

**MINUTES OF THE REGULAR MEETING OF THE SALEM CITY COUNCIL HELD IN THE SALEM ARMORY KITCHEN IN SALEM SOUTH DAKOTA ON TUESDAY, SEPTEMBER 7, 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, Marc Harris, and Jackie Montreal present. Foreman Dustin Weber; Trent Bruce & Jacob Morris of DGR Engineering; Carol Cassidy; Jesse Fonkert and Ryan Solberg of Sioux Metro Growth Alliance; Glenda Blindert; Caleb Kinzley and Christina Jimenez were also present.

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

Motion Mokros, second Rayman, carried, to approve the minutes of August 9, 2021, and August 23, 2021, as written.

Motion Mokros, second Mayrose, carried, to approve the following reports: Finance report stating a balance of \$5,009,488.22 for all funds and includes all investments and cash on hand; sewer pumpage of 7,275,000 gallons; water pumpage of 4,705,000 gallons; and the bacteriology report is satisfactory.

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

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

Motion Mokros, second Mayrose, carried, to approve the Foreman report presented by Foreman Weber. The following items were discussed:

- Restricted Use Site Inspection: On 8/5/2021 D.A.N.R. conducted an inspection of the facility and the findings were: Unauthorized Waste in Wood Waste Area was detected. Prohibit the acceptance of unauthorized wastes, specifically railroad ties and other treated wood wastes. The unauthorized materials were removed by the city employees.
- Well behind Legion and City Hall – discussion on installation of posts to secure the well heads.
- Surplus of the 2009 Snocrete Model 842SI Snow blower.
- Surplus of the small brown storage shed sitting in fenced area by armory.
- Playground mulch – McCook Central maybe interested in purchasing if city has a surplus. It was determined city would be able to use all the mulch.

Motion Mokros, second Harris, carried, to purchase posts from Gessner Welding for the two wells.

Cost will be around \$900 installed.

Motion Morkos, second Harris, carried, to surplus the 2009 Snocrete Model 842SI Snow blower and sell at the October 26, 2021, PurpleWave Government Auction.

Motion Mokros, second Rayman, carried, to declare the brown shed (old baseball concession stand) surplus and junk as it is no longer necessary, useful, or suitable and offer for sale to the highest bidder to be moved off City property and if relocated in city limits must be resided and re-roofed.

Trent Bruce and Jacob Morris of DGR Engineering provided the Council with an update on upcoming and ongoing projects.

Motion Mayrose, second Montreal, carried, to award the Asphalt Replacement contract to Twedt Construction Inc. for the cost of \$68,860.00.

Motion Mokros, second Mayrose, carried, to accept the right-a-way improvement paving petitions from Raymond Spildener and Bryan & JoAnn Schierholz and approve [Resolution No. 2021-13](#) – Resolution of Right-A-Way Improvements. The paving will be added to the Asphalt Replacement contract.

Motion Mokros, second Mayrose, carried, to award the Sewer Cleaning and Televising contract to Empire Pipe Services for the cost of \$19,212.00.

Motion Mayrose, second Rayman, carried, to approve the finalization of the 2021 Slurry Seal project and payment of \$58,023.67 to Asphalt Surface Technologies Corporation contingent upon receipt of all contract documents in proper form.

Future projects were discussed. The American Recue Plan Act is providing millions of dollars to the state for infrastructure (water, sewer & broadband). The state legislature will be making decisions on the distribution of these funds, and the anticipation is through the State Revolving Fund process. Placing future projects on the State Water Plan will not obligate the city but would offer DANR some insight to what projects may take advantage of the dollars. No project would be free but looking at a potential of 40% grant dollars would be a savings to the taxpayers.

Phases II & III Water, Sewer, Strom Sewer and Street Projects from the Capital Improvement Plan and potential improvements to the Water Treatment Facility were discussed.

Motion Mokros, second Mayrose, carried, to place Phases II & III Water, Sewer, Strom Sewer and Street Projects from the Capital Improvement Plan and Water Treatment Facility Improvements to the State Water Plan.

Motion Mokros, second Montreal, carried, to have DGR establish a Well Cleaning contract with LTP or another company to be approved at the October 5<sup>th</sup> meeting.

At 6:45 p.m. a Public Hearing was held to receive public input on the Re-Zone application from Carol Cassidy for the rezone of the N2 Blk 20 Pettigrew South Salem IncW2 Vacated Wyne St Lying Adj to from (B-2) General Business to (R-1) Residential. Site address 431 E Beebe Ave.

The Planning Commission makes the recommendation to approve the Re-Zone.

Carol Cassidy was present to answer any questions and stated there is enough land there for three lots if someone wanted to subdivide the property.

Motion Rayman, second Montreal, carried, to approve the Re-Zone application from Carol Cassidy for the rezone of the N2 Blk 20 Pettigrew South Salem IncW2 Vacated Wyne St Lying Adj to from (B-2) General Business to (R-1) Residential; and the First Reading of Ordinance No. 659 – to change the Zoning and Zoning Map.

Committee reports were given.

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

**Payroll:** Mayor/Council \$1113.32; Finance Office \$5975.48; Streets \$3309.99; Restricted-Use Site \$799.38; Regulation & Inspection \$55.50; Summer Rec \$204.18; Pool \$9139.93; Park \$2222.38; Armory \$783.24; Storm Sewer \$336.60; Water \$2848.70; Sewer \$1587.53; Payroll Taxes \$2082.25; City Share: Health \$6208.36; Dental \$116.82; Aflac \$106.64; Life \$54.75; Retirement \$1040.37.

**Claims:**

| VENOR                        | DESCRIPTION                                  | AMOUNT   |
|------------------------------|--|----------|
| Central Farmers Co-Op        | Propane/diesel                               | 1,139.33 |
| Century Business Products    | Copier & Doc Management Contracts            | 198.02   |
| Cintas Corporation No. 2     | Rug & Mop Service: City Hall/Armory          | 116.19   |
| CMC Excavation Inc           | Water Break: Vermont/Douglas                 | 1,234.70 |
| CNA Surety                   | Employee Bond Premium                        | 120.00   |
| Consolidated Water Solutions | WTP Filters                                  | 902.10   |
| Core & Main LP               | Distribution & Well Supplies                 | 3,291.60 |
| Dakota Pump & Control Inc    | Annual Lagoon Inspection                     | 940.00   |
| Department Of Transportation | Trail Project                                | 833.50   |
| DGR Engineering              | Maps/Engr Design/Curb & Gutter/Sewer/Asphalt | 4,501.33 |
| DGR Engineering              | Snake Creek H&H Study                        | 4,875.00 |
| DGR Engineering              | ST/SE Project                                | 6,439.28 |
| Doane, Jayden                | 2021 Training Reimbursement                  | 108.00   |
| Griese Law Firm, P.C.        | Attorney Fees: Nuisance & Other July/August  | 1,143.16 |
| Harve's Pro Prints           | 75 Fitted Baseball Caps                      | 1,571.25 |
| Hawkins Inc                  | WTP Chemicals                                | 3,484.69 |
| J & M Repair                 | Streets: Sterling & Fuel Supply Repairs      | 542.83   |
| Klinkhammer, Shea            | 2021 Training Reimbursement                  | 107.50   |
| Krutsinger, Elana            | 2021 Training Reimbursement                  | 62.50    |
| Krutsinger, Olivia           | 2021 Training Reimbursement                  | 90.00    |
| Lunders, Lexie               | 2021 Training Reimbursement                  | 90.00    |
| Maynards Salem               | Merchandise: Pool/Supplies/WA                | 190.18   |
| McCook County Auditor        | Law Agreement                                | 7,323.00 |

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|--|---|----------|
| Mcleods Printing & Office Sup                      | Armory Calendar                               | 21.29    |
| Mettler Implement Inc                              | Streets PS-4 Oil Change Kits                  | 75.98    |
| MidAmerican Energy Co                              | Utilities                                     | 187.82   |
| MidAmerican Research Chemical                      | Pool Algaecide                                | 430.38   |
| New Century Press Inc                              | August Publications                           | 243.32   |
| Puthoff Sales & Service, Inc.                      | Cold Planer Bits (64)                         | 1,361.00 |
| Quill Corporation                                  | City Hall Supplies                            | 119.40   |
| RBS SANITATION INC                                 | Garbage Service Contract                      | 7,122.38 |
| SALEM LUMBER CO                                    | Supplies: Street/Water                        | 31.30    |
| Salem Water Works                                  | Utilities                                     | 1,838.59 |
| Calvin R Sandine                                   | Dakota/Center (NE) Handicap Mat Sidewalk ramp | 448.14   |
| Schmidt, Aubyn                                     | 2021 Training Reimbursement                   | 107.50   |
| Sd Dept Of Transportation                          | Annual Permit Renewal                         | 48.00    |
| Shauntae Burns                                     | Refund Summer Rec                             | 15.00    |
| South Dakota One Call                              | Locates                                       | 12.60    |
| Southeastern Electric                              | Utilities                                     | 163.76   |
| State Of South Dakota                              | Water Testing Fees                            | 30.00    |
| Stroud, Layla                                      | 2021 Training Reimbursement                   | 90.00    |
| Sturdevant's Salem Inc                             | Supplies: Streets                             | 4.39     |
| T & C Pit Stop Inc                                 | Fuel Purchases                                | 404.59   |
| TrioTel Communications Inc                         | Utilities                                     | 321.37   |
| USABluebook  | WTP Supplies                                  | 356.94   |
| Zapp Hardware                                      | Supplies Pool/Water/Park                      | 110.28   |
| <b>CARDMEMBER SERVICES - CREDIT CARD PURCHASES</b> |   |          |
| US Post Office                                     | US Post Officer: Stamps (Postcard/Forever)    | 758.00   |
| <b>CLAIMS PRE-APPROVED:</b>                        |   |          |
| Verizon Wireless                                   | Utilities                                     | 234.63   |
| <b>ACH</b>   |   |          |
| STATE OF SOUTH DAKOTA                              | Sales Tax Collected August                    | 681.40   |

Motion Mokros, second Rayman, carried, to approve the Coronavirus Local Fiscal Recovery Funds Agreement & Assurances documents and authorize the Mayor, Council President or Finance Officer to sign all necessary documents.

Motion Rayman, second Mayrose, to change the credit card policy as follows:  
Remove William Selland; Change Dustin Weber to an annual limit of \$10,000; and add Nathan Olinger with an annual limit of \$5,000.

Motion Rayman, second Montreal, carried, to approve [Resolution 2021-12](#) – removing check #35885 from the books.

Motion Mokros, second Rayman, carried, to approve the addition of Brandon Black to the Salem Volunteer Fire Department Roster effective 8/16/2021.

Motion Mayrose, second Rayman, carried, to approve the use of the following reserves in the Water Department to pay for the Well Project: Filter Reserve - \$65,000 and Main Replacement - \$30,000.

Discussion held on the armory use for tailgate fund raisers. Council concluded this will be allowed as with other fund raisers – renter is to setup and cleanup.

Mayor English discussed adding Juneteenth Holiday for the city employees and a noise ordinance.

Motion Mokros, second Rayman, carried, to add Juneteenth Holiday to Section 7.12 Holidays: in the personnel manual.

A noise ordinance reflective of discussion of 10 PM on weekdays and 11 PM on weekends with a variance for special events will be presented at a future meeting.

Jesse Fonkert and Ryan Solberg with Sioux Empire Metro Growth Alliance were present to discuss the organizations membership and management programs and answer questions they had from the joint meeting held with Planning Commission, Economic Development and Council members on 8/17/2021. Economic Development proposals were reviewed and discussion on how Sioux Metro would help with the process of establishing a Housing Development in Salem. Council would develop an Economic Development Committee with the help of the Sioux Metro Growth Alliance to get community members who have the time, knowledge, and passion to serve.

Caleb Kinzley and Christina Jimenez presented to the Council their Senior Project idea of a “Book Box Library”, which is a small box on a post or hooked to a wall designed to hold books for anyone to take/donate to. Kinzley and Jimenez explained the box size and how the program would run now and in the future. They are requesting permission to place the box in the City Park – next to the sidewalk off the trail leading to the playground. Questions were fielded and discussion held.

Motion Mokros, second Montreal, carried, to approve the placement of the “Book Box Library” in the City Park – next to the sidewalk leading to the playground.

The remainder of the meeting was used to review the 2022 Budget. Discussion points were on joining the Sioux Metro Alliance Group, special budget requests and reserve allocations. Preliminary budget includes joining the Sioux Metro Growth Alliance – both membership and management proposals at a cost of \$42,500.

**Equipment:** mower, broom hopper, speed feedback sign for Hwy 81; copier/printer. \$36,200.

**Buildings:** storage shed (softball field) - \$18,000

**Capital Outlay:** city equipment, vehicles, sweeper, fire truck - \$105,000

**Reserves:** street projects, park pavilion/restrooms, armory renovation, computer equipment - \$306,060.

Motion Mayrose, second, Rayman, carried, to approve [Resolution #2021-10](#), a resolution setting storm sewer and storm sewer surcharge rates for 2022.

Motion Harris, second Mayrose, carried, to approve [Resolution #2021-11](#) – a resolution setting water rates for 2022.

Motion Mayrose, second Morkos, carried, to approve the First Reading of Ordinance No. 660 – the 2022 Appropriation Ordinance.

The total 2022 preliminary budget by Fund is:

General Fund \$1,537,520.00; Gross Receipt Tax Fund, \$12,200.00; Street Assessment Fund, \$170,000.00; Storm Sewer Fund \$27,400.00; Storm Sewer Debt Retirement \$35,000.00; Water Fund \$397,105.00; Water Debt Retirement \$87,240.00; Sewer Fund \$170,013.00; and Sewer Debt Retirement \$114,640.00.

Total 2022 Preliminary Appropriation Budget is \$2,551,118.00.

Final budget meeting is Monday, September 20, 2021.

Next regular meeting is scheduled for Tuesday, October 5, 2021.

Motion Heiberger, second Morkos, carried, to adjourn at 9:05 PM.

Dated this 7<sup>th</sup> day of September 2021 at Salem, South Dakota.

(SEAL)

Shawn English  
Mayor

ATTEST:

Lori Heumiller  
Finance Officer

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