

MILBANK CITY COUNCIL PROCEEDINGS

January 13, 2025

Call to Order – The City Council met in regular session on January 13, 2025, at 6:00 pm in the Visitor Center, 1001 East Fourth Avenue, with Mayor Raffety presiding.

Roll Call – Present were Mayor Raffety and Councilmembers Roger Briggs, Mike Hanson, Josh Karels, John Weyh, and Craig Weinberg. Mindy Rogers was absent. Staff members present included Steve Pendergrass, Cynthia Schumacher, Laurie Folk, Carl Bostrom, Corey Hooth, Boyd VanVooren, Darin Thiele, Dick Poppen, and Don Settje. Traci Stein, Holli Seehafer, Matt Scott, and Ryan Gruba were present from the public.

Employee and Resident Highlights– The following employees were recognized for their years of service. Darin Thiele-28 years. Jeff Loutsch-5 years. Kevin Schuelke-9 years. Angie Johnson, Jodie Owen, and Carol Veen-4 years.

Public Comment – No one addressed the Council during the open session.

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

1. Approve minutes from the December 11 & 23, 2024 meetings.
2. Approve the claims list.
3. Treasurer’s Report.
4. Approve hire of Rashawn Gertsema-Unity building attendant-\$12.80. Approve hire of Astrid Duarte-Unity fitness instructor, front desk, and building attendant-\$14.69.
5. Designate the Grant County Review as the official city newspaper for FY 2025.
6. Declare log concession/restroom building at Pribyl Park surplus.
7. Notice and call for bids- City Surveillance Project, Phase 1.
8. Approve the annual tractor lease, five years, 300 hours, \$25,954.91.
9. Approve annual GIS development and hosting agreement with First District Association of Local Governments, \$4,750.

Action Items:

1. A motion was made and seconded to approve Resolution 1-13-25, 2025 Salaries. Motion carried 5-0.

RESOLUTION 1-13-25
SALARIES 2025

BE IT RESOLVED by the City Council of the City of Milbank, South Dakota, the following salaries will be in effect for the second pay period of January 2025 through the first pay period of 2026, except where new employees are hired, and police certification raises are given.

<u>Name</u>	<u>hourly/ bi-weekly</u>	<u>Name</u>	<u>hourly/ bi-weekly</u>
Adoph, Ethan	\$12.80	Johnson, Braeden	\$27.64
Angerhofer, Zach	\$30.00	Johnson, Sara	\$15.90
Bakeburg, Ryan	\$31.09	Jurgens, Ross	\$23.00
Batchelor, Ashlynn	\$15.64	Keeton, Ryan	\$12.80
Batchelor, Laurie	\$16.44	Krause Sr, Ronald	\$30.16
Bear, Jody	\$14.38	Landmark, Julie	\$27.50
Blauert, Brandy	\$23.39	Laskowske, Preston	\$15.64
Bohlen, Jessica	\$13.10	Lesnar, Keifer	\$31.09
Boll, Tracey	\$17.91	Loutsch, Jeffrey	\$25.40
Bostrom, Carl	\$30.84	Morton, Jesse	\$33.89
Bowsher, Wesley	\$30.00	Newstrand, William	\$35.44
Breon, Jeremy	\$750/mo.	Owen, Ethan	\$12.80
Callow, Makannah	\$16.16	Owen, Jodie	\$13.10
Dashiell, Jeanine	\$14.38	Parent, Gilcrist	\$14.38
DeBoer, Jamie	\$15.90	Pederson, Josh	\$12.80
Devere, Patricia	\$13.10	Pendergrass, Steve	\$3,602.40
Dockter, Marlene	\$14.38	Poppen, Richard	\$2,843.20
Duarte, Astrid	\$14.69	Ryhti, Scott	\$25.46
Eccles, Jason	\$24.71	Schamber, Charles	\$22.05

Falk, Mallory	\$15.64	Schuelke, Kevin	\$1,629.50/mo.
Femling, Braden	\$12.75	Schulte, Joseph	\$15.64
Fenner, Marlin	\$13.26	Schumacher, Cynthia	\$33.02
Folk, Jacob	\$33.76	Schuneman, Melissa	\$14.38
Folk, Laurie	\$20.80	Scoular, Rylee	\$15.64
Folk, Randy	\$13.26	Seezs, Casside	\$14.43
Fousek, Rhonda	\$13.10	Settje, Donald	\$29.91
Frink, Judy	\$15.81	Seyer, Ethan	\$15.64
Gertsema, Rashawn	\$12.80	Sinner-Pulscher, Katie	\$14.38
Giesen, David	\$200/mo.	Thiele, Darin	\$39.75
Griffee, Steven	\$30.00	Trevathan, Ben	\$27.12
Hanson, Emmett	\$12.80	VanVooren, Boyd	\$2,806.40
Hanson, Jessica	\$20.69	Veen, Carol	\$15.81
Harms, Cory	\$23.00	Veen, Dylan	\$30.25
Hickman, Amanda	\$14.38	Vega, Zulmarie	\$17.41
Hilbrands, Ryan	\$25.96	Wherry, Richard	\$.65/meter
Hooth, Corey	\$3,140.00	Wollschlager, Katie	\$14.38
Jankord, Trey	\$24.96	Zinter, Keil	\$30.00
Johnson, Angela	\$14.65	Zuniga, Araceli	\$12.80

Aye: 5 Nay: 0 Absent: Mindy Rogers

Dated this 13th day of January 2025.

This resolution is effective upon passage.

Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

2. A motion was made and seconded to approve Resolution 1-13-25A, Fees. City Administrator Pendergrass explained that the resolution only reflects an increase or new fees. Motion carried 5-0.
3. A motion was made and seconded to approve the hire of Jason Eccles, wastewater maintenance, \$24.71, effective 1-14-25. Motion carried 5-0.
4. A motion was made and seconded to table action on Personnel Policy #9, Drug and Alcohol Abuse Policy. Motion carried 5-0.

Department Reports & Discussion Items – The monthly department reports were reviewed.

December Building Permits – No permits issued.

December Salaries: Mayor/Council-\$1,600. Finance-\$19,354. Police-\$41,733. Fire-\$1,798. Streets-\$16,605. Rubble Site-\$822. Airport-\$1,125. Recreation-\$21,140. Park-\$9,970. Water-\$9,053. Sewer-\$16,390.

Executive Session – A motion was made and seconded to enter Executive Session pursuant to SDCL 1-25-2(1) Personnel. The Mayor called the Council out of Executive Session.

Adjournment – The Mayor called a special meeting on January 27, 2025, at 12:00 pm. The next regular meeting is February 10, 2025, at 6:00 pm. A motion was made and seconded to adjourn. Motion carried 5-0.

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

Publish once at an approximate cost of \$_____.

claims list 1-13-25.

Advanced Technologies Inc	computer, supplies, shipping	1,266.34
Ahunt Farm LLC	Tile Project T12N-4SW-SEC 5 SW1/4	18,000.00
Associated Pool Builders, Inc.	supplies	1,868.02
AT&T Mobility	cell phone	4,395.05
Auto Value Parts Store	parts	360.79
Ban-Koe Systems, Inc.	Fire alarm inspection & testing	2,347.00
Banner Associates, Inc.	Engineering	15,323.33
Berens Market	supplies	54.90
Berkner Excavating & Gravel Inc.	system repairs	1,541.70
Big State Industrial Supply	supplies	179.70
Breon, Jeremy	supplies	91.92
Card Pointe	card fees	359.36
Carquest Of Ortonville	parts	504.89
CHS	gas	3,555.02
Climate Systems, Inc.	service agreement	1,232.75
Cole Papers, Inc.	supplies	1,163.35
Colliers Securities	continuing disclosure filings	300.00
Corporate Technologies	computer, managed services	8,123.44
Danr-Fiscal Office	discharge permit	3,500.00
Eastside Car Wash	truck wash usage	217.98
Energy Laboratories, Inc.	testing	3,228.00
Equipment Blades Inc	plow blades	7,032.60
Face - Propay	transaction fees	2.79

Ferguson Waterworks #2516	meters	7,400.00
First Bank & Trust	supplies, parts, travel expense	2,952.47
First District Assn Of Local	membership dues, GIS website	15,279.43
Food-N-Fuel	gas, supplies	423.94
Grant County Auditor	county services	1,000.00
Grant County Historical Society	building displays	3,000.00
Grant County Review, Inc.	publications	2,025.41
Grant Roberts Rural Water	water service	62.00
Hach Company	chemicals	390.82
Hawkins, Inc.	chemicals, cylinder fee	2,207.78
Helms & Associates	engineering	2,642.35
Inland Truck Parts & Service	parts	540.01
Insurance Benefits, Inc.	insurance	2,048.00
ITC	phone, internet	1,854.17
iWorks	software license	9,500.00
John Deere Financial	parts	87.08
Lewis Drug Stores	supplies	240.94
Linde Gas & Equipment Inc.	air system	54.40
Madsen Gun Shop	Delton AR-15	970.00
Milbank Ford-Mercury	vehicle repairs	92.18
Milbank Glass LLC	repairs	3,051.70
Milbank Winwater Co.	parts	236.39
MnB Cleaning Service LLC	cleaning service	3,800.00
Money Movers	membership fees	15.75
Napa Auto Parts	parts	342.85

Northern Balance & Scale, Inc.	calibrate scale	202.00
NW Energy	natural gas	4,305.37
O'Reilly Store #6151	parts	143.05
Otter Tail Power Co.	electric	19,743.93
Petty Cash	supplies, postage	72.71
Purchase Power	postage	3,000.00
RDO Equipment Co.	parts	132.00
Reedstrom, Mark	retainer fee	1,000.00
Rocky Mountain Printing Solutions	supplies	127.45
Roger's Electric Motor	repairs, parts	145.40
Runnings Supply Inc.	parts, supplies	1,180.12
Schamber, Charles	clothing allowance	85.99
Sd Airport Management Assn	membership dues	50.00
Sd Assoc Of Code Enforcement	membership dues	75.00
Sd Building Officials Assn	membership dues	55.00
Sd City Management Association	membership dues	150.00
Sd Dept Of Labor And Regulation	unemployment comp	532.00
Sd Government Finance	membership dues	40.00
Sd Human Resource Association	membership dues	25.00
Sd Municipal Attorneys' Association	membership dues	50.00
Sd Municipal Street Maintenance	membership dues	35.00
Sd Police Chiefs' Association	membership dues	50.00
SD Public Health Lab	testing	86.00
SDML	membership dues	3,599.00
SDML Workers Comp Fund	work comp ins	36,306.00

Speedway Bar & Grill	admin expense	278.72
Star Laundry & Cleaners	laundry service	529.61
Stoney Brook Ent Inc.	parts	691.45
Syn-Tech Systems	supplies	182.50
The Ortonville Independent	publications	112.50
Toni's Craftopia	supplies	120.00
Twin Valley Tire	tire service, parts	1,993.68
Us Bank	bond payment	52,951.51
Us Postal Service	billing expense	600.00
Usa Bluebook	supplies	935.91
Utility Logic	parts	260.13
Valley Office Products	supplies	38.32
Valley Rental & Recycling	recycling agreement	650.00
Whetstone Home Center Inc.	parts, supplies	260.88
Whetstone Sanitation	garbage service	90.00
Whetstone Valley Electric	electric	2,629.73
Wm Corporate Services, Inc.	garbage service	3,046.71
Xerox Corporation	copier lease	572.41
		272,001.68