

## CITY COUNCIL PROCEEDINGS

The Plankinton City Council met in regular session on Monday, December 2, 2019. Mayor Staller called the meeting to order at 6:30 p.m. The Pledge of Allegiance was recited. Members present: Pam Vissia, Susan Steele, Jim Hinckley, Terrance Schuldt, and Jason Shurz. Board member absent was Brad Kehn. City employees, Eileen Sorsen, Darin Cranny, and Chance Boyd were also in attendance. Visitor present was Gayle VanGenderen from the South Dakota Mail.

Motion to approve agenda made by Schuldt, and seconded by Steele. All voted aye. Motion carried.

There was no citizen input.

Vissia made a motion to approve the minutes of the Regular Council Meeting of November 4, 2019. Hinckley seconded it. All voted aye. Motion carried.

Vissia made a motion to approve the minutes of the Special Council Meeting of November 12, 2019. Schurz seconded it. All voted aye. Motion carried.

Steele moved to approve payment of the following bills:

A-OX Welding Supp.—shop sup.--\$42.36; American Fence—ADA ramp--\$825.00; AmeriPride—Nov. Rug Contract--\$33.15; AB Rural Water—Nov. water--\$2,461.60; Banyon Data—Support--\$2,580.00; Barnes & Noble—Library books--\$190.03; Border States—Elec. Supp./materials--\$2,827.02; Central Electric—Elec. Outage--\$215.00; Core & Main—Billing software fee--\$8,000.00; DGR Engineering—Elec. Prof. service--\$1,548.00; Hawkins—Chlorine tester--\$444.99; Horizon Health Care—Hep. Shot--\$164.00; Krohmer Agency—F.O. Notary Bond--\$50.00; MCLEOD'S—Office Supp.--\$77.74; MMUA—Transformer School--\$515.00; Mike's Constr.—Garbage--\$60.00; Ron's Mkt.—Nov. Supplies--\$61.12; SANTEL COMM.—ADAPTOR--\$49.00; SEC. OF STATE-SD—Notary appl.--\$30.00; SDARWS—Rural Water Ann. Dues--\$405.00; SDWWA- Supt. Annual dues--\$10.00; SD DEPT OF HEALTH—Water/ sewer testing--\$240.00; SD Dept of Trans.—Diesel--\$1,079.61; SD Mun. Elec. Assoc.—2020 dues--\$759.00; SDML Work Comp—2020 renewal--\$6,326.00; SD Mun. League—2020 Dues--\$956.60; SD Mun. Street Maint. Assoc.—2020 City Membership--\$35.00; SD Gov. Finance Off. Assoc.—2020 Membership--\$40.00; SD Gov. HR Assoc.—2020 Membership--\$25.00; SD Building Officials Assoc.—2020 City Membership--\$50.00; John Staller—SDML Conf. Reimb.--\$372.55; SD MAIL—Legal publ.--\$1,029.61; Sun\*Flowers, Etc.—Funeral flowers--\$69.23; Titan Machinery—Skid Steer Beacon--\$147.00; Visa—Elec.-overhead school--\$262.40.

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

### OLD BUSINESS:

Dollar General has paperwork done and sent a check for \$500 Retail Wine/ Cider License for 2020. Steele stated that it was on last month's meeting to authorize, but the check came too late. Motion to approve license by Vissia. Seconded by Hinckley. All voted aye. Motion carried.

Building permits for Charles Miller, Roadside C-Store, and Kendra Will set to December 15 meeting, as Bldg. Supt., Kehn, was absent.

NEW BUSINESS:

The Mayor asked the Council members to come in any time after December 10 to look over the applications for the Deputy Finance Officer position. Sunday, December 15, 2019, is set for interviews. They will begin at 1:15 p.m., and be scheduled every half hour.

There will be a Special End of Year council Meeting on December 26, 2019, at 4:30 p.m., to authorize end of year bills to pay, and any other end of year business.

Deputy Finance Officer Bond will be taken care of as soon as the new Deputy is hired. Finance Officer's Bond is up for renewal in May, 2020.

A Supplemental Budget Appropriations Ordinance was put on hold until the Special Meeting on December 15, 2019.

Finance Officer, Eileen Sorsen, has sent in an application for Notary Public.

Mayor, Electric Supt., Maintenance Supt., and Finance Officer gave their monthly reports. Mayor Staller told Council that Randy Kittle stopped by to do an on-site visit to the pool, in preparation for the Pool Grant application.

Darin Cranny said the new lagoon pumps that were ordered months ago will be installed on December 20. They have been failing this past Summer.

Chance Boyd asked if he could have Kenny Kinyon assist with installing a new controller board for the new lagoon pumps. Benders will have to be pumping directly from the lift station during the new pump install. And, the new pumps will simultaneously be installed. So, the process has to happen as quickly as possible. The Council ok'd the assistance. Chance is also currently installing load management boxes in town.

Mayor Staller moved to go into Executive Session at 7:26 p.m. Motion by Hinckley, and seconded by Steele to enter into Executive Session- Personnel, as per SDCL-1-25-2(1). All voted aye. Motion carried.

Mayor & Council exited Executive Session at 7:49 p.m., with the Mayor announcing that no action was taken.

Mayor Staller asked the Council to vote for a member of SDARWS Class B East River Board. Vissia made a motion to select Larry Klaus, Delmont. Hinckley seconded the motion. All aye. Motion carried

Steele made a motion to modify the Personnel Handbook, for new employees. On the bottom of page 17, Policy 3: Employee Classifications, 3.1 Definitions, the motion is to modify Vacation Leave to: Vacation leave shall accrue from start of employment. Motion seconded by Vissia. All voted aye. Motion carried.

Hinckley made a motion to grant Utility Supt., Darin Cranny a \$.50 an hour raise for his 2 year anniversary. As of December 4, 2019, his new wage will be \$22.65 an hour. Steele seconded the motion. All voted aye. Motion carried.


Mayor Staller said Anna Klein is working 24 hours a week. He entertained to change her position to Permanent Part-Time Maintenance. Vissia made a motion to change Anna's position to Permanent

Part-Time Maintenance. She will be eligible for pro-rated Holiday, Vacation & Sick Leave. And, will be added to SD Retirement as of December 2, 2019. Hinckley seconded it. All voted aye. Motion carried.

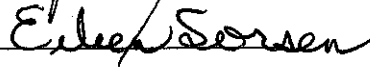
Mayor Staller stated the Employee yearly party will be around Valentine's Day.

The Mayor adjourned the meeting at 7:55 p.m.

Signed: John J. Staller, Mayor

Handwritten signature of John J. Staller in cursive, written over a horizontal line.

Attest: Eileen Sorsen, Finance Officer

Handwritten signature of Eileen Sorsen in cursive, written over a horizontal line.