

MINUTES OF THE REGULAR MEETING OF THE SALEM CITY COUNCIL HELD IN THE SALEM ARMORY KITCHEN IN SALEM SOUTH DAKOTA ON MONDAY, JANUARY 11, 2021, AT 6:00 P.M.

Mayor Shawn English called the meeting to order with Council Members George Eichacker, Ron Mayrose, Doug Mokros, Mary Jo Heiberger, Marc Harris, and Mitchell Rayman present. Foreman Dustin Weber; Trent Bruce and Jacob Morris of DGR Engineering; and Sheriff Norris were also present.

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

Motion Harris, second Mokros, carried, to approve the minutes of December 7, 2020 as written.

Motion Mayrose, second Rayman, carried, to approve the following reports: Finance report stating a balance of \$4,836,641.71 for all funds and includes all investments and cash on hand; sewer pumpage of 3,936,000 gallons; water pumpage of 2,633,020 gallons; and the bacteriology report is satisfactory.

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

Foreman Weber discussed the following:

- WTP processor/computer card spare parts and replacement. Weber informed the Council that a card failed last week which was replaced with a spare; and DSI was on site today and will be compiling a list of spare equipment and cost to update the processor.
- Dakota Pump & Control 2021 Annual Lagoon Inspection Agreement.

Motion Mokros, second Rayman, carried, to approve the 2021 Lagoon Inspection Agreement for \$940.00. Agreement is on file at City Hall.

Motion Harris, second Mokros, carried, to approve the Foreman report presented by Foreman Weber.

No one was present for public comment (SDCL 1-12.1).

Trent Bruce and Jacob Morris updated the Council on ongoing and upcoming projects.

- 2021 Storm Sewer Improvements timeline and Task Order Agreement with DGR Presented.
- Engineering Design Standards will be presented at the February 8th meeting.
- Salem Trail Phase 1 construction has been suspended until spring when remaining punch list items are to be performed. Contractor to complete work and cleanup April-May 2021.
- Snake Creek H & H Study will be presented at the March 8th meeting.
- Well – still waiting to hear from LTP Inc on a start date.

Motion Mokros, second Rayman, carried, to approve DGR Contract amendment for the 2021 Storm Sewer Improvements Task Order - \$46,000 Design/Bid Phase and \$64,000 Construction Phase.

Committee reports were given.

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

Payroll: Finance Office \$5293.42; City Hall \$161.50; Streets \$3972.52; Restricted-Use Site \$455.72; Regulation & Inspection \$30.00; Park \$265.40; Armory \$833.20; Storm Sewer \$325.02; Water \$4624.93; Sewer \$2142.76; Payroll Taxes \$1290.28; City Share: Health \$6208.36; Dental \$155.76; Aflac \$95.29; Life \$54.75; Retirement \$1066.86.

Claims:

VENOR	DESCRIPTION	AMOUNT
American Fence Company	Softball Field Complex Netting Project	20,972.00
AutoEx LLC	Streets Sterling Truck	240.00
Brian Mentele	MSHA Training Meal	11.00
Central Farmers Co-Op	Snow/Lagoon Diesel and Supplies	1,088.68
Century Business Products	Copier Maintenance/Doc Management Contracts	177.04
Cintas Corporation No. 2	Rug/Mop Service City Hall & Armory	112.79
Core & Main LP	Water Curb Box Repair Lid	177.97
Dakota Pump & Control Inc	Sewer Lift Stations Annual Inspection	940.00
DENR Foss Building	Operator Certification Renewal	72.00
DENR Foss Building	2021 Annual Dues	1,500.00
Division of Agricultural Services	Spraying Certification Renewals	85.00
Gene Sandine	Snow Hauling	250.00
Gessner Welding Inc	Manhole Plate	239.00
Grainger Inc	Water: Supplies	54.86
Hawkins Inc	WTP Chemicals	5,399.72
Infotech Solutions LLC	Computer Backup/Maintenance Contract	929.90
Iron Wheel Sales & Service Inc	Water: Part	12.60
Maynard's Salem	Water Dept Supplies	26.29
McCook County Auditor	Law Enforcement Agreement	7,327.00
McCook County Highway	Street Cold Mix	2,099.90
McCook County Treasurer	Fy2021 Beacon Subscription	200.00
Michael Todd & Company Inc	Street Hill St Signs & Post	1,521.01
MidAmerican Energy Co	Utilities	1,080.20
MidAmerican Research Chemical	Pool: Chlorine Chemicals	10,267.55
New Century Press Inc	Publications	498.54
Petty Cash Finance Officer	Postage Finoff/Nuisance/Water/Pool	61.19
ProSeal Incorporated	Streets: Alley 15x15 Dig Out and Replace Asphalt	975.78
Puthoff Sales & Service, Inc.	Street Skid Broom, Cutting Edge	765.00
Quill Corporation	Office: Supplies	185.65
RBS Sanitation Inc	Residential Garbage Contract	6,122.55
Salem Community Drug	Labels Water Billing Info	34.39
Salem Lumber Co	Armory Supplies	35.98
Salem Water Works	Utilities	417.98
SD Assn Of Rural Water Systems	2021 Annual Dues	590.00
SD Assoc Of Code Enforcement	2021 Annual Dues	40.00
SD Building Official Assoc	2021 Annual Dues	50.00

SD Government Finance Officers	2021 Annual Dues	40.00
SD Human Resource Assoc	2021 Annual Dues	50.00
SD Municipal League	2021 Annual Dues	1,407.14
SD Street Maintenance Assoc	2021 Annual Dues	35.00
SD Muni Attorney Assoc	2021 Annual Dues	20.00
SECOG	2021 Annual Dues	2,278.00
South Dakota One Call	Locates	12.60
Southeastern Electric Coop	Utilities	126.20
Stacy Bomkamp	Deposit Refund	53.82
State Of South Dakota	Water and Sewer Testing Fees	288.00
Sturdevant's Salem Inc	Street Supplies	73.59
T & C Pit Stop Inc	Dec2020 Fuel Purchases	163.91
TrioTel Communications Inc	Utilities	321.74
Twedt Construction Co Inc	Snow Hauling & Water Break Repairs	1,650.00
Us Postmaster	UB Billing Stamps	648.00
USA Bluebook	WTP Testing Supplies	261.77
Xcel Energy	Utilities	6,971.29
Zapp Hardware	Street Supplies/FHall Furnace	1,513.55
Cardmember Services - Credit Card Purchases		
Lori Heumiller	Zoom Subscription (Monthly)	64.36
Dustin Weber	Zoom Subscription Phase Monitoring Relay	105.62
Claims Pre-Approved:		
Motorola Solutions	SVFD Radios (Cares Act)	19,459.54
Stryker Sales Corporation	Lucas CPR Machine (Cares Act)	14,752.94
Two Way Solutions	Radio Programing (Cares Act)	900.00
Verizon Wireless	Utilities	126.72
Roger Gerlach	2nd Half 2020 Retainer	1,500.00
Kundert Williams Ins Agency	2021 Insurance Policy	39,076.00
SDML Workers Comp	2021 Insurance Policy	6,378.00
Tyler Technologies Inc	2021 Software Maintenance Fee	4,693.38
ACH		
SD Unemployment Insurance	4th Qtr. Unemployment	0.23
US Bank	DW & CW SRF Bond Payments	32,228.27
State of South Dakota	Sales Tax Collected Dec	515.22

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

Motion Mokros, second Rayman, carried, to designate First Dakota National Bank and Service First Credit Union as the legal depositories for the City of Salem.

Motion Mayrose, second Rayman, 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 Rayman, second Mokros, carried, to approve Resolution #2021-01. A resolution listing all salaries and wages paid.

Motion Rayman, second Mayrose, carried, to approve Resolution #2021-02. A Resolution setting Capital Outlay expenditures and limits.

Motion Mayrose, second Rayman, carried, to approve the 2021 Snow Hauling Contracts with Twedt Construction \$100.00 per hour (24' box); Gene Sandine \$100.00 per hour (22' box); and Matthaei Excavating \$90.00 per hour (17' box).

Motion Mayrose, second Rayman, carried, to approve the following 2021 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, Zach Heumiller, JD Evans, Jon Blom and Lake Gogolin.

Motion Eichacker, second Rayman, carried, to approve the Joint Election Agreement with McCook Central School for election on June 8, 2021.

Public Works Laborer job description is to be reviewed by Foreman Weber with changes to be discussed at the February 8th meeting.

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

The cash balances remaining from the 2020 Budget were distributed as follows:

- General Fund transferred \$365,751.20 into Unrestricted Cash.
- Water Fund transferred \$74,300 to the following reserves: \$10,000.00 to Equipment Repair/Replacement; \$23,500.00 to the Water Meter WTP Repair Reserve; \$3,800.00 WTP General Parts Replacement; \$7,000.00 to the Filter Reserve; and \$30,000 to Water Main Replacement Reserve. Leaving \$58,778.78 to transfer to a newly established Well Replacement Reserve or Unrestricted Cash.
- Sewer Fund transferred \$49,350.80 as follows: \$3,120.00 to the Restricted Equipment/Replacement; \$22,993.00 to the Lagoon Repair Reserve and \$23,237.80 to Unrestricted Cash.

Motion Rayman, second Harris, carried, to designate the following:

- General Fund: \$445,000.00 of the Unrestricted Cash Balance to the 2022 Budget Designation.
- Water Fund: \$58,778.78 to a Well Replacement Reserve from the 2020 Cash Balance.

Discussion was held on the 2021 Budget Equipment purchases. Information is still being compiled on a Snow Blower and ATV replacement. Foreman Weber presented two options from Puthoff Repair for a 24" & 18" Cold Planer (asphalt cutter) for the Skid Steer. The estimates are higher than the \$12,000 budgeted. Finance Officer Heumiller stated the Capital Outlay for Equipment would be used to supplement the funds.

Motion Mokros, second Rayman, carried, to purchase the Edge 24" Cold Planer from Puthoff Repair for \$17,500.00.

Sheriff Norris arrived at 6:50 p.m.

Mayor English stated there is a speeding issue throughout town needing to be addressed and wanted to know how contact to the sheriff's office should be made for ticketing after snow alerts. Sheriff Norris is requesting an email stating places and times speeding is taking place so patrols can be scheduled, and a call from Foreman Weber on the ticketing after the snow alerts.

Discussion was held on the possibility of the use of the football field lights at the West softball field. A quote from Pulse Electric is being obtained. Pulse informed Finance Heumiller that it will require some reengineering of the lights for proper lighting of the softball field. More discussion will be held once Pulse provides a quote.

Discussion was held on the armory remodel vs. new building. To determine community needs and participation numbers, some programs need to be established and ran prior to making any decisions on a remodel or new building. Council member Heiberger will present some program options at the February 8th meeting.

Next meeting is scheduled for Monday, February 8, 2021.

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

Dated this 11th day of January 2021 at Salem, South Dakota.

(SEAL)

Shawn English
Mayor

ATTEST:

Lori Heumiller
Finance Officer

Published once at the approximate cost of _____.