

MINUTES OF THE REGULAR MEETING OF THE SALEM CITY COUNCIL HELD IN THE COUNCIL ROOM OF CITY HALL IN SALEM SOUTH DAKOTA ON MONDAY, JANUARY 11, 2016 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 Robin Westhoff present. Foreman William Selland, City Attorney Roger Gerlach and Harlan Quenzer of Schmucker, Paul, Nohr & Associates were also present.

Motion Mokros, second Westhoff, carried, to approve the minutes of December 7, 2015 as written.

Motion Mayrose, second Johnson, carried, to approve the following reports: the Finance report stating a balance of \$2,500,868.58 for all funds and includes all investments and cash on hand; sewer pumpage of 3,613,800 gallons; water pumpage of 2,723,948 gallons; and the bacteriology and fluoride reports are satisfactory.

Police report was not available for the meeting.

Motion Mokros, second Mayrose, carried, to approve the Foreman report presented by Foreman Selland. Discussion was held on the DPC annual inspection agreement.

Motion Mokros, second Westhoff, carried, to approve the agreement with Dakota Pump & Control for the 2016 Annual Inspection of the three lift stations at the cost of \$940.00

Committee Reports were given.

Discussion was held on McCook County and City hosting a SD LTAP meeting at the Armory on 3/10/2016. Approximately 75 governmental employees attend this training event.

Motion Mokros, second Gessner, carried, to approve the use of the Armory for the SD LTAP meeting at no charge. The city employees will set up the armory and McCook County will be responsible for the food portion of the event.

Motion Gessner, second, Mayrose, carried, to approve the following snow hauling contracts for 2016: Twedt Construction, \$100.00 per hour for a 24' box; Matthaei Excavating and Gene Sandine \$80.00 per hour for a Tandem truck.

Motion Mokros, second Johnson, carried, to approve the contract with McDermott Family Shows for the 2016 Carnival dates of June 6th & 7th.

Motion Gessner, second Westhoff, carried, to approve the following 2016 Salem Volunteer Fire Department Roster: John Staebell, Paul Deters, Tom Peterson, Nathan Olinger, Bill Eichacker, Paul Eich, Marvin E. Johnson, Tony Kerkhove, John Oyen, Curtis Gessner, Todd Matthies, Michael Hanisch, Josh Blindert, Jeremy Matthies, Todd Bies, Michael Heumiller, Steve Mehlbrech and Darin Koch.

Motion Mayrose, second Mokros, carried, to approve the 2016 annual donations of \$500.00 to the Salem Community Library and \$2,000.00 to the Progressive Salem Association. The Salem Senior Citizens withdrew their 2016 donation request.

Motion Mokros, second Gessner, carried, authorize the Mayor and Finance Officer to issue a check to the SDML for the Legislative Rib Dinner and Municipal Government Day on February 2nd & 3rd at a cost is \$20 per attendee. Council members are to let Finance Officer Heumiller know on Monday, 1/18/2016 if they plan on attending.

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

Payroll: Mayor/Council \$6485.00; Finance Office \$4510.51; City Hall \$120.55; Streets \$1699.89; Storm-Sewer \$52.40; Restricted-Use Site \$582.17; Parks \$766.24; Armory \$756.53; Snow \$0.00; Mosquito Control \$68.78; Water \$2789.81; Sewer \$2483.48; Payroll Taxes \$1503.74; City Share: Health \$1916.42; Dental \$94.78; Aflac \$95.28; Life 43.80; Retirement \$801.10.

Claims:

VENDOR	INVOICE DESCRIPTION	AMOUNT
CENTRAL FARMERS CO-OP	DIESEL:SNOW; SUPPLIES ST/WA	870.11
CENTURY BUSINESS PRODUCTS	COPIER MAINTNENCE AGREEMENT	26.25
CMC EXCAVATION INC	H2O BREAK: ADAMS/LINCOLN 9/21/2015	489.80
DAKOTA PUMP & CONTROL INC	SEWER: LAGOON STOP FLOAT REPLD	714.29
DENR FOSS BUILDING	OPERATOR RENEWALS SELLAND & MENTELE	48.00
DENR FOSS BUILDING	2016 ENVIORNMENTAL FEE - SEWER	1,500.00
DIVISION OF AGRICULTURAL SERVI	RECERTIFICATION CLASSES DUSTIN WEBER/WILLIAM SELLAND	180.00
GENE SANDINE	3 HRS SNOW HAULING 12/28/15	240.00
GESSNER WELDING INC	SUPPLIES: PARKS (BLEACHERS)	28.69
HAWKINS INC	WTP: CHEMICALS	5,996.21
HD SUPPLY WATERWORKS	(2) MXU SINGLE PORT: WATER; HYDRANT REPAIRS; DIST SUPPLIES	1,667.06
IRON WHEEL SALES & SERVICE INC	SEWER REPAIRS: ARMORY	610.00
JP COOKE COMPANY	2016 DOG TAGS	61.55
MALLOY	RELAY & CONTACT: LIFT STATION CONTROLS	151.37
MCCOOK COUNTY AUDITOR	JAN 2016 LAW AGREEMENT	7,327.00
MCCOOK COUNTY HIGHWAY	ST/SE:CULLVERTS: SNOW-BLADE COLDMIX: STREET REPR	1,589.74
MCCOOK COUNTY TREASURER	2016 FEE - BEACON SOFTWARE	200.00
MICHAEL TODD & COMPANY INC	8 BLADES: SNOW	2,347.61
MIDAMERICAN ENERGY CO	UTILITIES	999.10
MIDAMERICAN RESEARCH CHEMICAL	SUPPLIES: CITYHALL/ARMORY/SEWER/POOL/PARKS	13,308.23
PULSE ELECTRIC INC	PHOTO EYE - MAIN STREET LIGHTING SYSTEM	198.98
QUILL CORPORATION	OFFICE SUPPLIES: FIN OFFICE	168.52
RBS SANITATION INC	DEC 2015 RESIDENTIAL CONTRACT & DEC GARBAGE SERVICE	5,662.30
SALEM FARMERS MARKET	SUPPLIES CHRISTMAS OPEN HOUSE	27.21
SALEM LUMBER CO	(2) NEW ARMORY DOORS INSTALL	1,761.17
SALEM SPECIAL	DEC15 PUBLISHING WATER RATE BROCHURES	455.67
SALEM WATER WORKS	UTILITIES: PARKS/STREETS/PARKS	168.66
SD ASSN OF RURAL WATER SYSTEMS	FY2016 DUES	500.00
SD ASSOCIATION OF CODE ENFORCE	FY2016 ANNUAL DUES	40.00
SD GOVERNMENT FINANCE OFFICERS	FY2016 DUES	70.00
SD HUMAN RESOURCE ASSOCIATION	FY2016 DUES	25.00
SD MUNICIPAL LEAGUE	FY2016 MEMBERSHIP DUES	1,219.82
SD STREET MAINTENANCE ASSOC	FY2016 DUES	35.00
SD UNEMPLOYMENT INSURANCE DIV	4TH QTR UNEMPLOYMENT PREMIUM	1.24
SDAK MUNI ATTORNEY ASSOC	2016 DUES	20.00
SEAFOG	FY2016 DUES	30.00
SECOG	FY2016 DUES	2,157.00
SERVALL TOWEL & LINEN	SHOP TOWEL SERVICE	33.60
SHORT STOP	FUEL: ST/SNOW/ARM/WA/SE	199.71
SIOUX FALLS NETWORKS	MONTHLY BACKUP SERVICE	34.00
SOUTH DAKOTA ONE CALL	DEC 2015 LOCATES	9.45
SOUTHEASTERN ELECTRIC COOPERAT	UTILITIES	118.58
STATE OF SOUTH DAKOTA	WATER TESTING FEES	1,538.00
STURDEVANT'S SALEM INC	FLOOR DRY: SHOP: WTP SUPPLIES: TANDEM TRUCK BATTERY	261.99
T & C PIT STOP INC	SUPPLIES: WATER & CHRISTMAS OPEN HOUSE	67.92
THOMSON WEST	LAW BOOK UPDATES	92.25
TRIOTEL COMMUNICATIONS INC	UTILITIES	224.66

TWEDT CONSTRUCTION CO INC	1136 TON GRAVEL - STREETS	10,596.61
XCEL ENERGY	UTILITIES	7,734.69
ZAPP HARDWARE	SUPPLIES: ARM/STREETS/WA/SEWER	207.93
CLAIMS PRE-APPROVED:		
VERIZON	UTILITIES	104.18
KUNDERT WILLIAMS INS AGENCY	2016 PREMIUM	46,374.00
SDML WORKERS COMP	2016 PREMIUM	5,445.00
TYLER TECHNOLOGIES	2016 SOFTWARE MAINTENANCE AGREEMENT	3,741.79
ACH		
STATE OF SOUTH DAKOTA	SALES TAX COLLECTED DECEMBER 2015	505.89
FIRST NATIONAL BANK SIOUX FALLS	SRF LOAN PAYMENTS	38,842.41

Harlan Quenzer of SPN and City Attorney Gerlach reviewed the Sewer Televising and Cleaning Project with the Council.

The Salem City Council declares:

“The City of Salem does not discriminate on basis of handicapped status in the admission, or access to, or treatment, or employment in its programs or activities.”

Motion Mayrose, second Johnson, carried, to designate the Salem Special as the city’s legal publication.

Motion Mayrose, second Westhoff, carried, to designate First Dakota National Bank, Service First Credit Union and South Dakota Public Funds Investment Trust as the legal depositories for the City of Salem.

Motion Mokros, second Gessner, carried, to enter into executive session at 7:20 p.m. to discuss personnel performance - SDCL 1-25-2 (1).

Mayor Rayman declared out of executive session at 7:40 p.m.

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

RESOLUTION 2016-001

WHEREAS, in compliance with SDCL 6-1-10, which states that a complete list of all salaries paid to all city officials and employees be established by resolution and published in the minutes of the first meeting of the fiscal year and thereafter published monthly by department;

NOW THEREFORE BE IS RESOLVED, that the following is a list of all said salaries:

**FISCAL YEAR 2016
GROSS ANNUAL WAGE:**

NAME	POSITION	SALARY	PER MEETING
Rayman, Robin	Mayor	2,000.00	60.00
Eichacker, George	Council President	1,000.00	50.00
Johnson, Ben	Council Vice-President	1,000.00	45.00
Mayrose, Ron	Councilman	1,000.00	45.00
Mokros, Doug	Councilman	1,000.00	45.00
Gessner, Laura	Councilman	1,000.00	45.00
Westhoff, Robin	Councilman	1,000.00	45.00

**GROSS ANNUAL
SALARY:**

NAME	POSITION	2015 SALARY
Heumiller, Lori	Finance Officer	45,035.64

HOURLY WAGE:

NAME	POSITION	2015 Per Hr
Selland, William	Water-Sewer Supt./Forman	20.05
Mentele, Brian	Street Facility Maintenance	15.19
Weber, Dustin	Facility Maintenance	13.49
Eich, Alycia	Asst Finance Officer	13.37
Schillinger, Nate	"Burn site" Custodian	9.39

Dated this 11th day of January 2016 in Salem, South Dakota.

Robin Rayman
Mayor

ATTEST:

Lori Heumiller
Finance Officer

Discussion was held on the use of the fenced parking lot north of the armory to house towed vehicles. The insurance company's questions were reviewed. After discussion, the consensus of the Council is to continue to work through the requests of the insurance company to establish policies, procedures and contracts so the lot can be used.

Finance Officer Heumiller reviewed the end of year financial status of all funds.

General Fund moved \$248,312.00 into Unrestricted Cash.

Water Fund moved \$50,046.56 of which \$30,900 was moved to the filter reserve; \$19,120 to 2016 Operating Cash and \$26.56 to Unrestricted Cash. The Filter Reserve was short \$11,100 of the \$42,000 needed; and no reserves were available for Water Main Replacement.

Sewer Fund moved \$49,948.56 to Unrestricted Cash.

Motion Mayrose, second Mokros, carried, to designate \$250,000.00 of the Unrestricted Cash Balance to the 2017 General Fund Budget.

The 2016 Equipment Purchases and Projects were reviewed. A request from the SVFD to replace the outside lights on the fire hall and a sweeper attachment of the skid steer were discussed. Selland will provide more info on the sweeper attachment at the February 8th meeting.

Motion Gessner, second Mokros, carried, to approve the 2016 equipment & projects as follows:

- \$2,000 Armory Chairs
- \$5,400 Picnic Tables for the baseball field shelter.
- \$25,000 Fire Hall – overhead door rehab & outside lighting.

The Council reviewed the 2016 Insurance Policy on the buildings and equipment.

Motion Gessner, second Johnson, carried, to decline the terrorist coverage at a \$530 premium.

The Council extends a thank you to the Salem Baseball group for the \$10,000 contribution to the Baseball Concession Stand/Restroom Facility.

Finance Officer Heumiller stated there will be a joint meeting at the McCook County Courthouse on Thursday, January 28, 2016, at 9:00 a.m. with the McCook County Commissioners, McCook County States Attorney Fink, McCook County City Councils and/or staff, Geoff Fillingsness and Attorney Tom Frieberg to discuss a County Wide Nuisance Officer. Mayor Rayman and Finance Officer Heumiller will be attending.

Bid opening on the Pool Bathhouse & Playground Equipment Project is February 2, 2016 at 2:00 p.m.

Next meeting is scheduled for Monday, February 8, 2016.

Motion Gessner, second Eichacker, carried, to adjourn at 8:30 PM.

Dated this 11th day of January, 2016, at Salem, South Dakota.

Robin Rayman
Mayor

ATTEST:

Lori Heumiller
Finance Officer

Published once at the approximate cost of _____.