

**MINUTES OF THE REGULAR MEETING OF THE SALEM CITY COUNCIL HELD IN THE SALEM ARMORY KITCHEN IN SALEM SOUTH DAKOTA ON MONDAY, NOVEMBER 8, 2021, 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; Jamie Rotert, Steve Feterl, Troy Schwans, and Bryce & Jennifer Watkins were also present.

Jackie Montreal was absent.

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

Motion Mokros, second Harris, carried, to approve the minutes of October 5, 2021, as written.

Motion Mayrose, second Mokros, carried, to approve the following reports: Finance report saying a balance of \$5,163,832.75 for all funds and includes all investments and cash on hand; sewer pumpage of 7,617,000 gallons; water pumpage of 2,755,000 gallons; and the bacteriology report is satisfactory.

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

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

Foreman Weber present his monthly report, discussion held on the following items:

- Stop Sign formal approval on Essex (Idaho E/W); Adams (Essex N/S) and Idaho (Vermont N/S). Heumiller stated Keith Aden was questioning the need and she invited him to attend tonight's meeting.
- Christ Lutheran Church's request to windrow and haul away snow. Jamie Rotert was present on behalf of the church asking the Council to consider this request. Council explained the change was made years ago due to cost and if Christ Lutheran roads were added they would also need to include St. Mary's. No motion to change this policy was made.

Motion Rayman, second Harris, carried, to install stop signs in the following locations:

Essex Ave – East & West bound traffic stops at the intersection of Essex & Idaho

Idaho St – North & South bound traffic stops at the intersection of Vermont & Idaho

Adams St – North & South bound traffic stops at the intersection of Adams & Essex

On Roll call four (4) "Aye": Mayrose, Heiberger, Rayman, Harris; one (1) "Nay": Mokros.

Motion carried.

Motion Mokros, second Rayman, carried, to approve the foreman report.

Trent Bruce of DRG Engineering was present to update the Council on city projects supplying the following recommendations:

- 1) 2021 Asphalt Replacement Project: Work is complete recommend the approval of Twedt Construction's pay request for \$75,968.90.

- 2) 2021 Sewer Cleaning and Televising – reports and video received and recommend the approval of Empire Pipe Services Pay Request for \$19,883.15.
- 3) LTP has completed the drilling of the new well, has not yet abandoned the old well and have not responded to the request for a contract for the cleaning of well #3. DGR will pursue other companies for the well cleaning project and present at a future meeting.
- 4) Beebe Ave street ROW discussed: Survey shows that street curves to south and encroaches on Wittmeier property. Wittmeier's questioned if they have enough area on the north side of their property to attach a garage. It was determined there is 49.7' which would provide them 29.7 foot to place a garage. The road and curb & gutter will need to be addressed in the future as a building permit for a garage addition would require curb and gutter.
- 5) Storm Sewer Project: Contaminated soil was discovered soil was hauled to the Mitchell Landfill and once invoice is received (\$830) it will need to be paid.
- 6) Industrial Area Phase II: Recommending approval to move forward with SRF Funding applications. If all funding SRF & Community Access are received, looking at a 2023 build.
- 7) Engineering Design Standards for driveway widths were reviewed. The details presented will be placed into the new standards which will be presented at the next meeting.

Motion Mayrose, second Rayman, carried, to approve pay request form Twedt Construction for the 2021 Asphalt Replacement Project for \$75,968.90.

Motion Mokros, second Harris, carried, to approve pay request from Empire Pipe Services for the 2021 Sewer Cleaning & Televising project for \$19,883.15.

Motion Mokros, second Mayrose, carried, to allow the Mayor and Finance Officer to pay the invoice from the Mitchell Landfill for the contaminated soil at an approximate cost of \$830.00.

Motion Mokros, second Rayman, carried, to move forward with the DANR SRF funding requests for Phase II of the Industrial Area.

At the 7:00 p.m., the City Council meeting as a "Board of Adjustment" held a Public Hearing to consider the application of Bryce Watkins for a Variance to move and place an existing 8' x 10' shed on the north property line instead of the required five (5) foot. Legal description of property is E100' W175' S133' Outlot K Subdiv NE ¼ SW ¼ 13-103-55- EX S33' Used for Road, McCook County, South Dakota. Site address is 420 E Drake Ave.

Bryce & Jennifer Watkins, Steve Feterl and Troy Schwans were present for the hearing. Watkins explained that the shed was sitting on the North property line and moved it to the Northeast side of his property and is asking for the same consideration in the placement. Watkins has a tree in the way, so placement could be moved to the south side of the tree but would prefer placement on the north.

Steve Feterl said he opposes the variance and wants the shed five foot off the property line.

Troy Schwans said at this point the variance does not affect him as the placement is five feet from his property line.

Council reviewed the area on beacon software and discussion held. Heumiller stated the regulation exists as there is a ten-foot distance needed between buildings, which could affect an abutting property owner's placement of a building.

Motion Mokros, second Mayrose, carried, to deny Watkin's application for a Variance to move and place an existing 8' x 10' shed on the north property line instead of the required five (5) foot. Legal description of property is E100' W175' S133' Outlot K Subdiv NE ¼ SW ¼ 13-103-55- EX S33' Used for Road, McCook County, South Dakota. Site address is 420 E Drake Ave. Discussion held on the cost to rent out an office in the armory.

Discussion was held on the rental of an armory front office.

Committee reports given.

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

**Payroll:** Mayor/Council \$1468.32; Finance Office \$9341.30; Streets \$3993.66; Restricted-Use Site \$1199.40; Regulation & Inspection \$76.22; Mosquito \$192.10; Park \$1742.17; Armory \$2564.68; Storm Sewer \$1148.42; Water \$4489.98; Sewer \$3205.00; Payroll Taxes \$2162.22; City Share: Health \$6208.36; Dental \$116.82; Aflac \$106.64; Life \$54.75; Retirement \$1625.88.

**Claims:**

VENOR	DESCRIPTION	AMOUNT
Asphalt Surfacing Technologies	2021 Slurry Seal Project	58,023.67
Avera Occupational Medicine	Random Drug Testing	138.00
Batteries Plus	Water Dept CH-Battery Backup	94.90
Butler Machinery Company	Maintainer filters & elements	346.01
Central Farmers Co-Op	Diesel Purchases	401.47
Century Business Products	Copier Maintenance/Doc Management Contracts	139.86
Cintas Corporation No. 2	City Hall & Armory Rug/Mop services (2 months)	232.38
CNA Surety	Finance Officer Bond	525.00
DGR Engineering	ENGR Services Misc. Curb/gutter, Sewer Cleaning, Asphalt	10,373.25
DGR Engineering	ENGR Services 2021 ST/SE Project	5,733.40
DGR Engineering	ENGR Services: WTP Optimization	4,509.00
Empire Pipe Services	2021 Sewer Clean/Televising	19,883.15
Environmental Systems Research	FY2022 G15 License Renewal	500.00
Frontier Precision	Trimble R2 Sub Meter Rover Maintenance Renewal	306.00
GeoTek Engineering & Testing	2021 ST/SE Project Soil Tests	861.50
Gessner Welding Inc	Well Ballards	550.00
GovOffice	Annual Website Hosting Fee	960.00
Grainger Inc	WTP Shop Lighting/ Supplies	69.61
Griese Law Firm, P.C.	Attorney Fees	610.00
Harve's Sport Shop	Step Down Pitchers Plate Baseball	72.99
Hawkins Inc	WTP Chemicals	4,101.62
Infotech Solutions LLC	Computer Backup/ Maint Contract (2months)	930.00
J & L Supply	Weed Control Chemicals	159.20

John Howell	Deposit Refund	64.53
Kelsie Eich	Deposit Refund	12.56
Maynards Salem	Water/Sewer Cleaning Supplies/breakroom	49.71
McCook County Auditor	Law Agreement	7,323.00
Michael Todd & Company Inc	Street Sign Posts	1,142.30
MidAmerican Energy Co	Utilities	238.49
New Century Press Inc	Publishing	555.71
Petty Cash Finance Officer	Postage Finoff/Nuisance/water/pool	121.74
Progressive Salem Assn	Holiday Promotion	20.00
Quill Corporation	City Hall Office Supplies	456.46
RBS Sanitation Inc	Residential Garbage Contract	7,122.38
Salem Lumber Co	Storm Sewer Catch Basin & Water Safety Post supplies	150.39
Salem Water Works	Utilities	458.20
South Dakota One Call	Locates	29.40
Southeastern Electric	Utilities	158.31
State Of South Dakota	Water Testing Fee	211.00
Sturtevant's Salem Inc	Supplies Street, water, park	348.11
T & C Pit Stop Inc	Fuel Purchases	425.39
TrioTel Communications Inc	Utilities	319.53
Twedt Construction Co Inc	2021 Asphalt Replacement Project	75,968.90
Twedt Construction Co Inc	Fire Hydrant (Green/Richard)	2,295.00
Twedt Construction Co Inc	Water Break Repairs	9,894.00
Twedt Construction Co Inc	Manhole Install (2) Dakota (Lincoln/Jefferson)	17,289.00
Twedt Construction Co Inc	Sewer Service Line (Nuisance) Drake/Main	1,489.20
Zapp Hardware	Supplies Street/water/parks/armory	563.11
<b>CARDMEMBER SERVICES - CREDIT CARD PURCHASES</b>		
Mitchell Driving Exam	Commercial Driver's Testing Fee	35.00
HANNA Instruments	Water Testing Supplies	113.49
<b>CLAIMS PRE-APPROVED:</b>		
Xcel Energy	Utilities	8997.16
Verizon Wireless	Utilities	126.54
<b>ACH</b>		
US Bank	CW SRF #3 & DWSRF #4 Payment	32,126.55
State of South Dakota	Sales Tax Payment	644.97

2022 Wellmark Health Insurance renewal was reviewed. Discussion held on lowering the deductible from \$4,000 to either \$3,000/\$9,000 (family) or \$2500/\$75000(family), both are within the 2022 Budget. Council asked what the employee's thoughts were. Heumiller stated the consensus is the lower the deductible the better for them.

Motion Harris, second Rayman, carried, to approve 2022 renewal with Wellmark Blue Cross; Health Plan SQG with drug plan 9US-d; \$2,500/\$7,500 deductible; out of pocket \$5,000/\$15,000; monthly premiums single \$875.42; family \$1,964.90.

Motion Mokros, second Harris, carried, to approve the renewal of the following Liquor Licenses for the period of January 1, 2022 – December 31, 2022:

**Retail On-Sale Liquor:**

Main & Vermont Inc. DBA: The End Zone Bar & Grill, Randy Sabers, 257 N Main Street.  
Backroads Steakhouse & Lounge, 630 E Rutan Ave.

**Package Off Sale Liquor:**

T & C's Pit Stop, Todd & Christi Matthies, 25315 S HWY 81

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

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

Motion Mayrose, second, Mokros, carried, to approve the purchase agreement for a new Kyocera TASKalfa 4054ci from Century Business Products for \$7,826.81 for delivery after January 1, 2022.

Motion Mokros, second Rayman, carried, to approve the agreement with Sioux Metro Alliance effective January 1, 2022. Agreement is on file at city hall.

Motion Mayrose, second Rayman, carried, to approve Resolution 2021-14 – a resolution transferring contingency funds.

The 2021 Christmas Holiday for city employees will be observed as follows: ½ day on Thursday, 12/23/2021 and all-day Friday, 12/24/2021.

Motion Mayrose, second Rayman, carried, to place the \$25,500 received from the sale of the snow blower into the Capital Outlay for Equipment.

Next meeting is scheduled for Monday, December 6, 2021.

Motion Heiberger, second Rayman, carried, to adjourn at 8:20 PM.

Dated this 8<sup>th</sup> day of November 2021 at Salem, South Dakota.

(SEAL)

Shawn English  
Mayor

ATTEST:

Lori Heumiller  
Finance Officer

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