

MINUTES OF THE REGULAR MEETING OF THE SALEM CITY COUNCIL HELD IN THE MCCOOK CENTRAL SCHOOL DDN ROOM IN SALEM SOUTH DAKOTA ON TUESDAY, JANUARY 7, 2025, AT 6:00 P.M.

President Ron Mayrose called the meeting to order with Council Members Doug Mokros, Ron Mayrose, Mitchell Rayman, Marc Harris and Dnyee Schierholz present in person and Mayor Glenda Blindert and Council member Janet Karel present via Teams. Public Works Supervisor Dustin Weber; Jacob Morris and Trent Bruse of DGR Engineering; Cameron Howard, William Eichacker, Stephen Oyen, Camrynn Wagner, Kyle Peters, and Cole Christian of A1 Development; and SEDC board members Jeremy Grady, Logan Roth, Keith Paulsen, Debra Cheeseman, and Brad Kranz were also present.

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

Declaration of conflicts: None

Motion Mokros, second Rayman, carried, to approve the agenda.

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

Motion Harris, second Schierholz, carried, to approve following consent agenda items:

- The minutes of December 4, 2024 - Public Hearing; December 10, 2024, and December 23, 2024, as written.
- Finance report stating a balance of \$6,497,495.87 for all funds and includes all investments and cash on hand; sewer pumpage of 5,250,000 gallons; water pumpage of 2,210,000 gallons; and the bacteriology report is satisfactory.
- The police reports filed by the McCook County Sheriff Department.
- Claims list dated January 7, 2025.

Payroll: Mayor/Council \$1529.98; Finance Office \$7002.28; Streets \$4569.39; Snow \$337.82; Restricted-Use Site \$352.10; Regulation & Inspection \$822.50; Park \$1015.32; Storm Sewer \$46.11; Water \$6274.61; Sewer \$2763.99; Payroll Taxes \$1773.71; City Share: Health \$6974.02; Dental \$146.02; Aflac \$98.84; Life \$54.75; Retirement \$1323.45.

Claims:

VENOR	DESCRIPTION	AMOUNT
Auto Value Salem	Supplies: Streets/Snow	98.14
Brightarrow Technologies Inc	2025 Subscription	65.00
Central Farmers Co-Op	Diesel Fuel	323.55
Century Business Products	Doc Maintenance & Copier Contracts	180.29
Dakota Data Shred	Shredding Service	88.45
Dakota Mainstem Regional Water	2025 Membership Fee	3,336.75
DANR	SD0020966 Permit	1,500.00
DGR Engineering	Engr: Phase II ST UT Project	35,900.00
DGR Engineering	Engr: Industrial Area Project	24,430.79
DGR Engineering	Engr: Street Improvements	600.00
DGR Engineering	Engr: Sanitary Cleaning Project	442.50

DGR Engineering	Engr: WTP Support	609.00
Hawkins Inc	WTP Chemicals	2,125.21
Howard Pulse	Deposit Refund	60.00
I & S Group, Inc	CHall/Comm Center Admin	1,677.50
Infotech Solutions LLC	IT Contract	616.50
Iron Wheel LLC	1" Brass Berbed Couplings (3)	37.35
McCook County Auditor	Law Agreement	9,017.00
McCook County Ems Inc	2025 Agreement	2,157.55
McGough Construction Co Llc	PAY APP9: COMMCTR BLDG	209,012.87
McLeods Printing & Office Sup	Minute Books, Receipts Book & Brochures	1,438.60
MidAmerican Energy Co	Utilities	585.63
MidAmerican Research Chemical	Chlorine tabs, Gloves, Sewer Chemicals	18,119.95
New Century Press Inc	Publications Dec 2024	290.51
Pulse Electric Inc	Wire ran to Courthouse Well	8,724.51
Quill Corporation	Office supplies	443.73
RBS Sanitation Inc	Garbage Contract	8,825.04
Salem Lumber Co	Water Supplies	8.80
Salem Water Department	Utilities	605.61
Sd Assn Of Rural Water Systems	2025 Annual Dues	615.00
Sd Municipal League	2025 Membership	1,586.00
Sd Public Health Laboratory	Water/Sewer Testing Fees	282.00
SEAFOG	2025 Membership Dues	100.00
SECOG	2025 Dues	2,518.00
South Dakota One Call	Locates Dec2024	9.45
Southeastern Electric	Utilities	141.95
T & R Contracting Inc	Industrial Area Project Pay#9	187,982.96
Total Stop	Dec 2024 Fuel Purchases	228.00
Triotel Communications Inc	Utilities	242.72
Xcel Energy	Utilities	8,377.83
CARDMEMBER SERVICES - CREDIT CARD PURCHASES		
USPS	Stamped Envelopes	2,215.75
SD DEPT OF AG	Recertification Class	15.00
CLAIMS PRE-APPROVED:		
Baily Mennis	Deposit Refund	93.30
Verizon Wireless	Utilities	128.76
ACH		
SD Dept of Labor	Unemployment 4th Qtr	10.27
State of South Dakota	Sales Tax Collected December	693.71
US Bank	DW & CW SRF Loan Payments	23,196.98

PW Supervisor Weber presented the following items:

- Thien Well proposal for cleaning the courthouse well and to abandon the old legion well: total cost \$18,000.00.
- Verizon Wireless project was delayed until 2025.

- The new wire to the courthouse well was installed.

Motion Mokros, second Rayman, carried, to hire the Thien Well to clean the courthouse well and abandon the old legion well for a cost of \$18,000.00.

Engineer Report: Jacob Morris & Trent Bruce

Industrial Area Project:

Lien waivers have been received from two underground suppliers. DGR recommends approval of Pay Request #9 from T&R Contracting Inc. in the amount of \$187,982.96. The pay request lowers the normal retainage to 5%; the project lien plus 10% remains.

Attorney Bottum was consulted on the pay request and approved.

Motion Mokros, second Harris, carried, to approve Pay application #9 from T&R Contracting in the amount of \$187,982.96.

Phase II Street & Utility Improvement Project

Cameron Howard and William Eichacker were present to request a variance for wider driveways along Norton Ave.

Discussion was held on curb necessity for drainage. The curve does provide an atypical turning area and parking in this area is minimal so is not compromised.

Motion Rayman, second Mokros, carried, to approve the variance as presented: two eighty-foot and two sixty-foot driveways.

Resolution of Necessity: Front Footage percentage was discussed. Figures were reviewed between a 3% front footage assessment and the Proposed Resolution of Necessity 6% front footage assessment.

Passing of the Resolution of Necessity is still a preliminary assessment, the final Special Assessment Roll will be based on an as built figures and another Public Hearing will be held on the final Special Assessment Roll, which may or may not be in front of a different Council.

Morris stated there may be other properties that may have exceptional circumstances that will be addressed as the project moves forward, that the Council can address and adjust on the Special Assessment Roll.

Corner properties front footage assessment will be 100% on short side and 50% long side. This is true whether the work is done in one or separate projects.

Easements: Easement was discussed with Cameron Howard and William Eichacker. Setback variance was discussed and request to allow an additional utility easement on the outer edge of the city's easement.

The variance on the setback would need to go through the proper zoning steps with the city, and the council was okay with the additional utility easement if the easement does not interfere with the city's ability to maintain the pipe in the future. The additional easement request was provided in an easement provided to Mr. Howard and Eichacker to sign.

Project Funding Shortage: Morris stated the project financing is estimated to be short \$200,000. A portion of the project can be removed, or Finance Officer Heumiller stated there is \$300,000 in the General Fund Phase II ST/UT Project Street Reserve that can be designated for the project.

Motion Mokros, second Harris, carried, to designate \$200,000 from the General Fund Phase II Street & Utility Project Street Reserves to finance the Phase II Street & Utility Project.

Shared Use Path: Phase II: DGR met with several property owners today and all easements have been obtained.

Water Treatment Plant Water Source – intent to place on the State Water Plan by month end.

Flood Mitigation: Meeting with SECOG and DGR is scheduled for January 8th and the deadline has been moved to February 18, 2025, so much work to be completed to meet the deadline.

OTHER PROJECTS

City Hall/Community Center:

Motion Rayman, second Mokros, carried, to approve McGough Pay Request #9: \$209,012.87 for work to date, contingent on ISG review and approval.

200 N Main Street Demo: Bid opening February 4, 2025.

CITY ATTORNEY:

Motion Mokros, second Rayman, carried, to approve Attorney Tim Bottum's January 1, 2025, rate increase - \$300 per hour.

Committee Reports.

Motion Rayman, second Schierholz, carried, to approve the following declaration and designations for FY2025.

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."

Designation of "The Special" as the City's legal publication.

Designation of depositories: First Dakota National Bank and First Bank & Trust.

Motion Mokros, second Karel, carried, to approve the 2nd Reading and Adoption of Ordinance #682 – the new Flood Damage Prevention Ordinance.

Motion Harris, second Rayman, carried, to approve the 2nd Reading and Adoption of Ordinance #683 – 2025 Budget Supplement.

Motion Mokros, second Harris, carried, to approve Resolution 2024-14 – Resolution of Necessity for the Phase II UT & ST Project; changing the Front Footage assessment from 6% to 3%.

Motion Mokros, second Schierholz, carried, to approve Resolution 2025-02 – Resolution supporting the contents of the *2024 Pre-Disaster Mitigation Plan for McCook County, South Dakota*.

Kyle Peters and Cole Christian of A-1 Development were present to discuss their services relating to Economic Development in the community and surround area. SEDC board members were present for this discussion.

Motion Harris, second Rayman, carried, to approve the following Salem Volunteer Fire Department 2025 Roster: Paul Deters, Tom Peterson, Nathan Olinger, Bill Eichacker, Marvin E. Johnson, Tony Kerkhove, John Oyen, Todd Matthies, Jeremi Matthies, Josh Blindert, Michael Heumiller, Darin Koch, Dave Oyen, Marty Heumiller, JD Evans, Jon Blom, Justin Hagemann, Mike Hanisch, Hunter Balvin, Jordan Peskey, Dustin Weber, Adam Eichacker, Jason Lunders, Brian Ewoldt, Rafe Bridges, Landon Roling, Jake VanHout, Sean Edwards, Isaak Pulse and Owen Duffy.

Motion Mokros, second Rayman, carried, to accept Charlotte Roesler's Resignation effective 12/31/2024.

Motion Mokros, second Harris, carried, to approve the Assistant Finance Officer's job description presented, advertise for opening with closing date of February 4, 2025.

Motion Mokros, second Schierholz, carried, to approve Resolution 2025-01 – Complete list of all salaries paid to all city officials & employees.

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

The cash balances remaining from the 2024 Budget distributed as follows:

- General Fund transferred \$685,248.46 into Unrestricted Cash.
- Water Fund transferred \$71,125.08 to the following reserves: \$3,000 - Vehicle Replacement; \$10,000 - Equipment Repair/Replacement; \$3,800 - WTP General Parts Replacement; \$7,000 - Filter Reserve; \$26,970 – Well Replacement, and \$20,355.08 - Water Main Replacement Reserve.
- Sewer Fund transferred \$29,113.00 to the following reserves: \$3,000 - Vehicle Replacement; \$3,120 - Equipment Repair & Replacement; and \$22,993 to the Lagoon Repair Reserve. \$33,764.13 transferred to Unrestricted Cash.

Motion Mokros, second Schierholz, carried, to approve the EOY 2024 Financial Report and transfers presented.

The 2025 General Fund Budget Designations & Special Items: Contingency- \$40,000,

Equipment: Sweeper (\$150T), Scrubber for Community Center \$20T

Buildings: Shed at Little League/Softball field: \$15T

Capital Outlay: \$70,000 (city equipment, vehicles & fire truck).

Reserves: Community Center Equipment/Parking Lot \$145,250.00; and, \$1,500 to computer/server; \$150,000 FEMA Diversion Project.

Special Items: Cones & Barricades (\$1,750), lounge chairs and chairs for the pool (\$2,900); Summer Rec Equipment: \$2,930

Motion Rayman, second Harris, carried, to designate \$500,000.00 of the General Fund Unrestricted Cash Balance to the 2025 Budget; and approve the 2025 Budget reserves, project designations and special items presented. Project, special items, and equipment costs will be presented and approved once firm costs are established.

A budget supplement will be presented in February for the \$50,000 in Sales Tax Revenues to be used in the 2025 Budget. Community Center/City Hall project parking lot paving will be discussed with DGR Engineering with a contract for the project at a future meeting. Display sizes in the facility were discussed during the walk through of the facility: pricing for (3) 98" displays; (1) 85" displays; (2) 75" displays; and (2) 65" displays will be presented at the February meeting.

Motion Rayman, second Mokros, carried, to approve Resolution 2025-01 – Complete list of all salaries paid to all city officials & employees.

Next meeting is scheduled for Tuesday, February 11, 2025.

Motion Rayman, second Mokros, carried, to adjourn at 8:05 PM.

Dated this 7th day of January 2025 at Salem, South Dakota.

(SEAL)

Ron Mayrose
President

ATTEST:

Lori Heumiller
Finance Officer

Published once at the approximate cost of _____.