

MILBANK CITY COUNCIL PROCEEDINGS
August 12, 2024, 7:00 pm

Call to Order - The City Council met in a regular session on August 12, 2024, at 7:00 pm in the Visitor Center, 1001 East Fourth Avenue, with Mayor Raffety presiding.

Roll Call - Mayor Raffety. Councilmembers: Roger Briggs, Mike Hanson, Josh Karels, John Weyh, and Craig Weinberg. Absent: Mindy Rogers. Staff Present: Mark Reedstrom, Steve Pendergrass, Cynthia Schumacher, Laurie Folk, Corey Hooth, Carl Bostrom, Julie Landmark, Dick Poppen, Darin Theile, and Don Settje. Public Present: Traci Stein, Holli Seehafer, Kent Roe, Stephanie Sauder, Bob Frink, and Dane Eksom.

Acknowledgments: On July 12, 2024, the Police Department presented Parker Cordingley with a Certificate of Recognition for aiding an injured Milbank Resident. Councilmember Briggs thanked Don Settje for staying on top of the many water issues that have arisen this summer. Councilmember Weinberg thanked Steve Pendergrass for jumping into and handling the several projects the city has undertaken. City employee anniversaries- Trey Jankord-4 years with the wastewater department. Charles Chambers- 4 years with the parks department and Laurie Folk- 2 years with the finance department.

Public Comment – Kent Roe introduced himself. Roe ran unopposed for the House of Representatives in District 4 and is traveling and reaching out to the communities within the district.

Consent Agenda – A motion was made and seconded to amend the Consent Agenda and approve as follows. Motion carried 5-0.

Consent Agenda

1. Approve Council minutes from the July 8, 2024, meeting.
2. Approve claims list, \$871,928.41.
3. Approve Treasurers Report, June, and July.
4. Special Olympics Firetruck Pull, Main Street, August 18, 2024, 4:00 pm.
5. Approve Arborist License: Nicks Tree Service
6. Approve Hauling Recyclable Materials License: Sackreiter Pallet Recycling, Valley Rental & Recycling, LLC.
7. Approve Garbage Hauler's License: Sackreiter Sanitation
8. Accept the resignation of Ross Jurgens, street maintenance, effective 8/16/24. Nicole Berg, Unity fitness, effective 8/7/24. Laura Monnen's, Unity front reception, effective 8/8/24.
9. Approve engineering agreement with Banner Associates, First Street Reconstruction Project, not to exceed \$55,900.
10. Authorize the Mayor to sign necessary financial agreements for Airport Project No. 3-46-0034-21-2024, Phase I – Design of Runway 13 and turnaround reconstruction with geotechnical exploration and aquatic resource survey.

Action Items:

1. Administrator Pendergrass explained no bids were received for the exterior beam replacement at the Visitor Center. The current estimate for the project is \$110,000. The original budgeted amount was \$50,000.
2. A motion was made and seconded to approve Change Order #1 to the water supply improvement bid for drilling an additional test well. The increase is \$11,470. Motion carried 5-0.
3. A motion was made and seconded to approve changing the status of Public Works Director, Darin Thiele, from exempt to non-exempt effective 8/3/24, at \$34.74/hr.
4. Council Member Mike Hanson recused himself and left the room.
Administrator Pendergrass stated Jessica Hanson currently works part-time as a Unity trainer and recommended hiring her full-time to replace Nicole Berg, who resigned last week. A motion was made and seconded to approve the hire of Jessica Hanson as Unity Fitness Lead effective 8/12/24, at a rate of \$17.75/hour. Motion carried 4-0, and Councilman Hanson returned and took his seat.
5. Dane Ekdrom with ISG Engineering presented the final Capital Improvement Plan, reiterating the CIP is a tool to aid in identifying, prioritizing, and budgeting for public improvements and major expenditures. The document is intended as a guide and does not obligate the council. As presented, a motion was made and seconded to approve the final Capital Improvement Plan. Motion carried 5-0.

Discussion –

1. The Unity Health & Fitness budget was discussed. Past expenses will be reviewed to separate recreation expenditures from Unity facility expenditures. There was discussion about transitioning Unity into an enterprise fund.
2. Concerns were brought up about the parking regulations for the new construction of multiple-family dwellings.

Department reports – Department reports were reviewed. The tennis court resurfacing should be complete by mid-August. Several concrete projects through the parks have been completed. The Unity fall programs have started, and the fall schedule will be released soon. Kenny Henriksen passed the Water Distribution Class I test. All full-time and one reserve police officers completed the Emergency Medical Responder (EMR) classes and will take the national exam.

July Salaries: Mayor/Council \$1,600; Finance \$19,299; Police \$40,851; Fire \$1,798; Street \$17,755; Rubble Site \$1033; Recreation \$23,213; Park \$18,446; Water \$6,934; Wastewater \$18,768.

July Permits: Building: JanMark-507 Peterson St-house/garage. JanMark-312 Haddy Ave-house/garage. JanMark-400 Haddy Ave-house/garage. JanMark-501 Haddy Ave-house/garage. Jamie Pekelder-1015 Elmwood-accessory structure. Donna Buttke-705 E 4th Ave-accessory structure.

Sign: none.

Roof: Lapp Roofing-221 S Main St-rubber membrane.

Fence: Kate Endres-508 S 9th St-wire/lumber. Melissa & Clint Davis-305 W 7th Ave-wood.

Demo: none.

Conditional Use Permits: none.

Variations: none.

Executive Session – A motion was made and seconded to go into Executive Session. Motion carried. The Mayor called the Council out of the Executive Session.

Adjourn – The next regular meeting is scheduled for September 9, 2024, at 7:00 pm. A motion was made and seconded to adjourn at 8:30 pm. Motion carried 5-0.

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

Publish: 8-21-24

<u>Vendor Name</u>		<u>Amount</u>
4Most Sport Group, LLC	consulting retainer	6,250.00
Advanced Technologies Inc.	supplies/shipping	850.05
AED Store	supplies	170.00
Agtegra	herbicide	285.00
Alternative HR	HR support	41.25
Amazon	equipment, parts, supplies	868.21
Associated Supply Co.	chemicals/parts	6,609.73
AT&T Mobile	cell phone	711.18
Auto Value Parts Store	parts, supplies	368.34
Bakeberg, Ryan	travel expense	55.00
Banner Associates, Inc.	engineering	83,284.18
Beltz, John	deposit refund	33.75
Berkner Excavating	dirt, install water service	4,835.95
Beyond Concrete	sidewalks, tennis court project	185,973.76
BIB	background reviews	14.42
Bituminous Paving, Inc	hot mix	1,287.90
Black Mountain Software	format	1,500.00
Blauert, Brandy	insurance deductible	2,500.00
Brewster Building Center	parts	21.97
CANVA	subscription	119.99
Card Pointe	card fees	358.65
Carquest of Ortonville	parts	122.84
CHS	lp gas	141.72

City of Milbank	deposit refunds to bills	163.18
Climate System	service agreement	1,196.75
Cole Papers Inc.	supplies	504.30
Corporate Technologies Inc.	IT managed services	1,990.00
Dakota Sales	air compressor	22,500.00
Dakota Storage Building	building	10,330.00
Daktronics	parts	490.00
Dewey's Lawn Care	repairs, application, fertilizer	1,194.00
Diamond Vogel Paints	traffic paint	490.00
Eastside Car Wash	truck wash usage/lift rental	364.24
Eilers, Amy	deposit refund	100.00
Expert Pay	payment fees	3.00
Fastenal Company	parts	77.88
FedEx	shipping	19.46
Ferguson Waterworks	meters/parts	11,554.51
First Tee-SD	reimburse reg fees	470.00
Folk, Jake	supplies	33.21
Food-N-Fuel	gas	126.95
GCC Ready Mix	base material	294.50
Grant County Auditor	county services	1,000.00
Grant County Review	publications	272.58
Grant Roberts Rural Water	water usage	108.60
Guenther, Austin	umpire fee	135.00
Hanson Ag Services, Inc.	fertilizer	240.00
Hawkins, Inc.	chemicals	9,474.89
Helms Engineering	engineering	880.79
Henderson, Jamie	activity refund	50.00
Hilbrands, Ryan	clothing allowance	79.99
Huntington National Bank	toro lease	10,041.54
I & S Group Inc.	infrastructure planning	500.00
Inland Truck Parts & Service	parts	401.53
Internet Networx	web renewal	194.00
ITC	phone, internet	1,876.57
J&J Earthworks	Fifth Street project	89,455.82
John Deere Financial	filters, parts	341.31
Johnson Fitness & Wellness	equipment, repairs	16,542.82
Kelly Kutters	mowing contract	17,384.13
Laskowske, Preston	training reimbursement	220.00
Lewis Drug Stores	supplies	44.72
Linde Gas & Equipment Inc.	air system	51.70
Martines Romero, Teresa	deposit refund	36.82

Midwest Power Sports	replace toro blades	116.98
Midwestern Mechanical, Inc.	fire sprinkler system inspection	250.00
Milbank Area Chamber	tickets	345.93
Milbank Area Community Tennis	reimburse reg fees	2,000.00
Milbank Ball Diamond Assoc	reimburse reg fees	4,480.00
Milbank Fellowship of Christian Athletes	reimburse reg fees	2,680.00
Milbank Ford-Mercury	vehicle repairs	1,470.96
Milbank Winwater Co.	parts	466.30
MnB Cleaning Services LLC	cleaning service	3,800.00
Money Movers	NIHCA fees	11.25
Musco Ports Lighting	legion field lights	243,709.00
NAPA Auto Parts	parts, supplies	348.75
Nelson Electric Inc.	wire concession stand, dugouts, scoreboard	13,602.84
NIHCA	NIHCA fees	
NW Energy	natural gas/install fee	991.82
O'Reilly Store	parts	296.61
Otter Tail Power Co.	electric	20,967.07
Petty Cash	supplies, postage	29.95
Pitney Bowes	lease agreement	186.54
Pollardwater	parts	36.25
Pro Hydro-testing LLC	SCBA cylinder testing	836.00
Pro Image Partners	signs	1,110.00
RCX Sports LLC	program jerseys	4,421.00
Reedstrom, Mark	retainer fee	1,000.00
Reimche Airspray LLC	FBO Contract	750.00
Reinders Inc.	supplies	1,632.12
Ricarie Software	HR software	105.00
Rockbot	media subscription	31.86
Roger's Electric Motor	parts	151.10
Roof Shield	roof repair	9,275.00
Runnings Supply Inc.	supplies, parts	1,631.46
Sanstead Excavating LLC	system repairs	2,875.00
Schumacher, Cynthia	supplies	84.95
SD DANR-Fiscal Office	operators certificate	123.00
SD Dept of Labor & Regulation	unemployment compensation	2,570.00
SD Dept of Revenue & Regulation	sales tax	1,940.53
SD One Call	one calls	154.35
SD Public Health Lab	testing	101.00
SDRS	fees	860.95
Share Corp	supplies	389.40

Spartan Athletic Co.	portable pickleball court	8,118.66
Star Laundry & Cleaners	laundry service	370.29
Street Graphex Inc.	name plates	35.00
The Ortonville Independent	sponsorship sign	250.00
Time Clock Plus	license fee	28.62
Triple Dip Lodge	meeting expense	54.67
Twin Valley Tire	tires, service	191.92
Unzen Motors	program vehicle fobs	325.00
UPI Petroleum	gas	6,087.50
US Bank	bond fees	600.00
US Postal Service	postage	450.00
USA Bluebook	supplies	3,454.26
Utility Logic	parts	736.10
Valley Office Products	supplies	427.27
Valley Rental & Recycling	recycling agreement	650.00
Van Diest Supply Co.	mosquito chemicals	10,894.00
VPD Studios	legion field commissions	1,575.00
West Central Communications Inc.	radio repairs	1,675.89
Whetstone Creek Golf Course	reimburse reg fee	360.00
Whetstone Home Center	supplies, parts, fence/railing	2,895.35
Whetstone Sanitation	garbage service	1,771.58
Whetstone Transport	transport fee	1,400.00
Whetstone Valley Electric	electric, repairs	2,657.89
WM Corporate Services, Inc.	garbage service	2,676.71
Xerox Corp.	copier leases	739.21
YouTube	subscription	14.86
Zoom Video Communications	zoom subscription	16.98
		871,928.41