

MINUTES OF MENNO CITY COUNCIL PROCEEDINGS
January 9, 2023

Mayor Darrell Mehlhaf called the city council to order at 7:00 p.m. on January 9, 2023 in the finance office at city hall. Council answering roll call: George Cokens, Ron Diede, Jerry Fischer, John Huber, Jacob Mettler and Scott Simonsen. Finance Officer Jodi Fischer, Police Chief Michael Hofeldt, Superintendent Roger Heckenlaible were also present.

Agenda: Fischer moved to approve the agenda. Cokens seconded the motion. All votes aye.

YEARLY BUSINESS: Depository: Diede moved to name Menno State Bank as the official depository for 2023. Mettler seconded the motion. All votes aye.

Publication: Huber moved to name the Courier as the official publication for 2023. Simonsen seconded the motion. All votes aye.

Vacancies: Council terms expiring in 2023 – Alderman, Ward I, Scott Simonsen, 1-year term; Alderman, Ward I, Jacob Mettler, 2-year term; Alderman, Ward II, Ron Diede, 2-year term; Alderman, Ward III, John Huber, 1-year term.

Election Date & Place: Cokens moved to hold the city-school election on April 11, 2023 in the meeting room at the Menno Fire Hall. Diede seconded the motion. All votes aye.

Election Board: Mettler moved to approve the following to serve on the election board: Joan Nusz, Superintendent Ward I, Carol Harvey Ward II, Janelle Bender Ward III. Huber seconded the motion. All votes aye.

Pre-approved Bills:

RESOLUTION #1 – 01/09/2023
ANNUAL AUTHORIZATION TO PAY PRE-APPROVED BILLS

WHEREAS it is necessary to pay certain bills each month prior to the council meeting to avoid penalties or to take advantage of discounts; and

WHEREAS these bills include but are not limited to: Insurance, Loan Payments and Loan Interest Payments, Payroll and Payroll Taxes, Retirement and Supplemental Retirement, Excise, Sales and Unemployment Taxes, Utilities and Chemical Purchases; and

WHEREAS the Finance Officer is unable to project the exact amount of each expense to present to the council prior to the due date of each expense;

NOW THEREFORE BE IT RESOLVED BY THE MENNO CITY COUNCIL that the Finance Officer is authorized to pay in a timely manner the foregoing expenses to be approved at the next regular council meeting following issuance.

Motion by Councilman Fischer and seconded by Councilman Simonsen to approve this resolution.

Cokens, Diede, Fischer, Huber, Mettler and Simonsen voting aye. None voting nay.

Resolution approved and adopted this 9th day of January 2023.

ATTEST: Jodi Fischer, Finance Officer

SIGNED: Darrell J. Mehlhaf, Mayor

Fire/Ambulance members: Mettler moved to approve the following fire members for insurance. Cokens seconded the motion. All votes aye.

Fire: Fred Saylor, Daniel Mettler, Mark Hento, Jai Walter, John Huber, David Fischer, Shannon Herrboldt, Jerry Fischer, Terry Goehring, Ron Diede, Daniel Mehlhaf, Bob Heckenlaible, Jacob Mettler, Barry Schmidt, Ben Crick, Danielle Kammrad, Jeremy Kammrad, Ron Derby, Justin Plooster, Andy Spangler, Anthony Cokens, Cody Herrboldt, Dylan Lehr, Hunter Huber, Dale Kessler Jr, Logan Lehr and Austin Streyle, Dominic Lehr.

Mettler moved to approve the following ambulance members for insurance. Cokens seconded the motion. All votes aye.
Ambulance: Ripley Bresson, Krista Derby, Tommy Jo Hall, Jayme Kocourek, Terah Schoenfish and Jackie Vaith.

REGULAR MEETING ITEMS: Minutes: Huber moved to approve the minutes of the December 5 & 27, 2022 meetings. Diede seconded the motion. All votes aye.

Finance Report: Cokens moved to approve the December finance report. Simonsen seconded the motion. All votes aye.

	General	Restricted GO Bond	Water	Sewer	Restricted GO Bond Ph 1 Sewer	Restricted Rural Dev Ph 2 Sewer	Restricted Perpetual Care	Totals
Checking Balance 11/29/22	926,403.57	106,100.02	52,556.27	231,805.07	55,466.23	22,610.40	1,952.86	1,396,894.42
Warrants:	(68,830.35)	(30,693.62)	(10,858.76)	(28,050.95)	0.00	(3,077.00)	0.00	(141,510.68)
JE Adjustment - December 30, 2022	314.00		(1,042.27)	364.82	174.85	188.60		0.00
Receipts:	33,602.05	642.94	9,440.25	8,263.90	2,450.15	3,186.40	0.00	57,585.69
Interest:	223.54	19.16	13.07	73.45				329.22
Checking Balance 12/29/22	891,712.81	76,068.50	50,108.56	212,456.29	58,091.23	22,908.40	1,952.86	1,313,298.65
Profit or (Loss) for the month	(34,690.76)	(30,031.52)	(2,447.71)	(19,348.78)	2,625.00	298.00	0.00	(83,595.77)

Annual Contributions: Diede moved to release the annual contribution to the Menno School-Gym in the amount of \$2000.00 and the Menno Museum in the amount of \$774.00. Mettler seconded the motion. Roll call: all votes aye.

Warrants: Cokens moved to approve the following warrants. Fischer seconded the motion. Roll call: all votes aye.

WARRANTS APPROVED: BATA, annual contribution 1000.00; B-Y Water, water 5249.40; Cardmember Services, supplies 44.67; DANR, environmental fees 650.00; Golden West, phone-wireless 412.90; Klautt Service, fuel-supplies 362.01 Matheson, amb supplies 62.17; Menno Museum, contribution 774.00; Menno Lumber, supplies 43.27; Menno School, gym contribution 2000.00; Myers Sanitation, 283 residential 3962.00; Overdrive, library digital consortium 300.00; District III, dues 1405.00; Principal Life, group ins. 1270.60; SDACE, dues 75.00; SDMAA, dues 20.00; SDGFOA, dues 40.00; SDGHRA, dues 25.00; SDML, dues 960.71; SDPCA, dues 96.00; SEAF0G, dues 100.00; SD Unemployment Ins 43.77; SDML Workers Comp, insurance 5799.00; SCPI, publishing 277.91; US Bank, sewer & water meter loan pmts 3191.96; Verizon Wireless, police cell phone 26.70.

Police Report: Huber moved to approve the police report. Diede seconded the motion. All votes aye. 2 ambulance assists, warning for speed, warning for no taillights, wellbeing check, had a vehicle towed on hwy 18 east of town that was in the roadway.

NEW BUSINESS: Hourly Rates: Quotes were opened for hourly rates.

Jerome Kotalik - \$150/hour backhoe and \$4/running foot for trenching.

Alex Wollmann Excavating - \$150/hour backhoe and \$55/hour labor with mobilization fee and 1st hour minimum of \$350.00.

Water Management Solutions LLC Excavation: Cat 310 \$170/hour, Cat 323 \$225/hour, John Deere \$325/hour and Yanmar Excavator \$150/hour.

Water Management Solutions LLC – Cat 865 & Scraper \$275/hour

Fischer moved to accept quote from Jerome Kotalik for backhoe rate of \$150/hour and for trenching rate of \$4/running foot. Diede seconded the motion. Roll call: all votes aye.

Huber moved to accept quote from Water Management Solutions LLC for Excavation – Cat 310 \$170/hour, Cat 323 \$225/hour, John Deere \$325/hour, Yanmar \$150/hour, and Scraper –Cat 865 \$275/hour. Cokens seconded the motion. Roll call: Cokens, Diede, Fischer, Huber, and Simonson voting aye. Mettler abstained.

Cemetery mowing: Mettler moved to hire Tim & Sherry Freier to mow the cemetery for the 2023 season at a rate of \$665.00 per mowing. Simonsen seconded the motion. Roll call: all votes aye.

Fire Dept. Report: Cokens moved to approve Fire Chief Jai Walter’s 2022 Year End Fire Report. Fischer seconded the motion. All votes aye.

Hearing: Huber moved to approve the temporary alcoholic beverage permits for American Legion Post 152 for the following dates or dates for which the requested dates had to be rescheduled: 1/14, 1/17, 2/11, 2/18, 2/21, 3/21, 4/18, 5/16, 5/29, 6/20, 7/4, 7/20, 8/15, 9/19, 10/17, 10/21, 11/11, 11/21, 12/19, 12/31. Mettler seconded the motion. All votes aye.

Letter of Resignation: Huber moved to accept a letter of resignation from Roger Heckenlaible as full-time street superintendent effective January 20, 2023. Cokens seconded the motion. All votes aye.

Executive Session: Mettler moved to go into executive session at 7:35 p.m. for personnel according to SDCL 1-25-2(1). Simonsen seconded the motion. All votes aye.

Mayor Mehlhaf declared out of executive session at 8:35 p.m.

Wages: Mettler moved to increase wage of all full-time employee's with benefits by 5%, increase wage of certified part-time police officer to \$20/hour, increase uncertified part-time police officer to \$15/hour, and to add a maintenance & parks with CDL-part-time position at \$15/hour. Cokens seconded the motion. All votes aye.

Benefits package: Huber moved to add the following changes to the full-time benefits package. Diede seconded the motion. All votes aye.

A \$250 clothing allowance given to full-time employees of the maintenance department to be paid out annually.

To let new full-time employees start using their accrued vacation time after 6 months of employment.

Full-time employees will be able to accrue up to 240 hours of vacation time instead of 120.

Salary Resolution:

2023 Salary Resolution #2 – 01/09/2023

WHEREAS, SDCL 9-14-28 requires that, except as otherwise specially provided, the governing body of every municipality shall fix and determine by ordinance or resolution the amount of salaries and compensation of all municipal officers and the times at which the same shall be paid; and

WHEREAS, the City Council shall publish the salaries for compliance with the provisions of SDCL.

NOW, THEREFORE, BE IT RESOLVED, that the Governing Body of the City of Menno hereby approves and adopts the following salaries for the calendar year 2023.

The mayor and council will be paid on a monthly basis (unless they also are EMT's or EVOC drivers, then they will be paid bi-weekly) in the second bi-weekly payroll period of the month. The cemetery sexton will be paid monthly in the second bi-weekly payroll period of the month. All other employees will be paid bi-weekly.

Mayor - \$175.00 per month, plus \$50.00 per meeting/special meeting (Have to be present at meetings to be paid.)

Council - \$75.00 per month, plus \$50.00 per meeting/special meeting (Have to be present at meetings to be paid.)

Any council member or mayor that attends a meeting on behalf of the City will be paid \$50.00 per day.

Cemetery Sexton – Part-time – Roger Simonsen - \$175.00 per month

Janitor – Part-time – Mindy Spangler - \$13.00 per hour

Election Workers – Temporary - \$150 per day – includes Election School

Ambulance Personnel – EMT-B – Part-time - \$30.00 per hour minimum

EVOC Drivers – Part-time - \$30.00 per hour minimum

Ambulance – Mutual Aid or No Transport Calls (DOA-MVA) \$30.00 per hour minimum

Ambulance – Continuing Education Classes - \$30.00 per class

Attorney – As needed – Kenneth D. Bertsch - \$125.00 per hour

Finance Officer/Development Coordinator – Full-time – Jodi Fischer - \$21.53 per hour

Librarian – Part-time – Lorie Lehr - \$12.00 per hour

Library Assistants – Part-time – \$12.00 per hour

Maintenance & Parks – Part-time –Earl Schnabel - \$12.85 per hour

Maintenance & Parks w/CDL – Part-time - \$15.00 per hour

Police Chief – Full-time – Michael Hofeldt - \$48,605 per year

Relief Police Certified – Part-time - \$20.00 per hour

Relief Police Uncertified – Part-time - \$15.00 per hour

Fire Watch – Part-time - \$15.00 per hour

RU Site Manager – Part-time – Clyde Mettler - \$11.11 per hour

Other RU Site Personnel – as needed - \$10.61 per hour

Street Superintendent – Full-time – Roger Heckenlaible - \$22.08 per hour

Street Superintendent – Full-Time – Keith Fischer - \$20.51 per hour

Water/Sewer Superintendent – Full-time – Anthony Cokens - \$22.08 per hour

Mileage paid at \$.42 per mile

Dated at Menno, South Dakota this 9th day of January 2023.

Mettler moved to adopt the resolution. Cokens seconded the motion. Cokens, Diede, Fischer, Huber, Mettler and Simonsen voting aye. No one voting nay. Motion carried.

Cokens moved to hire Roger Heckenlaible as a part-time maintenance and park w/CDL at \$15 per hour after January 20, 2023. Fischer seconded the motion. All votes aye.

Simonsen moved to offer a part-time police officer position to Dennis Klemisch. Huber seconded the motion. All votes aye.

Mettler moved to adjourn at 8:41p.m. Huber seconded the motion. All votes aye.

ATTEST:

CITY OF MENNO, SOUTH DAKOTA

Jodi Fischer, Finance Officer

Darrell J Mehlhaf, Mayor

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