

City Council Proceedings

The Plankinton City Council met in regular session on Monday, March 4, 2019 at 6:30 p.m. Mayor Staller called the meeting to order with the following members present: Pam Vissia, Brad Kehn, Susan Steele, Jim Hinckley & Terry Schuldt. City employees present were Darin Cranny, Chance Boyd, Vern Hill & Jeanette Smith. Visitor present was Alan Birmeier. Representing South Dakota Mail was Gayle VanGenderen.

The Pledge of Allegiance was recited.

Kehn moved to approve the agenda, with a second from Schuldt. All voted aye, motion carried.

During the public comments section, Alan Birmeier gave an update on his sanitation business.

Vissia moved to approve the minutes of the February 4, 2019 regular meeting, with a second from Hinckley. All voted aye, motion carried.

Vissia moved to approve the amended minutes of the February 7, 2019 special meeting, with a second from Hinckley. All voted aye, motion carried.

Hinckley moved to approve payment of the following:

Verizon Wireless-Feb billing-158.64; The Guardian Life Ins Co-employee life insurance-558.62; SD One Call-Jan message fees-1.05; JP Cooke Co-dog tags-56.59; VISA-supp/mat-479.46; Heartland Cons Power Dist-Jan power purchase-79,905.33; East River Electric-Jan wheeling fees-6860.70; Dept of Energy-Jan power purchase-17,831.30; City of Plankinton-meter dep applied-250.00; City of Plankinton-meter dep applied-50.00; City of Plankinton-meter dep applied-250.00; Central Electric-additional Dec wheeling fee-3412.94; Avera Health-employee health ins-6515.64; A&B Business-copier contract-124.08; SDRS-Bi-weekly 3 & 4 retirement-2833.32; SD Supplemental Retirement-voluntary retirement pay 3 & 4-4763.16; Bi-weekly payroll 3 & 4-14,088.86; Bi-weekly payroll 3 & 4-941 taxes-5302.96; AFLAC-voluntary emp ins-154.14; Postalia TDC-meter postage-500.00; SD Dept of Revenue-Jan sales tax due-6878.25; AmeriPride-rug contract-30.98; South Dakota Mail-Feb legal publishing-1051.76; A-OX Welding Supply-supp/mat-157.32; Aurora-Brule Rural Water-Feb water purchase & debt ret-06880.30; Core & Main-water meter project supp/mat-4222.42; DGR Engineering-electrical project prof svcs-17,381.03; Justice Fire & Safety-fire ext service-300.00; Locators & Supplies, Inc-supp/mat-673.72; Mike's Const-garbage service-60.00; MN Municipal Utilities Ass'n-NW Lineman Colege-prof svcs-841.00; SD DOT-supp/mat-539.98; Ron's Market-supp/mat-38.14; SPN & assoc-Prof services-3397.49; SD Dept of Health-water sample test-15.00; RESCO-electrical project supp/mat-1291.15; Steve's Welding-rep/maint-33.78; Golden West Tele-February billing-410.89; Roadside 66 Service-supp/mat-399.55; Plankinton Builders Supply-supp/mat-291.80; 3-D Digging & Trucking-water meter rep project pay request one-71,028.00; SDML-District 4 meeting-48.00; Virgil Harmon-meter dep refund-166.79; City of Plankinton-meter dep applied-83.21.

Schuldt seconded the motion. All voted aye, motion carried.

Kehn moved to approve re-hire of Debra Gould for the position of Rubble Site Attendant, with days & hours to be determined. Schuldt seconded the motion. All voted aye, motion carried. Kehn amended the motion to include a .25/cent wage increase to \$12.25/hour, with a second from Schuldt. All voted aye, motion carried.

One application was received for the seasonal handy person. After discussion, Hinckley & Vissia volunteered to be on a committee to interview the applicant(s) & report back to the council.

No new lifeguard applications have been received. Steele gave an update on returning & non-returning lifeguards. The finance officer was instructed to advertise in area school announcements.

Hinckley moved to approve the revised personnel handbook dated September 2018, with a second from Vissia. All voted aye, motion carried.

The Mayor led a discussion & gave an update to the 5-year plan.

At 7:10 p.m., the sealed bids were opened for the 2019 chip seal project. Two bids were received from Topkote Inc for approximately 50,000 SY @ \$1.35/SY each. A bid from Bituminous Paving Inc was received for 46,650 SY @ \$2.22/SY. Vissia moved to accept the low bid from Topkote Inc, with a second from Schuldt. All voted aye, motion carried.

Building Inspector Kehn reported that he had approved Building Permit #111119 from Doug Meidinger for a 40'x80' hoop building at 104 E 5th St.

The Mayor gave an update of being in touch with American Publishing for an Ordinance book update. City Attorney Taylor is checking into this company & will report back to the Council.

Hinckley moved to approve the Contractor's Application for Payment No. One, in the amount of \$71,028.00, & Change Order No. One for the Water Meter Replacement Project. Steele seconded the motion. All voted aye, motion carried.

After review of bids received for the Electric Distribution Improvements Project construction, Steele moved to approve the recommendation of DGR Engineering & award Karian Peterson Power Line Contracting, LLC in the amount of \$300,310.71. Vissia seconded the motion. All voted aye, motion carried.

Vissia moved to approve a tax abatement of 401 N Union St, legal description to be Lot 16, 17, & 18 Blk 3 Miracle & Clark's 2nd Add. in the amount of \$412.76. Kehn seconded the motion. All voted aye, motion carried.

Vissia moved to approve a \$50.00/per month reimbursement for the use of personal cell phones for city maintenance & utility personnel. The current city cell phones that are assigned will be discontinued. Kehn seconded the motion. All voted aye, motion carried.

Discussion was held regarding an update to the utility rate resolution. The finance officer will contact the city attorney about this matter.

The Mayor led a discussion regarding sewer rates. It was the concensus of the council for the finance officer to check with other cities as to how they charge this utility & report back at the next regular meeting.

The Mayor led a discussion regarding facility charges. Hinckley moved to not charge existing customers for a second electric meter, which was required by the city when separate meters were required for heating. Steele seconded the motion. All voted aye, motion carried.

Kehn shared information about additions he would like to see on building permits. He will report back at the next regular meeting.

The finance officer reported that there will be no election this year. One petition was turned in for a one year term for Mayor from John J Staller. No petitions were received for any of the six available council seats.

The finance officer shared information regarding the upcoming Easter Holiday. She read a letter from Governor Noem allowing state employees to have Friday, April 19 & Monday, April 22 off with compensation. It was the concensus of the council to remain with the current Good Friday Holiday policy to close on April 19, 2019 at noon.

The Mayor's report included: the City will take bids for cleaning up the declared nuisance property at 107 S Duff & the property will be assessed with the clean up cost, along with attorney fees; there are 51 water meters left to be replaced; the remainder of the new electric meters have arrived for installation; he visited with librarian & they spoke of getting the E-Book system put in place soon; the Equalizaiton meeting will be held on Monday, March 18, 2019 at 6:30 p.m.

The Maintenance Sup't report included: locating water main valves & curb stops for the contractor; lots of snow removal; equipment work; helping with a water service line break; he & Barry will be attending MSHA tomorrow; completing the drinking water report.

The Electrical Sup't report included: bid opening for installation of equipment for the electrical project; 5 new electrical poles will be installed; still waiting on load management programming; will be attending the SDMEA conference in Watertown for the next two days; due to this winter's extreme cold, another record peak power has already been set for the month of March.

The Finance Officer's report included: expenditure & revenue reports; Distrct 4 meeting will be held in Winner, County Assesor's equalization meeting & retirement recognition of Steve Moses of Heartland Cons Power will all be on March 13; shared information of the recent utility billing process & hoping for the software interface to be completed by the next cycle.

At 8:16 p.m., the Mayor asked for a motion to enter executive session, per SDCL 1-25-2(1) for personnel. Hinckley moved, with a second from Kehn. All voted aye, motion carried.

The Mayor moved to enter regular session at 8:56 p.m., with no action taken.

The Mayor adjourned the meeting at 8:57 p.m.

Signed: John J Staller, Mayor

Attest: Jeanette Smith, Finance Officer