**Elkton City Council Minutes**

**January 6, 2025**

The Elkton City Council meeting was called to order by Mayor, Charles Remund at 6:03 PM. Council members present were David Bierman, Brooke Greve, Emily Schelske, Scott Stuefen and Rick Weible. Council member Tal Farnham was not in attendance.

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

Motion by Weible, second by Greve to approve the December 2 planning and zoning meeting minutes. All in favor - motion carried.

Motion by Weible, second by Schelske to approve the December 2 regular meeting minutes. All in favor - motion carried.

The council reviewed Variance #051 for Beverly Martinson, the variance request the ability to add a family room to the front of the house closer to the property line than the ordinance allows. This would not cause issues with any other property. Motion by Weible, second by Bierman to approve Variance #051. All in favor – motion carried.

Public Works Director, Steve Jensen was on hand to give his report. Jensen and Terry Nelson have renewed their applicator license that allows them to spray weeds and mosquitoes. The holiday lights have been taken down for the year. The flagpole at the ball field has been fixed. They have been working on upgrading the shop office. Jensen has been looking for a new snow plow for the payloader. He has located one he likes. The cost is $37,180, it is a hydraulic box with angle blades. Motion by Weible, second by Stuefen to approve the purchase of the new plow. All in favor – motion carried.

Jennifer McBrien, Bar Manager was on hand for her report. There is entertainment booked for January 18th. She is looking for a band for Emmett Fest. A leaking urinal has been fixed.

Susan Schuurman, Finance Officer gave her report. The community club banquet will be held on January 23rd, if any council member is interested in attending let Schuurman know, the city will pay for their ticket. Increase requests from BDRW and Cook’s have been received. Schuurman will evaluate the current rates to determine if an increase to residents is needed.

There was no report for the Fire Department.

Scott Stuefen, Ambluance Director reported that they continue to get ready for the refresher in March. He invited the council to the Ambulance appreciation supper at the Knotty Pine, January 19th.

There was no report for the library.

The Park and Rec director job will be posted in the paper and digitally.

The council reviewed the budget overview for December.

The council reviewed resolution 2025-01.01, Salary resolution. The city is required by law to post annual wages in the paper. Motion by Bierman, second by Weible to approve resolution #2025-01.01. All in favor – motion carried.

In unfinished business, the City Infrastructure improvements were discussed. Phase II is not completed. J & J has not provided a schedule for completion of the work. Liquidated damages have accumulated to $161,500.00, there is $191,000 retainage with an additional $51,000 from the tabled pay request No. 21. The process is to send a letter to J & J letting them know the work needs to get done by a deadline determined by the engineers and council or the contract can be terminated. If the contract is terminated, this allows the City to hire another contractor to complete the work. SPN will speak with the DANR to find out if the expiration date for the grants can be extended. Right now they set to expire on March 25, 2025. Utility Improvements Phase III and IV, plans and specifications have been reviewed and approved by DANR. Elkton was awarded a Community Access Grant in the amount of $430,000 to make improvements on N Elk Street. Bid date for Phase III is anticipated in February. Motion by Bierman, second by Weible to approve the community access grant agreement and authorize the mayor to sign the grant agreement. All in favor – motion carried.

In new business, cameras at the community center were worked on, one was upgrade to a higher resolution. Schuurman asked if the council wanted a few cameras placed in the big hall given the issues we have recently had. The council agreed it would be helpful.

A new contract was received for the code enforcement. The contract only differs in the cost of mileage has increased. Motion by Weible, second by Stuefen to approve the contract. All in favor – motion carried.

The city election date needs to be set. Motion by Greve, second by Schelske to approve the April 8th date. All in favor – motion carried.

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

Motion by Weible, second by Greve to go into executive session pursuant SDCL 1-25-2(1) for employee reviews at 6:38 PM. All in favor – motion carried. The council came out of executive session at 6:57 PM. Motion by Bierman, second by Weible to approve a 5% raise for Steve Jensen to $34.06 per hour, Linda Kampmann to $15.02 per hour, Terry Nelson to $25.18 per hour, and Susan Schuurman to $28.77 per hour. All in favor – motion carried.

Motion by Weible, second by Greve to adjourn the meeting at 6:57 PM. All in favor – motion carried.

**January 2025 payments**

A-OX welding 39.15 shop supplies; Action Company 37,180.00 snow plow; Avid Hawk 45.00 website monthly fee; BankStar 21.50 petty cash; Beal Distributing 3673.30 beer purchases; Bobcat of Brookings 1033.20 sweeper brushes; Britzman, Steven 2332.68 lawyer fees; Br. Co. Sheriff’s Dept 2862.44 contract law enforcement; Br. Deuel Rural Water System 4173.60 water purchased; CarQuest 69.38 vehicle maintenance; Century Business Products 75.68 library copier lease, copies; CHS 2397.45 propane, supplies, diesel; Chesterman 342.70 pop purchased; City of Elkton 354.28 utility fees; City of Sioux Falls 101.50 water tests; Code Enforcement Specialists 1500.00 code enforcement retainer; Colonial Life 720.60 insurance; Cook’s Wastepaper 4349.33 contract garbage; Core & Main 4793.61 water dept supplies; Dakota Beverage Co 3923.50 beer purchases; DANR 750.00 wastewater fee; Dept of Revenue 2512.32 sales tax remittance; EFTPS 7906.20 federal tax payments; Elkton Electric 361.22 c-ctr water softener hard wire; Elkton Locker 9.48 c-ctr supplies; Emergency Apparatus Maintenance 5777.75 fire dept truck servicing; Harry’s Frozen Food 1556.75 pizzas for bar; Henry’s 3473.42 bar supplies; ITC 789.57 phone & internet service; Jensen, Steve 70.00 phone reimbursement; Johnson Bros 3865.77 liquor purchases; Kokesh, Derek 350.00 bar entertainment; LEAF 41.00 finance office copier lease; McBrien, Jennifer 30.00 phone reimbursement; Minn-kota Pest Control 346.28 bar preventive service; Nelson, Terry 30.00 phone reimbursement; One Office Solution 20.82 copier maintenance, copies; Ottertail 2289.56 electricity; Pepsi 400.00 pop purchased; Postmaster 185.00 postage; \*Republic Beverage 742.62 liquor purchases; Republic Beverage 461.50 liquor purchases; RFD Newspapers 139.94 publications; Runnings 23.98 shop supplies; Schuurman, Susan 30.00 phone reimbursement; SD Health 88.00 sewer tests; SDML Workers comp 7379.00 insurance; SD Retailers 295.00 annual dues; SD Retirement 3295.18 retirement payment; Sioux Valley Energy 79.00 lagoon electricity; Skyview 375.68 fuel purchases; \*Southern Glazer’s 408.83 liquor purchases; Southern Glazer’s 1407.01 liquor purchases; Stuefen, Melissa 100.00 utility deposit refund; Team Lab Chem 962.50 sewer supplies; United Lab 865.94 sewer supplies; US Bank 6258.31 lagoon SRF loan payment; US Bank 22,942.04 Phase I loan payment; US Bank 11,910.82 Phase II loan payment; Vadim Municipal Software 3765.48 software support; Verizon 165.56 cell service; Vestis 957.18 bar, c-ctr mats, supplies; Visa 1023.28 library, ambulance, street, sewer, bar supplies; Wellmark BC/BS 3726.59 health insurance; Wex 62.00 fuel purchases.

**\*denotes already pd. \*Payroll:** Mayor/Council 860.04; Finance 5473.63; C-ctr 544.47; Street 4218.68; Library 2096.74; Bar 11,123.93; Water 4882.50; Sewer 4218.65.