

MINUTES OF MENNO CITY COUNCIL PROCEEDINGS
January 8, 2024

Mayor Darrell Mehlhaf called the city council to order at 7:00 p.m. on January 8, 2024 in the finance office at city hall. Council answering roll call: George Cokens, Ron Diede, Jerry Fischer, and Jacob Mettler. Finance Officer Jodi Fischer, Police Chief Michael Hofeldt, Superintendent Jared Hegdahl were also present.

Agenda: Fischer moved to remove ELBO Computing Resources from the agenda and approve as amended. Mettler seconded the motion. All votes aye.

YEARLY BUSINESS: Depository: Diede moved to name Menno State Bank as the official depository for 2024. Cokens seconded the motion. All votes aye.

Publication: Mettler moved to name the Courier as the official publication for 2024. Fischer seconded the motion. All votes aye.

Vacancies: Council terms expiring in 2024 – Mayor, Darrell Mehlhaf, 2-year term; Alderman, Ward I, Scott Simonsen, 1-year term; Alderman, Ward II, Jerry Fischer, 2-year term; Alderman, Ward III, John Huber, 1-year term; Alderman, Ward III, George Cokens, 2-year term..

Election Date & Place: Cokens moved to hold the city-school election on April 9, 2024 in the meeting room at the Menno Fire Hall. Fischer 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. Diede seconded the motion. All votes aye.

Pre-approved Bills:

RESOLUTION #1 – 01/08/2024
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 Mettler to approve this resolution.

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

Resolution approved and adopted this 8th day of January 2024.

ATTEST: Jodi Fischer, Finance Officer

SIGNED: Darrell J. Mehlhaf, Mayor

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

Fire: Fred Sayler, Daniel Mettler, Mark Hento, Jai Walter, 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, Hunter Huber, Dale Kessler Jr, Logan Lehr, Dylan Lehr Austin Streyle, Dominic Lehr, Shawn Kocourek, and Jared Hegdahl

Diede 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: Fischer moved to approve the minutes of the December 4 & 27, 2023 meetings. Cokens seconded the motion. All votes aye.

Finance Report: Diede moved to approve the December finance report. Mettler 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 11/30/2023	912,382.61	112,670.16	46,171.78	240,320.26	56,126.11	24,757.50	4,877.86	1,397,306.28
Warrants:	(65,464.73)	(30,693.62)	(67,796.21)	(33,776.13)	0.00	(3,077.00)	(2,900.00)	(203,707.69)
JE Adjustment - December 2023	394.82		(1,121.34)	346.31	186.98	193.23		0.00
Receipts:	54,879.30	508.51	47,500.88	8,252.75	2,422.34	3,162.87	0.00	116,726.65
Interest:	518.40	47.30	14.20	171.52				751.42
Year End Adjustments:	217.00		(1,725.00)		754.69	970.31		217.00
Checking Balance 12/31/23	902,927.40	82,532.35	23,044.31	215,314.71	59,490.12	26,006.91	1,977.86	1,311,293.66
Profit or (Loss) for the month	(9,672.21)	(30,137.81)	(21,402.47)	(25,005.55)	2,609.32	279.10	(2,900.00)	(86,229.62)

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

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

WARRANTS APPROVED: BATA, annual contribution 1000.00; B-Y Water, water 5667.90; Cardmember Services, recertification 55.88; Dakota Supply Group, supplies 105.76; Golden West, phone-wireless 412.04; Jared Hegdahl, clothing allowance 233.64; J.P. Cooke, dog tags 77.45; Klaudt Service, fuel-supplies 407.71; Matheson, amb supplies 67.19; Menno Museum, contribution 774.00; Menno Lumber, supplies 10.99; Menno School, gym contribution 2000.00; Mettler Implement, supplies 60.07; Myers Sanitation, 281 residential 5128.25; Overdrive, library digital consortium 300.00; District III, dues 1448.00 Principal Life, group ins. 917.20; SDACE, dues 75.00; SD Federal Property, supplies 521.50; SDGFOA, dues 40.00; SDGHRA, dues 25.00; SDMAA, dues 20.00; SDML, dues 989.96; SDSMA, dues 35.00; SDPCA, dues 200.00; SD Unemployment Ins 46.07; SDML Workers Comp, insurance 6039.00; SCPI, publishing & subscription 380.73; Total Stop 40.00; Trinity Electric, repair 2445.55; Two Way Solutions, repair 176.98; US Bank, sewer & water meter loan pmt 3191.96; Water Management Solutions, sewer line 2330.00.

Police Report: Mettler moved to approve the police report. Diede seconded the motion. All votes aye. A welfare check, report of a hit and run, a dog complaint, a funeral escort, report of a possible domestic, and a report of suspicious activity.

NEW BUSINESS: City Librarian Job Description: Fischer moved to accept the amended job description for the city librarian. Diede seconded the motion. All votes aye.

Hourly Rates: Quotes were opened for hourly rates.

Water Management Solutions LLC Excavation: Cat 310 Excavator/Takeuchi \$170/hour, Cat 323 Excavator \$225/hour, Cat 330 Excavator/John Deere 250 \$325/hour and Yanmar Excavator \$165/hour.

Water Management Solutions LLC – Cat 865 & Scraper \$325/hour

Cokens moved to accept quote from Water Management Solutions LLC for Excavation – Cat 310/Takeuchi \$170/hour, Cat 323 \$225/hour, Cat 330/John Deere \$325/hour, Yanmar \$165/hour, and for Scraper – Cat 865 & Scraper \$325/hour. Fischer seconded the motion. Roll call: all votes aye.

Elevator Property: Diede moved to transfer the elevator property over to the Menno Area Development Corporation. Mettler seconded the motion. Roll call: all votes aye.

Cemetery mowing: Cokens moved to hire Tim & Sherry Freier to mow the cemetery for the 2024 season at a rate of \$700.00 per mowing. Fischer seconded the motion. Roll call: all votes aye.

Fire Dept. Report: Diede moved to approve Fire Chief Jai Walter's 2023 Year End Fire Report. Cokens seconded the motion. All votes aye.

Hearing: Mettler 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: 1/13, 1/16, 2/10, 2/17, 2/20, 3/19, 4/16, 4/20, 5/21, 5/27, 6/15, 6/18, 6/29, 7/3, 7/4, 7/5, 7/6, 7/9, 7/16, 8/13, 8/20, 9/10, 9/17, 9/28, 10/8, 10/15, 10/30, 11/9, 11/12, 11/19, 12/10, 12/17, 12/31. Fischer seconded the motion. All votes aye.

Labor & Equipment Policy: Cokens moved to accept the amended Labor & Equipment Policy. Diede seconded the motion. All votes aye.

Surplus Property: Fischer moved to surplus the old street signs. Mettler seconded the motion. All votes aye.

Executive Session: Mettler moved to go into executive session at 7:40 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 8:04 p.m.

Salary Resolution:

2024 Salary Resolution #2 – 01/08/2024

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 2024.

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 - \$22.73 per hour

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

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

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

Maintenance & Parks w/CDL – Part-time – Roger Heckenlaible - \$15.75 per hour

Police Chief – Full-time – Michael Hofeldt - \$49,857 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 - \$11.50 per hour

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

Street Superintendent – Full-Time – Jared Hegdahl - \$21.55 per hour

Water/Sewer Superintendent – Full-time – Anthony Cokens - \$25.28 per hour

Mileage paid at current state rate.

Dated at Menno, South Dakota this 8th day of January 2024.

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

Cokens moved to adjourn at 8:08 p.m. Mettler seconded the motion. All votes aye.

ATTEST:

CITY OF MENNO, SOUTH DAKOTA

Jodi Fischer, Finance Officer

Darrell J Mehlhaf, Mayor

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