

MINUTES OF MENNO CITY COUNCIL PROCEEDINGS
January 6, 2020

Mayor Darrell Mehlhaf called the city council to order at 7:00 p.m. on January 6, 2020 in the finance office at city hall. Council answering roll call: George Cokens, Ron Diede, Jerry Fischer, Robert Heckenlaible, Jerome Kotalik and Scott Simonsen. Finance Officer Lisa Edelman, Police Chief Michael Hofeldt, Superintendent Anthony Cokens were also present.

Agenda: Diede moved to approve the agenda. Heckenlaible seconded the motion. All votes aye.

YEARLY BUSINESS: Depository: Fischer moved to name Menno State Bank as the official depository for 2020. Cokens seconded the motion. All votes aye.

Publication: Simonsen moved to name the Courier as the official publication for 2020. Kotalik seconded the motion. All votes aye.

Vacancies: Kotalik moved to approve the following list of council terms expiring in 2020 – Mayor, Darrell Mehlhaf, 2-year term; Alderman, Ward I, Scott Simonsen, 1-year term; Alderman, Ward I, Robert Heckenlaible, 2-year term; Alderman, Ward II, Ron Diede, 1-year term; Alderman, Ward II, Jerry Fischer, 2-year term; Alderman, Ward III, Jerome Kotalik, 1-year term; Alderman, Ward III, George Cokens, 2-year term. Diede seconded the motion. All votes aye.

Election Date & Place: Heckenlaible moved to hold the city-school election on April 14, 2020 in the meeting room at the Menno Fire Hall. Fischer seconded the motion. All votes aye.

Election Board: Cokens moved to approve the following to serve on the election board: Joan Nusz, Superintendent Ward I, Carol Harvey Ward II, Lorraine Mammenga Ward III. Heckenlaible seconded the motion. All votes aye.

Pre-approved Bills:

RESOLUTION #1 – 01/06/2020
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 Diede to approve this resolution.

Cokens, Diede, Fischer, Heckenlaible, Kotalik and Simonsen voting aye. None voting nay.

Resolution approved and adopted this 6th day of January 2020.

ATTEST: Lisa Edelman, Finance Officer

SIGNED: Darrell J. Mehlhaf, Mayor

Fire/Ambulance members: Heckenlaible moved to approve the following fire and ambulance crew members for insurance. Simonsen 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, Brady Duxbury, John Friman, Hunter Huber and Dale Kessler Jr.

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

REGULAR MEETING ITEMS: Minutes: Kotalik moved to approve the minutes of the December 2 & 27, 2019 meetings. Fischer seconded the motion. All votes aye.

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

	General	Restricted GO Bond	Water	Restricted Water Meter Surchg	Sewer	Restricted GO Bond Ph 1 Sewer Surchg	Restricted Rural Dev Ph 2 Sewer Surchg	Restricted Perpetual Care	Totals
Checking Balance 11/26/19	523,833.60	87,340.60	6,571.73	12,578.53	140,383.66	53,114.50	23,178.98	552.86	847,554.46
Warrants:	(48,488.08)	(30,693.62)	(23,433.68)		(23,319.83)		(3,077.00)		(129,012.21)
JE Adjustment –December 2019	1,136.97		(1,832.91)	(308.74)	883.78	77.65	43.25		0.00
Receipts:	74,167.04	755.97	9,240.89	1,269.77	8,327.76	2,527.67	2,200.40		98,489.50
Interest:	106.65	11.13	.93		39.69				158.40
Checking Balance 12/30/19	550,756.18	57,414.08	(9,453.04)	13,539.56	126,315.06	55,719.82	22,345.63	552.86	817,190.15
Profit or (Loss) for the month	26,922.58	(29,926.52)	(16,024.77)	961.03	(14,068.60)	2,605.32	(833.35)	0.00	(30,364.31)

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

Warrants: Simonsen 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 3891.60; DENR, discharge permit 650.00; Golden West, phone-wireless 401.25; GovOffice, web page 550.00; Klautd Service, fuel-supplies 418.19; Matheson, amb supplies 59.07; Menno Museum, contribution 774.00; Menno Lumber Co, supplies 29.98; Menno School, gym contribution 2000.00; Myers Sanitation, 285 residential 3990.00; District III, dues 1329.00; Postmaster, postage 350.00; Principal Life, group ins. 984.40; SDACE, dues 40.00; SDMAA, dues 20.00; SDGFOA, dues 40.00; SDGHRA, dues 25.00; SDML, dues 872.76; SDPCA, dues 95.85; SD Unemployment Ins 15.10; SDML Workers Comp, insurance 6268.00; SCPI, publishing 191.72; Team Lab, degreaser 540.00; Total Stop, police fuel 17.25; US Bank, sewer & water meter loan pmts 6487.53; Verizon Wireless, police cell phone 36.06.

Police Report: Cokens moved to approve the police report. Kotalik seconded the motion. All votes aye. 2 warnings for headlights, warning for unsafe backing, report of stolen cell phone, 2 notices to move vehicles for snow removal, noise complaint, 2 ambulance assists.

NEW BUSINESS: Hourly Rates: Quotes were received for hourly rates. Cokens moved to accept all quotes: Jerome Kotalik \$125/hour backhoe and \$4/running foot for trenching; Mettler Fertilizer, Excavation – Cat 308 \$135/hour and Cat 323 \$185/hour. Diede seconded the motion. Roll call aye votes: Cokens, Diede, Fischer, Heckenlaible and Simonsen. No votes: none. Kotalik abstained.

Scraper work: Diede moved to re-advertise for hourly scraper rates for any repair or improvement for 2020. Heckenlaible seconded the motion. All votes aye.

Cemetery mowing: Fischer moved to hire Tim & Sherry Freier to mow the cemetery for the 2020 season at a rate of \$625.00 per mowing. Kotalik seconded the motion. All votes aye, Heckenlaible abstained.

Fire Dept. Report: Simonsen moved to approve Fire Chief Jai Walter’s 2019 Year End Fire Report. Cokens seconded the motion. All votes aye.

Executive Session: Fischer moved to go into executive session at 7:24 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 7:31 p.m.

Salary Resolution:

2020 Salary Resolution #2 – 01/06/2020

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 2020.

The mayor and council will be paid on a monthly basis (unless they also are EMT's or EVOG 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 - \$164.75 per month

Janitor – Part-time – Ellen Hildebrand - \$10.45 per hour

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

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

Ambulance Personnel – EMT-I – Part-time – (ALS trips only) \$25.00 per hour minimum

EVOG 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 - \$20.68 per hour

Librarian – Part-time – Carolyn Strobel - \$11.40 per hour

Library Assistants – Part-time – \$11.40 per hour

Maintenance & Parks – Part-time –Earl Schnabel - \$11.74 per hour

Police Chief – Full-time – Michael Hofeldt - \$42,925 per year

Relief Police Certified – Part-time – Nolan Clark, Dan Schulte, Harold Vis - \$16.45 per hour

Relief Police Uncertified – Part-time - \$11.74 per hour

Fire Watch – Part-time - \$11.74 per hour

RU Site Manager – Part-time – Clyde Mettler - \$10.08 per hour

Other RU Site Personnel – as needed - \$9.60 per hour

Street Superintendent – Full-time – Roger Heckenlaible - \$19.53 per hour

Water/Sewer Superintendent – Full-time – Anthony Cokens - \$19.53 per hour

Mileage paid at \$.42 per mile

Dated at Menno, South Dakota this 6th day of January 2020.

Diede moved to adopt the resolution. Kotalik seconded the motion. Diede, Fischer, Kotalik and Simonsen voting aye. None voting nay. Cokens and Heckenlaible abstained. Motion carried.

Heckenlaible moved to adjourn at 7:41 p.m. Cokens 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 \$_____.