

## MINUTES OF ANNUAL EQUALIZATION BOARD MEETING

The Equalization Board of the City of Volga, SD met for its annual meeting Monday, March 16, 2020 at 12:00 PM in the conference room of City Hall; Mayor Randy Santema presiding. Members present: Ken Fideler, Jody Havrevold, Nichole Hofer, Matt Jaquet, and Kelly VanderWal. Doug Wermedal was present via telephone. Members absent Gene Bjorklund. Also present: City Attorney Steve Britzman, City Administrator Jameson Berreth, Deputy Finance Officer Mary Ries, Sally Damm-Norby with the Brookings Optimists Club, and Kathi Granum with the Volga Tribune.

Following the Pledge of Allegiance, the board reviewed the assessor books, and to hear all appeals filed by March 12, 2020. Mayor Santema stated that no appeals had been submitted.

Fideler made a motion to adjourn at 12:03 PM, Havrevold seconded the motion. On roll call: Fideler, Yes; Havrevold, Yes; Hofer, Yes; Jaquet, Yes; VanderWal, Yes; Wermedal, Yes. Motion carried.

s/Randy Santema, Mayor, City of Volga

s/Mary Ries, Deputy Finance Officer, City of Volga

## MINUTES OF REGULAR MEETING

The City Council of the City of Volga, SD met for a regular meeting Monday, March 16, 2020 at 12:04 PM in the conference room of City Hall; Mayor Randy Santema presiding. Members present: Ken Fideler, Jody Havrevold, Nichole Hofer, Matt Jaquet, and Kelly VanderWal. Doug Wermedal was present via telephone. Also present: City Attorney Steve Britzman, City Administrator Jameson Berreth, Deputy Finance Officer Mary Ries, Sally Damm-Norby with the Brookings Optimists Club, and Kathi Granum with the Volga Tribune.

Havrevold made a motion to approve the agenda. Fideler seconded the motion. On roll call: Havrevold, Yes; Hofer, Yes; Jaquet, Yes; VanderWal, Yes; Wermedal, Yes; Fideler, Yes. Motion carried.

VanderWal made a motion to approve the March 2, 2020 regular meeting minutes. Jaquet seconded the motion. On roll call: Hofer, Yes; Jaquet, Yes; VanderWal, Yes; Wermedal, Yes; Fideler, Yes; Havrevold, Yes. Motion carried.

Sally Damm-Norby with the Brookings Optimists Club introduced herself to the council and discussed the benefits that an Optimists Club could bring to the city as well as steps and how to go about starting an Optimists Club in Volga. Anyone interested is asked to attend an informational meeting on Tuesday, March 24, 2020 being held at CC Bar & Grill from 5-7pm.

### Community Development

VanderWal made a motion to approve the first reading of Ordinance No. 2020-02, an ordinance requiring a surfaced area for parking vehicles in the City of Volga, South Dakota. Fideler seconded the motion. Discussion was held. Berreth stated that this ordinance would prohibit parking vehicles on lawns unless it was on gravel or a paved surface. Currently only a vehicle which is inoperable constitutes as a nuisance. The Code Enforcement Officer would then address any operable vehicles parked on lawns as he comes across them. Fideler made a motion to amend Ordinance No. 2020-02 to insert at the end of Section I: "Bicycles are exempt from this provision." Hofer seconded the motion. On roll call: Jaquet, Yes; VanderWal, Yes; Wermedal, Yes; Fideler, Yes; Havrevold, Yes; Hofer, Yes. Motion carried. On roll call to approve the first reading of Ordinance No. 2020-02 as amended: VanderWal, Yes; Wermedal, Yes; Fideler, Yes; Havrevold, Yes; Hofer, Yes; Jaquet, Yes. Motion carried. The second reading of this ordinance will occur at the April 6, 2020 Regular Meeting.

### Public Safety

Berreth stated that the Grain Bin Safety Event being held on March 28, 2020 is still scheduled as of now. A decision to cancel may be made in the future due to the COVID-19 pandemic.

#### Electric

No report.

#### Public Works

Berreth made mention to residents that with the toilet paper shortage due to the COVID-19 pandemic, residents should refrain from flushing paper towels, facial tissues, baby wipes and other similar items down the sanitary sewer as these items do not break down like toilet paper and could cause sewer backups to happen.

#### Parks, Recreation, and Buildings

City Administrator Berreth stated that a bid opening was held on Tuesday, February 25 for cleaning services for the City's five municipal facilities. Caring Hearts Home Care, LLC of Volga submitted the low bid for cleaning services at \$1200.00 per month. Hofer made a motion to award the cleaning services bid to Caring Hearts Home Care, LLC. VanderWal seconded the motion. On roll call: Wermedal, Yes; Fideler, Yes; Havrevold, Yes; Hofer, Yes; Jaquet, Yes; VanderWal, Yes. Motion carried.

City Administrator Berreth stated that a bid opening was held on Tuesday, February 25 for the 2020 storage building. Meyer Services submitted the low bid for the storage building at \$197,075.00. Hofer made a motion to award the 2020 storage building bid to Meyer Services. Jaquet seconded the motion. Berreth stated that this bid was much higher than the budgeted amount of \$80,000 due to changes to the project specifications including the addition of non-corrosive materials in the cold storage half of the building, a concrete floor, and demolition of existing structures. His recommendation is to award the bid to the low bidder and finance the remaining amount since the project is needed and will only increase in cost if delayed to a future year. On roll call: Fideler, Yes; Havrevold, Yes; Hofer, Yes; Jaquet, Yes; VanderWal, Yes; Wermedal, Yes. Motion carried.

Hofer made a motion to approve **RESOLUTION 2020-07** BE IT RESOLVED that in accordance with SDCL 35-1-5.5, prior authorization for persons to consume or blend alcoholic beverages on Friday, March 20, 2020 at the Volga Community Center is hereby given. All such consumption or blending shall occur during the party Palandi. Said property shall be considered for purposes of the Resolution to be the location of a special license and shall not constitute a public place as defined by Ordinance 145 of the City of Volga. Sale of alcohol beverages shall not be permitted at any time at the above described location. There shall be no consumption of any alcoholic beverage by any individual who is under twenty-one years of age. This permit shall commence at 12:00 AM on March 20, 2020 and shall conclude at 11:59 PM on March 20, 2020. Dated this 16th day of March, 2020. CITY OF VOLGA BY: s/Randy Santema, Mayor ATTEST: s/Jameson Berreth, Interim Finance Officer. Jaquet seconded the motion. On roll call: Havrevold, Yes; Hofer, Yes; Jaquet, Yes; VanderWal, Yes; Wermedal, Yes; Fideler, Yes. Motion carried.

Hofer made a motion to approve **RESOLUTION 2020-08** BE IT RESOLVED that in accordance with SDCL 35-1-5.5, prior authorization for persons to consume or blend alcoholic beverages on Saturday, March 21, 2020 at the Volga Community Center is hereby given. All such consumption or blending shall occur during the party Rangel. Said property shall be considered for purposes of the Resolution to be the location of a special license and shall not constitute a public place as defined by Ordinance 145 of the City of Volga. Sale of alcohol beverages shall not be permitted at any time at the above described location. There shall be no consumption of any alcoholic beverage by any individual who is under twenty-one years of age. This permit shall commence at 12:00 AM on March 21, 2020 and shall conclude at 11:59 PM on March 21, 2020. Dated this 16th day of March, 2020. CITY OF VOLGA BY: s/Randy Santema, Mayor ATTEST: s/Jameson Berreth, Interim Finance Officer. Jaquet seconded the motion. On roll call: Hofer, Yes; Jaquet, Yes; VanderWal, Yes; Wermedal, Yes; Fideler, Yes; Havrevold, Yes. Motion carried.

Hofer made a motion to approve **RESOLUTION 2020-09** BE IT RESOLVED that in accordance with SDCL 35-1-5.5, prior authorization for persons to consume or blend alcoholic beverages on Tuesday, April 7, 2020 at the Volga Community Center is hereby given. All such consumption or blending shall occur during the party Cunningham. Said property shall be considered for purposes of the Resolution to be the location of a special license and shall not constitute a public place as defined by Ordinance 145 of the City of Volga. Sale of alcohol beverages shall not be permitted at any time at the above described location. There shall be no consumption of any alcoholic beverage by any individual who is under twenty-one years of age. This permit shall commence at 12:00 AM on April 7, 2020 and shall conclude at 11:59 PM on April 7, 2020. Dated this 16th day of March, 2020. CITY OF VOLGA BY: s/ Randy Santema, Mayor ATTEST: s/Jameson Berreth, Interim Finance Officer. Jaquet seconded the motion. On roll call: Jaquet, Yes; VanderWal, Yes; Wermedal, Yes; Fideler, Yes; Havrevold, Yes; Hofer, Yes. Motion carried.

Finance & Economic Development

Fideler made a motion to authorize financing through First Bank & Trust for the 2020 storage building. Jaquet seconded the motion. Discussion was held. This loan of up to \$120,000.00 to be paid back over a period of five years. On roll call: VanderWal, Yes; Wermedal, Yes; Fideler, Yes; Havrevold, Yes; Hofer, Yes; Jaquet, Yes. Motion carried.

Fideler made a motion to authorize financing through BankStar Financial for the purchase of Ditch Witch Vacuum Excavator. VanderWal seconded this motion. This loan of \$47,520.98 would cover the remaining amount after the down payment of \$14,700 to be paid back over a period of five years. On roll call: Wermedal, Yes; Fideler, Yes; Havrevold, Yes; Hofer, Yes; Jaquet, Yes; VanderWal, Yes. Motion carried.

Fideler made a motion to authorize the Mayor to enter into the Industrial Park Grant Agreement with South Dakota Department of Transportation. Hofer seconded the motion. Discussion was held. Berreth stated this Grant Agreement will pay up to 80% of the estimated cost of the project. On roll call: Fideler, Yes; Havrevold, Yes; Hofer, Yes; Jaquet, Yes; VanderWal, Yes; Wermedal, Yes. Motion carried.

Fideler made a motion to approve the 2019 Annual Financial Report. Hofer seconded the motion. Discussion was held. Berreth discussed the financial highlights for the year and provided an overview of the report. On roll call: Havrevold, Yes; Hofer, Yes; Jaquet, Yes; VanderWal, Yes; Wermedal, Yes; Fideler, Yes. Motion carried. The published report will appear separately in the March 26, 2020 issue of the Volga Tribune.

Fideler made a motion to approve the following claims and ordered them paid. Hofer seconded the motion. On roll call: Hofer, Yes; Jaquet, Yes; VanderWal, Yes; Wermedal, Yes; Fideler, Yes; Havrevold, Yes. Motion carried.

AFLAC	\$580.41	premiums
AGFIRST FARMERS COOP	\$974.14	fuel, shop supplies
ALEJANDRA CORTEZ	\$103.98	meter deposit refund
AMBER HANSEN	\$169.00	meter deposit refund
AMERIPRIDE SERVICES	\$387.90	cleaning supplies
A-OX WELDING SUPPLY CO.	\$74.46	cylinder rental
BAN-KOE SYSTEMS	\$26.98	monthly service fee
BANNER ASSOCIATES	\$21,567.50	engineering services
BEDC	\$5,000.00	2020 membership dues
BROOKINGS AREA UNITED WAY	\$81.00	employee deductions
BROOKINGS COUNTY TREASURER	\$62.58	animal control
CITY OF VOLGA	\$10,399.23	utilities
COOK'S WASTEPAPER & RECYCLING	\$8,889.25	garbage services
CORE & MAIN	\$857.70	meter parts

DAKOTALAND FCU	\$530.62	credit card charges
DANIELLE ANDERSON	\$92.80	meter deposit refund
DAVE'S COLLISION REPAIR	\$462.66	truck door repair
DAVE'S WINDOW CLEANING	\$52.00	cleaning services
DOLLAR GENERAL CORP.	\$8.50	office supplies
EAST RIVER ELECTRIC	\$8,209.80	02.2020 transmission service
EDMAN ENTERPRISES INC.	\$688.33	fuel
HEARTLAND CONSUMERS POWER	\$397,085.78	02.2020 wholesale power
HEARTLAND CONSUMERS POWER	\$5,834.00	REDLG Loan Amortization
I STATE TRUCK CENTER	\$310.24	truck parts
JIM SCHADE	\$163.20	meter deposit refund
JOHN ZARYCKI	\$83.07	meter deposit refund
JOHNSON CONTROLS	\$668.22	city hall furnace repair
LOWES	\$93.81	supplies
M&T FIRE AND SAFETY	\$85.00	grader part, hood for fire school
PAYMENT SERVICE NETWORK	\$130.90	monthly e-payment fees
PEPSI-COLA BOTTLING OF	\$60.00	shop pop machine
PRODUCTIVITY PLUS ACCOUNT	\$545.00	payloader parts
RADIO TIME BILLING	\$322.00	radio advertising
RFD NEWSPAPERS	\$410.48	job posting, 2.3.20 & 2.18.20 minutes
SANITATION PRODUCTS, INC	\$89.49	sweeper parts
SD CITY MANGEMENT ASSOC.	\$125.00	GOSCOMA spring conference - Jameson
SOUTH DAKOTA DEPT. OF REVENUE	\$26,707.28	02.2020 power service
SDSU EXTENSION	\$2,000.00	SBB class
STURDEVANT'S AUTO PARTS	\$44.12	supplies
SWEENEY CONTROLS	\$876.00	insight subscription, aeration blower
TONIA DISPIRITO	\$70.30	meter deposit refund
US DEPT OF ENERGY	\$17,734.42	02.2020 power service
VALLEY FIBERCOM	\$244.80	utilities
VALLEY FITNESS	\$158.00	employee deductions
VOLGA POSTMASTER	\$262.25	postage
WAGWORKS	\$50.00	payments

#### Topics for Future Discussion

Berreth mentioned he had shared survey results from a utility rate survey done on water and wastewater rates in communities with populations less than 5,000. Volga was ranked 1<sup>st</sup> in most affordable in residential water rates and 4<sup>th</sup> lowest in total utilities for communities that offer both water and wastewater.

Berreth mentioned that 10 applications were received for the open Finance Officer position. He is hoping to schedule phone interviews yet this week.

Berreth stated that due to concerns regarding COVID-19, the Brooking Area Chamber's Annual Celebration that was scheduled for March 19, 2020 has been postponed to May 14, 2020, and the SDML district meetings have been cancelled.

Berreth reminded residents that if they have concerns about getting their utility payments dropped off while still practicing social distancing due to COVID-19, there are online bill pay options, a 24/7 drop box as well as being able to take card and e-check payments over the phone.

Fideler made a motion to adjourn at 1:18 PM. Hofer seconded the motion. On roll call: Jaquet, Yes; VanderWal, Yes; Wermedal, Yes; Fideler, Yes; Havrevold, Yes; Hofer, Yes. Motion carried.

s/Randy Santema, Mayor, City of Volga

s/Mary Ries, Deputy Finance Officer, City of Volga