

MILBANK CITY COUNCIL PROCEEDINGS
October 14, 2024, 7:00 pm

Call to Order - The City Council met in a regular session on October 14, 2024, at 7:00 pm in the Visitor Center, 1001 East Fourth Avenue, with Mayor Raffety presiding.

Roll Call - Mayor Raffety. Councilmembers: Roger Briggs, Mindy Rogers, Mike Hanson, Josh Karels, John Weyh, and Craig Weinberg. Absent: none. Staff Present: Mark Reedstrom, Steve Pendergrass, Cynthia Schumacher, Laurie Folk, Corey Hooth, Boyd VanVooren, Jessica Hanson, and Darin Thiele. Public Present: Holli Seehafer, Dan Sorenson, Kari Untalan, Angie Weber and Jamie Henderson.

Acknowledgments – Mayor Raffety expressed appreciation to Dick Poppen for 37 years of service, Jesse Morton for 5 years, Trey Jankord for 4 years, and Julie Landmark for 1 year with the City.

Chief Hooth also thanked the high school honor roll students for their assistance with the Walk, Roll, Ride campaign, as well as everyone who participated.

Public Comment – No public comments were heard at this time.

Consent Agenda – A motion was made and seconded to amend the Consent Agenda. Motion carried 6-0.

1. Consent Agenda Approve minutes from the September 9, September 12 (as amended), September 26 and October 3, 2024, meetings.
2. Approve the claims list, \$531,358.91.
3. Approve Treasurers Report.
4. Approve the appointment of Erik Holmquist to the Park & Recreation Board.
5. Approve change orders to the Tennis Court Project:
 - a. Beyond Concrete – fill in the curb, +\$18,018.
 - b. Beyond Concrete – sidewalks, valley gutter, +\$16,551.
 - c. Pro Track & Tennis – paint additional concrete, +\$5,800.
6. Approve Special Event Permit submitted by Milbank Area Chamber for Hometown Christmas. December 7, 2024, Main Street @ 5:00 – 8:00 pm, Main Street blocked off 2:00 – 8:00 pm.
7. Approve Resolution 10-14-24, Consolidated Board of Equalization.
8. Approve Resolution 10-14-24A, SD Dot Transportation Alternative Program Grant

RESOLUTION 10-14-24

City of Milbank Combined Board of Equalization

WHEREAS, the City of Milbank Board of Equalization, Grant County, South Dakota, does desire to consolidate the local board of equalization with the County Board of Equalization for the 2024 tax year, payable 2025, as permitted in SDCL 10-11-68, and

WHEREAS, the City of Milbank Board of Equalization also believes the consolidation of the two boards would promote efficiency and equity of the equalization procedures.

THEREFORE, BE IT RESOLVED that there be formed a Consolidated Board of Equalization, in accordance with SDCL 10-11-68, for real property within the County of Grant.

BE IT FURTHER RESOLVED that the City of Milbank Board of Equalization will have a member sit on the Consolidated Board of Equalization as designated by SDCL 10-11-68.

BE IT FURTHER RESOLVED that the City of Milbank Board of Equalization will compensate any expenses for their member that is on the County Board of Equalization.

Adopted and approved on the 14th day of October 2024.

Aye: 6 Nay: 0 Absent: none

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

CC: Kathy Folk, Grant County Auditor

Resolution 10-14-24A

Whereas, it is the desire of the City of Milbank to construct the multi-use trail within the community;

Whereas, the proposed project will comply with all planning and zoning regulations: and

Whereas, the City of Milbank agrees to provide the necessary local match for the proposed project; and

Whereas, the City of Milbank will secure the required right-of-way for the construction of the project; and

Whereas, the City of Milbank agrees to maintain the pedestrian route, if funded, for its useful life.

Therefore, Be It Resolved, that the Milbank City Council duly approves the submission of a SD DOT Transportation Alternatives Program Grant application requesting \$298,042 of funding for the eligible costs for the proposed project.

Therefore, Be It Further Resolved, that the Mayor of the City of Milbank be designated as the city's certifying officer to submit the TAP grant application and execute any necessary project documentation for the TAP program if funded by SD DOT.

Adopted and effective this 14 day of October 2024.

Pat Raffety, Mayor

Attest:

Cynthia Schumacher, Finance Officer

Action Items –

1. A motion was made and seconded to change the regularly scheduled council meetings from 7:00 pm to 6:00 pm. Motion carried 6-0.
2. A motion was made and seconded to approve the first reading of Ordinance 853 – 2024 Supplemental Budget. The general fund increase of \$10,000, covered by the general fund balance, is designated for council and staff training. An increase of \$1,000 for the DARE program comes from private donations. The drainage ditch project will receive \$300,000 from Covid Relief Funds (CRF). A budget correction will allocate \$134,200 back into the bond fund. The increase of \$177,000 to TIF #4 consists of pass-through funds.
The amount of \$65,200 from bond funds was added to the special revenue fund (third penny) for repairs to the beams at the Visitor Center. Finally, \$12,200 additional funds were budgeted from the special revenue fund (third penny) balance to cover current budget overages. The motion carried by roll call vote, 6-0.
3. A motion was made and seconded to approve the proposal from Hasslen Construction for the Visitor Center beam replacement of \$115,200. Motion carried 6-0.
4. A motion was made and seconded to approve the first reading of Ordinance 854 regarding the Park Board. This ordinance updates the Park Board's responsibilities to align with current practices, transforming it into an advisory board. The council thanked the park board for their dedication, noting how fortunate they are to have so many active members who willingly contribute their time. They serve as a valuable connection to the city council. The motion carried with a roll call vote, 6-0.
5. Ordinance 855 regarding Alcoholic Beverages was reviewed. This ordinance proposes a new Retail (On-Sale) Liquor license for restaurants, allowing establishments to obtain a liquor license if at least 60% of their gross revenue comes from food sales. Current license holders attended the meeting and addressed the council. After the discussion, the requested changes included the removal of restrictions on Memorial Day, Sunday, and Christmas Day to align with state regulations. A motion was made and seconded to table the first reading of Ordinance 855 until all changes were incorporated. Motion carried 6-0.
6. Sales Tax Update. Currently included in the price of Unity memberships, programs, and activities is the appropriate sales tax. This tax amounts to over \$32,000 annually. It has been recommended that effective January 1, 2025, the consumer will pay the sales tax separately, in addition to the membership, activities, and programs.
7. A motion was made to approve Resolution 10-14-24B – Tapping Fees. Motion carried 6-0.

Resolution 10-14-24A

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Pat Raffety, Mayor

Attest: Cynthia Schumacher, Finance Officer

8. A motion was made and seconded to approve the hire of Cory Harms this winter season for the street department as needed, \$20.50; Ross Jurgens this winter season for snow removal, \$20.50. Motion carried 6-0.
9. A motion was made and seconded to approve the alcohol renewal applications;
Package (Off-Sale) Liquor: Valley Liquor, 1406 E Morningside Dr, Milbank. Cocktails & Corks, 302 W 4th Ave, Milbank.
Retail (On-Sale) Liquor: Speedway Bar & Grill, 221 E 3rd Ave, Milbank. Johnny's Sports Bar & Casino, 1404 Morningside Dr, Milbank. VFW, 205 S 3rd St, Milbank. Habanero's 1510 Morningside Dr, Milbank. The Pump 2.0 LLC, 205 S Main St, Milbank.
Retail (On-Off Sale) Wine & Cider: Grandstay Hotel & Suites, 1005 S Dakota St, Milbank. The Bank, 301 S Main St, Milbank. Motion carried 6-0.

Discussion Items –

Administrator Pendergrass stated he is combining all fees paid to the city into a single fee schedule. He anticipates that it will be ready for approval at the November meeting.

Department Reports – Chief Hooth is evaluating body camera demonstrations.

Public Works Director Thiele reminded residents that the rubble site is restricted, and household garbage is not accepted. He also noted the floor drains in the street department may require repairs soon. All wastewater testing received passing results, and the lead service line evaluation report was submitted to the Department of Agricultural and Natural Resources (DANR).

Jess Hanson stated Unity winter programs are scheduled to begin soon.

Building Permits, July-September.

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 Peckelder-1510 Elmwood-accessory structure. Donna Buttke-705 E 4th Ave-accessory structure. Cory & Amy Davis-711 Valley View Circle-house/garage. Robert & Rose Pauli-705 Valley View Circle-house/garage. Kirk Baldwin-902 S 2nd St-car port. Steven & Teresa Lewis-1106 S Viola St-accessory structure. Roger Briggs-211 S 6th St-garage addition. Mark Comstock-302 Gause Ave-deck replacement.

Fence: Kate Endres-508 S 9th St-treated lumber. Melissa & Clint Davis-305 W 7th Ave-treated lumber. Dusti Johnson-501 S 6th St-vinyl. Adam Johnson 104 E Park Ave-wood.

Roofing: Lapp Roofing-211 S Main St-membrane. Kim Bjerke-1400 Industrial Dr-recoating. Alex Liebe-asphalt. Blaine & Lindzee Schell-403 S 5th St-asphalt. Jonathon Gerhold-522 S Dakota St-asphalt. John & Jeannie Trevett-908 E 9th Ave-asphalt.

Special Event: Milbank Area Hospital-race for hop-7/20/24. First Bank & Trust-children's event at splash pad-8/3/24. Hero's Pull – Main Street-8/18/24.

September Salaries

Mayor/Council-\$1,600. Finance-\$18,822. Park-\$40,447. Fire-\$1,798. Streets-\$14,097. Rubble Site-\$1,046.50. Recreation-\$17,529. Park-\$11,761. Water-\$8,164. Sewer-\$19,816.

A motion was made and seconded to go into Executive Session pursuant to SDCL 1-25-2(1). The Mayor called the Council out of executive session.

A quorum of the Council will be present November 1, 2024, 8:30 am-5:00 pm for training. No official business will be discussed or acted on.

The next regular meeting will be held November 11, 2024 at **6:00 pm.**

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

Publish: 10-23-24

CLAIMS		10/14/2024
ADRDL	testing	67.84
Advanced Technologies	testing	176.90
AL'S BODY SHOP INC.	vehicle repairs	1,318.50
ASSOCIATED SUPPLY COMPANY	parts & supplies	4,847.89
AT&T MOBILITY	phone/internet	711.18
AUTO VALUE PARTS STORE	parts & supplies	642.28
BANNER ASSOCIATES, INC.	engineering	100,299.88
BERKNER EXCAVATING & GRAVEL INC.	misc. repairs & screened dirt	9,337.51
BLACK MOUNTAIN SOFTWARE INC	annual service & support fees	17,446.00

BLACK STRAP INC.	road salt	2,080.73
BLAUERT, BRANDY	clothing allowance	100.00
BREWSTER BUILDING CENTER	supplies	48.45
CALLOW, MAKENNA	clothing allowance	50.00
CARD POINTE	card fees	239.24
CARQUEST OF ORTONVILLE	parts	151.55
CHS	gas	2,048.80
CITY OF MILBANK	deposit refunds	209.89
CLIMATE SYSTEMS, INC.	system service & repairs	1,196.75
CORPORATE TECHNOLOGIES LLC	managed service, subscriptions	6,777.20
DAKOTA SUPPLY GROUP	parts	595.62
DEWEY'S LAWN CARE	fertilizer application	670.00
DIESEL MACHINERY, INC.	pallet forks	5,450.00
DSC COMMUNICATIONS	radio equipment	1,885.00
EASTSIDE CAR WASH	truck wash usage	95.80
ELECTRIC PUMP INC	parts	5,325.39
ENERGY LABORATORIES, INC.	testing	3,231.00
FEDEX	shipping	18.07
FIRST BANK & TRUST	supplies, travel expenses, parts	2,611.18
FISHER SAND & GRAVEL CO.	granite fines	238.10
FLOWER SHOPPE	memorial	79.65
FOOD-N-FUEL	gas	228.19
GCC CONSOLIDATED READY MIX INC	gravel	248.78
GRANT COUNTY AUDITOR	services	1,000.00
GRANT COUNTY REVIEW, INC.	publications	499.14
GRANT ROBERTS RURAL WATER	water service	86.00
HAWKINS, INC.	chemicals	15,212.29
INLAND TRUCK PARTS & SERVICE	parts	212.52
ISG INC.	infrastructure planning	1,000.00
ITC	phone, internet	1,865.82
ITS	key fobs	4,500.00
J&J EARTHWORKS INC.	5th Street project	90,369.47
J. P. COOK CO.	pet tags	104.95
JACK'S BODY SHOP	tires	1,545.88
JC REPAIR LLC	truck repairs	229.99
JERRY STENGEL	refund	19.74
JESSICA HANSON	clothing allowance	37.93
JOHN DEERE FINANCIAL	parts	166.93
JOHNSON FITNESS & WELLNESS	equipment maintenance	1,421.00
KELLER REPAIR	equipment maintenance	2,870.99
KELLY KUTTERS LLC	mowing contract	17,384.13
KIBBLE EQUIPMENT	pallet fork	930.00
LANDMARK, JULIE	clothing allowance	79.86
M & T FIRE AND SAFETY INC.	gloves	1,334.56

MACQUEEN EMERGENCY	gear coats/pants	19,246.60
MANNING ENVIRONMENTAL INC.	parts	335.34
METROPOLITAN COMPOUNDS INC	supplies	588.92
MHM CONTRACTING, LTD	install scoreboard	14,367.37
MIDWEST POWERSPORTS, INC.	equipment repairs	661.65
MILBANK FORD-MERCURY	oil	106.68
MILBANK GLASS LLC	repairs	212.50
MILBANK WINWATER CO.	parts	956.62
MnB CLEANING SERVICES LLC	MAINTENANCE-OFFICE	3,800.00
MONEY MOVERS	membership dues	12.75
MORTON, JESSE	clothing allowance	104.99
NAPA AUTO PARTS	parts & supplies	343.18
NELSON ELECTRIC, INC.	repair lights, install electrical	33,314.45
NORM'S AUTO & TRUCK REPAIR	equipment repairs	24.00
NW ENERGY	natural gas	811.04
O'DAY EQUIPMENT LLC	testing	2,224.79
O'REILLY STORE #6151	parts	31.58
OTTER TAIL POWER CO.	electric	20,363.27
P & H CONSTRUCTION	level stones	5,132.00
PETERSON, CONNIE	sew patches	10.00
PETTY CASH	supplies, postage	104.43
PLATINUM TEMPORARY HOUSING LLC	refund	47.19
POPPEN, DICK	travel expense	904.37
PRO TRACK & TENNIS INC	color coat courts	10,600.00
RDO EQUIPMENT CO	parts	530.62
REEDSTROM, MARK	retainer fee	1,000.00
REIMCHE AIRSPRAY LLC	FBO contract	750.00
ROGER'S ELECTRIC MOTOR	parts	298.35
RUNNINGS SUPPLY INC.	parts & supplies	792.68
SAFEGUARD BUSINESS SYSTEMS, INC.	supplies	997.06
SD DEPT OF LABOR AND REGULATION	unemployment compensation	409.00
SD DEPT OF REVENUE & REG	sales tax	1,551.21
SD PUBLIC HEALTH LAB	testing	172.00
SEIFERT, LAURA	refund	23.18
SHARE CORP	supplies	2,038.27
SHELSTAD, CHRISTINA	refund	84.00
SITEONE LANDSCAPE SUPPLY LLC	wetting agent	193.20
SJK DESIGNS	program shirts	427.50
SONNEL TECHNOLOGIES, LLC	equipment	2,517.57
SOUTH DAKOTA 811	one calls	120.75
STAR LAUNDRY & CLEANERS	laundry service	355.04
STONEY BROOK ENT INC	parts	264.33
STRYKER SALES, LLC	supplies	483.45
TWIN VALLEY TIRE	tire service	54.46

UPI PETROLEUM	gas	1,516.25
US BANK - SRF	bond payment	52,951.51
US POSTAL SERVICE	postage	490.00
VALLEY OFFICE PRODUCTS	supplies	209.25
VALLEY RENTAL & RECYCLING LLC	recycling agreement	650.00
VANORNY, PEG	refund	95.00
VPD STUDIO	signs, Legion field commission	5,561.00
WEST CENTRAL COMMUNICATIONS INC.	supplies	105.00
WHETSTONE HOME CENTER INC.	parts & supplies	263.70
WHETSTONE SANITATION	garbage service/portopot rent	1,080.00
WHETSTONE VALLEY ELECTRIC	repairs, electric service	26,845.50
WINDOW PROS	exterior window cleans	1,337.00
WM CORPORATE SERVICES, INC.	garbage service	3,044.64
XEROX CORPORATION	copier lease	440.54
ZEM'S INC.	parts	104.56
		531,358.91