

**MINUTES OF MENNO CITY COUNCIL PROCEEDINGS
December 4, 2023**

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

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

REGULAR MEETING ITEMS: Minutes: Huber moved to approve the minutes of the November 6, 2023 regular meeting. Simonsen seconded the motion. All votes aye.

Finance Report: Fischer moved to approve the November 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 10/31/23	935,887.11	108,720.67	49,450.18	237,457.25	53,602.00	24,589.40	4,877.86	1,414,584.47
Warrants:	(147,351.25)	0.00	(12,396.84)	(5,854.29)	0.00	(3,077.00)	0.00	(168,679.38)
JE Adjustment - Nov. 30, 2023	388.74		(1,112.76)	371.34	167.05	185.63		0.00
Receipts:	122,974.80	3,890.14	10,206.88	8,176.75	2,357.06	3,059.47	0.00	150,665.10
Interest:	483.21	59.35	24.32	169.21				736.09
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
Profit or (Loss) for the month	(23,504.50)	3,949.49	(3,278.40)	2,863.01	2,524.11	168.10	0.00	(17,278.19)

Council Financial Review: The council reviewed the bank statements, credit card invoices, bank reconciliation, automatic withdrawals, receipts and checks written during the month of November.

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

WARRANTS APPROVED: Council 652.64; Mayor 207.79; Finance 2266.18; Buildings 9.01; Police 2671.97; Street 2846.49; Garbage 466.84; Cemetery 161.61; Ambulance 779.92; Parks 145.46; Library 332.45; Development 278.18; Water 2092.82; Sewer 2062.95; Aflac, insurance 144.17; Wellmark BCBS, group insurance 5293.52; VSP, vision insurance 42.60; SDRS, retirement 2138.82; SDSRP, supplemental retirement 130.00; EFTPS, payroll taxes 4396.43; Division of Child Support 305.54. **Utilities:** NorthWestern Energy, electricity & gas 2851.98; Golden West, phone 418.63; AT & T Mobility, police cell phone 53.53; SD State Treasurer, sales tax 318.08; USDA, Phase 2 sewer loan pmt 3077.00; Avera Occupational Medicine, drug test 108.50; Banyon Data Systems, support 1134.00; Barnes & Noble, library books 50.84; B-Y Water, water 7844.10; Cardmember Services, movie license for library 175.00; City of Menno, 4th qtr utilities 1065.88; Dept of Health, samples 601.00; H & H Contracting, water tower repair 53601.00; Helena, grass seed 285.00; Klautdt Service, fuel-repair 2657.33; Kleinsasser’s, supplies 64.80; Matheson Tri-Gas, amb supplies 65.41; Menno Lumber, supplies 514.48; Mettler Implement, supplies 6.60; Myer’s Sanitation, 283 residential 5164.75; One Office, supplies 6.12; Principal Life, group ins. 917.20; Postmaster, post card postage 510.00; SCPI, publishing 103.54; SD One Call, locates 38.01; US Bank, GO Bond loan pmt 30693.62; Water Management Solutions, lagoon & burn pit 1600.00.

Police Report: Huber moved to approve the police report and to also purchase a new lap top for the police department. Fischer seconded the motion. All votes aye. Called to the school for an individual being uncooperative, complaint of possible abuse, 2 warnings for headlights, warning for no lights on a trailer.

Variance – 225 S. Park St: Having heard no opposition, Cokens moved to grant a variance to allow for a car port to be built 7 inches from the North property line. Diede seconded the motion. Roll Call: all votes aye.

NEW BUSINESS: 1st Reading-Supplemental Appropriations (amended): Fischer moved to give 1st reading of supplemental appropriations ordinance #2023-2, an ordinance to supplement street profession services, garbage professional services within the General Fund and also water salaries, repair & maintenance and materials within the Water Fund. Simonsen seconded the motion. Roll call: all votes aye.

Year End Meeting: Huber moved to hold a year end meeting on Wednesday, December 27 at 6:00 p.m. to conclude business for 2023. Mettler seconded the motion. All votes aye.

2023 Annual Report: Diede moved to hire Schoenfish & Co. to do the 2023 annual report for the City of Menno. Cokens seconded the motion. All votes aye.

Purchase CD's: Fischer moved to authorize Finance Officer Fischer to purchase CD's for capital outlay. Cokens seconded the motion. All votes aye.

Advertise for Hourly Rates: Mettler moved to advertise for hourly backhoe, excavator, trencher and scraper rates for any repair or improvements for 2024. Huber seconded the motion. All votes aye.

Public Comments: Heather Broehm from Southeast Enterprise Facilitation Project gave a year end recap of all events and projects that went on in 2023.

Mettler moved to adjourn at 7:44 p.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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