

MINUTES OF MENNO CITY COUNCIL PROCEEDINGS
January 4, 2021

Mayor Darrell Mehlhaf called the city council to order at 7:00 p.m. on January 4, 2021 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 Lisa Edelman, Police Chief Michael Hofeldt, Superintendent Anthony Cokens were also present.

Agenda: Mettler moved to approve the agenda. Huber seconded the motion. All votes aye.

YEARLY BUSINESS: Depository: Diede moved to name Menno State Bank as the official depository for 2021. Fischer seconded the motion. All votes aye.

Publication: Cokens moved to name the Courier as the official publication for 2021. Simonsen seconded the motion. All votes aye.

Vacancies: Council terms expiring in 2021 – Alderman, Ward I, Scott Simonsen, 2-year term; Alderman, Ward I, Jacob Mettler, 1-year term; Alderman, Ward II, Ron Diede, 2-year term; Alderman, Ward III, John Huber, 2-year term.

Election Date & Place: Fischer moved to hold the city-school election on April 13, 2020 in the meeting room at the Menno Fire Hall. Simonsen seconded the motion. All votes aye.

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

Pre-approved Bills:

RESOLUTION #1 – 01/04/2021
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 Cokens and seconded by Councilman Huber to approve this resolution.

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

Resolution approved and adopted this 4th day of January 2021.

ATTEST: Lisa Edelman, Finance Officer

SIGNED: Darrell J. Mehlhaf, Mayor

Fire/Ambulance members: Simonsen moved to approve the following fire and ambulance crew members for insurance. Diede 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, Tyler Goehring, Cody Herrboldt, John Friman, Dylan Lehr, Hunter Huber, Dale Kessler Jr, Logan Lehr and Austin Streyle.

Ambulance: Krista Derby, Tommy Jo Hall, Taylor Herrboldt, Jayme Kocourek, Darrell Mehlhaf, Terah Schoenfish and Jackie Vaith.

REGULAR MEETING ITEMS: Minutes: Cokens moved to amend the December 7, 2019 minutes showing Simonsen seconded the year end meeting instead of Fischer and to approve the minutes as amended and approve the December 27, 2019 minutes. Fischer seconded the motion. All votes aye.

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

	General	Restricted GO Bond	Water	Sewer	Restricted GO Bond Ph 1 Sewer Surchg	Restricted Rural Dev Ph 2 Sewer Surchg	Restricted Perpetual Care	Totals
Checking Balance 11/24/20	687,731.40	93,683.74	(3,233.27)	154,559.35	53,447.82	17,416.38	2,452.86	1,006,058.28
Warrants:	(111,308.45)	(30,693.62)	(18,825.92)	(26,482.11)		(3,077.00)	(2,000.00)	(192,387.10)
JE Adjustment –December 2020	1,309.90		(2,902.27)	1,367.89	115.48	109.00		0.00
Receipts:	113,697.99	618.86	25,320.91	8,195.71	2,489.06	3,234.50		153,557.03
Interest:	143.82	13.24	.57	43.76				201.39
Checking Balance 12/30/20	691,574.66	63,622.22	360.02	137,684.60	56,052.36	17,682.88	452.86	967,429.60
Profit or (Loss) for the month	3,843.26	(30,061.52)	3,593.29	(16,874.75)	2,604.54	266.50	(2,000.00)	(38,628.68)

Annual Contributions: Simonsen 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. Cokens seconded the motion. Roll call: all votes aye.

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

WARRANTS APPROVED: BATA, annual contribution 1000.00; B-Y Water, water 4496.10; DENR, discharge permit 650.00; Frontier Precision, GPS receiver 2003.57; Golden West, phone-wireless 407.20; GovOffice, web page 660.00; Klautd Service, fuel-supplies 282.30; Matheson, amb supplies 62.17; Menno Museum, contribution 774.00; Menno School, gym contribution 2000.00; Myers Sanitation, 286 residential 4004.00; District III, dues 1360.00; Postmaster, postage 350.00; Principal Life, group ins. 979.92; SDACE, dues 40.00; SDMAA, dues 20.00; SDGFOA, dues 40.00; SDGHRA, dues 25.00; SDML, dues 903.86; SDPCA, dues 95.85; SD Unemployment Ins 11.15; SDML Workers Comp, insurance 6083.00; SCPI, publishing 242.56; US Bank, sewer & water meter loan pmts 3191.96; Verizon Wireless, police cell phone 23.30.

Police Report: Huber moved to approve the police report. Simonsen seconded the motion. All votes aye. 2 warnings for headlights, 2 funeral escorts, complaint of vandalism and unwanted subject at residence.

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

Jerome Kotalik - \$125/hour backhoe and \$4/running foot for trenching.

Alex Wollmann Excavating - \$130/hour backhoe and \$45/hour labor with mobilization fee and 1st hour minimum of \$300.00.

Mettler Fertilizer – Excavation: Cat 310 \$135/hour, Cat 323 \$185/hour and John Deere \$300/hour.

Mettler Fertilizer – Cat 865 & Scraper \$250/hour.

Huber moved to accept the quote from Jerome Kotalik for backhoe rate of \$125/hour. Diede seconded the motion. All votes aye.

Cokens moved to accept the quote from Jerome Kotalik for trenching rate of \$4/running foot. Mettler seconded the motion. All votes aye.

Fischer moved to accept the quotes from Mettler Fertilizer for Excavation – Cat 310 \$135/hour, Cat 323 \$185/hour and John Deere \$300/hour and Scraper – Cat 865 \$250/hour. Simonsen seconded the motion. All votes aye, Mettler abstained.

Cemetery mowing: Diede moved to hire Tim & Sherry Freier to mow the cemetery for the 2021 season at a rate of \$625.00 per mowing. Simonsen seconded the motion. All votes aye.

2nd Reading-Setbacks: Huber moved to give 2nd reading of ordinance #2020-3, an ordinance establishing setback requirements for structures within the City of Menno. Cokens seconded the motion. Roll call: all votes aye.

Hay Lease: Diede moved to advertise for a three-year lease for the brome hay at the lagoon site. Fischer seconded the motion. All votes aye.

Fire Dept. Report: Mettler moved to approve Fire Chief Jai Walter’s 2020 Year End Fire Report. Fischer seconded the motion. All votes aye.

Executive Session: Simonsen moved to go into executive session at 7:31 p.m. for personnel according to SDCL 1-25-2(1). Diede seconded the motion. All votes aye.

Mayor Mehlhaf declared out of executive session at 7:42 p.m.

Salary Resolution:

2021 Salary Resolution #2 – 01/04/2021

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 2021.

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 – Ellen Hildebrand - \$10.95 per hour

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

Ambulance Personnel – EMT-B – Part-time - \$20.00 per hour minimum

EVOC Drivers – Part-time - \$20.00 per hour minimum

Ambulance – Mutual Aid or No Transport Calls (DOA-MVA) \$20.00 per hour minimum

Ambulance – Continuing Education Classes - \$20.00 per class

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

Finance Officer/Development Coordinator – Full-time – Lisa Edelman - \$21.18 per hour

Librarian – Part-time – Carolyn Strobel - \$11.90 per hour

Library Assistants – Part-time – \$11.90 per hour

Maintenance & Parks – Part-time –Earl Schnabel - \$12.24 per hour

Police Chief – Full-time – Michael Hofeldt - \$44,086 per year

Relief Police Certified – Part-time – Nolan Clark, Dan Schulte, Harold Vis - \$16.95 per hour

Relief Police Uncertified – Part-time - \$12.24 per hour

Fire Watch – Part-time - \$12.24 per hour

RU Site Manager – Part-time – Clyde Mettler - \$10.58 per hour

Other RU Site Personnel – as needed - \$10.10 per hour

Street Superintendent – Full-time – Roger Heckenlaible - \$20.03 per hour

Water/Sewer Superintendent – Full-time – Anthony Cokens - \$20.03 per hour

Mileage paid at \$.42 per mile

Dated at Menno, South Dakota this 4th day of January 2021.

Huber moved to adopt the resolution. Simonsen seconded the motion. Roll call: all votes aye.

Diede moved to adjourn at 7:52 p.m. Mettler seconded the motion. All votes aye.

ATTEST:

CITY OF MENNO, SOUTH DAKOTA

Lisa Edelman, Finance Officer

Darrell J Mehlhaf, Mayor

Published once at the approximate cost of \$_____.