

**MINUTES OF MENNO CITY COUNCIL PROCEEDINGS**

**March 7, 2016**

Mayor Darrell Mehlhaf called the city council to order at 7:30 p.m. on March 7, 2016 in the finance office at city hall. Council answering roll call: George Cokens, Ronald Diede, Jerry Fischer, Galen Guthmiller, Jerome Kotalik and Scott Simonsen. Finance Officer Peggy Thranum, Superintendent Anthony Cokens, Police Chief Michael Hofeldt, David Hoffman, Eric Machmuller, Jeff Nielsen, Rocky Zeeb and Editor Erik Kaufman were also present.

**Agenda:** Kotalik **moved** to approve the agenda with the addition of drainage on High Street. Cokens seconded; all ayes.

**REGULAR MEETING ITEMS: Minutes:** Diede **moved** to approve the minutes of the February 1 regular meeting. Simonsen seconded; all ayes.

**Finance Report:** Fischer **moved** to approve the corrected January finance report and the February report. Guthmiller seconded; all ayes. The January report showed the meter loan payment taken out of the water account instead of meter surcharge account.

	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 1/29/2016	283,732.87	32,287.32	22,434.96	15,056.25	71,730.71	50,689.42	26,844.00	552.86	503,328.39
Warrants:	(34,354.40)	0.00	(5,714.52)	0.00	(3,735.54)			0.00	(43,804.46)
JE Adjustment - Feb 2016	332.02		(1,282.60)	176.27	345.24	256.31	172.76		0.00
JE Adj -Dec '15 Year End Adj. On/Off Fees			(1,575.00)	334.09		668.18	572.73		0.00
Receipts:	49,075.97	517.96	10,189.91	1,045.23	7,806.26	2,263.69	1,987.24	0.00	72,886.26
Interest:	12.35	1.35	1.68		6.59				21.97
Checking Balance 2/29/16	298,798.81	32,806.63	24,054.43	16,611.84	76,153.26	53,877.60	29,576.73	552.86	532,432.16
Profit or (Loss) for the month	15,065.94	519.31	1,619.47	1,555.59	4,422.55	3,188.18	2,732.73	0.00	29,103.77

**Grant Supplement:** Cokens **moved** to approve the \$3993 automatic supplement from a Homeland Security grant. Diede seconded; roll call-all ayes. The Homeland Security grant revenue and police equipment of the Police Department within the General fund will be increased by this amount. The money was used to purchase a video camera for the patrol car and a digital camera for the department.

**Warrants:** Simonsen **moved** to approve the following warrants. Kotalik seconded; roll call-all ayes.

**WARRANTS APPROVED:** Council 853.11; Mayor 253.96; Finance 1498.18; Building 111.40; Police 2768.35; Street 2303.75; Garbage 181.31; Cemetery 118.41; Ambulance 509.40; Library 268.44; Development 181.36; Water 775.87; Sewer 769.26; Aflac, insurance 245.05; Wellmark BCBS, group insurance 2784.39; Fidelity Life, vision insurance 39.14; Principal Life, insurance 929.47; SDRS, retirement 1532.01; SDSRP, supplemental retirement 82.50; EFTPS, payroll taxes 3310.47. **Utilities:** NorthWestern Energy, electricity & gas 3101.34; Golden West, phone 408.79; Verizon Wireless January 35.28-February 35.68. SD State Treasurer, sales tax February garbage 225.55; CoBank, Phase 2 sewer loan January interest 1468.69; Walter Welding, snow blower repair 209.12-basket to catch wipes 362.00; Division of Motor Vehicles, title/plate transfer '04 Chevy pickup 10.00; Avera Occupational Medicine, testing 54.90; Barnes & Noble, library books 227.08; B-Y Water, 1.035 million gallons water 3888.50; Classic Collision, Chevy pickup door repair 208.00; Deposit Refund, Patty Hurst 100.00; Dept. of Revenue, samples-water 15.00 & sewer 57.00; Emergency Medical, ambulance supply 1348.12; Hawkins, water supply 61.00; Jensen Insurance, Fire Pak 10502.00; Ken's Electric, sewer supply 10.49 & city hall furnace repair 445.67; Klautd Service, snow removal repair 123.45-fuel 414.77; Luikens Repair, sweeper 516.30 & snow blower 75.00; Lyle Signs, street signs 213.09; Matheson Tri-Gas, ambulance oxygen 31.14; Menno Lumber, supplies 276.80; Menno Mercantile, snow blower repair 516.00; Mettler Implement, snow removal repair 57.29; Myers Sanitation, 287 residential 3587.50; Petty Cash-General, supplies 19.47; Postmaster, stamps 105.00; Fred Saylor, overpayment 46.00; SCPI, publishing 210.40; Team Laboratory, pool saver 493.75; Walter Welding, repair grates 626.60.

**Police Report:** Fischer **moved** to approve the police report; Cokens seconded; all ayes. Warnings: 1 illegal U-turn, 2 dogs running at large, 4 speeding, parking in the middle of the street, 4 stop sign; 2 minor accidents; report of possible drunk driver and assisted sheriff's office with warrant.

**SCHEDULED BUSINESS: Emergency Management:** David Hoffman stated the whistle will be blown for testing at 10 a.m. the first Friday of the month beginning April 1 through September or October. He updated the council on the credentialing that is now required for emergencies and left tags to be put on all our equipment for identification. They now have a "Rapid Tag" system to identify volunteers in an emergency situation. Grant money is declining. He left at 7.51 p.m.

**On/Off Sale Malt Beverage License:** Jeff Nielsen and Eric Machmuller attended the meeting to introduce themselves as partners in the Total Stop Convenience Store and to answer questions. Nielsen stated we have a strong economic hub and they are excited to be a part of our community. Diede **moved** to approve the application for retail on/off sale malt beverage license for Menno Groceries LLC, d.b.a. Total Stop Convenience Store #9467, Lots 100 & 101 and Lot 101A of city of Menno. Kotalik second; roll call-all ayes. They left at 7:59 p.m.

**Sewer:** Key Contracting will be bringing material to finish our project and storing them in the green shed. They want to start work as soon as the weather allows in April. There are a couple soft, spongy spots that need to have material removed and rebuilt on High and East Streets before asphalt can be laid.

**Poplar Street Project:** The county may grind the street sometime this month prior to construction starting

**Bid:** The appraisal for the pickup was read. One bid was received. Fischer **moved** to accept the \$101 bid from Lonnie Schultz for the 1995 Ford pickup. Cokens seconded; roll call-all ayes.

**OLD BUSINESS: To Do List:** The city will continue to trim trees. They started to fix the problem south of Heritage Health Center; it is pretty soft. Streets to be chip sealed are to be identified. Markings on the street need to be repainted; get a quote from John Woehl.

**NEW BUSINESS: Advertise for pool personnel:** Cokens **moved** to advertise for a pool manager, lifeguards and swim lessons. Simonsen seconded; all ayes.

**PC Meeting:** Simonsen **moved** to pay expenses for Hofeldt to attend the Police Chiefs meeting in Deadwood April 20-22. Diede seconded; all ayes.

**MSHA Class:** Kotalik **moved** to send Anthony Cokens and/or Heckenlaible to MSHA class in Mitchell on either March 23 or 24. Guthmiller seconded; all ayes.

**Terrorism Coverage:** Diede **moved** to approve Terrorism Coverage as part of our Fire Pak policy. Guthmiller seconded; all ayes.

**Heil Street Drainage:** The storm sewer from the corner of 253 E Heil Street east one block has collapsed. A quote was received from Mettler Fertilizer for \$12400 (330' of 12" dual wall pipe, 50' 12" steel culvert; 3 storm drain inlets and 45 hours). Fischer **moved** to accept the quote from Mettler Fertilizer for \$12400 to repair the storm sewer on East Heil Street. Guthmiller seconded; roll call-all ayes.

**Railway Street:** The mayor wants to gather more information and cost estimates concerning the breakup and repair of Railway Street along the elevator and will report at the April meeting. He hopes to gain assistance from ICC with some of the expense to fix the road and its maintenance.

**Main Street:** Trucks are driving on the north side of the school breaking up the street. This is in violation of the ordinance. They not only run the risk of being ticketed, but also of incurring the expense to fix the road if this continues.

**High Street:** The right-of-way belongs to the city. If anything hauled into that right-of-way impedes the flow of water, it will be bladed out to allow water to flow and not sit on the road.

**WQ Report:** Kotalik **moved** to approve the 2015 Water Quality Report. Guthmiller seconded; all ayes. The report is available at the finance office upon request or you may obtain online at <http://denr.sd.gov/des/dw/PDF/DWQPDFs/0205ccr.pdf>.

**Training:** Simonsen **moved** to allow Anthony Cokens to attend any training classes in the future that pertain to his getting his water-sewer certifications. Guthmiller seconded; all ayes.

**Hearing:** Cokens **moved** to hold a hearing at the April 4 council meeting on the application for a retail on-off sale malt beverage license and retail on sale liquor license, Rocky G Zeeb, d.b.a. Rooster's, All of Lot 4 & N 12' of Lot 5, Block 2, Original City. Fischer seconded; roll call-all ayes.

**For Your Information:** The minutes of the February development meeting and SEFP report were included in the packets.

**Reminder:** Equalization meeting March 21 at 6:00 p.m.

**Executive Session:** Cokens **moved** to enter executive session at 8:37 p.m. to review applications for the finance officer position according to SDCL 1-25-2 (1). Guthmiller seconded; all ayes.

The mayor declared us out of executive session at 8:55 p.m.

A time will be scheduled for an interview with applicant (s).

Cokens **moved** to adjourn at 9 p.m. until Monday, April 4, 2016 at 7:30 p.m. Simonsen seconded; all ayes.

**ATTEST:**

**CITY OF MENNO, SOUTH DAKOTA**

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Peggy Thranum, Finance Officer

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Darrell J Mehlhaf, Mayor

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