City of Leola Council Meeting

May 3, 2021

The meeting was called to order at 7:06 pm by Mayor Royce Erdmann. Present council members: Jackie Leibel, Michael Yost, Trisha Erdmann, Jackie Rau, and Richard Reis; Tim Collins was absent. City personnel present: Jeff Tschappat and Sondra Waltman. Also in attendance were Alan Wimer and Brett Schaible.

Reis moved with a second from Yost to approve the Equalization Meeting minutes, the regular April meeting minutes and the Canvass Meeting minutes. All in favor, motion carried.

Reis moved with a second from Erdmann to approve the treasurer’s report. All in favor, motion carried. Waltman will check into certifying property debt with the McPherson County Treasurer’s Office.

Reis moved with a second from Erdmann to approve the bills including the project bill from Helms and Associates. All in favor, motion carried.

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| **Bills to be Considered for May 2021** |
|   |   |   |
| Agtegra | Supplies/Repairs |  $ 84.44  |
| Aramark | Office Services/Supplies |  $ 85.76  |
| Auto-Owners Ins | Insurance |  $ 702.69  |
| Candice Kappes | Election worker |  $ 200.00  |
| Corporate Trust/US Bank | 2nd Quarterly Pmt - Water Project |  $ 2,364.23  |
| CorTrust Visa | Supplies/Payroll Fees/JH Hotel |  $ 142.29  |
| Curt's Repair | Repairs - hydraulic hose/Dresser |  $ 78.85  |
| DANR | Cert Exam Fee - August exam |  $ 60.00  |
| Deb Weiszhaar | Office supplies |  $ 7.54  |
| Dependable Sanitation | Garbage Collection |  $ 60.00  |
| DSG | CB Lights |  $ 162.64  |
| Gene's Oil Company | Gas & Diesel |  $ 250.01  |
| Ipswich Lumber | Paint/supplies |  $ 290.53  |
| James Hoffman | Mileage/meals |  $ 245.80  |
| Joyce Odegaard | Election worker |  $ 200.00  |
| Leola Legion | Election Meals |  $ 81.00  |
| Leola Library | Books/DVDs |  $ 79.32  |
| Lloyd Breitag Woodworks | Map Frame |  $ 308.00  |
| Mary Schaffer | Election worker |  $ 200.00  |
| Maxwell Electric | Generator Maintenance |  $ 397.62  |
| McLeod's | Election Supplies |  $ 15.00  |
| McPherson Co. Herald | Ads/Proceedings |  $ 317.32  |
| Menards | Supplies/Repairs |  $ 484.77  |
| Montana Dakota Utilities | Utilities |  $ 2,435.08  |
| Moser Excavating | Repairs - fittings for pool |  $ 92.63  |
| Pam Walz | Books |  $ 388.85  |
| Pam Walz | Mileage |  $ 33.60  |
| Pheasantland Industries | Accident Signs |  $ 109.16  |
| ReadiTech | Tech Support |  $ 23.70  |
| Runnings | Supplies |  $ 189.99  |
| Rural Development | 109th Payment for Sewer |  $ 4,021.00  |
| SD Health Lab | Water testing |  $ 15.00  |
| SD One Call | Q1 2021 Services |  $ 3.15  |
| Share Corporation | Street repair |  $ 751.32  |
| Stan Houston Equipment | Repairs - Pool cement |  $ 692.45  |
| THAT GUY Lawn Care | Football field: fertilizer/chem |  $ 162.50  |
| Valley | Telephone, Fax, Internet |  $ 396.55  |
| WEB Water | Water for April |  $ 8,702.10  |
| Payroll | Finance Office |  $ 4,442.92  |
| Payroll | Government Buildings |  $ 741.00  |
| Payroll | Library |  $ 854.50  |
| Payroll | Mayor/Council |  $ 56.70  |
| Payroll | Sewer |  $ 2,916.66  |
| Payroll | Street |  $ 2,500.00  |
| Paryoll | Zoning |  $ -  |
| Payroll | SD Health Pool - May |  $ 1,475.84  |
| Payroll | SS, Med, W/H, SDRS with Matches |  $ 1,394.32  |
|   | Total |  $ 39,216.83  |
|   |   |   |
| **Bills for Water Project** |   |   |
| Helm's & Associates | PROJECT CONTINGENCY FUNDS |  $ 822.75  |
| City | Misc parts/supplies |  $ -  |
|   | Total |  $ 822.75  |

At 7:15 pm, Cameron Lux joined the meeting via speaker phone to discuss spraying needs. He has worked with the city in the past and is interested in doing so again. After sharing his rates plus additional chemical expenses, the council decided to further discuss later in the meeting. Lux ended the call at 7:21 pm.

McPherson County Deputy Sheriff Allie Hilgemann joined the meeting at 7:28 pm to deliver the monthly county law report. After review and no questions from the council, she left the meeting at 7:36 pm.

WATER PROJECT: A recap of the progress update from April 14 was shared. To gather input from residents regarding unresolved issues from the project, Waltman has complaint forms for residents to document concerns in writing. These will be given to the engineer, funding agency and the contractor. The council opted to extend the complaint form deadline one week, with a new deadline of May 10. Lucas Hoover, project engineer, was asking for council input regarding the finishing of the roads and provided a tentative map of plans for review/changes. After examination by the council, multiple questions arose. Council was under the impression that all city roads were going to be chip sealed, all roads were to go back to how they were prior to the project (asphalt vs. chip sealed), and if the chip seal plans included a single or double mat. Waltman will reach out for clarification. Hoover gave the option to chip seal historically graveled roads. Council decided to keep those roads gravel and utilize the chip seal on other areas of town. Other topics included a leaking fire hydrant on Burtis Ave and an abundance of gravel in the ditches. Tschappat was instructed to follow up/resolve the issues.

Jacki Hoffman joined the meeting at 8:15 pm. Mollie B & SqueezeBox with Ted Lange was initially scheduled to perform in Leola in 2020 but was rescheduled due to the pandemic. They are now scheduled to perform on June 26, 2021 to coincide with the Rhubarb Festival. When rescheduled, there was an additional fee incurred and Hoffman was asking for a donation. Mayor Erdmann asked for a donation via roll call vote: Rau, no; Erdmann, no; Leibel, no; Yost, no; Reis, no. No donation will be made, as the council was confident in Hoffman’s/ArtC’s fundraising abilities. Parking concerns were also addressed. Hoffman left the meeting at 8:37 pm.

OLD BUSINESS:

Personnel manuals are updated and will be distributed.

After inquiring about salvaging expenses for the baby pool, the council felt $175,000 was unrealistic to repair. Maintenance was instructed to cap the lines, fill the baby pool with gravel, and top it off with cement. The big pool is in the process of being prepped to have the new liner installed, optimistically in mid-May, due to weather delays.

The community cleanup dumpster is available until May 10.

The lights have not been replaced in the Citizen Building. The council gave a deadline of May 17 for the project to be completed or other electrician options will be explored.

Rau moved to adopt Ordinance 2021-01 and the second reading was held. Reis seconded the motion. All in favor, motion carried. Ordinance 2021-01 is as follows:

ORDINANCE 2021-01

An Ordinance to authorize the use of golf carts within the city limits of Leola, South Dakota

BE IT ENACTED BY THE Leola City Council of the City of Leola, South Dakota;

SECTION 1: For the purposes of this ordinance, the term golf cart means a four wheeled vehicle originally and specifically designed and intended to transport one or two individuals and golf clubs for the purpose of playing the game of golf on a golf course.

SECTION 2: The City of Leola hereby permits the use of golf carts on the municipal streets of the City of Leola, subject to the following:

1. The golf cart is to be insured with a minimum of liability coverage with proof of coverage present when in operation;
2. The person operating the golf cart shall hold a valid driver’s license and is required to carry it with them;
3. The person operating the golf cart shall obtain a permit from the City of Leola to operate the golf cart on municipal streets;

SECTION 3: All public streets within the city limits are permitted EXCEPT any state or county highway. Operators may cross state or county highways in order to continue onto other city streets but driving down any state or county highway is forbidden. All state and local traffic laws apply when driving on public streets, including open alcohol containers and/or operating while under the influence of any impairing substances.

SECTION 4: Failure to abide by either Section 2 or Section 3 of this ordinance shall be deemed a Class 2 Misdemeanor.

DATED this 3rd Day of May, 2021.

ATTEST: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Sondra Waltman, Finance Officer Royce Erdmann, Mayor

First reading: April 5, 2021

Second reading: May 3, 2021

Published: April 15, 2021 & May 13, 2021

Effective: May 13, 2021

State surplus vehicle sales were reviewed. The first auction is in Ft. Pierre on May 14. Council reviewed available items. A unanimous approval for a vehicle priced up to $10,000 or less (less being preferred). Rau moved with a second from Erdmann to find a vehicle that fit said criteria at this or any upcoming state surplus auctions. All in favor, motion carried.

NEW BUSINESS:

The following candidates were elected for office: Jackie Leibel (two year term in Ward One), Brett Schaible (two year term in Ward Two), Alan Wimer (two year term in Ward Three), and Royce Erdmann (one year term for Mayor). Each was given a certificate of election and sworn into office by taking an oath. Former council members Trisha Erdmann and Tim Collins were thanked for their time and contributions given to the city over their terms.

Leibel moved with a second by Wimer to keep the council officers as is: Michael Yost, President and Jackie Rau, Vice President; and to update the committees. All in favor, motion carried. 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.

The annual report was reviewed. Reis moved with a second from Yost to approve. All in favor, motion carried.

A donation from the Leola High School Yearbook for an ad/sponsorship was inquired. Wimer moved with a second from Yost to run an ad for $50 to help defer yearbook expenses. All in favor, motion carried. A donation to the Leola Athletic Association for summer ball for $1500 was asked of the city. After reflecting the budget and reviewing their current and past financials, Wimer moved with a second from Rau to approve the donation. All in favor, motion carried.

A resident inquired about a culvert that was removed through the project and was interested in purchasing. After discussion, the council opted not to surplus and sell because it can be used within the city over time.

Drug testing was discussed. Full time employees will be subjected to a random draw, which will happen twice a year or at anytime under reasonable suspicion. The Mayor and any council member present will perform the random draw. Schaible moved with a second from Wimer to approve the drug testing draws. All in favor, motion carried.

COMMITTEE REPORTS:

Street/Alley/RUS – The RUS form was reviewed. It was noted that the gate needs to remain locked. Signs needs to be ordered for the bunker area.

Water/Sewer – James Hoffman will retake the water certification exam in August in Aberdeen.

Park/Recreation/Pool – The garbage was noted around town, and maintenance was instructed to pick up and dump the garbage at the picnic shelter by the park. Spraying was discussed. The city received a quote form THATGUY Lawn Care (Kalen Thomas) along with the prior discussion with Cameron Lux. Follow up questions will be asked regarding licensing and insurance, along with cost breakdowns (Lux’s quote was by the hour plus chemical; Thomas’ was by the square footage with everything included) for a better comparison. As of May 3, no applications have been returned for lifeguard or manager positions.

Building/Equipment – Leibel stated the vacuum at the Medical Building needs to be replaced. Schaible moved with a second from Wimer to approve a vacuum purchase up to $100. All in favor, motion carried. Leibel moved with a second from Rau to surplus and dispose the four chairs in the waiting room of the Medical Building as well. All in favor, motion carried. The door of the shop needs the new doorknob installed.

Code Enforcement/Law Enforcement/Library – Mike Olson’s code enforcement follow up report was reviewed. Council noted that city properties need to follow city expectations for residents. Further concerns will arise when the building/equipment committee meets at a later date to do a thorough examination of town. The library report was reviewed.

Zoning – The Zoning Board met prior to the council meeting and wants to update the building permit to one, catch all form. Wimer moved with a second from Schaible to go off McPherson County’s building permit with adoptions needed for city use. All in favor, motion carried. Waltman will check with surrounding towns on moving deposits.

Upcoming Meetings: The next regular council meeting will be June 7 at 7 pm. Finance Officer school is in Pierre June 9-11 and there is a budget training in Sioux Falls July 7.

Correspondence: A summary of the auto policy renewal was reviewed. A letter from Cahill Bauer & Associates noted a city audit will be performed mid-June for the fiscal year 2020.

At 10:38 pm Rau moved with a second from Leibel to go into executive session for personnel discussion per SDCL 1-25-2. All in favor, motion carried. Executive session ended at 11:05 pm with no action taken.

At 11:05 pm, Wimer moved with a second from Reis to adjourn. All in favor, motion carried.

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ATTEST: Royce Erdmann, Mayor

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Sondra Waltman, Finance Officer

The city is an Equal Opportunity Provider and Employer

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