

MINUTES OF REGULAR MEETING

The City Council of the City of Volga, SD met for a regular meeting Monday, March 6, 2023 at 5:30 PM in the conference room of City Hall; Mayor Randy Santema presiding. Members present: Ken Fideler, Bev Cotton, Stacy Sahr, Kelly VanderWal, Matt Jaquet, and Doug Wermedal. Also present: City Administrator Michael Schulte, City Attorney Steve Britzman, Fire Chief Jamie Russell, Mary Ford with the Volga Tribune, and Vickie VanderWal.

Following the Pledge of Allegiance, Motion by Wermedal, seconded by VanderWal, to modify item 12.D – Update – Finance Report to Discussion/Action – Approve Authorizations of Old Timers Day BankStar account and approve the March 6, 2023 amended agenda and consent agenda. All in favor. Motion carried 5 – 0. The consent agenda included the February 21, 2022 City Council Regular Meeting Minutes, and approval of Resolution #2023-12 Blend & Consume License – Hanson.

RESOLUTION #2023-12 APPROVING BLEND & CONSUME LICENSE CITY OF VOLGA, SD BE IT RESOLVED that in accordance with SDCL 35-1-5.5, prior authorization for persons to consume or blend alcoholic beverages on March 11, 2023 at the Volga Community Center under the name of Hanson is hereby given. All such consumption or blending shall occur during the said event. 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 11, 2023 and shall conclude at 11:59 PM on March 11, 2023. Dated this 6th day of March, 2023. CITY OF VOLGA, SOUTH DAKOTA BY s/Randy Santema, Mayor, ATTEST: s/Krista Larson, Finance Officer.

Councilmember Jaquet entered the meeting at 5:35pm.

Visitors, Times Items, and Public Hearings

A public hearing was held for Condition Use Permit 2023-01 – Ace Hardware, to discuss placement of an additional storage pod on the property. The unit will be used for retail storage on the north side of the Ace Hardware building and has been recommended for approval by the Planning and Zoning Board with the same conditions as the same request in 2021. No additional comments from the public were made.

A public hearing was held for Condition Use Permit 2023-02 – Joel Edman, to discuss the alteration of a plans from a twin home addition to a four-plex housing complex in the Westland Addition III along West 6th Street. The Planning and Zoning Board has recommended approval of the plans with the setback stipulation of 25' along the east side of the lot for uniformity of the development's current homes. No additional comments from the public were made.

Public Safety

Fire Chief Jamie Russell reported there were 9 medical calls, 4 fire calls (3 were mutual aid) and 1 false alarm, for a total of 13 fire department calls this month and 29 calls year-to-date. At this time last year, the fire department had 25 calls to-date.

Community Development

Motion by VanderWal, seconded by Fideler, to approve Resolution 2023-13, approving Conditional Use Permit #2023-01 to Ace Hardware. On roll call: Fideler, Yes; Cotton, Yes; Sahr, Yes; VanderWal, Yes; Jaquet, Yes; Wermedal, Yes. Motion Carried 6 – 0.

RESOLUTION #2023-13_A RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO ALLOW COMMERCIAL STORAGE ON A C-1 GENERAL COMMERCIAL LOT_CITY OF VOLGA, SOUTH DAKOTA

WHEREAS, Brent Palmer is the co-owner of Volga Ace Hardware located on Outlot H in Subdivision Outlots F-H – 114 E Hwy 14, and WHEREAS, Volga Ace Hardware intends to place a 8' x 20' storage pod on said property as allowed as a conditional use under Volga Zoning Code Section 2.09.04 #10, and WHEREAS, said property is presently zoned as 'C-1' General Commercial District classification, wherein commercial storage is an allowable conditional use; and WHEREAS, Volga Ace Hardware submitted to the City an application for a conditional use permit to allow a storage pod on above named property as set forth in Volga Zoning Code Section 3.05.02; and WHEREAS, the City of Volga Planning and Zoning Commission conducted a public hearing on March 1, 2023 to consider said conditional use permit application and at the conclusion of said hearing passed a motion recommending the approval of a conditional use permit while setting the rear setback as 12' and side yard setback as 10' with a minimum gravel or rock foundation under the storage pod, and WHEREAS, the Volga City Council, serving as the Board of Adjustment, upon the recommendation of the Planning and Zoning Commission, considered granting a conditional use permit to allow a storage pod at the above named property following the setbacks and conditions set by the Planning & Zoning Commission, and NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL SERVING AS THE BOARD OF ADJUSTMENT OF THE CITY OF VOLGA, SD: That a conditional use permit allowing a storage pod on the above named property is hereby approved with the setbacks and conditions listed from the Planning & Zoning Commission, and BE IT FURTHER RESOLVED BY SAID CITY COUNCIL AS THE BOARD OF ADJUSTMENT that this Resolution shall become effective after its passage and approval. PASSED AND ADOPTED by the City Council serving as the Board of Adjustment of the City of Volga, SD on this 6th day of March, 2023. CITY OF VOLGA, SOUTH DAKOTA BY s/Randy Santema, Mayor, ATTEST: s/Krista Larson, Finance Officer.

Motion by VanderWal, seconded by Fideler, to approve Resolution 2023-14, approving Conditional Use Permit #2023-01 to Joel Edman On roll call: Cotton, Yes; Sahr, Yes; VanderWal, Yes; Jaquet, Yes; Wermedal, Yes; Fideler, Yes. Motion Carried 6 – 0.

RESOLUTION #2023-14_A RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO ALLOW MULTI-FAMILY HOUSING IN A R-2 MULTI-FAMILY RESIDENTIAL DISTRICT LOT_CITY OF VOLGA, SOUTH DAKOTA

WHEREAS, Joel Edman is the owner of BLOCK 8; LOT 1; WESTLAND ADDITION; and WHEREAS, Joel Edman intends to build a multi-family housing building on said property as allowed as a conditional use under Volga Zoning Code Section 2.06.04 #2, and WHEREAS, said property is presently zoned as 'R-2' Multi-Family Residential District classification, wherein multi-family housing is an allowable conditional use; and WHEREAS, Joel Edman submitted to the City an application for a conditional use permit to allow multi-family housing on above named property as set forth in Volga Zoning Code Section 3.05.02; and WHEREAS, the City of Volga Planning and Zoning Commission conducted a public hearing on March

1, 2023 to consider said conditional use permit application and at the conclusion of said hearing passed a motion recommending the approval of a conditional use permit with setbacks as follows: 25’ setback from the east property line, 20’ setback from the south property line, 7’ setback to the west property line, and 20’ setback from the north property line; and WHEREAS, the Volga City Council, serving as the Board of Adjustment, upon the recommendation of the Planning and Zoning Commission considered granting a conditional use permit to allow multi-family housing at the above named property; NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL SERVING AS THE BOARD OF ADJUSTMENT OF THE CITY OF VOLGA, SD: That a conditional use permit allowing multi-family housing on the above named property is hereby approved; and, BE IT FURTHER RESOLVED BY SAID CITY COUNCIL AS THE BOARD OF ADJUSTMENT that this Resolution shall become effective after its passage and approval. PASSED AND ADOPTED by the City Council serving as the Board of Adjustment of the City of Volga, SD on this 6th Day of March, 2023. CITY OF VOLGA, SOUTH DAKOTA BY s/Randy Santema, Mayor, ATTEST: s/Krista Larson, Finance Officer.

Public Works

No report.

Parks, Recreation, and Buildings

Motion by Sahr, seconded by VanderWal, to approve the proposal for a 3-year cleaning contract for public buildings with Caring Hearts Home Care, LLC in the amount of \$1,200.00 per month. Tonya Steffensen, owner of Caring Hearts Home Care, LLC, has cleaned the city buildings for the last three years. On roll call: Sahr, Yes; VanderWal, Yes; Jaquet, Yes; Wermedal, Yes; Fideler, Yes; Cotton, Yes. Motion Carried 6 – 0.

Electric

Motion by Jaquet, seconded by VanderWak, to approve the updated Electric System Rules & Regulations Policy. Schulte noted the updates made to the policy are procedures the city is currently practicing. The updates will alleviate unclear portions of the policy. The electrical department and office staff reviewed all changes. On roll call: VanderWal, Yes; Jaquet, Yes; Wermedal, Yes; Fideler, Yes; Cotton, Yes; Sahr, Yes. Motion Carried 6 – 0.

Mayor Santema left the meeting at 6:03 p.m. Councilmember Fideler presided over the meeting.

Finance and Economic Development

Motion by Jaquet, seconded by Cotton, to approve claims as presented. All in favor. Motion carried 5 – 0.

Vendor	Amount	Comments
ACCESS HEALTH - BROOKINGS	\$25.00	DOT Physical Expense
A-OX WELDING SUPPLY CO., INC.	\$80.66	Cylinder Rentals
ARAMARK	\$251.29	Cleaning Fees
ARGUS DENTAL/VISION	\$144.98	Feb '23 Vision Premiums
BANKSTAR FINANCIAL	\$10,464.37	(Jet Vac) Annual PMT
BROOKINGS CO SHERIFF'S OFFICE	\$127.68	Animal Control 2/11 & 2/12
CLIMATE CONTROL	\$2,307.89	Prepay- Pool Parking Lot Dust Control

CODE ENFORC. SPECIALISTS	\$524.05	Code Enforcement
CREATIVE PRINTING	\$2,065.32	Business Cards
DAVES WINDOW CLEANING, INC.	\$60.00	February Window Cleaning
DEWILD GRANT RECKERT &	\$13,957.73	Transmission Tie Engineering
DVL FIRE AND SAFETY, LLC.	\$1,516.75	Annual Fire Extinguisher Inspection/Repairs
EDMAN ENTERPRISES INC.	\$1,379.51	Feb Fuel
EFTPS	\$5,663.62	Payroll Taxes
HEALTH POOL OF SOUTH DAKOTA	\$11,840.60	Premiums (March '23)
HUBER TECHNOLOGY	\$1,364.00	WWTF Solenoid Repairs
KELLY KOERLIN	\$1,305.00	VFD Retirement Call Payout
KEVIN STEEN	\$999.04	Reimbursements
L.G. EVERIST, INC.	\$907.86	Snow Removal Icing Sand
MICRO COMPUTER SYSTEMS, INC.	\$1,029.99	Net Extender Assistance
NORTH CENTRAL HEART INST	\$629.20	Imaging Expenses
NORTHWESTERN ENERGY	\$3,142.84	Utilities
OFFICE PEEPS INC.	\$898.90	Monthly Copier Charges, Supplies, Toner
OMNI-PRO SOFTWARE, INC.	\$12,442.40	SCADA License/Support & System Upgrade
PAYMENT SERVICE NETWORK	\$177.65	Monthly E-Payment Fees
PUBLIC HEALTH LABORATORY	\$30.00	Water Testing
RFD NEWS GROUP INC.	\$382.07	Notices and Minutes
RUNNINGS	\$44.99	Shop Supplies
SDMEA	\$450.00	Mun.Electric Association Tech Expo(3)
THE STATUARY USA	\$725.00	Volga American Legion Statues
TONYA STEFFENSEN	\$1,200.00	February 2023 Cleaning
VERIZON WIRELESS	\$333.04	Cell Service
VOLGA ACE HARDWARE	\$123.73	Wiper Fluid, Repairs, Supplies
VOLGA FIREMAN'S CLUB	\$8,900.00	2022 VFD Call Payout
VOLGA POSTMASTER	\$290.00	First Class Presort Mail Permit #3
WELLMARK BC & BS OF SD	\$237.60	Wage Works Annual Claims Processing Fee
WESCO DISTRIBUTION, INC.	\$203.50	Electric Supplies
GENERAL FUND	\$16,753.14	February Payroll
WATER FUND	\$5,749.67	February Payroll
ELECTRIC FUND	\$17,445.90	February Payroll
SEWER FUND	\$4,374.84	February Payroll

Motion by Jaquet, seconded by Cotton, to approve Personnel Policy Updates. Schulte outlined the personnel policy changes recommended by the city's safety and loss control consultant adding a required seat belt use while driving section, a prohibited cell phone use while driving section, and a media policy section that designates the City Administrator as the sole representative for media related matters. Wermedal encouraged adding a clause including accountability of the council to the media policy to refer media related issued to the City

Administrator. Jaquet and Cotton concurred the change in the motion and second, respectively. On roll call: Jaquet, Yes; Wermedal, Yes; Cotton, Yes; Sahr, Yes; VanderWal, Yes. Motion Carried 5 – 0.

Motion by Jaquet, seconded by VanderWal, to approve advertising for a Request for Proposals (RFP) for Auditing Services. Schulte noted that in the past, financial audits have been performed every two years. This proposed RFP is for the years 2022-2023. The desire is to perform an audit each year. Council encouraged to add an alternative to the proposal to see if firms could perform an audit on FY 2022 and continue to perform annual audits. Adjustments to the written proposal will be made. On roll call: Wermedal, Yes; Cotton, Yes; Sahr, Yes; VanderWal, Yes; Jaquet, Yes. Motion Carried 5 – 0.

Motion by Jaquet, seconded by Sahr, to authorize Krista Larson, Ashley Van Maanen and Lindsey Grabow for all functions of the Volga Old Timers Day Committee account with BankStar Financial and to remove Brooke Johnson from the account. This account has been the committee's account in which donations are placed into and expenses for the celebration are paid from. Since original committee members have stepped off from the committee, the city has processed transactions from the account. On roll call: Wermedal, Yes; Cotton, Yes; Sahr, Yes; VanderWal, Yes; Jaquet, Yes. Motion Carried 5 – 0.

Future Meetings & Topics for Future Discussion

The District 2 meeting will take place in Huron on March 15. Sahr discussed councilmember involvement in Old Timers Day. Fideler discussed an event or some sort of recognition for councilmembers ending their terms in May.

Public Comments

None.

Adjournment

Motion by Wermedal, seconded by Jaquet, to adjourn the meeting at 6:32PM. All in favor. Motion carried 6 – 0.

s/Randy Santema, Mayor, City of Volga

s/Krista Larson, Finance Officer