

## Elkton City Council Minutes

December 2, 2019

The Elkton City Council meeting was called to order by Council President Christina Wiemer at 7:00 PM. Council members present were John Miraglia, Scott Stuefen, Nieema Thasing, Aaron Thompson and Christina Wiemer. Council member Greg Nelson was not in attendance. Also in attendance was LeAnn Kerzman with Midwest Assistance Program, Jessica Jensen with the Elkton Record.

Finance Officer, Susan Schuurman read the letter of resignation from Mayor Dave Landsman. Motion by Thasing, second by Stuefen to accept the resignation. All in favor – motion carried.

Motion by Thasing, second by Stuefen to appoint Council member Wiemer as Mayor. Roll call vote was taken, voting for: Miraglia, Stuefen, Thasing, Thomposon and Wiemer. No votes against. Motion carried.

Motion by Thasing, second by Miraglia to appoint Stuefen as council president. All in favor – motion carried. Motion by Thasing, second by Stuefen to appoint Thompson as council vice-president. All in favor – motion carried.

Motion by Thasing, second by Thompson to approve the agenda as printed. All in favor – motion carried.

Motion by Thasing, second by Thompson to approve the November 4<sup>th</sup> regular meeting minutes. All in favor – motion carried.

Motion by Thasing, second by Thompson to approve the November 13<sup>th</sup> special meeting minutes. All in favor – motion carried.

During citizen comments, concern was voiced about vehicles parked in the alleys and around town that may be causing issues with snow removal. The ESL class is wrapping up; the ambulance will teach a CPR class on Monday, December 9<sup>th</sup>. The classes will resume on January 13<sup>th</sup>. Kristi Thielen expressed her appreciation for the use of the community center for the charitable event Sew that we can Share that will benefit Sleep in Heavenly Peace. She requested the use of the center on December 21<sup>st</sup> for a second quilting session.

Public Works Director, Steve Jensen was on hand and gave his report. Jensen and Lynn attended a water distribution class in Brookings on Nov 5-7 for contact hours and for Lynn to test. The sewer jetter was ordered Nov 6<sup>th</sup>. Jensen spoke with Ryan and Shelby Bebensee, Brady Alberts and Mike Jensen about back up for snow removal if there is a need. They all agreed they could be contacted to help with snow removal. Eric Jones agreed to provide a side dump and driver for snow removal. The school drain tile situation was corrected, Jensen talked to Superintendent Jandahl about the situation, and an additional pump was placed to avoid the possibility of the line freezing. The pump was removed at 4<sup>th</sup> and Beaver Street, new floats were installed in the lift station at 3<sup>rd</sup> Street. The city continues to complete weekly and monthly sanitary sewer tests. The Christmas lights were put up last week.

Jason Soren, Bar Manager was on hand and gave his report. The bar held Karaoke on the Wednesday before Thanksgiving. The camera system was upgraded recently. Some electrical work was done at the bar to isolate the ice machine.

Finance Officer, Susan Schuurman gave her report. Schuurman spoke with David Miller, SDML Regional Code Enforcement Officer. She will be sending the City's ordinance book for him to review before he comes in the spring. Schuurman will be attending a FEMA disaster briefing to be held, December 3<sup>rd</sup> in Brookings. The Community Club will host their annual banquet on January 16<sup>th</sup>. Members of the council and employees are encouraged to attend.

There was no report for the Fire Department.

The Ambulance will host a CPR class on December 9<sup>th</sup> for the ESL class. The Ambulance may be under audit for Medicare and Medicaid benefits. The ambulance required some maintenance and will be getting a new windshield.

Sherry Bauman, City Librarian was not in attendance, but left her report. Story hour is going well. The library will have a tree for the Festival of Trees. The program manual for the 2020 summer reading program arrived and ideas are in the works. Holiday hours for December are as follows: closed Tuesday and Wednesday Dec 24 & 25; closed Tuesday and Wednesday Dec 31 and Jan 1. The next library board meeting will be Wednesday, January 15<sup>th</sup> at 5 PM.

Park & Rec: Kristi Thielen plans to research the interest and needs of all ages of the community for social and other activities. With the councils go ahead, research to make sure we are offering things that will be utilized and attended. Natalie Bumsted is a local resident interested in offering nature classes free of charge starting in January.

The council reviewed the budget overview.

The council held the second reading for 2019 Budget Supplement Ordinance #367. Motion by Thasing, second by Thompson to approve Ordinance #367. All in favor – motion carried.

The council held the second reading for a Transient Vendor Ordinance #368. Motion by Thasing, second by Miraglia to approve Ordinance #368. All in favor – motion carried.

In old business, the council discussed the options on selling the property at 413 Badger Street. The council decided to table the discussion until the January meeting.

LeAnn Kerzman from Midwest Assistance Program, she is working with the City as part of the grants the city is receiving for the water and wastewater project. She is able to also offer new council training and other guidance to the council.

The council discussed the employee overtime policy for holidays. There isn't any extra incentive when an employee has to work on a holiday. The council agreed that time and a half is in order for employees if they have to come in to work on a holiday. PWD, Steve Jensen requested leniency on the vacation carry over as he has not been able to use vacation due to the water and sewer issues the city has been experiencing. Motion by Thasing, second by Thompson to approve a one-time vacation carry over for Steve Jensen. All in favor – motion carried.

Motion by Thasing, second by Miraglia to approve the December bills. All in favor – motion carried.

Motion by Miraglia, second by Stuefen to adjourn the meeting at 8:35 PM. All in favor – motion carried.

### **December 2019 payments**

Aflac 33.50 insurance; Altrusa Services 300.00 ESL services; Amazon 822.90 books for library, equipment; A-OX welding 32.61 shop supplies; Appera 209.00 towel, linen supplies;

AT&T 177.07 cell service; BankStar 3892.92 TIF 2 payment; Bauman, Sherry 138.00 books for library; Beal Distributing 3318.15 beer purchases; Br. Co. Hwy Dept 3579.10 sand/salt for streets; Br. Co. Sheriff's Dept 2862.44 contract law enforcement; Br. Deuel Rural Water System 2926.05 water purchased; CashWa distributing 2290.91 bar supplies; Chesterman Co 180.00 pop purchases; CHS 1124.80 propane, misc supplies; Cintas 118.64 bar supplies; City of Elkton 160.53 utility fees; Colonial Life 204.44 insurance; Cook's Wastepaper 3531.76 contract garbage; Dakota Beverage Co 1446.72 beer purchases; Dakota Pump & Control 627.55 sewer pump repairs; \*DENR 10.00 testing fee; Dept of Revenue 1548.87 sales tax remittance; Echologics 208.00 sewer supplies; EFTPS 3903.72 federal tax payments; ESE 3050.82 bar camera upgrades; Elkton Locker 71.04 bar, c-ctr supplies; Fitzpatrick, Ben 50.00 excavator rental; Gomez, Victoriano 14.50 utility deposit return; Harry's Frozen Food 666.25 pizzas for bar; Hydro Klean 1028.00 sewer maintenance; ITC 559.49 phone & internet service; Johnson Bros 4268.14 liquor purchases; McKeever Inc 139.84 bar supplies; Ottertail 2297.83 electricity; Penworthy 113.00 books for library; Postmaster 160.00 postage; Republic Beverage Company 1288.72 liquor purchases; RFD Newspapers 660.48 publications; SD Health 678.00 sewer tests; SD Government Finance Assoc. 40.00 membership dues; SD Assoc. Code Enforcement 40.00 membership dues; SD Human Resource Assoc. 50.00 membership dues; SD Municipal Street Maintenance Assoc. 35.00 membership dues; SD Retirement 1262.40 retirement payment; Sioux Valley Energy 185.00 lagoon electricity; Skyview 772.52 fuel purchases; SPN 10440.00 engineering fees; Thielen, Kristi 235.65 park & rec supplies; USTI 126.28 ebill fees, utility postcards; Visa 1925.54 sewer, finance, c-ctr, library, bar, mayor supplies; Walmart 52.29 shop, library supplies; Wellmark BC/BS 1768.68 health insurance.

**\*denotes already pd. \*Payroll:** Mayor/Council 1404.65; Finance 3213.62; C-ctr 256.50; Street 2534.74; Library 1010.69; Bar 5848.82; Water 2870.74; Sewer 2555.72.