City of Leola Council Meeting

December 28, 2020

 The Leola City Council met on December 28, 2020 in the back room of the Municipal building. Mayor Royce Erdmann called the meeting to order at 7:01 pm. Present: Mayor Royce Erdmann, council members, Jackie Rau, Jackie Leibel, Trisha Erdmann, Richard Reis, & Michael Yost. City maintenance employees Jeff Tschappat & James Hoffman & Asst. Finance Officer Deb Weiszhaar. Council member Tim Collins was absent.

The treasurers report was reviewed. Deb Weiszhaar informed the council the December Funds have not all been received at this time. Motion by Yost with a second by Reis to approve the Treasurer’s Report. All in favor. Motion carried.

The regular bills for the end of the year were reviewed. Rau moved to accept and pay the bills Reis seconded the motion. All in favor, motion carried. The bills are as follows:

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| --- | --- | --- |
| Aramark | Rugs Mops |  84.54  |
| CorTrust Bank | Credit Card -Postage |  44.89  |
| Dahme’s Construction | Blade Roads |  2,275.49  |
| DENR | Jeff Certification  |  18.00  |
| DENR | Wastewater Fees |  450.00  |
| EMC Insurance | City Policy |  31,695.00  |
| EMC Insurance |  Additional Auto Premium |  58.00  |
| Eureka Ready Mix | Cement for Pool |  535.00  |
| Maxwell Electric | Thermostat Repair  |  152.03  |
| MDU Company | Electricity |  2,658.50  |
| Quill LLC | Disposable Masks |  259.80  |
| SDI | License Fee |  350.00  |
| SD Dept of Health | Testing |  15.00  |
| Leola Library | Microsoft Renewal  |  7.44  |
| US Postal Service | Stamped Envelopes |  943.75  |
| Pamela Walz | Library Books & Tapes |  202.66  |
| Westside Heating | Propane Shop |  271.40  |
|  | Total |  40,021.50  |
|  |  |  |
| PROJECT PAY REQUESTS: |  |  |
| Dahme's Construction |  |  |
| Helms & Associates |  |  |
| Hase Plumbing |  |  |
| Premier Contracting |  |  |
| WinWater Milbank |  |  |

Motion by Reis with a second by Rau to approve the second Reading of the IPMC Ordinance 2020-03. All in favor. Motion carried.

Glenn Spitzer arrived at 7:15 pm to address the council on the Leola Dam Project to begin in the summer of 2021. The project will make the dam more like a bridge. It will need to be inspected every two years. A grant has been received from the School and Public Lands for $50,000.00. Mr. Spitzer requested the city also provide $50,000.00 towards the project and the county will do the same.

Motion by Rau with a second by Reis to approve to pay the $50,000.00 over a period of several years so that it may be included in the coming years budget. All in favor. Motion carried.

Mr. Spitzer also discussed the garbage out at the dumpsters. Many items that are not allowed are being left at the bunkers. This makes clean up more difficult as sorting has to be done.

Water Project change orders were discussed. Motion by Reis with second by Rau to approve the Hase Plumbing change order #1, but to hold the Premier change order #2 until the January 04, 2021 Council Meeting. All in favor. Motion carried.

**Old Business:**

Rental agreements are approved.

Dog licenses expire on December 31, 2020. A ten ($10.00) late fee will be added for the month of January. February licensing will have a $200.00 fine attached to the licenses. There are 47 dogs licensed and 20 dogs not licensed. This does not include new dogs in the City of Leola.

The EMC insurance policy premium was presented to the Council. The premium cost is $31,695.00 for Fiscal year 2021.

SD Health Pool Insurance for employees is as follows: Single $737.92, employee +1 $1372.39, employee/children $1503.00 and Family $1776.14.

Minimum wage increases to $9.45 effective January 01, 2021.

**New Business:**

Checking account and Credit Card signatures were discussed.

City building lights were discussed. New LED bulbs could be put into the current lights with minimal work for the Citizen’s Building and the City Shop. Council directed Jeff Tschappat to look into the lighting and present it at the January 04, 2021 council meeting.

Personnel Manual changes were discussed. This manual needs to be given to the three full time employees to read and sign.

**Budget Amendment**: Motion by Rau with a second by Leibel to approve the budget amendment as follows:

 General Fund - Code Enforcement 42300 pi – 422 professional expenses $4,800.00

 House Redevelopment 46300 hd – 434 Equipment $2,000.00

 Contingency Fund - City of Leola $6,800.00

**Financial Reports** – Discussion held on the COVID Cares Relief Fund expenses that need to be submitted for reimbursement by December 30, 2020.

Pick up truck options were discussed.

Fireworks are allowed from December 28, 2020 to January 01, 2021. City council needs a revision on fireworks ordinance.

No Committee Reports were given. No public comments. No correspondence.

Upcoming meeting is January 04, 2021 Council Meeting at 7:00 pm in the Municipal Building.

Motion by Leibel with a second by Rau to enter executive session SDCL 1-25-1 for personnel discussion at 8:31 pm. All in favor. Motion carried.

Mayor Royce Erdmann declared the council out of executive session at 9:12 pm with the following action:

Motion by Rau with a second by T. Erdmann to give all employees a $200.00 bonus out of the 2020 budget. All in favor. Motion carried.

Jeff Tschappat discussed vacation time and comp time.

The Council requested that the Asst. Finance Officer send a plant for the Funeral of Michael Waltman.

Motion by Reis with a second by Rau to adjourn the meeting. All in favor. Motion carried.

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ATTEST Royce Erdmann, Mayor

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Deb Weiszhaar Asst. Finance Officer

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