**Elkton City Council Minutes**

**March 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. Also in attendance was Jamie Andrews representing J & J Earthworks and Jacob Sonne representing SPN.

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

Motion by Bierman, second by Greve to approve the February 5 regular meeting minutes. All in favor - motion carried.

There were no citizen comments.

Public Works Director, Steve Jensen was on hand for his report. There had been no other new freeze ups with water and sewer lines. The evergreens at 304 Pelican Dr have been trimmed up for visibility. The new snowplow has arrived and is ready for the next snow fall.

Jennifer McBrien, Bar Manager, was on hand for her report. The old ice machine has been picked up. The representative from Coke switched out our pop system. RatPac is booked for entertainment on the 15th of March.

Susan Schuurman, Finance Officer, was on hand for her report. There will be no election due to only incumbents submitted petitions. There will need to be an appointment for Emily Schelske’s one-year seat. The council will hear property assessment appeals at the Equalization meeting on March 17th at 6 PM.

There was no report for the Fire Department.

The Ambulance will hold their refresher March 7-9th at the community center. The ambulance was involved in a fender bender recently and will need to get repaired. The department is looking for drivers, they will need to get certified.

Sherry Bauman, City Librarian, was not in attendance, but left her report. Story hour and Daycare deliveries continue. The Public Library Survey to the SD State Library is due March 31st, Bauman is working on completing. Planning for the Summer Reading Program continues, the library will be closing at 4:30 PM on Thursday, March 6th for a meeting about the summer program from 5-7 PM. The library’s policy has been updated to comply with HB 1197 regarding minor’s access to obscene material. The library is planning an author visit and book signing with Jim McKeown and his book “BELIEVE: The Story of Lovely’s Curse” on April 1st from 6:30-7:30 PM. The next library board meeting will be Wednesday, March 19th at 5:00 PM.

Park and Rec discussion included the purchase of new flag poles for the baseball field. The summer program, the city received 1 application. The committee will review this application. Sherri Rochel requests the council consider a fee adjustment for renting the community center to offer classes through her business Education That Matters. It was a concern that if there was an adjustment to prices for one individual, others would expect the same. The committee will speak to Mrs. Rochel and report back.

The council reviewed the 2025 Budget Overview.

In unfinished business, city infrastructure update for Phase II, the contract is 199 days past due. Liquidated damages have been accumulating to the amount of $208,700. SPN recommends the council determine an acceptable amount of damages to be assessed. Contractor’s application for payment #21 has been tabled during past council meetings. SPN recommends approval of pay request #21 in the amount of $51,216.73. Motion by Farnham, second by Stuefen to approve pay requests #21. All in favor – motion carried. Change order #3 to balance out installed quantities. The change order amount is an increase to the contract amount of $10,272.89. SPN recommends the approval of Change Order #3. Motion by Weible, second by Greve to approve change order #3. All in favor – motion carried. J & J has submitted the Certificate of Contractor and Indemnity Agreement. With this agreement J & J has certified that he will fulfill his obligations for defective work for one year from July 18, 2024. J & J also certifies that no liens have been filed against the project and that all subcontractors and suppliers have been paid in full. SPN recommends that the project be approved for final acceptance with the conditions stated on the Notice of Acceptability. Motion by Farnham, second by Bierman to approve the Notice of Acceptability. All in favor – motion carried. Contractor’s Application for payment no. 22 is presented to the council for approval. The council did not act on pay request no. 22. The council discussed the liquidated damages, Jamie Andrews from J & J Earthworks, apologized for the misunderstanding about the projects close out work. He promised he would send employees down on Monday to work on finishing the project.

The council heard information about the awarding of the bid for Phase III, the bid must be awarded within 30 days. The low bid was $3,054,828.00, the high bid was $3,622,454.20, the engineer’s estimate was $3,150,000.00. Motion by Weible, second by Greve to table the awarding of the bid for Phase III until the March 17th meeting. Those voting in favor: Farnham, Greve, Schelske, Stuefen, Weible. Bierman voted against, Motion carried.

Community Center flooring was discussed. A bid from Hardy Construction for Concrete stain and seal in the amount of $36,600.00. Motion by Greve, second by Schelske to approve the bid from Hardy Construction. All in favor – motion carried.

In new business, Cary Wadsworth asked to use the community center for a fundraiser for the food pantry. Motion by Farnham, second by Bierman to waive the rental fee for this event. All in favor – motion carried.

City clean up day is set for Friday, April 25th. More information will be posted for residents closer to the date.

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

Motion by Stuefen, second by Greve to adjourn the meeting at 7:34 PM. All in favor - motion carried.

**March 2025 payments**

A-OX welding 40.19 shop supplies; Avid Hawk 45.00 website monthly fee; Beal Distributing 3278.85 beer purchases; Bobcat of Brookings 294.44 vehicle maintenance; Britzman, Steven 476.00 lawyer fees; Br. Co. Sheriff’s Dept 2952.00 contract law enforcement; Br. Deuel Rural Water System 4471.00 water purchased; Brookings Equipment 23.36 vehicle maintenance; Capital One 37.25 shop, library supplies; Car Quest 213.51 vehicle maintenance; Century Business Products 71.56 library copier lease, copies; CHS 1236.34 propane, supplies; Chesterman 853.55 pop purchased; City of Elkton 349.63 utility fees; Colonial Life 480.40 insurance; Cook’s Wastepaper 4531.50 contract garbage; Dakota Beverage Co 3843.35 beer purchases; Dakota Pump 1980.00 sewer pump alarm system; Dept of Revenue 2340.80 sales tax remittance; EFTPS 6124.27 federal tax payments; Elkton Lumber 161.19 shop maintenance; Elkton Plumbing 306.43 bar repairs; Harry’s Frozen Food 940.00 pizzas for bar; Henry’s 2107.55 bar supplies; ITC 799.62 phone & internet service; Jensen, Steve 70.00 phone reimbursement; Johnson Bros 3946.24 liquor purchases; LEAF 41.00 finance office copier lease; Lowes 173.74 shop, bar supplies; Lynn, Mary 31.86 reimbursement for ServSafe class; Maguire Iron 2650.00 water tower inspection; McBrien, Jennifer 30.00 phone reimbursement; Napa Auto Parts 508.52 snow plow maintenance; Nelson, Terry 30.00 phone reimbursement; One Office Solution 22.51 copier maintenance, copies; Ottertail 2421.15 electricity; Pepsi 103.28 pop purchased; Postmaster 185.00 postage; Quill 79.98 finance office supplies; RatPac 500.00 bar entertainment; Republic Beverage 1028.95 liquor purchases; RFD Newspapers 522.01 publications; Runnings 34.98 shop supplies; Schuurman, Susan 85.02 phone, mileage reimbursement; SD Municipal League 1148.00 membership dues; SD Government FO Assoc 40.00 membership dues; SD Human Resource Assoc 25.00 membership dues; SD Municipal Street Maint Assoc 35.00 membership dues; SD Retirement 2538.46 retirement payment; Sioux Valley Energy 99.00 lagoon electricity; Skyview 154.00 fuel purchases; Southern Glazer’s 1018.80 liquor purchases; Verizon 173.96 cell service; Vestis 747.31 bar, c-ctr mats, supplies; Visa 829.76 finance, library, sewer, bar supplies; Wellmark BC/BS 3726.59 health insurance; Wex 176.63 fuel purchases.

**\*denotes already pd. \*Payroll:** Mayor/Council 860.06; Finance 4441.93; C-ctr 79.93; Street 3159.53; Library 1431.98; Bar 9899.31; Water 3495.09; Sewer 3159.50.