

MINUTES OF THE REGULAR MEETING OF THE SALEM CITY COUNCIL HELD IN THE COUNCIL ROOM OF CITY HALL IN SALEM, SOUTH DAKOTA, ON MONDAY, DECEMBER 10, 2012 AT 6:00 P.M.

Mayor Robin Rayman called the meeting to order with Council Members George Eichacker, Laura Gessner, Ben Johnson, Ron Mayrose, Doug Mokros and Terry Forster present. Foreman William Selland, Marcus Puthoff, Craig Cheeseman, Bill Eichacker, Paul Eich, and Nathan Olinger were also present.

Motion Gessner, second Johnson, carried, to approve the minutes of November 5, 2012 as written.

Motion Eichacker, second Johnson, carried, to approve the following reports: the Finance report stating a balance of \$2,199,014.18 for all funds and includes all investments and cash on hand; sewer pumpage of 3,600,000 gallons; water pumpage of 2,512,000 gallons; and the bacteriology and fluoride reports are satisfactory.

Motion Gessner, second Mokros, carried, to approve the October & November monthly police reports from the McCook County Sheriff Dept.

Motion Eichacker, second Mokros, carried, to approve the Foreman report presented by Foreman Selland. The following items were discussed:

- Selland informed the Council of a 20% re-stocking fee on computer components; therefore, the new PLC will not be returned but kept as a supply. The report on the re-furbished Compact Logix 5335E was vague – debris was blown off with air, vacuumed and cleaned with solvents, dried and system parameters were reset; no parts were replaced. The Border States rep stated the biggest enemy for electronics is heat and moisture. Measures the City Council has taken in the purchase of large dehumidifiers and placement of waterproof conduit nuts are the best corrective action for the problem.
- Two quotes to replace the bottom row of block, and fix cracks in the armory's northwest storeroom were received: 1) Heinemann Restoration, \$2,200.00 and Superior Caulking Inc - \$2,995.00. Both businesses have done work for the City; consensus is to have Heinemann Restoration perform the work in the armory storeroom.
- Larry L. Jirsa was hired to inspect the armory storeroom and the Baseball Field Grandstand. After reviewing the report, the consensus of the Council is to tear down the existing grandstand and look into different options for its replacement. Twedt Construction and Matthaehi Excavating are to be contacted for quotes on the removal of the grandstand.
- A request was received from Jim Wahle to dig into the City Street (Washington Ave) to connect a storm sewer pipe into the City's drop inlet. Request denied by the Council; digging in the street will have to wait until April 15, 2013.
- SDML workman comp group is offering a 50/50 grant for a chop saw with new safety features. After discussion, it was determined it would be used to cut cast iron pipe and since the city contracts their digging and repairs it wouldn't be needed.

Craig Cheeseman met with the Council to update them on the baseball field improvements. Council discussed the size and design of a new grandstand with Cheeseman. Cheeseman offered to work with Finance Officer Heumiller on obtaining opinions, pictures and options from other towns to present to the Council at a future meeting.

Marcus Puthoff requested use of the Salem National Guard Armory for a benefit for his mother, Kathy Mette, on January 26, 2013, at no charge.

Motion Mokros, second Mayrose, carried, to allow Marcus Puthoff use of the Armory at no charge on Saturday, January 26, 2013, with the understanding that he would be responsible for the setup and cleanup of the Armory.

Bill Eichacker, Paul Eich and Nathan Olinger, representatives of the Salem Volunteer Fire Department, met with the Council and discussed the following:

- Request for three radios, currently the department has only six radios and when firemen enter a building with air packs one of the radios is pulled from an officer reducing the optimum level of communication.
- Discussion was held on the retrofit of the North Storage building at the Armory and building a new fire hall. The retrofit of the building at the armory is too costly so the department is pursuing grants for a new fire hall. In order to write grants, a legal description of the location is required. Discussion was held on the city's lot on Main Street (former RR property) were city stock piles their gravel. Lot and building size were also addressed.

Motion Mokros, second Johnson, carried, to approve the purchase of (3) Motorola CP-200 XLS radios with mics for the fire department at a cost of \$1,422.00.

Consensus of the Council is to designate the city lot on Main Street as the location for a new fire hall. A determination on the amount of property needed will be made at a later date.

Motion Mayrose, second Johnson, carried, to enter into executive session at 7:35 p.m. to discuss pending litigation - SDCL 1-25-2 (3) and to discuss personnel performance - SDCL 1-25-2 (1).

Mayor Rayman declared out of executive session at 8:10 p.m.

Motion Mayrose, second Gessner, carried, to purchase a new drop box with an anti-fishing devise for City Hall.

Committee reports were given.

Motion Eichacker, second Mokros, carried, to pay the following claims:

PAYROLL: FINANCE OFFICE \$3646.87; STREETS \$1362.38; STORM/SEWER \$86.74; BURN SITE \$55.08; PARKS \$548.52; ARMORY \$2292.74; WATER \$3425.64; SEWER \$986.86; PAYROLL TAXES \$892.63; CITY SHARE: HEALTH \$2499.84; DENTAL \$94.78; AFLAC \$107.52; RETIREMENT \$744.29.

CLAIMS: ALL STATES AG PARTS, QUICK ATTACH REPAIR PART, 10.60; AMERIPRIDE SERVICES INC, RUG SERVICE: CITY HALL & ARMORY, 100.75; BORDER STATES ELECTRIC, REFURBISHED PCL – WTP, 1759.75; CALVIN SANDINE, COMPRESSOR RENT: SPRINKLER SYSTEM, 50.00; CARROT-TOP INDUSTRIES INC, ARMORY: OUTDOOR FLAG, 44.25; CENTRAL FARMERS CO-OP, DIESEL FUEL/OIL: STREET/WA/SE, 228.45; CMC EXCAVATION INC, WATER REPAIRS & FORCE SEWER MAIN INSTALL, 4969.40; DEPT OF REVENUE – REMIT, TESTING FEES WATER/SEWER, 347.00; HAWKINS INC, CHEMICALS – WTP, 10628.06; HD SUPPLY WATERWORKS, (40) 40" SPUN FILTERS, 576.66; HILLYARD, SUPPLIES: ARMORY, 104.26; IRON WHEEL SALES & SERVICE, CITY HALL BOILER STARTUP, 79.38 J.P. COOKE COMPANY, 2013 DOG TAGS, 70.18; JOHNSON BROTHERS FAMOUS, MERCHANDISE, 3100.77; LARRY L. JIRSA, AIA, ARCHITECTURAL FEES – ARMORY & GRANDSTAND, 1391.60; LORI A HEUMILLER, MILEAGE REIMBURSEMENT, 61.42; LYLE SIGNS INC NW 7165, STREET SIGNS, 113.92; MCCOOK COUNTY AUDITOR, DEC'12 LAW ENFORCEMENT AGREEMENT, 6985.30; MENTELE, BRIAN, MILEAGE/MEAL REIMBURSEMENT, 87.30; MID-AMERICAN RESEARCH CHEMICALS, SUPPLIES: ARMORY/WATER, 178.91; MIDAMERICAN ENERGY CO, UTILITIES, 484.56; NOVAK SANITARY SERVICE, GARBAGE CONTRACT NOV COLLECTION, 6308.75; PETTY CASH - FINANCE OFF, POSTAGE: FOFFICE/WATER, 111.20; PUTHOFF REPAIR SALES & SERVICE, SUPPLIES: WTP/LOADER, 86.80; QUILL CORPORATION, SUPPLIES: CITY HALL & FIN OFFICE, 224.04; R & S SANITATION INC, GARBAGE SERVICE - CITY BLDGS, 132.50; REPUBLIC BEVERAGE COMPANY, MERCHANDISE OP AGREEMENTS, 3194.65; ROGER GERLACH – ATTORNEY, SEMI-ANNUAL RETAINER, 1500.00; SALEM FARMERS MARKET, SUPPLIES- WTP, 25.68; SALEM LUMBER CO, CONCESSIONS/RESTROOM BLDG, 9878.68; SUPPLIES: ST/SE_ARMORY_W A, 45.83; SALEM SPECIAL, NOVEMBER 2012 PUBLICATIONS, 250.31; SALEM WATER DEPARTMENT, UTILITIES ARMORY & STREET, 119.32; SD STATE TREASURER, UNCLAIMED PROPERTY – WATER DEPOSITS, 17.20; SERVALL TOWEL & LINEN, TOWEL SERVICE: STREETS, 16.80; SIOUX FALLS NETWORKS, BACKUP SERVICE - NOV'12, 14.00; SOUTH DAKOTA ONE CALL, NOVEMBER '12 LOCATES, 11.55; SOUTHEASTERN ELECTRIC CO, UTILITIES – PARKS & SEWER, 109.66; STATE TREASURER, SALES TAX COLLECTED NOV'12, 477.78; STURDEVANT'S - SALEM INC, SUPPLIES: STREETS/WATER/SEWER, 157.32; SWIFT AIR INC, ARMORY: HEATING SYSTEM UPDATE, 366.63; T & C'S PIT STOP INC, FUEL PURCHASES NOV'12, 368.48; THERMA-STOR PRODUCTS, (2) HI-E DRY DEHUMIDIFIERS, 6672.00; TITAN ACCESS ACCOUNT,

LOADER MAINTENANCE SUPPLIES, 156.26; TRIOTEL COMMUNICATIONS INC, UTILITIES, 348.56; VERIZON WIRELESS, UTILITIES, 85.46; XCEL ENERGY, UTILITIES, 5979.00; ZAPP HARDWARE, SUPPLIES: WATER/ARMORY/STREET, 242.37.

Motion Eichacker, second Mokros, carried, to approve the following resolution:

RESOLUTION 2012-007

A RESOLUTION REMOVING UNCOLLECTIBLE, DELINQUENT ACCOUNTS FROM THE RECORDS

WHEREAS, the City has attempted by reasonable means to collect the outstanding accounts receivable on the below-listed accounts; and

AND WHEREAS, the City considers the accounts outstanding for more than one year or occupant(s) have moved without notice and efforts to find them have been exhausted, to be uncollectible for purposes of disclosing on the financial statements of the City; and

WHEREAS, the City will continue efforts to collect such uncollectible debt;

NOW, THEREFORE, BE IS RESOLVED that the following amounts be removed from the Accounts Receivable as uncollectible and authorized the disclosure of the same on the annual financial reports:

Street – Other Charges	\$ 114.65
Garbage – Use Fee	\$ 16.85
Liquor – Operating Agreement	<u>\$ 3,576.89</u>
Total General Fund	\$ 3,708.39
Storm Sewer Fee	<u>\$ 5.00</u>
Total Storm Sewer Fund	\$ 5.00
Water Department Water Usage:	\$ 447.35
Water Department Penalties:	\$ 45.00
Water Department Water Surcharge:	<u>\$ 867.15</u>
Total Water Fund	\$ 1,359.50
Sewer Department Fees:	<u>\$ 20.40</u>
Total Sewer Fund	\$ 20.40

Dated this 10th day of December 2012 in Salem, South Dakota.

Robin Rayman
Mayor

ATTEST:

Lori Heumiller
Finance Officer

Motion Mayrose, second Gessner, carried, to approve the following resolution:

RESOLUTION 2012-009

RESOLUTION CANCELING CHECKS NOT TIMELY PRESENTED FOR PAYMENT.

WHEREAS, the SDCL 9-23-21 allow the City to cancel checks not presented for payment within one hundred eighty days of the date on which the check was issued;

NOW THEREFORE BE IS RESOLVED, that the following checks be removed from the check register and submitted to the state unclaimed property office.

CHECK #	ISSUED TO	ISSUED FOR	CHECK AMOUNT
27263	Todd Hargan	Supplies-Finance Office	\$ 15.40
28648	Brady Fox	Water Deposit Refund	\$ 1.80

Dated this 10th day of December, 2012 in Salem, South Dakota.

Robin Rayman
Mayor

ATTEST:

Lori Heumiller
Finance Officer

Motion Johnson, second Mokros, carried, to approve the 2013 SVFD Officers – Bill Eichacker, Chief; Nathan Olinger, First Assistant Chief; Marvin Johnson, Second Assistant Chief; Todd Matthies – Secretary/Treasurer.

Motion Mokros, second Mayrose, carried, to approve the following resolution:

RESOLUTION 2012-008

A RESOLUTION TO TRANSFER CONTINGENCY FUNDS

BE IT RESOLVED AS FOLLOWS:

WHEREAS, the City of Salem prepares and approves a budget each September for the following calendar year; and

WHEREAS, the budget for 2012 contains a contingency fund of \$20,000.00 that can be transferred to any general fund account by resolution of the City Council (SDCL 9-21-6.2); and

NOW, THEREFORE, BE IS RESOLVED, that the following amounts are transferred from 101-410-4115-429 – Contingency to:

General Fund:

- 1) Volunteer Fire Dept: Supplies.....\$1,650.00
- 2) Street Lightning: Utilities.....\$ 2,000.00
- 2) Rubble Side: Wages\$ 300.00
- 3) Park: Wages\$2,000.00

Dated this 10th day of December, 2012 in Salem, South Dakota.

Robin Rayman
Mayor

ATTEST:

Lori Heumiller
Finance Officer

Discussion was held on the open gym request from Kevin Blagg and Chad Lauck to host open gym on Tuesday nights in December 2012 and January 2013 (excluding Holidays). The Council will be re-visiting the current policy of using the armory for open gym free of charge in the fall of 2013; at which time fees may be established.

Motion Mokros, second Johnson, to allow supervised open gym on Tuesday nights, from 6:30 pm to 8:00 pm from December 18, 2012 thru January 29, 2013 (excluding Christmas & New Years) – request made by Kevin Blagg and Chad Lauck. Adult supervision is required for ALL students. If the Armory is rented for any other purpose, open gym will be canceled. Blagg or Lauck will be responsible for opening and closing the armory for Open Gym. On roll call, five (5) votes “Aye” (Eichacker, Johnson, Mayrose, Mokros, Forster) and one (1) vote “Nay” (Gessner). Motion carried.

The Highway Safety Grant was discussed. Grant is an 80/20 match, applications are due in April 2013, and are written through local law enforcement agencies. Finance Officer Heumiller informed the Council she met with Sheriff Mark Norris and Grant Administrator, John Norberg. Sheriff Norris has agreed to apply for a grant and will open it to all the towns in McCook County. Consensus of the Council is to pursue the grant for the purchase of radar speed signs for the North & South end of Highway 81. Finance Officer Heumiller will visit with the SD DOT on the regulatory requirements for the placement of the signs on Hwy 81 will present options for signage at a future meeting and work with Sheriff Norris on the grant application.

The McCook Central School District is interested in the Safe Routes to School Program. Finance Officer Heumiller will meet with Dr. Swartos for the development of the program and grant application requirements in 2013.

Motion Mokros, second Gessner, carried, to approve the donation of Zoning Administrator Cathy Eichacker’s salary to the Softball Concession Stand Building.

Motion Mayrose, second Gessner, carried, to approve the Joint Election Agreement with the McCook Central School District for the June 4, 2013 election.

Motion Mokros, second Gessner, carried, to allow Mayor Rayman and Finance Officer Heumiller to pay the 2013 Insurance Premium, Workman’s Comp premium and Annual Computer Maintenance Fees on January 1, 2013 as they are due prior to the January 7, 2013 Council meeting.

The Sidewalk Complaint Response Policy and Sidewalk Replacement Program were reviewed by the Council. Documents are to be given to City Attorney Gerlach for his review.

Motion Gessner, second Mokros, carried, to adjourn.

Dated this 10th day of December 2012, at Salem, South Dakota.

Robin Rayman
Mayor

ATTEST:

Lori Heumiller
Finance Officer

Published once at the approximate cost of _____.