

**MINUTES OF THE REGULAR MEETING OF THE SALEM CITY COUNCIL HELD IN THE MCCOOK CENTRAL SCHOOL DDN ROOM IN SALEM SOUTH DAKOTA ON TUESDAY, NOVEMBER 5, 2024, AT 6:00 P.M.**

Mayor Glenda Blindert called the meeting to order with Council Members Doug Mokros, Ron Mayrose, Mitchell Rayman, Marc Harris, Janet Karel and Dnyee Schierholz present. Public Works Supervisor Dustin Weber; Jacob Morris of DGR Engineering; Chris Fields (SMGA/SEDC); and Daniel Larson were also present. Motions made were unanimous of Council members present unless roll call identifies otherwise.

Declaration of conflicts: Rayman Item M5 – liquor license renewals.

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

Public comment (SDCL 1-12.1). None.

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

- The minutes of October 8, 2024, Public Hearing and Regular minutes as written.
- Finance report stating a balance of \$7,693,044.72 for all funds and includes all investments and cash on hand; sewer pumpage of 7,200,000 gallons; water pumpage of 4,230,000 gallons; and the bacteriology report is satisfactory.
- The police report filed by the McCook County Sheriff Department.
- Claims list dated November 5, 2024.

**Payroll:** Mayor/Council \$1014.98; Finance Office \$6996.18; Streets \$3559.07; Restricted-Use Site \$264.55; Regulation & Inspection \$996.48; Mosquito \$144.30; Park \$2953.41; Water \$5701.13; Sewer \$2542.33; Payroll Taxes \$1744.19; City Share: Health \$6283.80; Dental \$155.76; Aflac \$98.84; Life \$54.75; Retirement \$1335.88.

**Claims:**

VENOR	DESCRIPTION	AMOUNT
Central Farmers Co-Op	Diesel	257.28
Century Business Products	Doc Management & Copier Contracts	160.04
Cintas Corporation No. 2	Rug Service	68.95
Core & Main LP	Water, Sewer & Hydrant Repair Parts	808.75
DGR Engineering	Engineer Service: Streets	258.50
DGR Engineering	Engineer Service: Industrial Area Project	41,357.95
Dylan Stroud	Deposit Refund	37.48
First Bank & Trust	City Hall/Community Center Bond Payment	139,690.00
Fremar LLC	Parks: Trimec 992	197.00
Frontier Precision Inc	Trimble2 Maintenance Coverage	319.00
GeoTek Engineering & Testing	Testing Fees: Industrial Area	5,774.00
Gessner Welding Inc	Steel to repair dumpster	32.00
Grainger Inc	Water & Park Supplies	845.00

Hawkins Inc	WTP Chemicals	5,627.71
Infotech Solutions LLC	Computer Backup/Maintenance	616.50
Iron Wheel LLC	Water: 3/4" Valve & Electric Hammer Rent	109.86
Lori A Heumiller	Dak Mainstem/ SECOG/SDML Mileage	171.06
McCook County Auditor	Law Agreement Nov Payment	8,168.00
MidAmerican Energy Co	Utilities	31.17
Morgan Theeler LLP	Attorney Fees	2,927.83
New Century Press Inc	October Publications	747.07
Quill Corporation	Office Supplies	12.79
RBS Sanitation Inc	Garbage Contract	8,825.04
Salem Lumber Co	Supplies: Streets/Water	129.74
Salem SD Chamber of Commerce	Holiday Promotion Fee	25.00
Salem Water Works	Utilities	1,005.34
Sanitation Products Inc	Sweeper Parts	49.82
Sd Public Health Laboratory	Testing Fees: Water	524.00
South Dakota One Call	Locates	49.35
Southeastern Electric	Utilities	151.77
Sturdevant's Auto Value Salem	Street & Parks: supplies/parts	109.45
Total Stop	Fuel Purchases	217.04
Triotel Communications Inc	Utilities	248.67
Xcel Energy	Utilities	7,878.45
<b>CARDMEMBER SERVICES - CREDIT CARD PURCHASES</b>		
Menards - Mitchell	Antifreeze 40 gallons: Parks	113.40
Hanna Instruments	Fluoride Testing Supplies	61.57
Northern Tools	Stihl Chainsaw repair parts	195.93
USPS	Postage: Bond Closing to Bond Counsel	60.90
Mettler Implement - Mitchell	Oil Change Kits (2)	94.74
<b>CLAIMS PRE-APPROVED or PRIOR MEETING</b>		
The Homestead	Deposit Refund	42.84
Verizon Wireless	Utilities	128.76
<b>ACH</b>		
US Bank	DWSRF #4 & CWSRF #3 Payment	32,126.55
US Bank	CWSRF #5 Payment	4,501.29
State of South Dakota	Sales Tax Payment	719.69

PW Supervisor Weber presented the following items:

- The rubble site was inspected by DANR – there were pallets with plywood and treated wood in the pit. Weber stated items have been removed and disposed of.

Engineer Report: Jacob Morris was present.

**Industrial Area Project:**

Recommends approval of Pay Request #7 from T&R Contracting Inc for work to date in the amount of \$671,439.21.

Walk through is scheduled for next week.

T&R Contracting, Inc. was informed that the substantial completion date of November 1, 2024, has passed.

**2024 Street Project:**

Recommends approval of Pay Request #3 (final) from Twedt Construction for work to date \$7,914.03 – contingent on receipt of the final documents.

**Phase II Street & Utility Improvement Project:**

Morris presented the Special Benefit Assessments. Discussion held. The Proposed Resolution of Necessity to be voted on later in the meeting will need to reflect the agreed upon Special Benefit. The Proposed Resolution of Necessity sets a public hearing date to discuss these assessments with the abutting property owners. The Council can amend the Special Benefit Assessment on individual properties based on exceptional circumstances; or change the % of the benefit on the Front Footage assessment. The front footage assessment reflected is shown at 10%, Morris stated the previous project assessments were not at 10% as previously discussed, 6% is more in line.

Project will be bid prior to December 31, 2024, to meet the ARPA project designation deadline.

**Industrial Area Project:**

Community Access Grant Agreement was missing when the city requested a draw down; formal motion is required.

**Shared Use Path Phase II:**

Recommends approval of Pay Request from SD DOT for city's percentage of engineering to date: \$344.04.

Discussion on meeting with abutting property owners before the Public Hearing on Phase II Project.

SD DOT will be bidding out the project in February 2025.

**Water Treatment Plant Update:**

Morris presented a phased improvement plan for Well & Water Source Improvements and WTP Rehabilitation. The first step is to place the project on the State Water Plan; deadline is February 1<sup>st</sup>; thereafter, funding applications may be made.

**Flood Mitigation Discussion/Update.** Cost benefit analysis is still in progress; the application deadline is May 2025.

Motion Rayman, second Mayrose, carried, to approve Industrial Area Project Pay Request #7 from T&R Contracting Inc for work to date in the amount of \$671,439.21.

Motion Mokros, second Rayman, carried, to approve 2024 Street Project Pay Request #3 (final) from Twedt Construction for work to date \$7,914.03 – contingent on receipt of final documents.

Motion Rayman, second Mokros, carried, to approve the Community Access Grant Agreement and authorize the mayor to sign.

Motion Karel, second Mokros, carried, to approve the Phase II Trail Project pay request from SD DOT for work to date in the amount of \$344.04.

**City Hall Community Center Project:**

Motion Mokros, second Mayrose, carried, to approve the City Hall Community Center Project Pay Request #7 from McGough Construction for work to date \$682,147.81.

Two change orders requested:

- 1) EF-1 Horizontal lap siding addition above south windows on City Hall to conform to the rest of windows - \$813.91; and
- 2) 2) Xcel Energy bills, Dumpster and Snow Removal Fees (contract states City responsible in Rate Schedule) cost to date - \$7,972.23.

Construction Contingency will be used for both change orders and Change Order #7 will not be finalized until the project is complete as charges will be on going.

Motion Karel, second Rayman, carried, to approve change order #6 – EF-1 Horizontal lap siding addition above south windows on City Hall to conform to the rest of windows for a cost of \$813.91; and #7 - Xcel Energy bills, Dumpster & Snow Removal Fees (final dollar amount at end of project); with both change orders using Construction Contingency.

A security/camera company needs to be hired to meet the installation deadline of January 21<sup>st</sup> (schedule deadline discovered at the October 31<sup>st</sup> bi-weekly project meeting).

Motion Mokros, second Rayman, carried, to authorize the Mayor and Finance Officer along with committee members established by Council to interview and hire a security/camera company for the City Hall/Community Center facility in an amount not to exceed the \$50,000 budget.

**200 N Main Street Commercial Building Demo:**

Working with GeoTek and code officer on specifications and City Attorney on legal documents for the bid package.

The committee established to review employee benefits met and is recommending the following:

- 1) Renew the healthcare Wellmark Benefit plan PG000044/RG000271 with a 11.76% premium increase: Family \$1,950.78; Single \$869.12; and,
- 2) To offer SunLife Vision Plan paid 100% by employee.
- 3) The committee is also recommending changing the Agent of Record to MidWest Employee Benefits as they can administer all benefits, handle renewals, COBRA, HCR Compliance, and city would have access to Counsel for personnel questions. The employees would have one agent handling questions on all their benefits.

Motion Mokros, second Rayman, carried, to renew the healthcare Wellmark Benefit plan PG000044/RG000271 with a 11.76% premium increase: Family \$1,950.78; Single \$869.12;

and to offer a SunLife Vision Plan paid 100% by employee; and change the Agent of Record to MidWest Employee Benefits.

The Council extends a thank you to Randy Sabers & Associates for the 17 years of service.

Motion Schierholz, second Rayman, carried, to approve Resolution #2024-14 Proposed Resolution of Necessity for the Phase II Street & Utility Project with a change from 10% to 6% on the Front Footage and setting the Public Hearing date for Wednesday, December 4, 2024, at 6:00 p.m. at the McCook Central School.

The meeting with the Salem Trail Phase II will be held at 5:30 p.m. on the same day.

Nuisance Properties and McCook County Ambulance were discussed.

Council member Karel left at 7:20 p.m.

SEDC update: Chris Fields provided an update.

Committee Reports.

Motion Mayrose, second Mokros, carried, to approve the first reading of Ordinance No. 681 – a supplement to the 2024 Budget.

Discussion was held on the Xcel Energy Electricity Easement approved last meeting. The wording changed and is no longer a temporary easement. Easement is for power to the cement plant.

Motion Mayrose, second Mokros, carried, to approve the Xcel Energy Electricity Easement. The easement is on file at the Finance Office.

Motion Mokros, second Schierholz, carried, to make a correction to the Special Assessment Roll: 2022 Street Project Assessment #2022-42: correct assessment is \$4,910.40 (driveway cost removed).

Motion Mayrose, second Mokros, carried, to approve the following liquor license renewals for the period of January 1, 2025, through December 31, 2025. On roll call, five (5) Aye (Mokros, Mayrose, Harris, Karel, Schierholz). Rayman abstained. Motion carried.

**Retail On-Sale Liquor:**

Main & Vermont Inc. DBA: The End Zone Bar & Grill, 257 N Main Street.  
McCook Country Club, 501 S. Douglas Street  
The Brewery Inc., 233 & 235 N Main Street

**Package Off Sale Liquor:**

The Brewery Inc., 233 & 235 N Main St,  
Total Stop Convenience Store #6110, 25315 S HWY 81

**Retail On/Off Sale Wine and Cider:**

Dolgen Midwest LLC, DBA Dollar General Store #16507, 131 N Nebraska

Rayman stated Cheeseman and Grady were unable to attend the meeting. They wished to discuss raising the Salem Summer Rec fees to off-set coaching & umpire costs and applying for a Land Water Conservation Fund Grant for the replacement of baseball field lighting.

Community Center rental fees were discussed.

Roof Hail damage: Still working on specifications for bidding.

FEMA Disaster relief (June 21<sup>st</sup> Flood Event): The following has been submitted for initial review: 1) Emergency Measures \$22,741.49; 2) Debris removal \$3,978.78. Road Repairs: waiting for an invoice to complete application.

Discussion on Building Permit requirements.

Next meeting is scheduled for Tuesday, December 10, 2024.

Motion Rayman, second Mayrose, carried, to adjourn at 8:07 PM.

Dated this 5<sup>th</sup> day of November 2024 at Salem, South Dakota.

(SEAL)

Glenda Blindert  
Mayor

ATTEST:

Lori Heumiller  
Finance Officer

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