

City of Milbank

1001 E. 4th Ave. Suite 301, Milbank, SD 57252
605-432-9575 • Fax: 605-432-9576

MILBANK CITY COUNCIL PROCEEDINGS MARCH 8, 2010

PURSUANT TO DUE CALL AND NOTICE THEREOF, a regular meeting of the City Council was duly held at City Hall at 7:00 PM. Following members were present: Mayor Dale Aesoph, Councilmen Don Larson, Joel Foster, Steve Wiener, Scott Hoeke and Lane Lindquist. Absent: Mike Mach. Present from the staff were Craig Ash, Tim Kwasniewski, Boyd VanVooren, Dick Poppen, Cynthia Schumacher, Don Settje and Bryan Lambrechts. Present from the public: Jeff Natalie-Lees, Jim Lusk III, Jim Lusk Jr, Devin Bagauss, Zach Spanton, Ryan Hepper, Rebecca Schrupp, Sheryl Mogard, Kevin Schuelke, Laura Foss and Robin Holmquist.

Mayor Aesoph called the meeting to order and roll call was taken.

A motion was made and seconded to approve the minutes of February 8, 2010 meeting. Motion carried 5-0, Mach absent.

Open Session – Sheryl Mogard, Grant County Emergency Director, was present to discuss potential flooding concerns. She stated the County does have sandbags available if needed.

Laura Foss, Chamber of Commerce Director, was present to request the use of City Parks for the summer activities;

Rubble Site for Shape-Up Milbank Days, April 24 – May 1, 2010.

Antique Snowmobile Swap Meet, Lake Farley, June 4, 2010, 4 pm - 8 pm and June 5, 2010, 8 am - 6 pm. This would include camping for vendors.

Farley Fest Activities, Lake Farley, Milbank Mill, Cemetery, June 25, 2010, 3 pm – 1 am; June 26, 2010, 7 am – 2 am; June 27, 2010, 8 am – 4 pm.

A motion was made and seconded to approve the request of the Chamber. Motion carried 5-0, Mach absent.

A motion was made and seconded to approve advertising for a temporary malt beverage license for the Chamber Farley Fest. Motion carried 5-0, Mach absent.

Jim Lusk III approached the Council regarding constructing a Frisbee golf course at Pribyl Park for an Eagle Scout project. The Mayor directed Councilman Hoeke to work with Mr. Lusk regarding location, time frame and pricing.

Robin Holmquist, owner of the Manor Motel, was present to discuss obtaining a malt beverage license. Mr. Holmquist stated he has closed the pool and would like to use the area as a lounge. The Mayor stated currently there is no malt beverage license available; however Kwasniewski would keep in touch with him.

Consent Agenda – A motion was made and seconded to approve the consent agenda as follows. Motion carried 5-0, Mach absent.

1. Approve advertising for bids for the Sixth Avenue and 2010 Sanitary Sewer Projects.
2. Approve hiring Mike Smithwick, part-time custodian, \$7.25, effective March 18, 2010.
3. Authorize advertising for summer help.
4. Authorize the Mayor to sign the engineering agreements with Helms & Associates:
New Airport Layout Plan - \$72,595.59;
PH II – Apron & Taxiway Reconstruction - \$55,538.50.
5. Approve the promotion of Corey Hooth to Asst Chief, effective March 8, 2010, Grade 7-4 \$19.29.
6. Approve the financial annual report and submit to Dept. of Legislative Audit.
7. Approve Resolution 3-8-10, Federal Aid Surface Transportation Program Resolution for County & Urban Projects.

Resolution 3-8-10

Whereas, the City of Milbank desires the construction and improvement of the road and/or bridge as hereinafter described: Location, Length, and Structure Number: City Wide Project to be included with the Grant County signing Project. Type of Construction: Traffic Control Signing.

And Whereas, the City of Milbank is obligated and hereby agrees to provide property maintenance as required by the Federal Highway Act as amended and supplemented thereto for the project after construction is completed and to regulate or cause to be regulated the installation of utility facilities within the limits of the right-of-way of the proposed project in accordance with State and Federal requirements.

Now therefore be it resolved: That the South Dakota Department of Transportation be and hereby is authorized and requested to program for construction in accordance with the “Secondary Road Plan” and the State’s “Standard Specifications for Roads and Bridges,” the project described.

| | |
|--|----------|
| Estimated Cost of Project Including Engineering: | \$30,000 |
| STEP funds: | NA |
| Local Funds (if needed to meet construction year): | NA |

Proposed year of construction: 2016

Vote of Commissioners/Council: Yes 5, No 0

Dated at Milbank, SD, this 8th day of March, 2010.

Dale Aesoph, Mayor

ATTEST: Cynthia Schumacher, City Finance Officer

DEPARTMENT REPORTS

Water – Wiener reported the pumping station was run with a generator on February 17th due to a power outage. A water break, on Second Street, was repaired under warranty. Water breaks were repaired on Tenth Avenue. All meters have been read. The city is utilizing 100% spring water.

Wastewater – Larson reported the plant is running well. Several lines have been jet-rodded. All toxicity samples passed 100%. There have been problems with the Auger Monster and they are working with the distributor and manufacturer. A preconstruction meeting will be held later this month.

Rubble Site – No report.

Park & Cemetery – No report.

Streets – The Department has been busy plowing, pushing back snow and opening frozen storm drains. Berkner Excavating has been cleaning snow and brush from several drainage ditches in anticipation of heavy runoff. Hurley park pond has been pumped down. Pothole patching will be filled as weather permits

A motion was made and seconded to approve the bids for street materials as follows:

Bid schedule 1 – hot mix, picked up: BPI \$56.00 (only bid).

Bid schedule 2 – chip seal: BPI \$1.45 (only bid).

Bid schedule 3 – asphalt, machine laid: BPI \$59.50 (only bid).

Bid schedule 4 – crushed granite, delivered: GCC \$10.45 (only bid).

Bid schedule 5 – crushed aggregate, delivered: GCC \$5.10 (Peter's Gravel \$5.30)

Motion carried 5-0, Mach absent.

Finance – A motion was made and seconded to approve the February Treasurer's report. Motion carried 5-0, Mach absent.

A motion was made and seconded to approve the bills list in the amount of \$289,248.61. Motion carried 5-0, Mach absent.

February Salaries: Finance \$9,644; Rubble Site \$672; Mayor/Council \$1,600; P&Z \$150; Police \$17,757; Street \$9,996; Wastewater \$12,056; Water \$2,577.

The Council discussed the extremely low interest rates on the City's accounts. A motion was made and seconded to direct Schumacher to explore other banking options. Motion carried 5-0, Mach absent.

Attorney – Ash reported consent has been given to remove the structure at 708 East Fourth Avenue on or after April 1, 2010. The cost of doing so will be assessed against the property.

Police – Lindquist reported the Charger is done and ready for use. Crime free housing training is being offered to apartment complexes. Corey Hooth attended the first phase of computer training held in Watertown for the computers being added to squad cars. A grant provided the computers via the City of Watertown. There was a natural gas leak at 520 South Grant Street. Agencies assisting included the Milbank PD, Grant County, Milbank Fire & Rescue, Grant-Roberts Ambulance, OTP and NWPS.

Fire – Schuelke reported it was a quiet month. They are having problems with some pumps, one was repaired under warranty.

Airport – A motion was made and seconded to authorize the Mayor to sign the grant agreement for the updated airport layout plan, #3-46-0034-011-2010. Motion carried 5-0, Mach absent.

Planning & Zoning – Foster reported that the Commission met and discussed sidewalks. February building permits: none.

Additional Business: Larson reported a meeting was held with all department heads, contractors, and utility companies to discuss possible future flooding. Potential problems, available equipment, recourses, procedures and precautionary measures were discussed. Several areas along the creek and drainage ditches have been cleaned out and Hurley pond was pumped down.

Adjourn – The next regular meeting will be April 12, 2010, 7:00 pm. A motion was made and seconded to adjourn at 7:45 pm. Motion carried 5-0, Mach absent.

Dale Aesoph, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

Submitted: 3/12/10

Publish: 3/17/10

Publish once at the approximate cost of \$_____.

CITY OF MILBANK
CLAIM REGISTER
March 8, 2010

| | | | |
|-----------------------------|----------------------------|----|-----------|
| Alco | supplies | \$ | 33.98 |
| Al's Body Shop | vehicle repairs | \$ | 150.00 |
| American Family Ins | insurance | \$ | 596.24 |
| Ameripride & Linen | rugs/coveralls | \$ | 162.25 |
| Ash, Craig | retainer fee | \$ | 650.00 |
| Banner Associates | engineering | \$ | 13,467.50 |
| Barrs Electric Shop | parts/supplies | \$ | 664.25 |
| Bill's Super Valu | supplies | \$ | 10.98 |
| Border States Coop | gas | \$ | 3,335.10 |
| Brown & Saenger | supplies | \$ | 29.53 |
| City of Milbank | deposit refund | \$ | 71.17 |
| Electric Pump | parts | \$ | 679.49 |
| Fleet Safety Equipment | equipment | \$ | 138.89 |
| Food-N-Fuel | gas | \$ | 32.62 |
| FSH Communications | phone service | \$ | 60.00 |
| GCC | sand | \$ | 2,088.00 |
| Goodhart, Karen | deposit refund | \$ | 50.00 |
| Grant County Auditor | services | \$ | 1,000.00 |
| Grant County Review | publications | \$ | 124.33 |
| Grant Roberts Ambulance | supplies | \$ | 22.00 |
| Hach Co. | supplies | \$ | 417.04 |
| Hardware Hank | supplies | \$ | 39.36 |
| Hedahls Auto Parts | parts | \$ | 126.37 |
| Helms & Associates | engineering | \$ | 2,831.90 |
| ITC | telephone | \$ | 457.72 |
| Krech Dakota Airspray | FBO Contract | \$ | 1,200.00 |
| Kuddlee Kennels | board strays | \$ | 128.00 |
| Meierhenry Sargent | bond council | \$ | 45,150.00 |
| MES-Midam | equipment | \$ | 1,681.78 |
| Midwest Mechanicals | sprinkler inspection | \$ | 450.00 |
| Milbank Communications | equipment repair | \$ | 181.30 |
| Mill-Valley Industries | equipment repair | \$ | 484.52 |
| Moldenhauer, Laverna | water protection agreement | \$ | 12,271.00 |
| New York Life Ins | insurance | \$ | 20.00 |
| Norm's Auto | vehicle maintenance | \$ | 1,183.96 |
| Northern Water Works | parts/repairs | \$ | 155.00 |
| Northern Water Works | equipment repair | \$ | 683.42 |
| NW Energy | natural gas | \$ | 3,180.25 |
| One Call Systems, Inc. | one calls | \$ | 3.15 |
| Otter Tail Power | electric | \$ | 16,885.29 |
| Petty Cash | postage/supplies | \$ | 19.71 |
| Potomac Aviation Technology | netlink service | \$ | 250.00 |
| Praxair Distribution Inc. | air system | \$ | 11.77 |
| Premier Specialty Vehicles | parts | \$ | 55.11 |
| Professional Mailing | postage | \$ | 200.00 |
| Quick Pro Lube | vehicle maint. | \$ | 69.39 |
| RC Technologies Inc. | services | \$ | 39.95 |
| Reich, Orlyn | deposit refund | \$ | 28.83 |
| Roger's Electric Motor | parts | \$ | 183.24 |

| | | | |
|-----------------------------|--------------------|----|------------|
| Running's | supplies | \$ | 185.19 |
| Rural Development | bond payment | \$ | 14,156.00 |
| Schraders | parts | \$ | 464.00 |
| Schuneman Equipment | parts | \$ | 39.50 |
| SD DENR | rubble site permit | \$ | 250.00 |
| SD Dept of Revenue | taxes | \$ | 24.32 |
| SD Dept of Revenue | testing | \$ | 74.00 |
| SD Municipal Street Maint | registration fee | \$ | 35.00 |
| Seehafer Do It Best | supplies | \$ | 562.50 |
| Share Corp | supplies | \$ | 299.90 |
| Star Laundry & Cleaners | rugs | \$ | 23.26 |
| Sturdevants Auto Parts | supplies | \$ | 494.96 |
| Tetra Tech, Inc. | testing | \$ | 193.85 |
| Thiele, Darin | travel expense | \$ | 129.00 |
| Titan Machinery | parts | \$ | 104.83 |
| Twin Valley Tire | tire service | \$ | 305.45 |
| Tyler Computer Service | equipment/supplies | \$ | 189.36 |
| UPI | gas | \$ | 2,379.15 |
| USA Bluebook | supplies | \$ | 156.56 |
| Valley Queen Cheese Factory | tax refund | \$ | 152,576.66 |
| VanVooren, Boyd | supplies | \$ | 44.97 |
| Version | cell phone | \$ | 437.87 |
| Wherry Snow Removal | snow removal | \$ | 693.00 |
| Whetstone Valley Electric | electric | \$ | 3,359.04 |
| Winter Equipment Co. | parts | \$ | 158.92 |
| Xerox | copier lease | \$ | 156.93 |
| | | | |
| Total | | \$ | 289,248.61 |