, motion carried.  Rau made an additional motion with a second from Yost to pay the Credit Board and Zoning Board personnel quarterly, following their meeting(s).  All in favor, motion carried.

At 7:28 pm, McPherson County Deputy Sheriff Allie Hilgemann joined the meeting to present the monthly county law report. Having no questions/concerns from the council, Hilgemann left the meeting.

Old Business:

A formal quote was requested for labor/supplies needed to replace the lights in the Citizen Building and City Shop. It was discussed to use the replacement bulbs on hand until updates can be executed.

The city has issued 72 dog tags for 2021. Waltman will send reminder notices to those outstanding and provide copies to Mike Olson, code enforcer. A reminder that a $200 penalty is now in effect for each late tag.

Some updates were noted for the personnel manual. A formal list will be compiled for review at the next meeting.

The city election will be held April 13th and petitions can circulate until February 26th at 5 pm. Positions up for election: Royce Erdmann (mayor, one year term), Jackie Leibel (ward 1, two year term), Tim Collins (ward 2, two year term) and Trisha Erdmann (ward 3, two year term).

Discussion was held on purchasing a city vehicle.  The council will continue to look for options.

Jim Hoffman’s upcoming Water Distribution webinar and OpCert Exam in Brookings will be at the end of February. The council suggested Hoffman take Friday (2/26) off to compensate for the additional hours if there are no pressing matters for the city.

New Business:

Leola School Business Manager Kayla Casey inquired if the city would be interested in splitting the labor cost of installing new lights at the football field. The city would like to see a quote before deciding. Waltman will request a copy from Casey.

Discussion was held regarding repairs for the telehandler. One hose needs to be replaced, two others are cracked, along with a cylinder and seal. One of the damaged hoses was replaced outside of the meeting, with the labor done by city maintenance. A service call for DMI to come to Leola would cost $500, or Curt’s Repair could haul the equipment to/from DMI in Aberdeen for $300. Reis moved with a second from Erdmann to set up an appointment with DMI to replace the seal/cylinder and hire Curt’s Repair to haul the equipment. All in favor, motion carried.

The pool was discussed. Waltman will follow up with My Aquatic Center regarding the liner installation schedule. Erdmann will inquire about lifeguard certification classes, expenses associated, and seek interested parties for a pool manager and lifeguards.

Bulk water was discussed. Rau moved with a second from Erdmann to set the bulk water price to $0.01 per gallon. All in favor, motion carried. Reis moved with a second from Rau to set a $100 fee for water services being turned on or off with less than a 24 hour notice, except in emergencies. All in favor, motion carried. Delinquent water accounts were shared with the council.

After the city repaired a water leak, the property owner expressed liability concerns. They were apprehensive of a personal lawsuit if someone were to fall and injure themselves on the frozen unleveled dirt. A barricade was erected to deter foot traffic in the area, until the ground thaws and settles.

The spring cleanup dumpster was inquired about by Mike Olson, code enforcer. The council tentatively set the dates for April 22-May 10.

Committee Reports:

Park/Recreation/Pool – The fence at the pool appears to be leaning. Maintenance will follow up.

Building/Equipment.  Maintenance was instructed to use the purchased equipment.  Reis moved with a second from Yost to surplus two old, rusted, small propane tanks that have outdated valves and the fence posts with concrete bottoms.  All in favor, motion carried.  The above items are to be properly disposed of, along with the surplused 11 cubic feet chest freezer. Remaining items were discussed to potentially be sold at the spring auction.

Code Enforcement/Law Enforcement/Library – Mike Olson provided a follow up report. The council requests him to proceed with current items, now that the IPMC ordinance has been adopted. The 2020 joint law summary and library reports were reviewed. Discussion was held regarding truck traffic in town. Waltman will discuss with the state about 24 hour parking signs along Highway 10.

Zoning – A zoning meeting was held February 1st. Concerns were expressed regarding the lack of sewer at the Pudwill Lake Estates. The lots are not platted sufficiently for individual septic systems, which is an evident problem for potential buyers. The city has explored adding sewer lines and found it to be cost prohibiting. The city is aware of the benefits of new residents to our community, however in recent years the city undertook a sewer project and water project, both with long term debt/surcharges passed along to the residents. The council felt additional fees/taxes for another project was unrealistic.

Public Comments: There was an inquiry to rent the tables/chairs from the municipal building. The council agreed, and it will be treated equivalent to room rent.

Upcoming Meetings: Hoffman’s Water Distribution webinar will be February 23-25. The next council meeting will be March 1st at 7 pm. Waltman will attend election webinars on March 4th, 16th, 18th, and 25th. The finance office will be closed when webinars are being conducted.

Correspondence: DENR sent a letter requesting additional information regarding the renewal of the Restricted Use Site. DENR sent a letter regarding lagoon regulations. DENR sent an informative letter stating new Revolving Loan Fund EPA regulations with accompanying amending documents. DENR sent another informative letter stating its intent to renew its general permit for concrete plants. All the above items have been completed. Two local utility companies, MDU and FEM Electric, offer financial support via grants as a way of giving back. Information was shared with the council, but additional information can be found at the finance office or by contacting either company directly.

At 9:30 pm, Reis moved with a second from Erdmann to adjourn. All in favor, motion carried.

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ATTEST: Royce Erdmann, Mayor

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Sondra Waltman, Finance Officer

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