

**MINUTES OF MENNO CITY COUNCIL PROCEEDINGS  
December 7, 2020**

Mayor Darrell Mehlhaf called the city council to order at 7:00 p.m. on December 7, 2020 in the finance office at city hall. Council answering roll call: George Cokens, Jerry Fischer, John Huber, Jacob Mettler and Scott Simonsen. Finance Officer Lisa Edelman, Police Chief Michael Hofeldt and Superintendent Anthony Cokens were also present.

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

**REGULAR MEETING ITEMS: Minutes:** Huber moved to approve the minutes of the November 2, 2020 regular meeting. Cokens seconded the motion. All votes aye.

**Finance Report:** Fischer moved to approve the November 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 10/29/20      | 623,792.46  | 90,000.80          | (4,758.47) | 149,777.38 | 50,959.32                            | 17,293.88                              | 2,452.86                  | 929,518.23   |
| Warrants:                      | (57,221.44) |                    | (9,098.76) | (3,702.40) |                                      | (3,077.00)                             |                           | (73,099.60)  |
| JE Adjustment –November 2020   | 136.01      |                    | (463.38)   | 103.94     | 114.64                               | 108.79                                 |                           | 0.00         |
| Receipts:                      | 120,930.46  | 3,670.19           | 11,087.78  | 8,349.76   | 2,373.86                             | 3,090.71                               |                           | 149,502.76   |
| Interest:                      | 93.91       | 12.75              | (.44)      | 30.67      |                                      |  |                           | 136.89       |
| 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 |
| Profit or (Loss) for the month | 63,938.94   | 3,682.94           | 1,525.20   | 4,781.97   | 2,488.50                             | 122.50                                 | 0.00                      | 76,540.05    |

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

**WARRANTS APPROVED:** Council 606.45; Mayor 207.79; Finance 1705.74; Building 57.90; Police 3239.99; Street 2723.30; Garbage 430.54; Cemetery 152.15; Ambulance 783.83; Library 315.84; Development 206.75; Water 1274.42; Sewer 1274.39; Aflac, insurance 224.10; Wellmark BCBS, group insurance 6589.94; VSP, vision insurance 57.70; SDRS, retirement 1804.34; SDSRP, supplemental retirement 155.00; EFTPS, payroll taxes 3648.70. **Utilities:** NorthWestern Energy, electricity & gas 2325.00; Golden West, phone 412.32; Verizon Wireless 36.62. SD State Treasurer, sales tax 299.11; USDA, Phase 2 sewer loan pmt 3077.00; Banyon Data Systems, support 1089.00; Barnes & Noble, library books 704.37; Bender’s Sewer & Drain, clean out lift station 628.00; Bertsch Law Officer, legal 101.65; B-Y Water, water 3987.70; Cardmember Services, equipment 3865.54; City of Menno, 4<sup>th</sup> qtr utilities 984.12; City of Menno, deposit refund 150.00; Danko, fire equip 11421.40; Dept of Health, samples 45.00; Deposit Refund, 5 water dep refunds 750.00; Lisa Edelman, amb supplies 62.67; Emergency Medical Products, amb supplies 1161.71; Klautd Service, fuel-supplies 556.76; Jerome Kotalik, water line 7073.99; Matheson Tri-Gas, amb supplies 252.92; Menno Lumber, supplies 2403.05; Metering & Technology, software 5900.00; Myer’s Sanitation, 285 residential 3990.00; One Office, supplies 102.15; Principal Life, group ins. 1000.86; School Outfitters, supplies 117.36; Scotland Redi-Mix, concrete 1311.50; SCPI, publishing 160.26; SD One Call, locates 20.16; The Flower Shop, flowers 55.00; US Bank, GO bond loan pmt 30693.62; Vantek, fire radios 16759.52; Walter Welding, repair 828.35.

**Police Report:** Mettler moved to approve the police report. Huber seconded the motion. All votes aye. Report of stolen firearms, 2 warnings for unsafe backing, warning for illegal turn, report of unattended death, report of suspicious vehicle, 2 calls for a verbal argument, dog complaint and assist with arrest of burglary suspects.

**NEW BUSINESS: Year End Meeting:** Fischer moved to hold a year end meeting on Monday, December 28 at 6:00 p.m. to conclude business for 2020. Fischer seconded the motion. All votes aye.

**Purchase CD’s:** Cokens moved to authorize Edelman to purchase CD’s for capital outlay. Huber seconded the motion. All votes aye.

**Advertise for Hourly Rates:** Huber moved to advertise for hourly backhoe, excavator, trencher and scraper rates for any repair or improvements for 2021. Mettler seconded the motion. All votes aye.

**2<sup>nd</sup> Reading-Supplemental Appropriations:** Simonsen moved to give 2<sup>nd</sup> reading of supplemental appropriations ordinance #2020-2, an ordinance to supplement buildings repair and cemetery projects within the general fund and principal on debt and improvements within the water fund. Fischer seconded the motion. Roll call: all votes aye.

**Custodian Resignation:** Mettler moved to accept the resignation of Ellen Hildebrand as janitor and thank her for her years of service. Cokens seconded the motion. All votes aye.

**Internal Control Policy:** Fischer moved to adopt an internal control policy. Huber seconded the motion. All votes aye. A copy of the policy is on file in the finance office.

**Fire Hall Digital Sign:** Huber suggested replacing the digital sign in front of the fire hall. No action was taken until more information and price quotes are received.

**GPS Unit:** A price quote for a GPS receiver was presented to the council. This unit will be used with the I-pad that was purchased with the Cares money and will map water shutoffs, manholes, fire hydrants, etc. for the City. District III will load their software on our tablet and train at no cost to the City. Huber moved to table a decision on the GPS unit until prices were received from Mettler Fertilizer. Mettler seconded the motion. All votes aye.

Cokens moved to adjourn at 7:33 p.m. Simonsen seconded the motion. All votes aye.

**ATTEST:**

**CITY OF MENNO, SOUTH DAKOTA**

\_\_\_\_\_  
Lisa Edelman, Finance Officer

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Darrell J Mehlhaf, Mayor

Published once at the approximate cost of \$\_\_\_\_\_.