

MINUTES OF THE REGULAR MEETING OF THE SALEM CITY COUNCIL HELD IN THE SALEM COMMUNITY CENTER KITCHEN IN SALEM SOUTH DAKOTA ON MONDAY, JANUARY 10, 2022, AT 6:00 P.M.

Mayor Shawn English called the meeting to order with Council Members Doug Mokros, Ron Mayrose, Mary Jo Heiberger, Mitchell Rayman, and Marc Harris present. Foreman Dustin Weber; Trent Bruce of DGR Engineering; Sheldon Jensen of Sioux Metro Growth Alliance; Heather Broehm of Southeast Enterprise Facilitation Project; Carol Cassidy, Erick & Shelly Wright, and Raymond Spildener were also present.

Motions made were unanimous of Council members present unless roll call identifies otherwise.

Motion Harris, second Mayrose, carried, to approve the minutes of December 13, 2021, as written.

Motion Mokros, second Rayman, carried, to approve the following reports: Finance report stating a balance of \$5,008,710.77 for all funds and includes all investments and cash on hand; sewer pumpage of 4,590,000 gallons; water pumpage of 2,442,00 gallons; and the bacteriology report is satisfactory.

Motion Mokros, second Mayrose, carried, to approve the police report filed by the McCook County Sheriff Department.

Public comment (SDCL 1-12.1)

Heather Broehm, Facilitator for the Southeast Enterprise Facilitation Project was present to introduce herself and provided the Council with the goals of SEFP moving forward.

Sheldon Jenson, Sioux Metro Growth Alliance, was present to introduce himself as the Economic Development Specialist who will be covering the City of Salem and City of Dell Rapids for their Economic Development needs.

Carol Cassidy asked for the cost of this service. Finance Officer Heumiller stated \$38,500 annually with a 3-year contract with Sioux Metro Growth Alliance.

Weber provided the Foreman's report. The following items were discussed:

- Dakota Pump & Control – 2022 Annual Inspection Agreement for sewer lagoon lift station pumps was presented.
- West shop air compressor needs to be replaced – existing is from the fifties. Replacement prices/brands were provided to the Council.

Motion Mokros, second Rayman, carried, to approve the 2022 Annual Inspection Agreement with Dakota Pump & Control in the amount of \$940.00.

Motion Mayrose, second Mokros, carried, to purchase the C-Aire 5PH air compressor from Sturdevant's for a cost of \$3,068.00.

City Engineer Bruce provided the Council with project updates.

2018 Street and Utility Project – Working with Duinck to complete a couple minor warranty items.

2021 Storm Sewer Project – Work has been halted for the winter; will resume this spring as weather allows. No pay request this month, will have one next month. When work resumes, we anticipate about one month to complete.

Industrial Area Improvements – The City of Salem was not selected for a Community Access Grant in 2021, therefore, we will need to apply again in 2022, but hope is high that we will get those “50 points” back (reduction due to receipt of CAG with 5 years) and be in the consideration for it. As far as DANR/SRF funding is concerned, yesterday, the Board of Water and Natural Resources (SD DANR) met and did approve your declination of the Phase 1 Industrial Area. The funding meeting for the DANR (usually at end of March) will be held mid-April this year due to the vast number of applications (150+).

City Mapping – We have been working on the City Mapping, specifically the plat/parcel map, will have an updated version for staff to review in coming weeks.

Snake Creek H&H Study – Analysis is complete, intend to have a report to Council for review prior to the February Council Meeting. Updated FIRM maps will be forthcoming within the next couple of months.

HWY 83 Widening – Finance Officer Heumiller received a call from Corey Pinkley, PE from the SD DOT regarding the resurfacing project through Salem on Hwy 81. State is considering switching lane widths to 14’ lane and 10’ shoulder or 16’ lane and 8’ shoulder. SD DOT is asking for Council’s opinion – current lanes are 18’ with 6’ shoulder. Bruce stated he likes the 16’ roadway and 8’ shoulder as it provides for plenty wide drive lane, but less room for people to think parking is acceptable, but ultimately a Council decision on what would work best. Discussion was held on this matter.

Motion Mokros, second Harris, carried, to provide the SD DOT with the 16’ lane and 8’ shoulder as the city’s preferred option.

Committee reports were given.

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

Payroll: Mayor/Council \$1113.32; Finance Office \$5994.36; Streets \$3463.24; Snow \$1876.03; Restricted-Use Site \$156.25; Regulation & Inspection \$73.00; Park \$852.15; Armory \$2117.64; Storm Sewer \$18.75; Water \$2910.57; Sewer \$1372.30; Payroll Taxes \$1429.29; City Share: Health \$7073.60; Dental \$116.82; Aflac \$106.64; Life \$54.75; Retirement \$1126.69.

Claims:

VENOR	DESCRIPTION	AMOUNT
Avera Occupational Medicine	Drug Test	69.00
Brian Mentele	Expense Reimbursement MSHA	14.00

Brickhouse Flowers Llc	Sympathy	58.49
Central Farmers Co-Op	Streets/Snow Diesel/tire repair/fluids	1,106.07
Century Business Products	Doc Management & Copier Maint. Contracts	263.77
Core & Main Lp	Meter Repair Parts	34.44
DANE - Fiscal Office	2022 Wastewater Fee	1,500.00
DGR Engineering	Engineering Fees Slurry Seal	393.00
DGR Engineering	Engineering Fees ST/SE Project	26,030.22
DGR Engineering	Engineering Fees Misc Services	2,286.30
Gene Sandine	2.5 hours Snow Hauling Contract	250.00
Grainger Inc	Bulbs: Parker/Water	146.68
Griese Law Firm, P.C.	Nuisance/Attorney Fees	954.49
Hawkins Inc	Water Chemicals	1,708.41
Johnson Controls Inc	Armory: South Furnace Repairs	844.47
McCook County Auditor	Law Agreement	7,327.00
McCook County Highway	3 Ton UPM Patch Mix	346.50
McCormick Motors Inc	Street: Oil/Filter	29.00
McLeods Printing & Office Sup	UB Brochures/Calendars & Parking Tickets	388.20
Meierhenry Sargent LLP	Attorney Fees: ST/SE BOND	8,470.00
Midamerican Energy Co	Utilities	2,864.01
MidAmerican Research Chemical	Chorine Tablets - Pool	13,442.76
New Century Press Inc	Publishing	307.12
Petty Cash Finance Officer	Postage FinOff/Nuisance/Water/Pool	21.80
Puthoff Sales & Service, Inc.	Grasshopper - 735BT Mower 72" deck Triple Bag	18,825.00
Quill Corporation	Office Supplies	147.91
RBS Sanitation Inc	Garbage Contract	7,401.69
Salem Lumber Co	City Hall Repairs & Marking Paint	457.14
Salem Water Works	Utilities	1,169.07
SD Assn Of Rural Water Systems	2022 Class B Membership	590.00
SD Association of Code Enforce	2022 Membership Dues	40.00
SD Building Official Assoc	2022 Membership Dues	50.00
SD Government Finance Officers	2022 Membership Dues	40.00
SD Human Resource Association	2022 Membership Dues	25.00
SD Municipal League	2022 Membership dues	1,445.99
SD Street Maintenance Assoc	2022 Membership Dues	35.00
SECOG	2002 Membership Due	2,305.00
Service First Credit Union	DEPOSIT REFUND	40.00
Sioux Metro Growth Alliance	2022 ECO DEV MGMT SERVICE	38,500.00
South Dakota One Call	Locates	10.50
Southeastern Electric	Utilities	125.42
State Of South Dakota	Water Testing Fees	1,300.00
Sturdevant's Salem Inc	Street Battery and Connectors	395.50
T & C Pit Stop Inc	Fuel Purchases	234.46
TrioTel Communications Inc	Utilities	317.87
USABluebook	Pipe Locator wire	38.50

Xcel Energy	Utilities	7,429.70
Zapp Hardware	wrench/ cleaning supplies/screws/cap	81.44
BrightArrow	Community Alert Renewal & 4,000 minutes	270.00
CARDMEMBER SERVICES - CREDIT CARD PURCHASES		
Lori Heumiller	Personalized Stamped Envelopes USPS	705.80
CLAIMS PRE-APPROVED:		
Verizon Wireless	Utilities	126.54
Xcel Energy	Utilities	69.55
Kundert Williams Ins Agency	2022 Insurance Policy	43,228.00
SDML Workers Comp	2022 Insurance Policy	5,718.00
Tyler Technologies Inc	2022 Software Maintenance Fee	4,913.17
ACH		
Sd Unemployment Insurance	4th Qtr Unemployment	0.24
Us Bank	DW & CW SRF Bond Payments	32,228.27
State Of South Dakota	Sales Tax Collected Dec	567.61

Motion Mokros, second Mayrose, carried, on the following declaration:

“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 Mokros, second Mayrose, carried, to designate The Special as the city’s legal publication.

Motion Mayrose, second Rayman, carried, to designate First Dakota National Bank as the legal depository for the City of Salem.

Motion Rayman, second Mokros, carried, to approve bills at the regular meeting of each month and authorize the Finance Officer and Mayor to pay payroll and all regular monthly bills in a timely manner to avoid penalties and take advantage of discounts.

Motion Mayrose, second Rayman, carried, to approve Resolution #2022-01. A resolution listing all salaries and wages paid.

Motion Mokros, second Mayrose, carried, to approve Resolution #2022-02. A Resolution appointing member and alternate to SMGA Membership Advisory Board.

Motion Mayrose, second Rayman, carried, to approve Resolution #2022-03. A Resolution for capital outlay spending for the air compressor.

A public hearing will be held on Monday, February 7th on the Cannabis Zoning Regulations.

Motion Rayman, second Mayrose, carried, to approve the 2022 Animal Control Services agreement with Sioux Falls Humane Society.

Discussion was held on the replacement of the freezer in the softball concession stand. A request and quotes were received from Robyn Randall, SSYR Concession Stand Manager. Currently the chest freezer in the facility is not freezing and is requesting a new upright freezer for space and ability to view inventory. Quotes were received for both upright & chest freezers.

Motion Mokros, second Rayman, carried, to purchase the 21.3 cu. ft. upright freezer from Zapp Hardware for \$899.00 or a chest freezer if the upright does not fit in the space due to electrical panel.

Motion Mayrose, second Rayman, carried, to approve the following 2022 Salem Volunteer Fire Department Roster: John Staebell, Paul Deters, Tom Peterson, Nathan Olinger, Bill Eichacker, Marvin E. Johnson, Tony Kerkhove, John Oyen, Curtis Gessner, Todd Matthies, Jeremy Matthies, Josh Blindert, Michael Heumiller, Darin Koch, Dave Oyen, Adam Eichacker, Jason Lunders, Marty Heumiller, JD Evans, Jon Blom, Lake Gogolin, Justin Hagemann and Brandon Black.

Discussion was held on the costs provided to turn the storage room off the southside of the gym into the Council Chambers. Paint, carpet, dropped ceiling, lighting, internet outlets were discussed.

Motion Mokros, second Rayman, carried, to approve up to \$10,050.00 for the renovation using Option 3 selections presented.

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

The cash balances remaining from the 2021 Budget were distributed as follows:

- General Fund transferred \$492,927.33 into Unrestricted Cash.
- Water Fund transferred \$61,280 to the following reserves: \$23,500.00 to the Water Meter WTP Repair Reserve; \$3,800.00 WTP General Parts Replacement; \$3,980.00 to the Filter Reserve; and \$30,000 to Water Main Replacement Reserve. End of Year reserves did not allow the transfer of \$10,000 into the Equipment Repair & Replacement Fund and the Filter Reserve was shorted \$3,020.
- Sewer Fund transferred \$16,620.00 as follows: \$16,620.00 to the Lagoon Repair Reserve. End of Year reserves did not allow the transfer of \$3,120 to Equipment Repair & Replacement and the Lagoon Repair reserved was shorted \$1,373.

Motion Mokros, second Mayrose, carried, to designate \$500,000.00 of the General Fund Unrestricted Cash Balance to the 2023 Budget Designation.

Discussion was held on the 2022 Budget Equipment purchases. Foreman Weber presented options from Puthoff Sales & Service for a 60" Pickup/Hopper Broom - \$6,050 and 72" Pickup/Hopper Broom - \$6,450 for the skid steer. Budget for this item \$5,000; Locator – Schonstedt Maggie - \$884.95. Budgeted \$900.00.

After discussion,

Motion Mokros, second Rayman, carried, to purchase the 72" pickup/hopper broom from Puthoff Sales & Service for \$6,450 if the size works for the skid steer; otherwise, the 60" for \$6,050.00.

Motion Rayman, second Mokros, carried, to purchase the Schonstedt Maggie magnetic locator for \$900.00.

Mayor Discussion items:

- City money borrowing for projects. Mayor feels there should be a motion to not allow the borrowing of city funds. Current amount not refunded on the Turf project \$28,000.00.

Finance Officer Heumiller clarified to the Council and those present that the City agreed to take on projects located on city property (concession stand and turf) with the agreement that proceeds from the summer recreation programs and Salem baseball would refund the dollars. City did not borrow money to any organization those projects were city projects approved by the Council.

- Require two bids for all work done for the city with at least one bid outside city limits. Discussion held on the necessity of this, who is going to create specs, emergency situations, etc.
- Sioux Metro Growth Alliance – Economic Development Committee needs to be appointed.

Next meeting is scheduled for Monday, February 7, 2022.

Motion Heiberger, second Rayman, carried, to adjourn at 7:35 PM.

Dated this 10nd day of January 2022 at Salem, South Dakota.

(SEAL)

Shawn English
Mayor

ATTEST:

Lori Heumiller
Finance Officer

Published once at the approximate cost of _____.