

**MONTROSE CITY COUNCIL MEETING
APPROVED MINUTES –August 8th, 2023**

On **August 8th, 2023**, the Montrose City Council Meeting took place at the Community Center. *The Pledge of Allegiance* was recited. Mayor Susan Painter called the meeting to order at 6:06pm. **Roll Call:** Council members: Binder, Hanisch and Scheff were present. Council Vogel was present by phone at 6:30pm-6:35pm. Finance Officer Siemonsma present. City residents present. Quorum present. Rules of Decorum stated by Painter.

Action 23-135

Moved by council Hanisch, seconded by council Binder for approval of Agenda. **Roll Call:** All favored no opposition. Motion carried.

Action 23-136

Moved by council Hanisch, seconded by council Scheff for approval of the July 11th meeting minutes. **Roll Call:** All favored no opposition. Motion carried.

SPECIAL TOPICS:

Sean from SECOG presented a new animal kennel ordinance, explaining the definition of a kennel, the application process, the fee, the building plan review, license duration and revocation. This ordinance allows the city to inspect kennel businesses at any given time. The 1st reading of the ordinance will be September's council meeting.

DGR was present to review progress with the Sewer Project. There is a small punch list of items that still need to be completed, OM Manuals need to be handed to city hall, and SECOG needs to meet with the FO to discuss project budget totals.

Action 23-137

Moved by council Scheff, seconded by council Hanisch, to approve the pay contract with change order for DGR, pending that the city FO and SECOG are able to balance the project ledger together. **Roll Call:** All favored no opposition. Motion carried.

Council Binder and the FO were present with 3E Kohler personnel to discuss weekly, monthly and annual maintenance of the new backup generator that was installed. A handout was provided by the FO for council review. Maintenance Hanisch will resume responsibilities for the generator.

Action 23-138

Moved by council Scheff, seconded by council Binder, for approval to hire Josh Hanisch as the city's part-time maintenance technician, earning \$22 an hour wage. Council Jason Hanisch recused himself from the vote. **Roll Call:** All favored (3) with (0) opposition. Motion carried.

Start date to be determined, Hanisch will be paid hourly and will be flexing his hours as needed. If his hours exceed 45 hours a week, he will communicate the need for assistance with the council team. Hanisch will be learning the water/wastewater system and all the requirements from the state. Hanisch will be looking into getting certified to spray for mosquitos and will be operating the pool.

OLD BUSINESS:

Action 23-139

Moved by council Hanisch, seconded by council Binder, for approval of FO to contact a real estate agent regarding the city land sale to CFC. **Roll Call:** All favored no opposition. Motion carried.

Twedt construction to hopefully start street repairs in Montrose in August. City streets prioritized by council team.

Pool last day open is August 11th for the 2023 season. Baby pool chemical room plumbing and electrical to be redone this fall, winter. Council Hanisch, Maintenance Hanisch will work together to plan that out for a safer and more logical setup.

Baseball and softball concession building repairs to be tabled until next meeting.

Action 23-140

Moved by council Hanisch, seconded by council Binder, for approval to accept Ace Neon Signs bid to hang the new Interstate Sign for Montrose in the amount of: \$2,580. **Roll Call:** All favored no opposition. Motion carried.

Maintenance Hanisch will work on hanging the new Campground sign.

Scoreboard plans tabled until next meeting.

Office bar building needs: maintenance Hanisch will install a new heat transfer damper with timer switch.

City hall unable to get ahold of property owners of empty lot on Elder street.

Animal at large/city property destruction letter has been resolved with the homeowner.

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Moved by council Hanisch, seconded by council Scheff for approval of the 2nd reading of Budget Supplement Ordinance #2023-002. **Roll Call:** All favored no opposition. Motion carried.

FEMA has initiated a 90 day public comment and appeal period before the flood maps become final. Flood map changes are always available through McCook Emergency Management Website: <https://www.mccookcountym.com/>

If city residents have any questions with risk maps, please email FEMA Risk Map Program Manager, Madi Pluss at: madeleine.pluss@fema.dhs.gov

NEW BUSINESS:

Sheriff Reports reviewed.

Action 23-142

Moved by council Hanisch, seconded by council Scheff, to deny the request of resident Head to tear down the shed attached to the west side of the city hall building. This project will be done by the city maintenance and council team. **Roll Call:** All favored no opposition. Motion carried.

Resolution 2023-003 Levy Footage Assessment proposal will be tabled until next council meeting after the FO gets more information from the county on past year revenue questions from council.

2024 Budget Ordinance will be presented at next month's council meeting with final budget numbers and Revenue estimation Levy from the county.

Action 23-143

Moved by council Hanisch, seconded by council Scheff, for General Sewer Fund years beginning balance to not dip below \$30,000. Excess in the account will be transferred to the Sewer Money Market at the end of the year 2023. **Roll Call:** All favored no opposition. Motion carried.

FYI to council and maintenance that the EPA is requiring a mandatory lead line reporting for all municipalities that is due by October of 2024.

Code enforcement personnel hiring options and job description were discussed and quickly denied due to limited funding for such a position in a small municipality.

Housing study results came back and the council needs time to review the results on their own time. Housing study discussion will be tabled until next council meeting.

FO will present 2023 pool season numbers and policy changes proposal to council at next month's council meeting.

FO has asked the council to let her know of any municipal or zoning ordinances that need to be revised so she can send it to SECOG for the ordinance compilation project that will be underway for the next 6 to 8 months.

Safe streets for all 80/20 grant opportunity was presented to the council handed down from SECOG and the FO.

DEPARTMENT REPORTS

Campground reservation process discussed with campground host. Ideas presented from council on reservation improvement changes on holidays and weekends.

FO visited with SDRW and shared sewer pond updates with the council. Needs include Gate needed on cell 1. Padlocks needed on both gates entering city property. Pond 1 sewer sucking could be planned with the lift station cleaning occurs in the spring along with the pool cleaning. Possible duck weed problem in cell 2. This can be remedied with spraying if needed. Sepsis can occur with duckweed and if it gets out of control it can compromise the entire cell. State Inspection of ponds are due in 2024.

FO has a list of residents that will receive letters for overgrown trees in city streets in preparation of the snow removal season. This is the only warning letter that will be sent out for 2023/2024 season. If any trees hit city equipment for snow removal, then a fine will be issued.

FO received bids from Hawkins chemical for possible chemical changes from chlorine tablets to either gas or liquid form. Further discussions will take place with council Hanisch, Maintenance Hanisch and the team before cost effective changes are implemented. FO discussed water usage operating costs with the council for the pool.

Maintenance punch list for Hanisch discussed.

Final Office Bar pool passes for campers invoice will be communicated via email by FO. Council team has requested that a different process be used in the future for camper pool passes. The council asks that a discussion take place with them in a council meeting setting prior to passes being handed out to campers in the future.

Property 201 W Kluckholm animal complaint filed. Number of pets in possession questioned. FO will reach out to city attorney for further action.

Property 409 S Church Ave vegetation nuisance complaint filed. 1st notice mailed out, 2nd notice will be mailed out before action is taken to cleanup property and issue a fine.

Property 202 Montrose Street abandoned vehicle complaints. License plates to be checked, then vehicle will be tagged and given 15 days to move and towed at the owners expense.

FO reported that Golden West paid for the city's locate expenses due to the fiber optic installation project.

Action 23-144

Moved by council Hanisch, seconded by council Binder for approval to enter into a contract with Nuvei/Paya for auto pay and online pay options for Utility Billing for city residents. Annual cost to the city: \$119.40 and convenience fees will be issued to enrolled customers. **Roll Call:** All favored no opposition. Motion carried.

End of month bank account balances reviewed by council.

AUGUST VOUCHERS:

PAID Between Meetings

29445e	FEDERAL TAX PAYMENT	7/21/23	\$1,185.56	Payroll Taxes
29446e	FEDERAL TAX PAYMENT	8/4/23	\$1,421.72	Payroll Taxes
29940	LOWES	8/2/23	\$60.46	Paint for Curbs Service Project
29447e	SD DOR	8/2/23	\$218.27	Garbage Tax Reporting for July 2023
29930	SDRS	7/14/23	\$313.41	Retirement Amendment for June
29941	THE SECURITY STATE BANK	8/2/23	\$694.35	MCI Bill; Certified Mailings; Door Handle; Campground TP; Playground Equip; Water Test; Photos for City Hall Walls
29942	US BANK TRUST NA	8/2/23	\$5,882.07	DW#2 ; CW#4 Loans

PAID at Council Meeting

29970	A&B BUSINESS	8/8/23	\$236.23	Monthly IT Service; Printer Contract
29943	ADDISON GORDON	8/8/23	\$119.23	Lifeguard Reimbursement 1st Half
29944	ADDY DISPOSAL	8/8/23	\$3,290.49	Monthly Garbage Fee
29945	AVERY WEBER	8/8/23	\$88.26	Lifeguard Reimbursement 2nd Half
29946	BENDERS SEWER&DRAIN	8/8/23	\$487.50	Sewer Clog Emergency Weekend
29947	BINDER ENTERPRISES	8/8/23	\$100.00	275GAL. Tote for Tree Watering
29948	BROSZ ENGINEERING, INC.	8/8/23	\$915.00	Replot Survey for City Land Sale
29949	CARTER JANDL	8/8/23	\$121.81	Lifeguard Reimbursement 1st Half
29950	CITY OF MONTROSE	8/8/23	\$1,987.62	Monthly UB Bill
29951	COMMUNITY PARTNERS RESEARCH	8/8/23	\$1,250.00	Housing Study Cost
29952	DARYL SIEVERDING	8/8/23	\$100.00	MOSQUITO Spraying for City
29953	DELL RAPIDS LAW FIRM	8/8/23	\$180.00	July Lawyer Fees
29954	ELLIOTT BARTLETT	8/8/23	\$119.15	Lifeguard Reimbursement 2nd Half ; WSI 1st Half
29955	GOLDEN WEST	8/8/23	\$170.45	Monthly Office Phone Bill
29956	JACKIE CLEVELAND	8/8/23	\$35.10	Travel Costs for MC&R Run
29957	KINGBROOK RURAL WATER	8/8/23	\$6,054.25	Monthly Water Purchase-Usage
29958	MAKARIE WIEBERSICK	8/8/23	\$280.61	Lifeguard Reimbursement 2nd Half
29959	MC&R POOLS	8/8/23	\$3,556.67	Baby pool controller; pool ladder; O-rings; ColorQ
29960	MCCOOK CO. AUDITOR	8/8/23	\$1,408.34	Sheriff Fee for August
29961	MCCOOK CO. REGISTER OF DEEDS	8/8/23	\$62.00	Recording Fee for Survey; Digital Copy of Plat
29962	MIDAMERICAN ENERGY	8/8/23	\$29.38	AC Bill for July Usage
29963	MONTROSE GAS PLUS	8/8/23	\$841.57	Fuel Costs; Pool Concession Cost

29964	NEW CENTURY PRESS	8/8/23	\$139.35	Mtg. Minutes; Resolution for Survey
29965	NICOLE SIEMONSMA	8/8/23	\$50.31	Hawkins Return; MC&R ColorQ
29966	PAISLEE LINDSTROM	8/8/23	\$119.23	Lifeguard Reimbursement 1st Half
29971	PUTHOFF REPAIR	8/8/23	\$25.20	Mower Belt Repair
29967	RYANS REPAIR	8/8/23	\$318.66	Pickup oil change; Hydraulic Line Repair-Mower
29968	SD RETIREMENT SYSTEM	8/8/23	\$452.32	July 2023 Reporting
29969	SIGN DESIGN & LABELING	8/8/23	\$2,191.00	Interstate Sign; Campground Sign
29972	SOUTHEASTERN ELECTRIC COOP	8/8/23	\$3,969.94	Electric Bill - for July Usage
	TOTAL PAID:		\$38,475.51	

Pay-roll

	City Council Members		\$2,283.00	Quarterly Payment-Paid in July
	Finance Officer		\$3,769.23	2 pay periods - July 2023
	Office Admin		\$621.50	2 pay periods - July 2023
	Seasonal Mowers		\$577.46	2 pay periods - July 2023
	Seasonal Pool Staff		\$7,724.03	2 pay periods - July 2023
	Seasonal Snow Removal		\$0.00	
	Certified Operator Temp.		\$100.00	Monthly July 2023
	Maintenance Technician		\$778.68	Vacation Payout
	TOTAL SALARIES:		\$13,570.90	
	GRAND TOTAL:		\$53,550.73	

Action 23-145

Moved by council Hanisch, seconded by council Scheff for approval of bills paid between meetings and bills paid at council meeting.

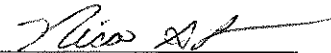
Roll Call: All favored no opposition. Motion carried.

Hearing of those present: none

Action 23-146

Moved by council Binder, seconded by council Hanisch to **Adjourn** at 8:32pm. **Roll Call:** All favored no opposition. Motion carried.

Attest:


Nicole Siemonsma
Finance Officer


Susan Painter
City Mayor or Council President

Published once at the approximate cost of: \$146.33
Publish Date: 8-17-23

**PUBLIC NOTICE
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UN-APPROVED MINUTES -**

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NEW BUSINESS:

Sheriff Reports reviewed.

Action 23-142

Printer's Affidavit of Publication

AFFIDAVIT OF PUBLICATION

STATE OF SOUTH DAKOTA)

)SS

COUNTY OF McCOOK)

TROY SCHWANS of said County and State, being first duly sworn on his oath, says THE SPECIAL is a weekly newspaper of general circulation, printed and published in Salem, McCook County and State of South Dakota, and has been such newspaper during the times hereinafter mentioned; that the said newspaper is a legal newspaper, that it has a bonafide circulation of more than 200 copies weekly, that it has been published within said County of McCook for more than fifty-two successive weeks prior to the publication of the notice hereinafter mentioned and has been printed during said period and at the present time, in whole in an office maintained at said place of publication; and that I, the undersigned, am publisher or employee of said newspaper, in charge of the advertising department thereof, and have personal knowledge of all facts in this affidavit;

that the advertisement headed.....

Montrose City Council
Unapproved Minutes
8-8-23

a printed copy of which is hereto attached, was printed and published in the newspaper for . . . weeks; that said notice was published in the issues of said paper on the dates as follows, to wit:

- The first publication being made on 8/17, 20 23
- the second publication on.....,20
- the third publication on.....,20
- the fourth publication on.....,20
- the fifth publication on.....,20
- the sixth publication on.....,20
- and the last publication on.....,20

that \$ 146.33 being the full amount of the fees for publication of the annexed notice, insures solely to the benefit of the publisher of the said newspaper; that no agreement or understanding for a division thereof has been made with any person, and that no part thereof has been agreed to be paid to any person whomsoever.

..... Troy Schwans
Subscribed and sworn to before me this..... 28th
day of..... August..... 20 23

..... Luann McKillop
Notary Public,..... McCook..... County

My commission expires..... 2-16-24

