

MINUTES OF REGULAR MEETING

The City Council of the City of Volga, SD met for a regular meeting Monday, January 6, 2022 at 5:30 PM in the conference room of City Hall; Mayor Randy Santema presiding. Members present: Matt Jaquet, Doug Wermedal, Kelly VanderWal, and Bev Cotton. Members absent: Ken Fideler, Nichole Hofer. Also present: Fire Chief Jamie Russell, City Attorney Steve Britzman, City Administrator Michael Schulte, Tammy Dobson, Jackie Bjerke, Mary Ries, and Samantha Algood with the Volga Tribune.

Following the Pledge of Allegiance, motion by Wermedal, seconded by VanderWal, to remove the January 3 City Council agenda from the consent agenda. On roll call: Cotton, Yes; Jaquet, Yes; Wermedal, Yes. VanderWal, Yes. Motion Carried 4 – 0. Motion by Wermedal, seconded by VanderWal, to add item E to Finance and Economic Development – Ordinance #2022-1 – Supplemental Appropriations to 2021 Appropriations to the agenda, to remove 7.C – Executive Session for Employee Performance Review from the agenda, to remove 7.D – Executive Session for Employee Wage & Salary Increases from the agenda, to remove 7.E Set 2022 Employee Wages & Salaries from the agenda and approve the consent agenda and amended January 3 agenda. Due to two councilmembers being absent, it was agreed to add the removed items to the next agenda. On roll call: Cotton, Yes; Jaquet, Yes; Wermedal, Yes. VanderWal, Yes. Motion carried 4 – 0. The following items were on the consent agenda: Approval of the December 20, 2021 Regular Meeting Minutes.

Visitors, Timed Items, and/or Public Comments

None.

Community Development

City Administrator Schulte provided a review of building permits issued for the year of 2021. 67 permits were issued with 9 new single-family houses, 6 new mobile homes, 4 new twin homes, 2 new multi-family units, and 4 new commercial/industrial buildings with an approximate construction valuation of \$9,818,258.

Motion by VanderWal, seconded by Jaquet, to approve the presented 2022 contract between the City of Volga and Code Enforcement Specialists, LLC. Schulte explained this contract includes more details than the previous version and is in alignment of what the South Dakota Municipal League recommends of independent contracts. On roll call: Cotton, Yes; Jaquet, Yes; Wermedal, Yes. VanderWal, Yes. Motion carried 4 – 0.

Public Safety

Fire Chief Russell presented his monthly report for December 2021. There were 14 medical calls and 1 fire call for a total of 15 for the month. Total calls for 2021 were 142, down from 146 in 2020. The Fire Department's gun raffle is next Monday night starting at 5:30pm.

City Administrator Schulte discussed parking tickets for vehicles that are left on the street during a snow emergency. Schulte asked if the Council desired to issue warnings to first time offenders or for the first few snowstorms of the year. Tickets are \$25. Calls were made today with individuals upset about tickets issued over the weekend. In Brookings, vehicles left on the street are towed in which the cost to retrieve the vehicle can be around \$150. Council directed the

administrator and the Sheriff's department to continue to ticket all vehicles left on the street during snow emergencies.

Electric

Jaquet stated that it may be beneficial to work with code enforcement this spring on violations of obstructions near electric infrastructure in backyards in which Electric Superintendent Collins discussed this past fall of what he has been seeing.

Public Works

Jaquet raised a question of the natural gas energy bill for the wastewater treatment plant and its unusually high amount. Schulte will investigate further.

Parks, Recreation, and Buildings

It was asked if the tarp will be placed out and the ice rink flooded soon. Schulte will discuss further with staff.

Finance and Economic Development

Motion by Jaquet, seconded by VanderWal to approve claims as presented. On roll call: Cotton, Yes; Jaquet, Yes; Wermedal, Yes. VanderWal, Yes. Motion carried 4 – 0.

Vendor	Amount	Comments
2021		
BAN-KOE SYSTEMS, INC.	\$22.62	TIME & ATTENDANCE SYSTEM
BROOKINGS CO SHERIFF'S OFFICE	\$9,602.35	CONTRACT LAW & ANIMAL CONTROL
DELTA DENTAL	\$544.00	PREMIUMS
ENNIS PAINT, INC	\$2,205.30	STREET PAINT
FARMERS IM. & IRRIGATION	\$28.83	DITCH WITCH FILTER & CARTRIDGE
HEALTH POOL OF SOUTH DAKOTA	\$12,006.11	PREMIUMS
I STATE TRUCK CENTER	\$100.25	TURN SIGNAL SWITCH
L&L AUTO PARTS, INC.	\$201.45	SANDER MAINTENANCE & JACK STANDS
L.G. EVERIST, INC.	\$132.37	ICING SAND
LOCATORS & SUPPLIES, INC.	\$346.05	LOCATING SUPPLIES
M & T FIRE & SAFETY, INC.	\$7,312.12	VFD SUPPLIES & EQUIPMENT
MICRO COMPUTER SYSTEMS, INC	\$159.60	SERVICE CALLS
MUTH ELECTRIC, INC	\$294.28	WWTP POWER LOGGER
NORTHWESTERN ENERGY	\$2,291.08	UTILITIES
OFFICE PEEPS INC.	\$158.03	COPIER FEES
PUBLIC HEALTH LABORATORY	\$251.00	WATER TESTING/WW TESTING
RITWAY	\$179.00	TAX FORMS
SPOT ON PRINTING	\$157.00	EMPLOYEE APPAREL
TITAN MACHINERY	\$405.90	PLOW BOLTS & PAYLOADER WIPER MOTOR
US BANK EQUIPMENT FINANCE	\$307.99	GLOBAL SEARCH FEE
VERIZON WIRELESS	\$326.73	CELL SERVICE
WESCO DISTRIBUTION, INC.	\$161.61	STREET LIGHT PARTS
EFTPS	\$786.55	PAYROLL TAXES
EFTPS	\$3,183.53	PAYROLL TAXES
JERE'S HOME INSPECTIONS	\$2,825.00	2021 INSPECTIONS
TONYA STEFFENSEN	\$1,200.00	DECEMBER 2021 CLEANING
JOSTEN CONCRETE PRODUCTS	\$90.64	MANHOLE SEAL
GEORGE COTTON	\$340.16	DOUBLE PAYMENT REFUND

NORTHWESTERN ENERGY	\$618.05	UTILITIES
SPEED CONNECT, LLC	\$74.46	METERING
2022		
DANR	\$1500.00	ANNUAL FEE
AFLAC	\$808.17	PREMIUMS
AWWA	\$81.00	ANNUAL DUES
CIVIC PLUS	\$3464.20	WEBSITE ANNUAL FEES
SDML	\$1858.72	2022 ANNUAL MUNICIPAL MEMBERSHIP
SD MUN STREET MAINT ASSOC.	\$35.00	2022 ANNUAL MEMBERSHIP
SD GOV. FINANCE OFFICERS ASSOC.	\$70.00	2022 ANNUAL MEMBERSHIP
SD HUMAN RESOURCE ASSOC.	\$25.00	2022 ANNUAL MEMBERSHIP
SD CITY MANAGEMENT ASSOC.	\$150.00	2022 ANNUAL MEMBERSHIP
MEIERHENRY SARGENT LLP	\$56,802.00	WATER/WASTEWATER BOND COUNSEL
SOUTH DAKOTA RETAILERS ASSOC	\$150.00	ANNUAL MEMBERSHIP DUES

Motion by Jaquet, seconded by VanderWal, to approve Resolution #2022-01 – Amending Resolutions 2021-50 and 2021-52 for the Purposed of Transferring Contingency Funds. Schulte explained clarification from the Department of Legislative Audit which will transfer contingency funds to the funds listed in the resolution. A separate ordinance will account for funds in Finance Administration in the General Fund. On roll call: Cotton, Yes; Jaquet, Yes; Wermedal, Yes. VanderWal, Yes. Motion carried 4 – 0.

RESOLUTION #2022-01

A RESOLUTION AMENDING RESOLUTIONS 50-2021 AND 52-2021 FOR THE PURPOSE OF TRANSFERRING CONTINGENCY FUNDS OF THE CITY OF VOLGA, SOUTH DAKOTA

BE IT RESOLVED:

WHEREAS, the City of Volga desires to transfer from the contingency fund certain sums as set forth below to meet the obligations of the municipality. According to SDCL 9-21-6.1, in preparing the annual estimate of expenses provided by SDCL 9-22-23, the auditor or clerk may include in the budget a line item for contingencies. The line item shall be included in the annual budget adopted pursuant to SDCL 9-21-2 and shall not exceed five percent of the total municipal budget. No expenditures shall be charged to this item, but such appropriated amount may be transferred, by resolution of the municipal governing body, to any other appropriation in which insufficient funds were provided for items for which no appropriation was provided. Transferring

Public Safety

421 Police

42110 Administration

E 101-42100-42110

\$15,462.39

Public Works

432 Sanitation

43210 Administration

E 101-43210-42110

\$15,000.00

Conservation & Development

465 Economic Development and Assistance

46500 Volga Promotions

E 101-46500-46500

\$515.21

Total Appropriations

\$30,977.60

Financing Sources

Contingency Available for Transfer \$50,000

\$30,977.60

Transfer from Water

\$0.00

Transfer from Electric	\$0.00
Transfer from Wastewater	<u>\$0.00</u>

Total Source of Funding **\$30,977.60**

NOW THEREFORE, this Resolution shall amend and replace Resolutions 50-2021 and 52-2021 as provided above to complete the transfer a portion of the Contingency Fund to provide funding for the appropriations provided above; and WHEREAS, this resolution is deemed necessary for the immediate preservation of the public peace, health, or safety and support of the municipal government and its existing public institutions; and emergency is hereby declared and said Resolution shall be effective upon passage and publication thereof.

Dated this 3rd day of January, 2022. CITY OF VOLGA BY: s/Randy Santema, Mayor, Attest:
s/Michael Schulte, City Administrator

Motion by Jaquet, seconded by Wermedal, to establish April 12, 2022 as the Municipal Election Day combined with Sioux Valley Schools. On roll call: Cotton, Yes; Jaquet, Yes; Wermedal, Yes. VanderWal, Yes. Motion carried 4 – 0.

Motion by Jaquet, seconded by VanderWal, to approve the listed items in the agenda packet as surplus (in addition to 2 printers), to appoint three city property owners to appraise the above items (unless a public auction format is utilized), and direct staff to sell, trade, loan, or destroy or dispose as allowed under the requirements of SDCL 6-13. On roll call: Cotton, Yes; Jaquet, Yes; Wermedal, Yes. VanderWal, Yes. Motion carried 4 – 0.

Motion by Jaquet, seconded by Wermedal to approve the first reading of Ordinance #2022-01 – Supplemental Appropriations to 2021 Appropriations Ordinance. Schulte explained the Ordinance to add additional funds to the general fund in which general funds dollars will be utilized. On roll call: Cotton, Yes; Jaquet, Yes; Wermedal, Yes. VanderWal, Yes. Motion carried 4 – 0.

Topics for Future Discussion

None.

Public Comments

Tammy Dobson and Jackie Bjerke discussed issues with a neighboring fence and issues with surveying their property for the exact property lines and legal description. The city administrator and city attorney will attempt to find out from the surveyors what the issues are to determine next steps.

Motion by Wermedal, seconded by Jaquet, to adjourn at 6:56PM. All in favor. Motion carried 4 – 0.

Randy Santema, Mayor, City of Volga

Michael Schulte, City Administrator