

City of Leola -- Council Meeting Proceedings

August 8, 2024

The meeting was called to order at 7:00 pm by Council President Michael Yost. Other present council members: Jackie Leibel, Alan Wimer, Jackie Rau, Brett Schaible, and Richard Reis. City personnel present: Jeff Tschappat, Terry Lehmann, Sondra Waltman and Pool Manager Josh Anderson.

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

Rau moved with a second from Schaible to approve the treasurer's report. All in favor, motion carried. The bank account balances are as follows: General Fund, \$561,125.47; Revolving Loan Fund, \$74,638.78; and Project Account \$9,638.41.

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

<b>Bills to be Considered for August 2024</b>		
Agtegra	pickup repair, fuel, propane, tire repair, supplies	\$ 540.91
Beck Law	Prepare letter for Auditors	\$ 100.00
Cahill Bauer & Associates	2023 Audit; final billing	\$ 3,075.00
Corporate Trust/US Bank	15th Quarterly Pmt - Water Project	\$ 3,082.37
CorTrust Visa	Intuit (payroll processing fees), postage	\$ 156.06
CorTrust Visa	Stamped Envelopes	\$ 1,687.70
Dependable Sanitation	Garbage Collection	\$ 110.00
DRN	Web security	\$ 15.80
Gene's Oil Company	Gas/Fuel	\$ 405.84
Hawkins, Inc	Pool chemicals	\$ 6,443.21
Intuit	QuickBooks renewal	\$ 1,060.94
Lehmann, Terry	Mileage	\$ 40.80
McPherson Co. Herald	Minutes	\$ 82.11
Menards	Caulk for pool cement	\$ 113.36
Milbank Winwater	Large meters, radios	\$ 452.39
Montana Dakota Utilities	Utilities	\$ 3,322.32
Pheasantland Industries	Shirts, street signs	\$ 372.92
Rural Development	148th Payment for Sewer	\$ 4,021.00
SD One Call	8-1-1 Call	\$ 6.30
SD Public Health Lab	Water testing	\$ 15.00
Telespire	Cell Phone	\$ 65.00
Three Glass Doktor, LLC	Window replacement (truck door)	\$ 147.00
Valley	Telephone, Fax, Internet	\$ 407.08
Vestis	Supplies	\$ 116.50
WEB Water	Water for July	\$ 8,858.29

	<b>July Payroll</b>	
Payroll	Pool	\$ 13,992.30
Payroll	Parks Fund	\$ 6,700.34
Payroll	Finance Office	\$ 3,466.66
Payroll	Government Buildings	\$ 195.00
Payroll	Library	\$ 1,061.00
Payroll	SD Health Pool - Aug	\$ 2,622.90
Payroll	SS, Med, W/H, SDRS with Matches	\$ 3,580.63
	<b>Total</b>	<b>\$ 66,316.73</b>

At 7:10 pm, Pool Manager Josh Anderson shared updates regarding the pool. The final day for the pool is Monday, August 19. The school will use it for PE class August 22 and 23. The heater is working.

#### OLD BUSINESS

WEB Water – Effective October 1, WEB Water is implementing a rate increase to the city of \$0.24/per 1,000 gallons. The same increase will be passed along to water customers. The new base water rate (minimum of 1,000 gallons) will be \$35.57, and the prorated amount will be \$0.00657 per gallon after the first thousand gallons used.

CD Options – After discussion and obtaining feedback from the credit board, Rau moved with a second from Leibel to transfer \$50,000 out of the Revolving Loan Fund account to put into a CD at CorTrust bank for 5 months at 5% interest. All in favor, motion carried.

At 7:15 pm a public hearing was held for Ordinance 2024-01: 2025 Budget. Rau moved with a second from Reis to have the first reading of the ordinance and set the second hearing for September 5<sup>th</sup> at 7:15 pm. All in favor, motion carried.

ORDINANCE 2024-01: 2025 Budget  
CITY OF LEOLA  
2025 APPROPRIATION BUDGET

101 GOVERNMENTAL FUND	GENERAL FUND
101-41000 GENERAL GOVERNMENT	
41150 Contingency	21,948.26
41200 Mayor & Council	41,800.00
41300 Elections	1,300.00
41410 City Attorney	3,100.00
41420 Financial Administration	<u>187,050.00</u>
101-41000 TOTAL GENERAL GOVERNMENT	255,198.26
101-42000 PUBLIC SAFETY	
42100 County Law Enforcement	50,400.00
42200 Fire-Siren	1,000.00
42300 Protection & Inspection-Code Enforcement	<u>8,100.00</u>
101-42000 TOTAL PUBLIC SAFETY	59,500.00

101-43000	PUBLIC WORKS		
43100	Streets	156,500.00	
43200	Sanitation	8,700.00	
101-43000	TOTAL PUBLIC WORKS	165,200.00	
101-44000	PUBLIC HEALTH		
44130	West Nile Fund	2,465.00	
101-44000	TOTAL PUBLIC HEALTH	2,465.00	
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	18,500.00	
45700	Historical Preservation-Museum	300.00	
101-45000	TOTAL CULTURE & RECREATION	147,100.00	
101-46000	CONSERVATION & DEVELOPMENT		
46320	Redevelopment	5,675.00	
101-46000	TOTAL CONSERVATION & DEVELOPMENT	5,675.00	
<b>TOTAL GENERAL FUND APPROPRIATIONS</b>			<b>635,138.26</b>

21700	REVOLVING LOAN FUND		
	UNASSIGNED FUND BALANCE	25,000.00	
128	REVENUE	7,223.04	
172	EXPENDITURES	350.00	
	TOTAL SPECIAL REVENUE RETAINED		31,873.04

MEANS OF FINANCE	GENERAL FUND	
GOVERNMENTAL FUNDS:		
UNASSIGNED FUND BALANCE	207,013.70	
31000 TAXES	404,024.56	
32000 LICENSES & PERMITS	4,000.00	
33000 INTERGOVERNMENTAL REVENUE	14,100.00	
34000 CHARGES FOR GOODS & SERVICES	1,000.00	
36000 MISCELLANEOUS REVENUE	5,000.00	
<b>TOTAL MEANS OF FINANCE – GENERAL FUNDS</b>		<b>635,138.26</b>

PROPRIETARY FUNDS	WATER	SEWER
Expenditures		
Personnel Services	33,925.00	34,000.00
Operating Expenses	124,350.00	13,500.00
Debt Service	18,000.00	48,252.00

<u>Retained Earnings</u>	<u>000.00</u>	<u>13,639.96</u>
Total Proprietary Expenditures:	176,275.00	109,391.96
Means of Finance		
<u>Charges for Goods and Services</u>	<u>160,000.00</u>	<u>109,391.96</u>
Total Proprietary Means of Finance:	160,000.00	109,391.96

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	272,924.56
AVAILABLE OPT OUT	30,000.00
TOTAL MONIES LEVIED FOR	302,924.56

First Reading: August 8, 2024  
 Second Reading: September 5, 2024  
 Published: August 15, 2024 & September 12, 2024  
 Effective: October 2, 2024

Michael Yost

Sondra Waltman

Michael Yost, President, City of Leola

ATTEST: Sondra Waltman, Finance Officer, City of Leola

**NEW BUSINESS**

Donation – The Rhubarb Committee requested a \$500 donation from the city. After the city receives a copy of their financials, Schaible moved with a second from Leible to donate the \$500. All in favor, motion carried.

**MAINTENANCE UPDATE**

Multiple updates were shared regarding overall community improvements. A rough quote of \$15,000 was obtained to have the Municipal Building wired with a generator to be used as a storm shelter. There have been reports of racoons in town and live traps have been set accordingly. The purchase of a new sweeper was discussed. Schaible moved with a second from Wimer to purchase a new sweeper for \$615 plus freight. All in favor, motion carried.

**COMMITTEE REPORTS**

Streets, Alley & Restricted Use Site – Wimer moved with a second from Schaible to schedule an oversized dumpster from September 16 through October 18 to aid with fall cleanup efforts. All in favor, motion carried. Discussion was held on roads/chip sealing. Wimer moved with a second from Schaible to allocate McPherson County Highway Department \$55,000 for chip sealing the area south of Main Street (Highway 10) starting from Mason Street and working west, as time and materials allow, along with patching areas on the west part of town. All in favor, motion carried.

Water & Sewer – The water increase will go into effect October 1, as previously discussed.

Park, Recreation & Pool – Pool updates were previously discussed. There have been bugs/bees reported in the sand at the park. The maintenance crew will check into it.

Buildings & Equipment – Further discussion was held on the storm shelter/generator. The topic was tabled to see if the McPherson County Courthouse and/or Fire Department would be other available storm shelter designations.

Code Enforcement, Law Enforcement & Library Reports – The monthly library report was reviewed along with June and July’s law enforcement reports and second quarter recap. There was no code enforcement report for review.

Zoning – Discussion was held regarding Tiny Homes. Attorney Vaughn Beck will draw up a variance and work on a new ordinance for the city to adopt.

COMPLAINT FORMS: None.

PUBLIC COMMENTS: None.

UPCOMING EVENTS: The regular September meeting will be held on Thursday, September 5<sup>th</sup> due to Labor Day. SDML is October 8-11 in Sioux Falls.

CORRESPONDENCE: The 2023 Audit is complete.

EXECUTIVE SESSION: None.

ADDITIONAL TOPICS: A reminder that complaints/suggestions to the council must be signed to be discussed and considered. There is also an election every year for those wishing to be more involved. Contact the Finance Office for additional details.

At 8:15 pm, Wimer moved with a second from Schaible to adjourn the meeting. All in favor, motion carried.

Michael Yost

Sondra Waltman

Michael Yost, President, City of Leola

ATTEST: Sondra Waltman, Finance Officer, City of Leola

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