

**Elkton City Council Minutes**  
**December 7, 2020**

The Elkton City Council meeting was called to order by Mayor Charles Remund at 7:01 PM. Council members present were David Bierman, Natalie Hagen, Bill Kuehl, John Miralgia and Greg Nelson. Council member Scott Stuefen was not in attendance. Also in attendance was Jessica Jensen with the Elkton Record. City Engineer, Jeff McCormick with SPN.

Motion by Kuehl, second by Miralgia to approve the agenda as presented. All in favor – motion carried.

Motion by Bierman, second by Nelson to approve the November 9, 2020 regular meeting minutes. All in favor – motion carried.

Motion by Nelson, second by Hagen to approve the November 19, 2020 special meeting minutes. All in favor – motion carried.

In citizen comments, there was some discussion of property clean up. We will have Dave Miller come through town again next year to address any issues.

Public Works Director, Steve Jensen was on hand with his report. Austreims will be coming over to clean out the ditch by the lagoon. They are working on the drainage of 1<sup>st</sup> street and the corner of 3<sup>rd</sup> and Elk Street. Blading of the alleys and intersections that are dirt to mooth them out is being done. The equipment is being prepped to prepare for snow.

Courtney Nelson, new Bar Manager was on hand for any questions from the council.

Finance Officer, Susan Schuurman state there wasn't anything to report.

There was no report for the Fire Department.

The Ambulance reports the plan to host a class to train new EMT's, any one interested should contact Director Scott Stuefen. An EMT refresher class will be held March 12-14, 2021.

Sherry Bauman, City Librarian was on hand with her report. Story hour continues with smaller numbers for attendance. They will not meet December 28<sup>th</sup>. Curbside service and Daycare Delivery continues. The library will have a tree on display for the Festival of Trees. The library will be closed December 24 and 31 for the holidays. Work has begun on the Summer Reading program, the theme is "Tails and Tales", with focus on animals and stories. The library board did not meeting in November, but plan to meeting in January.

Park and Rec, Schuurman stated that Kristi Thielen would be willing to continue as the Summer Rec Director position.

The council reviewed Resolution No. 2020-12.01 to transfer funds. Motion by Bierman, second by Miralgia to approve Resolution No. 2020-12.01. All in favor – motion carried.

The council held the second reading of Ordinance No. 369, Supplemental Ordinance for the 2020 Budget. Motion by Kuehl, second by Miralgia to approve Ordinance No. 369. All in favor – motion carried.

In old business, City Engineer, Jeff McCormick updated the council on the construction project. The water tower improvements are complete, still waiting on some paperwork to be completed before paying for the project. Utility Improvements Phase I are 62% complete. The contractor has submitted application for payment #5 in the amount of \$334,005.00. Motion by Nelson, second by Kuehl to approve payment #5. All in favor – motion carried. Change order

#2 in the amount of \$15,192.00 was presented. Motion by Nelson second by Miralgia to approve change order #2. All in favor – motion carried. The 3<sup>rd</sup> and Beaver Street Lift Station, plans are 70% complete, there is a design review meeting scheduled for Thursday. Utility Improvements Phase II will need a public hearing for the application deadline of December 31<sup>st</sup>. The council will meet December 28<sup>th</sup>.

Discussion was held on the need of an Assistant to the Finance Officer. This additional staff would handle the utility billing and collections, with other duties as assigned. This individual would fill in when the Finance Officer was not in the office and would learn the essential tasks if there were to be an emergency or illness that took the Finance Officer out of the office. Motion by Hagen, second by Bierman to approve the hiring of a part time Utility Clerk with other duties. All in favor – motion carried.

The council discussed the possibility of a Splash pad and Dog park for the community. The committees need to put together cost, location, up keep information to present to the council before full consideration can be entertained.

Motion by Bierman, second by Hagen to approve payment of the December bills. All in favor – motion carried.

Motion by Kuehl, second by Miraglia to go into executive session pursuant SDCL 1-25-2(1) at 8:21 PM. All in favor – motion carried. The council came out of executive session at 8:59 PM.

Motion by Miralgia, second by Kuehl to adjourn the council meeting at 9:00 PM. All in favor – motion carried.

### **December 2020 payments**

Aflac 33.50 insurance; Amazon 166.03 books for library; A-OX welding 33.85 shop supplies; Aramark 288.07 bar mats, supplies; AT&T 150.52 cell service; Austreim Excavating 150.00 south road maintenance; B & H Contractors 144.36 street supplies; BankStar 3892.92 Main Street TIF payment; Beal Distributing 3260.50 beer purchases; Br. Co. Sheriff's Dept 2862.44 contract law enforcement; Br. Deuel Rural Water System 3876.20 water purchased; Bukowski, Teri 28.00 Park & Rec class; Century Business Products 75.93 library copier lease, copies; Chesterman 175.00 pop purchased; CHS 1075.00 propane, misc supplies; City of Elkton 248.32 utility fees; Colonial Life 241.08 insurance; Cook's Wastepaper 3722.10 contract garbage; Dakota Beverage Co 2222.90 beer purchases; Dakota Service & Repair 175.32 shop maintenance; Dept of Revenue 1733.96 sales tax remittance; Double D Gravel 89.44 crushed concrete; EFTPS 3357.68 federal tax payments; Electronic Security Equipment 687.68 cameras for bar; Elkton Bar 141.00 reimbursement for supplies; Elkton Lumber 1098.00 bar cooler supplies; Elkton Plumbing 331.80 water leak fix; Harry's Frozen Food 710.50 pizzas for bar; Heiman 226.00 fire dept supplies; Henry's 2057.42 bar supplies; ITC 637.21 phone & internet service; Jensen, Steve 70.00 phone reimbursement; Johnson Bros 3333.89 liquor purchases; Lowes 23.72 shop supplies; M & T Fire 1825.77 fire dept supplies, equipment; Napa Auto Parts 40.02 shop maintenance; Ottertail 2007.93 electricity; Penworthy 123.08 books for library; Postmaster 125.00 postage; Republic Beverage Company 755.45 liquor purchases; RFD News 93.04 publications; Runnings 51.00 shop maintenance; Schuurman, Susan 33.60 mileage reimbursement; SD Health 673.00 sewer tests; SD Lottery 43.25 finger printing fee; SD Assoc of Code Enforcement 40.00 membership fee; SD

Government Finance Officers Assoc 40.00 membership fee; SD Human Resource Assoc 25.00 membership fee; SD Municipal Street Main Assoc 35.00 membership fee; SD Retirement 1349.56 retirement payment; Sioux Valley Energy 127.00 lagoon electricity; Skyview 295.98 fuel purchases; Smallfield, John 45.02 utility deposit refund; Southern Glazer's 1275.79 liquor purchases; TE Underground 9080.00 boring for tiling; Thielen, Kristi 338.99 Park & Rec supplies; Town & Country Shopper 27.05 bar ads; Vadim Municipal Software 2.96 ebill fees; \*Visa 291.22 bar equipment; \*Visa – street dept 1017.82 fuel, sand/salt; WalMart 285.74 bar supplies; Wellmark BC/BS 1224.80 health insurance; WW Tire 1620.92 tires for dump truck. **\*denotes already pd. \*Payroll:** Mayor/Council 1454.91; Finance 2408.24; C-ctr 144.46; Street 2493.63; Library 1002.65; Bar 4671.21; Water 2579.31; Sewer 2493.59.