

MILBANK CITY COUNCIL PROCEEDINGS

February 10, 2025

Call to Order – The City Council met in regular session on February 10, 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, Mindy Rogers, John Weyh, and Craig Weinberg.

Staff members present included Attorney Mark Reedstrom, Steve Pendergrass, Cynthia Schumacher, Carl Bostrom, Corey Hooth, Boyd VanVooren, Darin Thiele, Dick Poppen, Kevin Schulke, and Don Settje. Ryan Gruba, Stu Schreurs, Sara Pankonin, Kristin Bisgard, Holli Seehafer, Natalie Gauer, and Nathen Watson were present from the public.

Employee and Resident Highlights – Council member Rogers praised the professionalism of the staff she had dealings with over the weekend.

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

Banner Presentation – Representatives from Banner Associates provided an update on the Water Intake Project. They indicated that the city may face a potential water shortage in May and June while the new pumps go online. Additionally, they explained the current water quality situation, specifically related to secondary contamination. Secondary Drinking Water Regulations are non-enforceable federal guidelines addressing cosmetic effects such as tooth or skin discoloration, and aesthetic effects like taste, odor, or color of drinking water.

Banner Associates previously reviewed secondary contamination, but at the time, the city used more spring water than well water, so it was not a priority. Currently, the city is using more well water, which has led to issues such as discoloration, total dissolved solids, and other secondary contaminants. Greater spring water flow had diluted these contaminants, reducing aesthetic issues. Banner recommended that the city conduct a more thorough study to identify the causes and potential solutions.

A motion was made and seconded to enter into an engineering service agreement with Banner Associates to conduct a drinking water treatment study and provide recommendations to address all water issues, including non-enforceable secondary contamination. The service agreement is in the amount of \$81,400, to be completed in April 2026. Motion carried 6-0.

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

Consent Agenda

1. Approve minutes from the January 13 & January 27, 2025, meetings.
2. Approve the hire of Keaton Johnson, Unity building attendant at \$12.80/hour.
Lifeguards: Thomas Bass, Allie Meyer, and Macyn Dunnihoo at \$15.64/hour.
Marlene Dockter, Unity fitness instructor at \$14.38/hour.
3. Approve payroll adjustments: Jessica Bohlen and Patricia DeVere, Unity front desk, at \$14.43/hour.
Braden Femling-Unity front desk at \$12.80/hour. Jeff Loutsch-Street maintenance at \$25.46/hour.
4. Accept the resignation of Unity trainer Katie Sinner effective 1/2/25. Unity trainer/front desk Gil Parent effective 1/30/25.
5. Authorize advertising for seasonal staff.
6. Authorize advertising for street materials.
7. Approve the hire of Donald Weber – Street Technician effective 2/15/25, \$24.71.
8. Approve the hire of Jeremy Breon – Water Technician effective 2/11/25, \$25.21. Transfer from Airport Maintenance.

Action Items:

1. A motion was made and seconded to approve Shade Valley Farms, LLC as the Airport Fixed Base Operate (FBO) effective March 1, 2025, at \$750.00/month. Motion carried 6-0.
2. A motion was made to authorize the purchase of two service bodies and liftgates with mounting kits and bumper with an estimated cost of \$11,250 from Northern Truck Equipment Corp. Motion carried 6-0.
3. A motion was made and seconded to approve South 5th Street Project, which includes a final adjustment of quantities. An additional \$41,871.71 is reflected in J&J Earthworks final pay request. Motion carried 6-0.
4. A motion was made and seconded to approve change order #4 for the Water Supply Improvements Project for an additional cost of \$97,804.00 and an additional 40 days to the substantial completion date. This change is to provide materials and equipment for step-up transformers for 75-hp well pump motors at three well houses coordinating with 240-volt power supplied from Ottertail instead of switching to 460-volt power supply to well houses. These new motors have higher horsepower than existing ones and will yield more water from current wells.

Department Reports & Discussion Items –

1. Administrator Pendergrass inquired how the Council would like to manage the recodification process. Hanson requested to have the special meetings/work sessions on Wednesday evenings. Mayor Raffety scheduled a special meeting and codification work session on Wednesday, February 26, 2025, at 6:00 pm.
2. Raffety updated the Council, stating that the baseball monument currently located on the corner of the Veterans Park on Highway 12 will be relocated to the new field on Highway 15.
3. Administrator Pendergrass reported that the bids for the surveillance project have been let, and he has received several inquiries. Staff members will visit an Access showroom showing the

applications and capabilities of the Access cameras. The city currently has 30 Access cameras in use and has chosen to continue using the Access brand.

4. Park and Recreation Director VanVoorn reported there is approximately \$1.3 million remains in the bond funds dedicated for a Unity addition. He requested additional time to assess the needs of Unity before making any recommendations, as he is new to the position.
5. The current hours for the rubble site were discussed. PWD Thiele will review operational times past usage to determine if additional hours are warranted.
6. A combined election with the school district will be held on June 17, 2025. Roger Briggs, Mindy Rogers, and Mike Hanson's terms will end. The first day to declare candidacy is April 8th.
7. The update to the Personnel Policy #9, Drug and Alcohol Abuse Policy was tabled until Attorney Marso completes her review.

January Building Permits – No permits issued.

January Salaries: Mayor/Council-\$1,600. Finance-\$29,120. Police-\$69,672. Fire-\$1,829. Streets-\$24,055. Rubble Site-\$1,392. Airport-\$750. Recreation-\$25,690. Pool-\$490. Fitness - \$2,928. Unity-\$7,039. Park-\$16,410. Water-\$12,901. Sewer-\$26,711.

Executive Session – A motion was made and seconded to enter Executive Session pursuant to SDCL 1-25-2(1) Personnel and 1-25-2(3) Legal. The Mayor called the Council out of Executive Session.

Motion – A motion was made and seconded to direct the City Attorney to draft a letter to Christian Reimche, Reimche Airspray to vacate Milbank Municipal Airport property with his large quonset hut-style hanger (Hanger #13). Motion carried 6-0.

Adjournment – The Mayor called a special meeting on February 26, 2025, at 6:00 pm. The next regular meeting is March 10, 2025, at 6:00 pm. A motion was made and seconded to adjourn. Motion carried 6-0.

Pat Raffety, Mayor

ATTEST

Cynthia Schumacher, Finance Officer

Publish 2/19/25

Once at an approximate cost of \$_____.

2/10/2025

Vendor Name		Amount
Advanced Technologies Inc.	supplies	19.99
Agtegra	gas/propane	4,247.48
Amazon		628.71
American Engineering Testing	testing	598.75
Associated Supply Co.	supplies	1,868.02
AT&T Mobile	cell phone	791.70
Auto Value Parts Store	parts, supplies	87.36
Ban-Koe Systems Inc.	monitoring service	427.00
Banner Associates	engineering	76,069.50
Berens Market	supplies	1,000.67
Berkner Excavating	water break repair	5,029.62
Breon, Jeremy	supply reimbursement	208.40
Card Pointe	card fees	382.04
Carquest of Ortonville	parts	461.24
Caseys	supplies	12.72
Chappell Central Inc.	repairs	816.75
CHS	gas, propane	2,025.36
City of Milbank	deposit	230.00
Colberg, Lillian	overpayment	16.65
Cole Papers Inc.	supplies	2,356.80
Corporate Technologies Inc.	IT managed services	1,990.00
Dakota Mainstem	annual dues	3,759.25
Dakota Oil	parts	2,013.80
DCS Communication	equipment installation	7,930.73
Dinges Fire Co	helmets	8,320.00
Dollar General	supplies	24.43
Eastside Car Wash	truck wash usage	70.19
Ebay	parts	233.53
Electric Pump Inc.	parts	15,615.00
Equipment Blades Inc.	parts	295.08
Face-Propay	fees	2.79
Fastenal Company	parts	16.57
Food-N-Fuel	gas	325.48
Gall's LLC	uniforms	509.62
Gonzalea, Ediberto	deposit	100.00
Good Sportsman Marketing	subscription	10.00

Grant County Auditor	county services, code red subscription	3,218.00
Grant County Review	publications	966.88
Grant County Treasurer	title/reg fee	50.00
Grant Roberts Rural Water	water service	62.00
Hach Co.	chemicals, supplies	238.48
Hall, Sabrina	deposit	70.00
Hasslen Construction	water supply improvements	298,257.30
Hawkins	chemicals	15,256.12
Heiman Fire Equipment	PPE gear	2,428.18
Helms Engineering	engineering	8,807.83
Henrichsen, Vicki, Jerry	overpayment	42.22
Hobby Lobby	supplies	19.08
Home Depot	pool paint	56.26
Hooth, Corey	supply reimbursement	154.61
Interstate Power Systems	service generators	1,570.65
ITC	phone, internet	1,845.92
J&J Earthworks	5th Street project	64,647.55
John Deere Financial	parts	1,822.51
Johnson Fitness & Wellness	repairs	1,984.95
Johnson, Sara	recertification	185.00
Krause Sr, Ron	training	65.88
Larson Elevator Co.	elevator service	283.52
Lewis Drug Stores	supplies	47.97
Linde Gas & Equipment Inc.	air system	54.99
Lowes	shop vac	47.90
Lupinek, Rhonda	overpayment	19.52
M&T Fire & Safety	gloves	674.15
Menards	filters	158.41
Milbank Winwater Co.	parts	385.86
Mitchell One	equipment	1,908.00
MnB Cleaning Services LLC	cleaning service	3,800.00
Money Movers	NIHCA membership fees	16.50
NAPA Auto Parts	parts, supplies	192.29
National Assoc. of School Resource Officers	training	550.00
Northern Truck Equipment	parts	2,680.00
NW Energy	natural gas	6,838.85
O'Day Equipment	fuel system upgrade	43,430.22
O'Reilly Store	parts	492.82
Otter Tail Power Co.	electric	24,313.18

Peloton	subscription	13.80
Peterson, Connie	sew patches	24.00
Petty Cash	supplies, postage	34.82
Pitney Bowes	postage lease	186.54
Push Pedal & Pull	equipment	15,584.79
RDO Equipment Co.	supplies	1,537.37
Reedstrom, Mark	retainer fee	1,000.00
Rockbot	media subscription	95.58
Roger's Electric Payment	parts	7.50
Runnings Supply Inc.	supplies, parts	1,660.03
Sanford Health	training	350.00
SD Dept of Revenue & Regulation	sales tax	1,974.00
SD Div of Motor Vehicles	title/reg	26.70
SD Public Assurance Alliance	property, liability insurance	201,565.85
SD Public Health Lab	testing	100.00
Share Corp	supplies	2,536.75
Sioux Valley Environmental Inc.	parts	3,232.00
South Dakota 811	one calls	23.10
Star Laundry & Cleaners	laundry service	398.40
Thiele, Darin	supply reimbursement	437.61
Tillman, Duane	training	490.00
Titan Machinery	parts	470.90
Twin Valley Tire	tire service	1,251.23
US Postal Service	postage	600.00
USA Bluebook	supplies	234.56
Valley Office Products	supplies	395.01
Valley Rental & Recycling	recycling agreement	650.00
Vessco Inc.	part & repairs	1,087.02
Walmart	supplies	298.85
Weinberg, Sarah	rec class	210.00
Whetstone Home Center	supplies, parts	192.03
Whetstone Sanitation	garbage service	90.00
Whetstone Valley Electric	electric	2,203.80
WM Corporate Services, Inc.	garbage service	552.93
Xerox Corp.	copier leases	410.76
YouTube	subscription	14.86
Zem's	flooring, microwave	1,553.18
Zoom Video Communications	zoom subscription	16.98

867,649.78

