

CITY COUNCIL PROCEEDINGS

Plankinton city council met in regular session on Monday, February 5th, 2024. Members present were Mayor Brad Kehn, councilmembers Terry Schuldt, Magdalena Popek-Hurst, Carl Bode and Jack Marette (via zoom). Absent was Jason Schurz. City employees present were Darin Cranny, Chance Boyd and Kylee Urban. Visitors were JP Studeny and Curt Nelson. Mayor Kehn called the meeting to order at 6:30pm. The pledge of allegiance was recited.

AGENDA APPROVAL

Popek-Hurst made a motion to approve the agenda. Seconded by Schuldt. All voted aye. Motion carried.

BILLS TO PAY

Bode made a motion to pay the bills. Seconded by Popek-Hurst. All voted aye. Motion carried.

F&M BANK-BANK FEE-\$14.80; BELL BANK-SKID STEER LEASE-\$867.73; HEARTLAND-POWER LOAN-\$2483.36; SD DOT-FUEL PURCHASES-\$1012.26; MENARDS-SUPPLIES-\$603.27; LOCATORS & SUPPLIES-SUPPLIES-\$1127.65; J. HARLEN COMP-ELEC SUPP/CLOTHING-\$542.64; MCLEODS OFFICE SUPP.-WATER/ELEC BILLS-\$398.49; MAIROSE & STEELE-W2 & 1099 PRINTING & FILING-\$1191.32; AURORA BRULE WATER-WATER PURCHASE-\$7737.40; STEVES WELDING-SUPPLIES-\$20.00; SD DEPT OF HEALTH-WATER TESING-\$30.00; AVERA HEALTH PLANS-EMP. HEALTH INS.-\$5435.00; TOSHIBA FINANCIAL SERVICES-COPIER CONTRACT-\$172.90; VSP-EMP. VISION INS.-\$167.26; SCAVENGERS JOURNEY-ANNUAL DUES-\$250.00; VERIZON WIRELESS-TOWER INT/SURFACE PRO-\$79.12; A & B BUSINESS-IT SUPPORT/SOFTWARE-\$750.30; CENTRAL ELECTRIC-WHEELING FEES/RAMP LIGHTING-\$2437.32; PLANK LUMBER CO-SUPPLIES-\$191.21; ARAMARK-RUG CONTRACT-\$33.30; BARNES & NOBLE-BOOK PURCHASE-\$15.19; DEPT OF ENERGY-POWER PURCHASE-\$19556.62; HEARTLAND ENERGY-POWER PURCHASE-\$37507.60; EAST RIVER ELEC-WHEELING FEES-\$3603.32; CORE & MAIN-WATER METERS-\$2669.68; DARRINGTON WATER-OFFICE WATER-\$6.45; WHEELCO-TRUCK SUPPLY-\$59.98; GUARDIAN-EMP. LTD, STD & LIFEX2-\$757.02; VISA-SUPPLIES-\$3098.46; PLANK AMBULANCE-FUNDS FOR EQUIP.-\$20000.00; AVERA OCC HEALTH-TESTING-\$646.49; BELL BANK-MINI EXCAV LEASE-\$919.42; SDDL-UNEMPLOYMENT-\$5.99; SDRS SUPP.-SUPP. RETIREMENT-\$141.30; LAMB MOTOR COMP.-NEW PICKUP-\$53796.00; RONS MARKET-SUPPLIES-\$149.98; L & L SANITATION-GARBAGE SERVICES-\$60.00; SD MAIL-ADVERTISING/PUBLISHING-\$1252.29

APPROVAL OF MINUTES

Bode made a motion to approve the minutes. Seconded by Popek-Hurst. All voted aye. Motion carried.

PUBLIC COMMENTS-

The council introduced themselves to Curt Nelson, who recently moved to Plankinton. The council welcomed him to the city.

SUPPLEMENTAL BUDGET ORDINANCE

Mayor Kehn read the ordinance aloud for the second reading and adoption. Bode made a motion to approve the second reading and adoption. Seconded by Popek-Hurst. All voted aye. Motion carried.

CITY OF PLANKINTON ORDINANCE #2023-12-31

**AN ORDINANCE AUTHORIZING A SUPPLEMENTAL APPROPRIATION TO THE
2023 FISCAL BUDGET**

WHEREAS, the budget adoption process was already completed when the additional budget items were implemented, it is necessary to make, approve, and adopt a supplemental appropriation ordinance for the fiscal year 2023.

THEREFORE, BE IT ORDAINED BY THE City Council of Plankinton that the Finance Officer be authorized to make the following budget adjustments to the 2023 Budget:

GENERAL FUND:

MAYOR/COUNCIL—

101-41210-46500—ECONOMIC DEVELOPMENT—(Applied
To Over Expenses) ----- **\$ 11439.20**

Money derived from State Tax

Revenue Code #101-10100-31300

FINANCIAL ADMINISTRATION—

101-41400-41100—SALARIES/WAGES-----	\$ 6010.50
101-41400-43410-COMPUTER SOFTWARE.....	\$3447.09
101-41400-42100- INSURANCE	\$2051.08
101-41400-42300-PUBLISHING.....	\$1136.42
101-41400-42200-PROFESSIONAL SERVICES & FEES	\$1307.90
101-41400-42900- OTHER CURRENT EXPENSES	\$89.49

Money derived from State Tax

Revenue Code #101-10100-31300

GENERAL GOVT. BUILDINGS—

101-41900-42900—OTHER CURRENT EXPENSES -----	\$ 21042.21
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Money derived from State Tax

Revenue Code #101-10100-31300

FIRE-

101-42200-42500- REPAIRS/MAINTENANCE-

(APPLIED TO FIRE HALL ROOF REPAIR)..... \$45325.33

Money Derived From Federal Grants

Revenue Code #101-10100-33100

HIGHWAY/STREETS-

101-43100-43400- MACHINERY/EQUIPMENT (applied to over expenses)..... \$5515.47

Money derived from State Tax

Revenue Code #101-10100-31300

RECREATION-

101-45100-41100-SALARIES WAGES-(applied to over expenses)..... \$767.10

Money derived from State Grants

Revenue Code #101-10100-33400

LIBRARY-

101-45500-41100- SALARIES/WAGES (Applied to Over expenses) \$3066.13

101-45500-42600- SUPPLIES (applied to over expenses) \$1015.74

Money derived from State Grant

Revenue Code #101-10100-33400

ELECTRICAL FUND:

603-43400-42600-SUPPLIES/MATERIALS (Applied to over expenses) \$28613.67

Money derived from

Sales Tax 603-43400-34300 \$27727.67

Cash on hand \$886.00

SEWER:

604-43250-42200- PROFESSIONAL SERVICES/FEES	\$222217.59
604-43250-41500- GROUP INSURANCE	\$6038.97
604-43250-42600- SUPPLIES/MATERIAL	\$2243.81
604-43250-43410-COMPUTER SOFTWARE.....	\$1851.92
604-43250-42900- OTHER CURRENT EXPENSES	\$454.91

Money Derived from

604-43250-33100 Federal Grants	\$185523.41
604-43250-38305 Sewer Surcharge	\$42146.74
604-43250-36100 Interest Earns	\$1865.99
Cash on hand	\$3271.06

TOTAL APPROPRIATIONS----- \$363634.53

First Reading: January 8th, 2024
Second Reading & Adoption: February 5th, 2024
Published:

Signed: Brad Kehn, Mayor _____

Attest: Kylee Urban, Finance Officer _____

EXECUTIVE SESSION-LEGAL AS PER SDCL 1-25-2(3)

Mayor Kehn entertained a motion to enter executive session. Bode made a motion to enter executive session. Seconded by Popek-Hurst. Mayor Kehn declared the council in executive session at 6:43PM.

Mayor Kehn declared the council out of executive session at 7:08pm. No action taken.

CONTRACT OF LAW UPDATE

Mayor Kehn reminded the council of the meeting with the county on February 12th to discuss contract of law.

STREET RESEALING BIDS

The city received one street resealing bid from TopKote. Topkote's bid included 2024 triple chip seal and prime approx. 3,000 sq. yds at price of \$27417.60; 2024 double chip seal approx. 9500 sq. yds at the price of \$44574.00; 2024 single chip seal approx. 2200 sq. yds. Priced at \$5161.20.

Popek-Hurst made a motion to approve the bid with contingence of negotiations on amount of work with a cap of \$77,152.80. \$50,000 coming from street improvements and the rest of the money coming from cash on hand. Seconded by Schuldt. All voted aye. Motion carried.

WATER SHUT OFF CHARGES

Maint. Supt. Darin Cranny voiced his concerns to the city council with water shut off rates. Right now the city charges \$20 to turn water off and another \$20 to turn this on, which is fine for daytime needs, but the city needs to charge more for emergency after hours work, as city employees get paid for two hours overtime and are not making their money back in this case. The council asked the finance officer to come up with a new ordinance for after-hour emergency work cost and they will come up with a price at the next meeting.

GAME FISH & PARKS

Mayor Kehn let the council know that he will be getting a contract that needs to be signed from GF & P for the jail pond project. This wont be of any cost to the city it is just a standard contract for the installation of boat ramp.

GRASSLANDS BID

The city received two bids for the grasslands. The first bid came from Hohn's offering \$1,600.00 the second bid from Greene's offering \$1300.00.

Popek-Hurst made a motion to accept Hohns bid of \$1600.00. Seconded by Bode. All voted aye. Motion carried.

CEMETERY MOWING BIDS

The city received two bids for cemetery mowing. The first bid was from Kase Brouwer for \$1,400 per mowing with a minimum of 10 mowings. The second bid came from Noah Fox for \$1250 per mowing with a minimum of 10 mowings.

Bode made a motion to accept Kase Brouwers bid of \$1,400 per mowing with a minimum of 10 mowings based on past experience and trusted work. Seconded by Schuldt. All voted aye. Motion carried.

ABATEMENTS

ABATEMENT #1

Plankinton School- Lot 4-5 & Lot 2-8 Block 11 East Addition-Property is exempt from tax-amount abated \$232.62

Popek-Hurst made a motion to approve Plankinton school abatement. Seconded by Murette. All voted aye. Motion carried.

ABATEMENT #2

Mike & Ida Scott- Lot 16 Block 2 Original Addition-Structures have been removed-amount abated \$93.28

Bode made a motion to approve Scott abatement. Seconded by Popek-Hurst. All voted aye. Motion carried.

ABATEMENT #3

Mike & Ida Scott- Lot 17 Block 2 Original Addition-Structures have been removed-amount abated \$334.26

Schuldt made a motion to approve Scott abatement. Seconded by Popek-Hurst. All voted aye. Motion carried.

ABATEMENT #4

Mike & Ida Scott-Lot 18 Block 2 Original Addition-Structures have been removed-amount abated \$326.08

Popek-Hurst made a motion to approve Scott abatement. Seconded by Bode. All voted aye. Motion carried.

MAINT. SUPT. REPORT

I have been getting some more office work done. I've been preparing some things for the sewer project, along with working on required lead pipe paperwork that the state needs. We had quite a few days of snow removal this month again. It could stay like this for a while though, then warm up. That would be ok with me. We've had to replace 6-8 water meters because of the cold spell. I was planning on taking 2 extra days off for an extended 5-day weekend, but instead I got 0 days off completely. I was then going to take all the next Friday off, instead I had to come in for 5-6 hours to move snow. That's the way it goes. I was out 4 times over the Martin Luther King holiday weekend. Snow removal on Saturday and Sunday. Then water meter replacement on Sunday later and on Monday. I ordered 16 new ¾ inch water meters, they came right away. All my stock was used up by the breakage of meters. Barry and I went and picked up our new pickup a couple of weeks ago. We have that in service now. I was going to buy a new headache rack for it but when looking to order one they said they were interchangeable from 1999-2024. I then decided to just use the one off the plow pickup and just buy a new magnetic base light for that. I had to do some modifying to the rack, but I made it work. We just used the rack and light off that plow truck so all I bought was a new light for that. Toolboxes are in, we used the ones that were on the plow pickup, we had to build new brackets for those too. Stickers are on, just waiting on license plates. We got the tree pile burned at the east RU site. Barry took care of that mostly. Chance and I hauled the metal pile out to the west site. That took a couple of days like I was expecting. There will be some cleanup to do on the tree pile area and metal area once it warms up and dries out. We will get the fence done at the east site soon and get some signs and cameras up for spring. I plan on having a letter ready to send to all our customers about the RU sites ready to send with next month's bills or separately, however the ladies want to do that.

ELEC SUPT. REPORT

No outages this month, no blinks that I am aware of. Barry and I completed our Spray license renewal. I completed my hours for my electrical license over a few days. We all have MSHA on the 14th which is

here in town at the AG building. I will also have safety training this month as well. I think we may be hosting it. Travis was looking for a date that would work for him. I have had Dan building shelves and dividers for our existing shelves on the electrical side of shop. He also built the shelf for under the TV in the meeting room. Darin and I hauled out the iron pile, and I also helped Barry move some trees around in the tree pile to get it burned down the rest of the way. I have ordered material for this year and have restocked some items that we were low on. working and getting some things reorganized on the shelves and making things easier to find for everyone. Quite a bit of shop and office time with the colder weather.

We started to get some of the street signs put together in the shop and then we went out this morning and put up what we had ready and done. A lot to do still, but need to get more signs ordered and some areas we need to get posts put in. If the nice weather sticks around we are going to start trimming some trees in some of the bad areas we have left to do. We have gotten majority of everything done other than a couple of alleys. Couple days of snow removal We have had some disconnects for no pays. Working on getting a list put together for more electric meters as they are still a year out for some of them. No word from Central about furnace at fire station, I called Roger Konechne and asked if he could meet me over there sometime when they are in town. Told him no rush on it as they were busy the day I called him. The City of Mt Vernon asked if we would be able to move a pole for them. They have a pole at the school for their water meter antenna as that is where their office was. They have since moved in to the old fire station on their main street and was wondering if we would be able to help them move it. I said it shouldn't be a big deal but I would ask for permission first. This will probably take 1.5-2 hours. We have helped them out in the past after a wind storm went through and they had a lot of hanging trees. They have let us use a big water pump and some other tools also in the past. I went over and checked it out end of last week and to talk to them about it.

FINANCE OFFICER REPORT

We have been Training on finance hub, which is just an updated version of our current programs that is cloud based. Cindy and I have been updating our meter books. This includes updating the account numbers, names and addresses on all the meter installs. There are a lot of very old pages in them that need the updates. We have also been doing our normal monthly tasks of sending out bills, taking payments, paying vendors, monthly reports and more. Dick Faulhaber had a small solar light cross on Vicki's grave that ended up getting knocked off and broken when a different hole was being dug nearby. This light is no longer made and finding anything similar has been impossible. The only other light similar that could be used would cost around \$300-\$400. Please let me know your thoughts so we can get this accident fixed. Other than this we have been organizing and cleaning parts of the office.

MAYORS REPORT

Mayor Kehn discussed the possibility of doing no trucks on main street signs as Main Street seems to be cracking very badly. He also let the council and workers know the old oven in the city hall kitchen needs to be taken out as it is very old and could pose a fire hazard. He would like the finance officer to look for a new oven for the kitchen. He let the city workers know they did great on snow removal.

EXECUTIVE SESSION-PERSONNEL AS PER SDCL 1-25-2(1)

Mayor Kehn entertained a motion to enter executive session. Popek-Hurst made a motion to enter executive session. Mayor Kehn declared the council in executive session at 8:24pm/

Mayor Kehn declared the council out of executive session at 9:01pm. No action taken.

Meeting adjourned at 9:01pm

Brad Kehn,

Mayor

Attest:

Kylee Urban,

Finance Officer