**Elkton City Council Minutes**

**February 5, 2025**

 The Elkton City Council meeting was called to order by Mayor, Charles Remund at 6:00 PM. Council members present were David Bierman, Tal Farnham, Brooke Greve, Emily Schelske, Scott Stuefen and Rick Weible.

Motion by Weible, second by Greve to approve the agenda with the addition of audio recordings. All in favor – motion carried.

Motion by Bierman, second by Weible to approve the January 6 planning and zoning meeting minutes. All in favor - motion carried.

Motion by Weible, second by Schelske to approve the January 6 regular meeting minutes. All in favor - motion carried.

 There were no citizen comments.

 Steve Jensen, Public Works Director was on hand for his report. The snow plow has been ordered. There is concern about lines freezing with no snow cover and negative temperatures. So far 1 sewer and 1 water line has frozen. The water tower repairs are complete.

 Bar Manager, Jennifer McBrien was on hand for her report. McBrien asked what the council wanted to do with the old ice machine and ice bin. The ice machine can be put out at clean up day for disposal as it does not work, sell the ice bin. The Super Bowl party was well attended. The bar will not be open on Sundays anymore.

 Finance Officer, Susan Schuurman was on hand for her report. Reminder of election petition deadline of February 28th. An audit will need to be scheduled for the 23-24 years. The Finance office laptop stopped working and will need to be fixed or replaced.

 The Fire Department will hold a Fish Fry on Good Friday.

 The Ambulance will hold their refresher March 7-9th. The SDML Worker’s Comp fund has a grant that could provide of up to $4000.00 for the purchase of the power load needed for the old ambulance.

 City Librarian, Sherry Bauman was not in attendance but left her report. Story hour and daycare deliveries continue. The Public Library Survey to the SD State library is open and due March 31st. Planning for the Summer Reading Program continues. The library’s policy manual has been updated to comply with HB 1197 regarding minor’s access to obscene material and matter-both in books and on the library’s computers. The library is planning an author visit and book signing with Jim McKeown. The next library board meeting will be Wednesday, March 19 at 5:00 PM.

 Park and Rec, there has been 1 application received for the director position.

 The council reviewed the 2025 Budget Overview.

 Discussion was held about the increase requested for contract garbage service of 4%. It was decided that we would just pass the requested increase on to residents. Garbage rates will go to $16.64 per month and $6.75 for residential 2nd tote for the April bill. Motion by Greve, second by Weible to approve Resolution 2025-02.01. All in favor – motion carried.

 Resolution 2025-02.02 Surcharge resolution was reviewed to change the start date from April 2025 to January 2026. Motion by Farnham, second by Bierman to pass Resolution 2025-02.02. All in favor – motion carried.

 In unfinished business, city infrastructure update for Phase II, the punch list was updated 1/24/25 and has been provided to J & J Earthworks. The contractor has post televising scheduled for February 19th. The contractor has provided no schedule for the completion of the other remaining work. The estimated cost of remaining items is $24,500.00. Liquidated damages total $186,300. Phase III and IV plans and specifications have been reviewed and approved by DANR. Bid wording was discussed, the council decided to go with the recommendation from the lawyer. Motion by Weible, second by Greve to set the bid date for February 27th at 2 PM. All in favor – motion carried.

 Community Center flooring was discussed, there is concern with the LVT not holding up to the center use. If the floor isn’t taken care of properly it will void the warranty. The council suggested concrete staining.

 In new business, discussion was held on the emergency service radio service. Councilmember Weible spoke to Sheriff Stanwick about the issues with the radio reception. More talk needs to be had with the right people. Councilmember Greve brought an option of a new phone answering system for the city phones. It would allow emails to be sent of voice mails, recordings and transfers. Greve will come back with cost for a system.

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

 Motion by Farnham, second by Greve to go into executive session pursuant SDCL 1-25-2(1) for employee reviews at 6:54 PM. All in favor – motion carried. The council came out of executive session at 7:05 PM. Motion by Greve, second by Weible to approve a 3% raise to $25.75 for Jennifer McBrien for her 6 month review from May – December of 2024 and a 5% raise to $27.04 for January 1, 2025. All in favor – motion carried. Motion by Weible, second by Schelske to approve a raise to $29.50 for Susan Schuurman from January 1, 2025. All in favor – motion carried. Motion by Farnham, second by Greve to adjourn the meeting at 7:07 PM. All in favor – motion carried.

**February 2025 payments**

AmeriForms 140.71 utility bill cards; A-OX welding 40.19 shop supplies; Austreim Landscaping 110.00 park maintenance; Avid Hawk 45.00 website monthly fee; BankStar 13.39 petty cash; Beal Distributing 4055.45 beer purchases; Bobcat of Brookings 442.88 vehicle maintenance; Br. Co. Sheriff’s Dept 2952.00 contract law enforcement; Br. Deuel Rural Water System 4741.00 water purchased; Brookings Equipment 23.36 vehicle maintenance; Capital One 7.40 c-ctr supplies; Century Business Products 79.45 library copier lease, copies; CHS 1077.86 propane, supplies; Chesterman 813.20 pop purchased; City of Brookings 25.00 animal control fees; City of Elkton 359.95 utility fees; Colonial Life 480.40 insurance; Cook’s Wastepaper 4313.43 contract garbage; Core & Main 180.00 water dept supplies; Dakota Beverage Co 4809.45 beer purchases; Dept of Revenue 2143.77 sales tax remittance; DMI 712.45 vehicle repairs; EFTPS 5591.44 federal tax payments; Electronic Security Equip 1123.30 c-ctr cameras; \*Elkton Community Club 20.00 banquet tickets; Elkton Lake Benton After Prom Party 100.00 donation; Elkton Lumber 413.87 shop maintenance, bar supplies; Elkton Plumbing 243.25 bar repairs; First District Assoc of Local Government 1087.42 fiscal support; Glacial Lakes & Prairies 240.00 membership fee; Harry’s Frozen Food 1044.25 pizzas for bar; Henry’s 2284.57 bar supplies; ITC 793.88 phone & internet service; Jensen, Steve 70.00 phone reimbursement; Johnson Bros 3667.76 liquor purchases; LEAF 41.00 finance office copier lease; Lowes 706.97 shop, c-ctr supplies; Maguire Iron 30,175.00 water tower repairs; McBrien, Jennifer 30.00 phone reimbursement; Monterroso, Norma 6.90 utility deposit refund; Nelson, Terry 30.00 phone reimbursement; One Office Solution 21.28 copier maintenance, copies; Ottertail 2400.69 electricity; Penworthy 274.33 books for library; Pepsi 64.00 pop purchased; Postmaster 241.00 postage; Republic Beverage 223.25 liquor purchases; RFD Newspapers 155.90 publications; Schuurman, Susan 85.02 phone, mileage reimbursement; SD One Call 1.05 locate tickets; SD Retirement 2374.50 retirement payment; Sioux Valley Energy 92.00 lagoon electricity; Skyview 204.32 fuel purchases; Southern Glazer’s 597.30 liquor purchases; Total Maintenance 354.00 bar carpet cleaning; Vadim Municipal Software 12.80 ebilling fees; Verizon 173.96 cell service; Vestis 588.87 bar, c-ctr mats, supplies; Visa 487.60 street, water, sewer, bar supplies; Wellmark BC/BS 3726.59 health insurance; Wex 91.73 fuel purchases.

**\*denotes already pd. \*Payroll:** Mayor/Council 859.95; Finance 4637.40; C-ctr 44.36; Street 3630.75; Library 1505.31; Bar 9532.19; Water 3897.51; Sewer 3630.71.