Leola City Council

August 3, 2020

The Leola City Council Meeting was held on Monday, August 3, 2020 in the back room of the Municipal Building. At 7:00 pm, the meeting was called to order by Council President Michael Yost. In attendance were the following council members: Jackie Leibel, Lindsey Bollinger, Jackie Rau and Richard Reis. Council member Tim Collins was absent. Mayor Thomas Theisen was present via speaker phone. Also in attendance were city staff Jeff Tschappat and Sondra Waltman, and citizens Dana Leibel and Trevor VanTilburg.

The city council meeting minutes were reviewed from the July 6th meeting. Reis moved to approve with a second from Bollinger. Motion carried.

The treasurer’s report was reviewed. Reis moved with a second from Rau to approve. Motion carried.

The city bills were reviewed. Rau moved with a second from Reis to pay the following, but to hold the payment for Gappa Electric until his trenches are filled in completely at the dam. Motion carried.

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| **Bills to be Considered -August** | | |
| Agtegra | Misc. Supplies | $ 704.98 |
| AmeriPride | Professional Services | $ 83.32 |
| Beck Law Office | 2019 Audit Letter | $ 175.00 |
| Cahill Bauer & Assoc. | 2019 Audit | $ 6,787.50 |
| Company Matches | July (SS, Med, Ins, SDRS) | $ 1,617.37 |
| CorTrust Credit Card | Fridge for CB | $ 614.99 |
| Curt's Repair | Repairs/Maint: Payloader & Mower | $ 416.50 |
| Dependable Sanitation | Sanitation Services | $ 1,231.56 |
| Gappa Electric | Camping Park | $ 2,396.73 |
| Gene's Oil | Heating Oil/Gas/Fuel | $ 269.83 |
| Leola Library | Books/Supplies - July | $ 98.04 |
| Les's Standard | A/C repairs | $ 293.74 |
| McPherson County Herald | Proceedings /Ads | $ 317.28 |
| Montana Dakota Utilities | Utilities | $ 2,536.27 |
| Moser Excavating | RUS Cleanup/Curb Stop | $ 783.14 |
| Pam Walz | Books/Supplies - July | $ 214.64 |
| Pam Walz | Food boxes - mileage | $ 33.60 |
| Payroll | Librarian | $ 585.00 |
| Payroll | Food Boxes/Pam Walz | $ 18.60 |
| Payroll | Gov. Buildings | $ 555.75 |
| Payroll | Water | $ 127.50 |
| Payroll | Sewer | $ 127.50 |
| ReadiTech | Computer Support | $ 47.76 |
| Rural Development | 100th Payment for Sewer | $ 4,021.00 |
| Salary | Water Fund - August | $ 1,458.33 |
| Salary | Sewer Fund - August | $ 1,458.33 |
| Salary | Finance Officer - August | $ 2,958.33 |
| SD 811 | One Calls | $ 42.00 |
| SD Public Health Lab | Water testing | $ 27.00 |
| Share Corp | Maintenance/Enzyme Tub | $ 616.46 |
| Sondra Waltman | Reimbursement/Supplies/Repairs | $ 80.69 |
| USPS | Postage/Envelopes | $ 987.74 |
| Valley | Utilities | $ 412.57 |
| Web Water | July Usage | $ - |
|  | **TOTAL:** | $ 32,099.05 |
|  |  |  |
| **Project Pay Requests:** |  |  |
| Dahme's Construction |  | $ 81,953.58 |
| Helms & Associates |  | $ 10,952.45 |
| Premier Contracting | Pump House | $ - |
| City of Leola | Force Accounts/Reimbursements | $ 1,149.95 |
|  | **TOTAL:** | $ 94,055.98 |

WATER PROJECT: Discussion was held regarding temporary water hook ups to residents without water due to the project location. To keep water access to residents as much as possible, the contractors may run a hose from a neighbor for temporary services to the individual’s home without water. This is a short-term fix, but necessary to keep water access to the residents. Any bill discrepancies because of this can be discussed with Finance Officer Waltman to correct.

A public hearing was held at 7:15 pm regarding Ordinance 1-2-1. There were no public objections.

Rau introduced Ordinance 1-2-1, read and moved to adopt. Bollinger seconded the motion. All in favor, motion carried.

ORDINANCE No. 2020-01

AN ORDINANCE AMENDING TITLE 1 SECTION 1-2-1 OF THE MUNICIPAL ORDINANCE OF THE CITY OF LEOLA

BE IT ORDAINED BY THE MUNICIPALITY OF THE CITY OF LEOLA, MCPHERSON COUNTY, SOUTH DAKOTA, that the following shall replace Title 1 Section 1-2-1 of the Municipal Ordinance of the City of Leola:

1-2-1 Regular Meetings: The regular monthly meetings of the City Council of the City of Leola shall be held at the Municipal Building in said City on the first Monday of each month, except when Monday is a legal holiday, and in that case the meeting shall be held on a specified date.

First Reading: July 6, 2020

Public Hearing/Second Reading: August 3, 2020

Publication dates: July 16, 2020 and August 13, 2020

Effective Date: September 8, 2020

ATTEST:

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Finance Officer Mayor

NOTICE OF ADOPTION

ORDINANCE No. 2020-01 AMENDING TITLE 1 SECTION 1-2-1 OF THE MUNICIPAL ORDINANCE OF THE CITY OF LEOLA

NOTICE is hereby given that Ordinance No. 2020-01 being an ordinance amending Title 1 Section 1-2-1 of the Municipal Ordinances of the City of Leola, as set forth, was duly adopted by the City of Leola on the 6th day of July, 2020, and that such ordinance shall be effective September 8, 2020.

Dated this 6th day of July 2020.

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Mayor

Deputy Sheriff Allie Hilgemann came to the meeting at 7:25 pm to present the county law report. After the council reviewed without questions, she left the meeting.

COMMITTEE REPORTS:

Street, Alley & Restricted Use Site: The council discussed officially platting roads in Leola, specifically Lundquist Avenue and Marian Street. They also want updated maps reflecting street widths throughout town. Finance Officer Waltman will contact Helms & Associates to begin this project. The Restricted Use Site is NOT for household garbage. Where garbage is not being collected because the trucks are broke down, the city will request a large dumpster to be used for household garbage only. Finance Officer Waltman will see if this option is available through Dependable Sanitation.

Water & Sewer: No additional discussion was held on water and sewer outside of the project.

Park, Rec & Pool: Concerns were discussed about the wire trenches/open holes at the RV park post electrical work. Finance Office Waltman will call Gappa Electric to correct this prior to paying the bill, as previously discussed. Council member Leibel requested the pool bathrooms be open so any park users would have access to the facilities.

Council member Bollinger has been in contact with Aquatic Services, a company that sells and installs pool liners, pool equipment and is able to repair pool structures as well. Aquatic Services can perform a pressure test, which is required prior to receiving a new liner through the grant. Rau moved and Reis seconded to allow Aquatic Services to do the pressure testing. Aquatic Services has given quotes for repairs and a new liner and Helms & Associates will initiate requests for proposals with them and other companies to be compliant with the grant guidelines.

Building & Equipment: The fridge in the basement of the Citizen’s Building broke and was no longer cooling. Since the basement was rented the upcoming weekend, a new fridge was purchased to replace it. The east door of the Municipal Building needs to be replaced. Jeff Tschappat is waiting on quotes, anticipating them prior to September’s meeting. The rain spouts have not yet been replaced on the Citizen’s Building, but Tschappat is hoping to install them soon. The generator on the Citizen’s Building/emergency storm shelter is still needing repairs. Finance Officer Waltman will contact Maxwell Electric to see what repairs are needed and when they can be completed.

At 7:46 pm, Mayor Thomas Theisen arrived at the meeting, disconnecting his remote attendance.

Code Enforcement, Law Enforcement & Library Report: The council reviewed the most recent report from Code Enforcer Mike Olson. He was planning to do a follow up August 3, but unsure if he had completed it. Mayor Theisen will call Mike Olson to follow up. The library report was reviewed.

Zoning: New building permits were reviewed: 20-17 to Richard Harnois for a deck and 20-18 to Matt & Leah DeMent for an interior wall replacement. At the zoning meeting, Chairman Dean Schock agreed to follow the city’s/code enforcer’s intent to abate on the listed properties.

LEAD: The trail grant was discussed. Mayor Theisen suggested a third route option and the council discussed concerns such as: snow pushed onto the path by state plows in the winter, the route going along Highway 10, and the lack of nature scenery. The council decided to pursue the initial route, asking Finance Officer Waltman to ask landowners for permission. Visuals of the trail routes are available in the finance office, for anyone wanting to view them.

OLD BUSINESS: Old business was reviewed. The official audit findings have not come back yet, but the auditors stressed to the council to follow the personnel book. The 2021 budget will be discussed at a follow up meeting in detail. The Leola Comfort Station was a grant from 1980 the they city was found noncompliant with in a recent check. The school is willing to sell the land back to the city for $1 with the consensus of operating as it has been in the past, but the city shares the cost of weeding/fertilizing the grass. Reis moved with a second from Bollinger to accept the arrangements. Finance Officer Waltman will let Bev Myer know the council accepts. The council discussed the COVID Relief Fund and if any purchases should be made since expenses are reimbursable. Sanitizer stands/wipes were discussed for parks and buildings and storage options were noted. The council requested options on paper for the September meeting.

NEW BUSINESS: New business was discussed. A resolution is required to be eligible for COVID Relief Funds through the CARES act. Rau introduced Resolution 2020-03 with a second from Yost. The resolution is as follows:

**City of Leola Resolution Number 2020-03**

**A RESOLUTION AUTHORIZING THE EXECUTION OF CONTRACTUAL DOCUMENTS WITH THE STATE OF SOUTH DAKOTA FOR THE RECIEPT OF CARES ACT FUNDS TO ADDRESS THE**

**COVID-19 PUBLIC HEALTH CRISIS**

WHEREAS, pursuant to section 5001 of the Coronavirus Aid, Relief, and Economic Security Act, Pub. L. No. 116-136, div. A, Title V (Mar. 27, 2020) (the “CARES Act”), the State of South Dakota has received federal funds that may only be used to cover costs that: (a) are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19); (b) were not accounted for in the budget most recently approved as of March 27, 2020, for the State of South Dakota; and (c) were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020; and

WHEREAS, the City of Leola acknowledges that the State of South Dakota, in its sole discretion, may retain full use of these funds for the purposes delineated in the CARES Act; and

WHEREAS, the City of Leola acknowledges that in order to provide financial assistance to counties and municipalities in South Dakota, the State of South Dakota, in its sole discretion, may allocate CARES Act funds Act on a statewide basis to reimburse counties and municipalities as delineated herein; and

WHEREAS, the City of Leola seeks funding to reimburse eligible expenditures incurred due to the public health emergency with respect to COVID-19; and

WHEREAS, the City of Leola acknowledges that any request for reimbursement of expenditures will only be for expenditures that were not accounted for in the budget for the City of Leola most recently approved as of March 27, 2020; and

WHEREAS, the City of Leola acknowledges that it will only seek reimbursement for costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020;

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Leola that the mayor of Leolamay execute any and all documents as required by the State in order to receive CARES Act funds.

It is further

RESOLVED that any request for reimbursement will be only for those costs authorized by the State that: (1) Are necessary expenditures incurred due to the public health emergency with respect to COVID-19; (2) Were not accounted for in the City budget most recently approved as of March 27, 2020; and (3) Were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

It is further

RESOLVED that the City will not request reimbursement from the State under the CARES Act for costs for which the City previously received reimbursement, or for which the City has a reimbursement request pending before another source.

Approved and adopted this 3rd day of August, 2020.

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Thomas Theisen, Mayor

City of Leola, South Dakota

ATTEST:

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Sondra Waltman, Finance Officer

City of Leola, South Dakota

Web Water notified the city of a rate increase effective October 1st. The council decided to absorb the expense without raising the current water rates to the residents. Finance Officer Waltman received an email from a neighboring town expressing concerns with MDU’s line maintenance/needed improvements, wondering if we experience similar issues. She requested we document any/all concerns/problems to report back to MDU.

Surplus items were discussed. This included the nonworking fridge from the Citizen’s Building, the old pump and control panels from the pump house that are in working order, and an extra office computer. Reis moved with a second from Leibel to declare the items surplused by disposing/recycling the fridge, donating the wiped-out computer to the school, and advertise to sell the pump and control panels. All in favor, motion carried.

Mayor Theisen shared with a council a quote he received to expand the storage room in the Municipal Building. Once a pumbing quote comes in to see the costs related to moving that, the council will discuss the expansion more in depth.

The council discussed mosquito spraying around the city. Rau moved with a second from Reis to pay Jeff Tschappat $18 per hour for his services. All in favor, motion carried.

PUBILC COMMENTS: Dana Leibel and Trevor VanTilburg spoke on behalf of the football field. Fortunately, the rain has kept the field looking nice, but when they went to hook up the sprinklers, the hydrant had been moved slightly in the water project creating a connecting issue. The school plans on hiring a plumber to correct the plumbing but was inquiring if they could begin watering the field prior to that. Rau moved with a second from Reis to water the football field with city water until the problem is corrected. All in favor, motion carried.

UPCOMING MEETINGS: The council scheduled two special meetings for August. The first will be held August 10th at 7:00 pm to thoroughly discuss the budget for 2021. The second will be August 17th at 6:30 pm to interview candidates for the full-time maintenance position.

CORRESPONDENCE: A letter was submitted by Assistant Finance Officer Deb Weiszhaar requesting to work two days a week instead of three, effective January 1, 2021.

Motion by Reis with a second from Bollinger to adjourn the meeting at 9:37 pm. Motion carried.

ATTEST:

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Finance Officer Mayor

The city is an Equal Opportunity Provider and Employer

Published once at an approximate cost of $\_\_\_\_\_\_\_\_\_\_\_\_\_.