

**MINUTES OF MENNO CITY COUNCIL PROCEEDINGS**  
**February 1, 2016**

Mayor Darrell Mehlhaf called the city council to order at 7:30 p.m. on February 1, 2016 in the finance office at city hall. Council answering roll call: George Cokens, Jerry Fischer, Galen Guthmiller, Jerome Kotalik and Scott Simonsen; Ronald Diede absent. Finance Officer Peggy Thranum, Superintendents Roger Heckenlaible and Anthony Cokens, Police Chief Michael Hofeldt, Bryan VanderPol, Engineer Vernon Arens and Editor Erik Kaufman were also present.

**Agenda:** Fischer **moved** to approve the agenda as presented. Kotalik seconded; all ayes.

**REGULAR MEETING ITEMS: Minutes:** Kotalik **moved** to approve the minutes of the January 4 regular meeting and January 19 special meeting. Cokens seconded; all ayes.

**Finance Report:** Simonsen **moved** to approve the January finance report. Guthmiller seconded; all ayes.

	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 12/31/2015	282,406.67	32,247.08	17,512.96	17,130.32	69,920.97	48,176.42	24,690.00	552.86	492,637.28
Warrants:	(36,692.13)	0.00	(8,296.97)	0.00	(6,275.45)			0.00	(51,264.55)
JE Adjustment - Jan 2016	277.16		(1,170.93)	164.03	329.12	238.67	161.95		0.00
Receipts:	37,730.03	38.98	11,092.86	1,057.47	7,750.22	2,274.33	1,992.05	0.00	61,935.94
Interest:	11.14	1.26	1.47		5.85				19.72
Checking Balance 1/29/16	283,732.87	32,287.32	19,139.39	18,351.82	71,730.71	50,689.42	26,844.00	552.86	503,328.39
Profit or (Loss) for the month	1,326.20	40.24	1,626.43	1,221.50	1,809.74	2,513.00	2,154.00	0.00	10,691.11

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

**WARRANTS APPROVED:** Council 899.29; Mayor 253.96; Finance 1581.04; Building 69.07; Police 2915.54; Street 2571.34; Garbage 129.25; Cemetery 118.41; Ambulance 735.75; Library 292.84; Development 178.85; Water 136.43; Sewer 136.43; Aflac, insurance 245.05; Wellmark BCBS, group insurance 1856.26; Fidelity Life, vision insurance 0.00; Principal Life, insurance 751.41; SDRS, retirement 1371.96; SDSRP, supplemental retirement 70.00; EFTPS, payroll taxes 3024.17; **Professional Services:** Myers Sanitation, 289 residential 3612.50. **Utilities:** NorthWestern Energy, electricity & gas 3183.36-Christmas lights 425.08; Golden West, phone 403.47. SD State Treasurer, sales tax January garbage 226.74; Menno State Bank, safety deposit box rent 20.00; CoBank, Phase 2 sewer loan interest 1411.28; NSF Check, Catherine Friesen 50.00; SD Unemployment, 4<sup>th</sup> quarter insurance 17.50; Arens Engineering, Poplar Street bid opening 470.00; Bertsch Law Office, legal fees 200.00; B-Y Water, 1.022 million gallons water 3848.20; Dept. of Revenue, water sample 15.00; Klautt Service, fuel 694.53-maintenance 139.55; Luikens Repair, R&M skid steer 235.22 & '88 pickup 50.75; Matheson Tri-Gas, oxygen 38.87; Menno Lumber, 10 FD radio batteries 400.00-supplies 21.26; Mettler Fertilizer, replace partial culvert Otela-Pearl 240.00; Petty Cash-General, supplies 49.07; Postmaster, stamps 49.00; SD Federal Property, '04 Chevy Pickup 8000.00-supplies 64.00; SDWWA, dues 10.00; SCPI, publishing 287.73; SD One Call, locates 10.08; Western Office, supplies 214.29

Kotalik **moved** to approve the police report; Guthmiller seconded; all ayes. Warnings: 2 for headlight and 1 exhibition driving; 1 complaint dog running loose.

**SCHEDULED BUSINESS: Permit:** Simonsen **moved** to approve a temporary permit for the sale of alcoholic beverages at the American Legion in 2016 for the following dates or dates for which the requested dates had to be rescheduled: February 20, April 10, May 7, July 4, October 1 and November 12. Cokens seconded; all ayes.

**Bid:** Bids were opened for the Poplar Street Project. R P & H Incorporated \$143,351.00; H & W Contracting LLC \$147,148.50; Double H Paving \$156,955.00; Matthaei Excavating Inc. \$151,252.00 and VanderPol Dragline, Inc. \$125,007.00. Award of the bid will be done later in the meeting to allow the engineer time to review the bid documents.

**OLD BUSINESS: To Do List:** Fix between sidewalk and asphalt on south side of the pharmacy. There is a soft spot in the elevator road that needs to be watched.

**NEW BUSINESS: Hearing date:** Cokens **moved** to hold a hearing on March 7 for an application for an 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, Hutchinson County, SD. Fischer seconded; all ayes.

**P-T Maintenance:** Simonsen **moved** to add Jon Schempp to our part-time maintenance roster. Guthmiller seconded; all ayes.

**W-WW Class:** Kotalik **moved** to send Anthony Cokens and Heckenlaible to water-wastewater class in Sioux Falls February 9-11. Fischer seconded; all ayes.

**Contract:** Cokens **moved** to approve a contract between the city and the SD DOT for sweeping curb and gutter on US Highway 18 at MRM 394.5 to 395.0 in Menno and US Highway 18 at MRM 389.5 to 390.0 in Olivet. The total amount of the contract is 25 hours/\$2000. Guthmiller seconded; all ayes.

**Advertise FO:** Fischer **moved** to advertise for finance officer February 11 & 18 and to accept applications until February 26, 2016 at 5:00 p.m. Kotalik seconded; all ayes.

**Surplus:** Guthmiller **moved** to surplus the 1995 Ford F150 pickup. Simonsen seconded; all ayes. The mayor appointed Shannon Herrboldt, Daniel Mettler and Mike Walter as appraisers.

**Stop Sign:** Simonsen **moved** to put stop signs on the corners of E Main and S Pearl Street to slow the traffic down to speed limit. Guthmiller seconded; roll call-all ayes.

**FD Officers/Members:** Cokens **moved** to approve the following list of officers and members of the Menno Volunteer Fire Department. Simonsen seconded; all ayes.

**Fire Chief,** Jai Walter; **Assistant Chief,** Shannon Herrboldt; **Secretary/Treasurer,** Dan Mehlhaf; **Training Officer,** Jerry Fischer; **City Truck,** Ben Crick; **Tanker,** Ron Diede; **Rural Truck,** Terry Goehring and Jeremy Kammrad; **FD Grass Unit,** Dave Fischer; **Rural Grass Unit,** Dan Mettler; **Rescue Truck,** Barry Schmidt and John Huber; **Ranger 6X6,** Rob Ness; **Light Plant,** Rob Ness; **Generator & Siren:** John Huber. Members: Mike Walter, Fred Sayler, Mark Hento, Scott Simonsen, Tom Fischer, Bob Heckenlaible, Jacob Mettler, David Fergen, Danielle Kammrad, Ron Derby, Nick Wuebben, Justin Plooster and Jordan LaFrentz.

**Equalization Meeting:** Fischer **moved** to hold the Equalization Meeting on March 21 at 6 pm in the finance office. Guthmiller seconded; all ayes.

**Mowing:** Guthmiller **moved** to pay Bonnie/Mark Heirigs \$730 per cutting to mow the cemetery for 2016. Cokens seconded; roll call-all ayes.

**One-Mile Jurisdiction:** Simonsen **moved** to write a letter in support of Parkston's request to the county commissioners for a one mile jurisdiction beyond city limits. Cokens seconded; all ayes. Section 1-6 of our 2005 Revised Ordinances state our ordinances will be applicable within one mile of the corporate limits of the city.

**Prepay Loan:** Fischer **moved** to request permission from the SD DENR, Division of Financial & Technical Assistance, SRF Section/David Ruhnke, to prepay on our water meter loan. Kotalik seconded; all ayes.

**Meeting:** Kotalik **moved** to pay expenses for those attending the District 3 meeting in Elk Point on March 17. Cokens seconded; all ayes.

**Library Hours:** Cokens **moved** to change library hours to 4 p.m. to 6:30 p.m. Monday and Thursday year round. Hours on Saturday remain the same, 10:00 a.m. to 12:30 p.m. Guthmiller seconded; all ayes.

**Award Bid:** Arens gave his recommendation to the council. Simonsen **moved** to award the Poplar Street bid to VanderPol Dragline, Inc. of Mitchell, SD in the amount of \$125,007.00 upon approval of the SD DOT. Guthmiller seconded. Roll call: Kotalik, Simonsen, Cokens, Fischer and Guthmiller voting aye; none voting nay; Diede absent.

**Sewer project:** Restoration of the manholes will begin in the spring as soon as the weather warms enough to allow it.

**For Your Information:** The minutes of the January development meeting and SEFP report were distributed.

Kotalik **moved** to adjourn at 8:20 p.m. until Monday, March 7, 2016 at 7:30 p.m. Simonsen seconded; all ayes.

**ATTEST:**

**CITY OF MENNO, SOUTH DAKOTA**

\_\_\_\_\_  
Peggy Thranum, Finance Officer

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Darrell J Mehlhaf, Mayor

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