

CITY OF CENTERVILLE  
UNAPPROVED MINUTES OF REGULAR MEETING  
Monday, January 10, 2022  
5:30 p.m.

President Jacqueline Krebs called the meeting to order at 5:30 p.m.

The pledge of allegiance was recited.

Council members present: Vicki Sikkink, Jeff Nelson, Adam Carlson, and Conway Lunning. By phone: Cory Simonsen.

Others present: Kristin Hazen – Finance Officer, Police Chief Clark, Jared Hybertson –Economic Development Coordinator and Joel Johnson – Code Enforcement Specialist

Guests present: Doug Almand, Richard and Sandy Schryer

C. Lunning moved and V. Sikkink second to approve the agenda. Motion carried. Unanimous.

C. Lunning moved and J. Nelson seconded to approve the special meeting minutes from Monday, December 20, 2021. Motion carried. Unanimous.

C. Lunning moved and J. Nelson seconded to approve the warrants presented. Motion carried. Unanimous.

WARRANTS

SD Retirement System \$1,937.58 Butler Machinery Company \$2,877.34 CODE ENFORCEMENT SPECIALISTS \$157.38 COLONIAL LIFE \$638.71 Dakota Ace Hardware \$32.04 HALF PINT WELDING \$18.31 Menards \$225.76 Brad Preheim \$27.72 Pump N Stuff- City \$533.05 RDO EQUIPMENT CO. \$342.68 RUNNINGS \$74.97 TITAN MACHINERY \$642.85 SD Retirement System \$835.22 VISA \$1,201.18 Badger Meter Inc \$70.17 EQUIPMENT BLADES INC \$337.86 JACK'S UNIFORMS & EQUIPMENT \$403.58 Lewis & Clark Rural Water \$2,102.46 CENTER POINT LARGE PRINT \$45.54 DAKOTA PUMP & CONTROL \$560.00 DANR - FISCAL OFFICE \$850.00 SD Municipal League \$1,127.37 SDML Workers Compensation Fund \$8,920.00 SECOG \$1,457.00 THE ROAD GUY CONST CO., INC \$14,721.20 Century Business \$47.69 CRARY HUFF LAW FIRM \$916.00 City of Centerville \$57.66 DANR - FISCAL OFFICE \$60.00 City of Centerville \$63.35 Diesel Machinery, Inc. \$1,733.34 Fort Randall Telephone Co. \$656.60 One American Bank \$13.00 Health Pool of SD \$7,952.81 MidAmerican Energy Company \$1,303.27 PARKER FARM AND AUTO SUPPLY IN \$792.85 Pedersen Machine, Inc. \$61.61 Pump N Stuff- City \$111.70 Pump N Stuff- City \$481.82 RUNNINGS \$85.98 SD Assc. of Rural Water System \$500.00 Star Publishing \$1,990.75 Total Stop Food Store #747 \$58.43 Vermillion Garbage Service \$2,900.00 CODE ENFORCEMENT SPECIALISTS \$1,500.00

December Payroll: Mayor & Council - \$1,971.66; Finance - \$7,381.46 Police - \$18,242.82 Parks - \$1,790.50; Streets - \$5,471.11; Water - \$9,621.69; Sewer - \$9,621.82; Library - \$7,826.16; Econ Dev - \$10,862.60;

No public comments to share.

President Krebs welcomed and invited Joel Johnson, Code Enforcement Specialist to join them at the table. Mr. Johnson reviewed his contract with council and asked if there was any questions. V. Sikkink asked about several properties and their status. K. Hazen suggested they set up a code enforcement committee meeting to discuss in further detail. Mr. Johnson suggested on meeting but waiting until spring as it is harder to force clean up during the cold winter months. K. Hazen asked if they would like to approve the 2022 retainer fee and contract provided by Joel Johnson, D/b/a C.E.S. Code Enforcement Specialists, LLC. C. Lunning moved and J. Krebs seconded to approve the contract and to pay the \$1,500.00 (one thousand five hundred dollar) retainer fee for the 2022 year. Motion carried. Unanimous.

C. Sikkink provided K. Hazen with two different MIG Welder prices that she shared with council. A. Carlson asked to table the request until the next regular council meeting when Cody is in attendance.

Police Chief Clark gave the monthly police report for December:

December 2021		
21 Calls for service/disturbance	2 Vehicle crash reports	12 Traffic stops
1 Arrest	0 Traffic assists for fire/ambulance calls	
1 Domestic dispute call	2 Mental health incidents	0 Animal calls

Chief Clark shared that officer Rausch successfully completed CIT training in Aberdeen.

Economic Development: J. Hybertson touched on the highlights from his Economic Development report. Report is available at City Hall or on the city website.

J. Hybertson shared the final purchase and reimbursement agreement that was drawn up by Darrell Jesse. Although previously approved by council to transfer and deed the 7 acres of land to the Centerville Development Corporation, A. Carlson made a motion that was seconded by C. Lunning to accept the final purchase and reimbursement agreement as presented. Motion carried. Unanimous.

Finance. K. Hazen presented the revenue/expense report for December 2021, as well as the December 2021 bank statements.

V. Sikkink moved and C. Lunning seconded to approve the second reading of Ordinance: 2021-14 Zoning Regulations Permitted Manufacturing Facility. Motion carried. Unanimous.

#### ORDINANCE NO. 2021-14

AN ORDINANCE OF THE CITY OF CENTERVILLE, SD, AMENDING THE 2019 REVISED CENTERVILLE ZONING REGULATIONS BY AMENDING CHAPTER 8.02, I: INDUSTRIAL DISTRICT, PERMITTED USES.

BE IT ORDAINED BY THE CITY OF CENTERVILLE, SD:

*Section 1. That Chapter 8.02 of the 2019 Revised Centerville Zoning Regulations is hereby amended to include the following:*

<b>Medical Cannabis Product Manufacturing Facility</b>	<p>All relevant standards and requirements found within Chapter 113 of the City of Centerville, South Dakota Code of Ordinances shall apply.</p> <p>No medical cannabis product manufacturing facility may commence operations until after it has received both an annual license issued by the City and a registration certificate issued by the State of South Dakota.</p>
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Adopted this 10th day of January, 2022.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Finance Officer

Seal

First Reading: 12-20-2021  
 Second Reading & Adoption: 01-10-2022  
 Publication: 01-19-21  
 Effective Date: 2-8-2022

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

C. Lunning moved and J. Nelson seconded to approve the second reading of Ordinance 2021-15 Business Regulations. Number of Licenses Restricted. Motion carried. Unanimous.

**ORDINANCE NO. 2021-15**

AN ORDINANCE OF THE CITY OF CENTERVILLE, SD, AMENDING THE CITY OF CENTERVILLE, SOUTH DAKOTA CODE OF ORDINANCES BY AMENDING TITLE XI: BUSINESS REGULATIONS, CHAPTER 113: MEDICAL CANNABIS ESTABLISHMENTS, SECTION 113.04, NUMBER OF LICENSES RESTRICTED.

BE IT ORDAINED BY THE CITY OF CENTERVILLE, SD:

*Section 1. That Section 113.04 of the City of Centerville, South Dakota Code of Ordinances is hereby amended to read as follows:*

**§ 113.04 – NUMBER OF LICENSES RESTRICTED.**

(A) The number of licenses for each type of medical cannabis establishment available to be offered by the Town shall be as follows:

- (1) Cannabis Cultivation Facility License: 1
- (2) Cannabis Testing Facility License: 0
- (3) Cannabis Product Manufacturing Facility License: 1
- (4) Cannabis Dispensary License: 1

(B) In the event the numerical cap is lowered to an amount less than the number of existing licenses for that type, no existing license shall be prevented from continuing operation during the license term, requesting modifications to applicant information, from renewing the license for consecutive or subsequent years, or from transferring the license, solely on the basis that the numerical limit would otherwise prohibit the issuance of a license to a new applicant. However, this exception shall not prevent a license from being suspended or revoked, nor shall it prevent a license from not being renewed or a transfer approved, based upon grounds other than the numerical limit being exceeded.

Adopted this 10th day of January, 2022.

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Mayor

ATTEST:

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Finance Officer

Seal

First Reading: December 20, 2021.

Second Reading & Adoption: January 10, 2022.

Published: January 19, 2022.

Effective Date: February 8, 2022

J. Nelson moved and V. Sikkink seconded to approve the second reading of Ordinance 2021-16 Public Nuisances. Trees. Motion carried. Unanimous.

#### ORDINANCE NO. 2021-16

AN ORDINANCE OF THE CITY OF CENTERVILLE, SD, AMENDING THE MUNICIPAL ORDINANCES OF THE CITY BY ADDING TITLE IX: GENERAL REGULATIONS, CHAPTER 91: PUBLIC NUISANCES, SECTION 91.01: NUISANCES PROHIBITED AND DEFINED.

BE IT ORDAINED BY THE CITY OF CENTERVILLE, SD:

*Section 1. That Section 91.01(B)(14) of the Municipal Ordinances of Centerville, SD, is hereby added and shall read as follows:*

- (14) Trees. Any person growing, maintaining, or planting a tree shall not allow or permit any portion of such tree or trees standing on private property or upon the right-of-way abutting such property to overhang the ally, street or sidewalk at a height of less than 16 feet. Trees shall also be so trimmed that no trunk, limb, or branch thereof shall in any way, or at any time, come in contact with any street lighting or traffic control sign, signal, or device.

Adopted this 10<sup>th</sup> day of January, 2022.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Finance Officer

Seal

First Reading: December 20, 2021

Second Reading & Adoption: January 10, 2022

Publication: January 19, 2022

Effective Date: February 8, 2022

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

V. Sikkink moved and C. Simonsen seconded to approve the second reading of Ordinance 2021-17 Obstruction on Streets and Public Grounds Prohibited. Motion carried. Unanimous.

#### ORDINANCE NO. 2021-17

AN ORDINANCE OF THE CITY OF CENTERVILLE, SD, AMENDING THE MUNICIPAL ORDINANCES OF THE CITY BY AMENDING TITLE IX: GENERAL REGULATIONS, CHAPTER 93: STREETS AND SIDEWALKS, SECTION 93.055: OBSTRUCTIONS ON STREETS.

BE IT ORDAINED BY THE CITY OF CENTERVILLE, SD:

*Section 1. That Section 93.055 of the Municipal Ordinances of Centerville, SD, is hereby amended to read as follows:*

**§ 93.055 – OBSTRUCTIONS ON STREETS AND PUBLIC GROUNDS PROHIBITED.**

Except as otherwise provided in the Centerville code, no person shall place, leave, keep, or maintain, or permit to be placed, left, kept, or maintained, on any public street, road, alley, sidewalk, or other public ground in the City any wagon, automobile, cart, truck, trailer, camper, machine, construction equipment, or other vehicle, except when the vehicle shall be in actual use, properly licensed, and in allowable parking areas during allowable times; nor shall any other receptacle, container, article, thing, substance, or building material, including dirt, rock, or gravel unless permitted by the city, obstruct the free use of such street, road, alley, sidewalk, or public ground.

Adopted this 10<sup>th</sup> day of January, 2022.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Finance Officer

Seal

First Reading: December 20, 2021

Second Reading & Adoption: January 10, 2021

Publication: January 12, 2022

Effective Date: February 1, 2022

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

V. Sikkink moved and C. Simonsen seconded to approve the SDPAA revised Intergovernmental Contract. Motion carried. Unanimous.

K. Hazen shared, South Dakota Minimum Wage did increase .50 cents effective January 1, 2022 changing from \$9.45 per hour to \$9.95 per hour.

K. Hazen presented Resolution 2022-01 Salaries/Wages 2022

**RESOLUTION: 2022-01**

**SUBJECT: ESTABLISHING THE SALARIES AND WAGES OF THE CITY OF CENTERVILLE, (SDCL-6-1-20)**

**BE IT RESOLVED:** By the City Council of the City of Centerville, SD as follows:

**City**

Cody Sikkink (Operations Manager)	\$ 23.36
Matt Thompson (Operations Manager Asst.)	\$ 17.75
Kristin Hazen (Finance Officer, Salary)	\$ 4,416.53
Katie Westra (Deputy Finance Officer)	\$ 20.67
Jared Hybertson (Economic Development, Salary)	\$ 4,557.50

**Police**

Nolan Clark (Police Chief)	\$ 22.89
Parker Rausch	\$ 18.61
Certified Police Officers	\$ 17.00
Non-certified Police Officers	\$ 13.50

**Library**

Linda Holmberg (Head Librarian)	\$ 18.80
Substitutes New Hire	\$ 11.00
Summer Reading Program	\$ 12.00
Mary Ferwerda	\$ 15.26
Lauren Petersen	\$ 12.00
Darla Carlson	\$ 11.15

Mayor	\$ 330.00 quarterly
	\$ 50.00 per meeting
Council Members	\$ 75.00 quarterly
	\$ 50.00 per meeting
Zoning Board	\$ 25.00 per meeting

Adopted on this 10<sup>th</sup> day of January, 2022 on a motion by J. Nelson and seconded by J. Krebs.  
Motion carried. Unanimous.

\_\_\_\_\_  
Kent Austin, Mayor

ATTEST: \_\_\_\_\_  
Kristin J. Hazen, Finance Officer

Finance Officer K. Hazen designated the Centerville Journal as the designated City’s official newspaper. J. Nelson moved and V. Sikkink seconded the Centerville Journal be designated as the City’s official newspaper. Motion carried. Unanimous.

Finance Officer K. Hazen designated the One American Bank in Centerville as the City’s official depository. V. Sikkink moved and C. Lunning seconded the approval to designate One American Bank in Centerville as the City’s official depository. Motion carried. Unanimous.

Finance Officer K. Hazen presented a list of volunteer fireman. Volunteers for the City of Centerville for year 2022 were recognized and it is the intent of the City Council to cover these volunteers for work comp purposes. The list is available at City Hall. J. Nelson moved and C. Lunning seconded to approve the list of volunteer firemen provided by Fire Chief Cody Sikkink through K. Hazen. Motion carried. Unanimous.

V. Sikkink moved and J. Nelson seconded to approve Mary Clayton, Linda Swanson, Allen Skotvold, Ryan Austin, and Brian Eli as the Planning & Zoning Board members for the 2022 year. Motion Carried. Unanimous.

K. Hazen presented the application received from Vermillion Garbage, A-OK Sanitary, and Novak Sanitary Service. J. Nelson moved and V. Sikkink seconded to approve the Garbage Hauler Contract received from Vermillion Garbage, A-OK Sanitary Service, and Novak Sanitary Service for the 2022 year. Motion carried. Unanimous.

K. Hazen shared that the county has taken the properties located at 110 Broadway and 508 Dakota. The county has asked if the city would be willing to abate the assessments to these properties. A. Carlson moved and C. Lunning seconded to approve to abate these property assessments. Motion carried. Unanimous.

Finance Officer K. Hazen proposed the next Municipal Election date of Tuesday, April 12, 2022. J. Nelson moved and J. Krebs seconded to set the next Municipal Election date as Tuesday, April 12, 2022 and designate Finance Officer K. Hazen as the election official. Motion carried. Unanimous.

The next regular City Council meeting will be held Monday, February 7, 2022 at 5:30 p.m.

J. Nelson moved and A. Carlson seconded to go into executive session to discuss personnel matters. President Krebs declared executive session at 6:24 p.m. President Krebs declared out of executive session at 6:33 p.m.

**Resolution: #2022-02**

Subject Annual Review for Jared Hybertson – Economic Development Coordinator

BE IT RESOLVED: by the city council of the City of Centerville, South Dakota that:

1. Jared Hybertson rate of compensation be increased by 2.0% (two percent) so that his new salary will be \$55,783.76 (fifty five thousand seven hundred eighty three dollars and seventy six cents). Effective January 1, 2022.

Adopted this 10<sup>th</sup> day of January, 2022 with a motion made by J. Nelson and seconded by V. Sikkink. Motion carried. Unanimous.

\_\_\_\_\_  
Kent Austin, Mayor

Attest: \_\_\_\_\_  
Finance Officer

There being no further matters to discuss, V. Sikkink moved and A. Carlson seconded the meeting be adjourned. Motion carried. Unanimous. Meeting adjourned at 6:36 p.m.

\_\_\_\_\_  
Kent Austin, Mayor

Attest: \_\_\_\_\_  
Finance Officer