

## Elkton City Council Minutes

November 3, 2021

The Elkton City Council meeting was called to order by Mayor Charles Remund at 7:00 PM. Council members present were Jordan Beck, David Bierman, Bill Kuehl, John Miraglia, Greg Nelson and Scott Stuefen. Also in attendance, Jennifer Nordmeyer.

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

Motion by Bierman, second by Miraglia to approve the October 6 regular meeting minutes. All in favor – motion carried. Motion by Kuehl, second by Beck to approve the October 14 special meeting minutes. All in favor – motion carried.

Steve Jensen, Public Works Director was on hand to give his report. Replacement of 70 feet PVC drain pip at the football field driveway was completed. The park bathrooms and concessions stands were winterized. A quote was gotten for the replacement for the asphalt cut out on 5<sup>th</sup>, \$2800.00. The council decided to wait and not replace the asphalt. It will be replaced with the next construction phase. The leased Case tractor was returned for the winter. Dakota Pump and Control completed the lift station annual inspections. The tree and leaves pile at the lagoon is being burned.

Bar Manager, Courtney Nelson was on hand to give her report. Quotes were received for roof repairs: Rick's Roofing & Insulation for \$20,084.00 with a 10 year warranty, Swanson Construction for \$12,319.00. A committee will look at the quotes and decide on the best option. The bar continues to have problems with the ice machine. The council advised Nelson to get a couple quotes for a new ice machine, with a priority of a maintenance plan. Minimum wage will increase fifty cents January 1, 2022, because of this bar employees' wages will be increased fifty cents. Inventory has been updated and Nelson is working on price checks and increases.

Susan Schuurman, Finance Officer requested the December meeting time be changed due to a school concert in conflict. The December council meeting will be held at 5:30 PM on December 6<sup>th</sup>. The community center water fountain has had some leaking issues. A new unit will cost \$700-800. The council requested a full bid with labor and then to make a decision.

There was no report for the Fire Department.

Ambulance Director, Scott Stuefen attended the annual conference. He reported many small departments are losing volunteers and having to close. The Ambulance will host a EMT Refresher March 4-6, 2022.

City Librarian, Sherry Bauman was not in attendance, but left her report. Story hour is going well. Daycare deliveries have started for 2 local daycares. The library board will meet Wednesday, November 10<sup>th</sup> at 5:00 PM. The library will be closed Thursday, November 25<sup>th</sup> for Thanksgiving.

The council reviewed the budget overview for October.

The council held the first reading Ordinance No. 374 for the Rental Ordinance. This ordinance will require each rental house and unit to be licensed and inspected. The second reading will be held December 6<sup>th</sup> at 5:30 PM.

City Infrastructure project updates include Phase I, punch list items continue to be worked on. Proposed change order to install a culver on 2<sup>nd</sup> street and gravel surfacing on Buffalo; Option 1 Halme would install the extra culver and gravel and would deduct \$4395.35 from contract. Option 2 the city would take care of the culver and gravel needed and deduct \$22,627.35 from contract. Contractor application for payment #12 is presented to the council in the amount of \$99,614.81. Certificate of Substantial Completion is being distributed for signatures. SPN has not received any lien waivers from Halme to date. Third Street and Beaver Street Lift Station, punch list is completed. Reseeding in the spring as a warranty item is likely. Payments are being waited on to receive lien waivers. Needed payrolls have held up payments. Contractor application for payment #6 is presented to the council in the amount of \$59,103.67. Change Order No. 1 is presented to the council for approval. The Operation and Maintenance manual for the generator and transfer switch are needed. Lien waivers are also needed to complete final acceptance. Notice of Final Acceptance has been issued for the Water Tower Improvements. Utility Improvements Phase II, the DANR is to be issuing letter approving award. Contractor has submitted shop drawings for SPN review.

Motion by Bierman, second by Miraglia to approve Change Order No. 1 option 2 for Phase I. All in favor – motion carried. Motion by Miraglia, second by Stuefen to approve pay request #12 in the amount of \$99,614.81 to Halme Inc. All in favor – motion carried. Motion by Kuehl, second by Bierman to approve Change Order 1 for the lift station in amount \$10,186.95. All in favor – motion carried. Motion by Kuehl, second by Stuefen to approve pay request #6 in the amount of \$59,103.67 to Premier Contracting. All in favor – motion carried.

First District of Local Governments presented the council with a redistricting after the census was completed. This is required to keep city wards with even number of voters. The council is comfortable with the new redistricting. It will require some residents to be informed that they are now represented in different wards, letters will be sent out to inform those affected.

The renewal of the City Employee insurance renews for January 2022. The cost increases 3.94%. Motion by Miraglia, second by Bierman to approve the increase. All in favor – motion carried.

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

Motion by Miraglia, second by Beck to adjourn the council meeting at 8:32 PM. All in favor – motion carried.

### **November 2021 payments**

Aflac 33.50 insurance; A-OX welding 33.55 shop supplies; Aramark 457.43 c-ctr, bar mats, supplies, c-ctr mats; AT&T 161.00 cell service; Austreim Excavating 150.00 south road maintenance; Beal Distributing 5178.45 beer purchases; Bobcat of Brookings 577.95 maintenance; Britzman, Steve 1375.76 lawyer fees; Br. Co. Sheriff's Dept 2862.44 contract law enforcement; Br. Deuel Rural Water System 3638.10 water purchased; Capital One 65.82 finance, c-ctr, shop supplies; Century Business Products 76.68 library copier lease, copies; Chesterman 175.00 pop purchased; CHS 1533.13 propane, misc supplies; Christmas, Kids and Cops 600.00 donation; City of Elkton 466.36 utility fees; City of Sioux Falls 43.50 water tests; Colonial Life 389.82 insurance; Cook's Wastepaper 3826.24 contract garbage; Dakota Beverage Co 4264.90 beer purchases; Dept of Revenue 2303.02 sales tax remittance; EFTPS

3575.36 federal tax payments; Elkton Lumber 10.95 shop supplies; Elkton Plumbing 1209.76 water dept repairs; Emergency Apparatus Maintenance 8581.90 fire truck maintenance; Harry's Frozen Food 1137.00 pizzas for bar; Heiman 361.90 fire dept equipment; Henry's 3455.55 bar supplies; Hillyard 737.51 c-ctr supplies; ITC 779.99 phone & internet service; Jensen, Steve 70.00 phone reimbursement; \*Johnson Bros 1424.32 liquor purchases; Johnson Bros 2437.25 liquor purchases; \*Kampmann, Shelby 100.00 Volleyball sponsorship; LEAF 36.63 finance office copier lease; Lowes 37.43 sewer supplies; Midwest Alarm 387.72 alarm system monitoring; Minn-kota Pest Control 324.90 pest control; Nelson, Courtney 65.28 reimbursement for mileage, phone reimbursement; Nelson, Terry 30.00 phone reimbursement; Neon Gypsy 300.00 bar entertainment; One Office Solution 12.74 copier maintenance, copies; Ottetail 1724.06 electricity; Postmaster 138.00 postage; Quill 110.96 bar, finance supplies; Remund, Charles 43.20 reimbursement for park supplies; \*Republic Beverage Company 659.00 liquor purchases; Republic Beverage Company 632.85 liquor purchases; Runnings 459.79 shop, water dept, fire dept supplies; RFD News 244.28 publications; Schuurman, Susan 65.28 phone, mileage reimbursement; \*SD Dept of Labor 192.00 unemployment; SD Retirement 1637.00 retirement payment; Sioux Valley Energy 73.00 lagoon electricity; Skyview 252.91 fuel purchases; Southern Glazer's 725.36 liquor purchases; Stuefen, Scott 664.82 mileage, room fee, conference fee reimbursement; United Laboratories 271.37 street supplies; Vadim Municipal Software 130.00 utility bill cards; Vantek 342.50 fire dept maintenance; Visa – Bar 547.16 bar supplies; Wellmark BC/BS 2622.31 health insurance; White, Brandon 100.00 utility deposit refund.

**\*denotes already pd. \*Payroll:** Mayor/Council 1454.92; Finance 3029.29; C-ctr 192.67; Street 2340.84; Library 1027.69; Bar 6244.48; Water 2552.35; Sewer 2340.79.