

CITY OF CENTERVILLE
APPROVED MINUTES OF REGULAR MEETING
Monday, January 4, 2021
5:30 p.m.

Mayor Kent Austin called the meeting to order at 5:30 p.m.

The pledge of allegiance was recited.

Council members present: Vicki Sikkink, Jeff Nelson, Jacqueline Krebs, Adam Carlson, and Conway Lunning. Absent: Cory Simonsen

Others present: Kristin Hazen – Finance Officer, Police Chief Clark, Jared Hybertson –Economic Development Coordinator, and Linda Holmberg –Head Librarian

V. Sikkink moved and J. Nelson second to approve the agenda. Motion carried. Unanimous.

C. Lunning moved and V. Sikkink seconded to approve the special meeting minutes from Monday, December 21, 2020. Motion carried. Unanimous.

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

WARRANTS

MID-STATES ORGANIZED CRIME \$100.00 AAA Construction \$8,130.00 COLONIAL LIFE \$398.44 Dakota ACE Hardware \$21.33 DAKOTA PUMP & CONTROL \$560.00 Dept. of Environment and \$850.00 Diesel Machinery, Inc. \$1,300.00 Farmers Lumber Company \$90.30 Fort Randall Telephone Co. \$594.74 Health Pool of SD \$10,350.70 Total Stop Food Store #747 \$40.97 ALLEGIANT EMERGENCY SERVICES \$7,117.64 One American Bank \$10,282.24

December Payroll: Mayor & Council - \$1,977.08; Finance - \$6,141.39 Police - \$15,022.23 Parks - \$1,203.11; Streets - \$3,609.39; Water - \$7,032.90; Sewer - \$7,032.80; Library - \$9,702.52; Econ Dev - \$9,702.52; Planning & Zoning - \$432.40

No public comments to share.

Library – Linda Holmberg reported that the library started out the school year by handing out back-to-school ice-cream treats at open house and participating in the downtown Halloween festivities.

They had a few fundraisers in spite of COVID. The library did concessions at a volleyball game; sold pumpkins donated by Darryl Yax, and also sold some plants Linda had. The library sold raffle tickets on a Shop Local basket, businesses and individuals donated to the basket. The basket was valued at over \$700; Jane Knutson’s name was drawn by Santa on the Dec. 19th when he came to town.

This fall they bought and constructed some cupboards for their backroom. They weeded some older large print books and they have been donated to nursing homes.

At their last board meeting it was decided to close at 7:00 pm instead of 8:00 pm on Monday nights during the winter months. It was also decided to not have their Christmas open house or silent auction.

They did have the Angel tree again this year; two Thrivent grants were used to purchase additional items for each of the families.

They are continuing to quarantine books for 4 days, clean and sanitize meeting room and library. Curbside pickup is offered to patrons as well as book delivery to those that would prefer not to come into the library.

The library did (finally) receive a \$2000 CARES grant, \$250 was to be used for cleaning supplies and \$1750 was to be used for technology items. With the money we purchased 2 laptops & 5 kindle fires.

The library has been receiving quite a few memorials.

Linda has begun to think about summer reading program, but no definite plans at this time.

Linda also requested to add Katie Schoepf, Roxanne Evans, and Kay Austin to the substitute library list as it is hard to find people to fill in when needed.

K. Hazen shared with council that Al Brown was not feeling well and would not be in attendance. Mayor Austin table Resolution 2021-01 as CRWS isn't set up to start taking water. So the plan is to revisit at the next regular council meeting in February.

Police Officer Clark gave the monthly police report for December:

<u>December 2020</u>		
8 Calls for service/disturbance	4 Vehicle crash reports	13 Traffic stops
1 Arrest	3 Traffic assists for fire/ambulance calls	

Chief Clark is in the process of researching flashing yellow beacons for the school zone. He has received price quotes and the SDDOT grant applications open in July of this year. The beacons cost \$2,864.25 each. He recommends placing two on Vermillion Street on each end of the school zone. The total project cost estimate is \$5,728.50. Mayor Austin expressed fundraising opportunities if the SDDOT grant does not come through.

Chief Clark added that a Code Enforcement letter has been sent to the owner as well as the former occupant of 301 Florida Street requesting the status of the property. They have until February 1st to provide a plan to the City with regards of restoration or demolition.

Chief Clark expressed his appreciation to the public as there is only 8 properties out of the 74 that do not have property numbers posted on their properties.

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

Finance. K. Hazen presented the revenue/expense report for December 2020, as well as the December 2020 bank statements.

K. Hazen shared, South Dakota Minimum Wage did increase .15 cents effective January 1, 2021 changing from \$9.30 per hour to \$9.45 per hour. With that said, she stated that we have librarians making \$9.30 per hour and will be moved to the new SD Minimum Wage.

K. Hazen presented Resolution 2021-01 Salaries/Wages 2021

RESOLUTION: 2021-02

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:

Allen Brown (Operations Manager)	\$ 18.50
Taylor Eli (Operations Manager Asst.)	\$ 17.50
Kristin Hazen (Finance Officer, Salary)	\$ 4,290.37
Katie Westra (Deputy Finance Officer)	\$ 19.94
Jared Hybertson (Economic Development, Salary)	\$ 4,428.67
Nolan Clark	\$ 22.20
Parker Rausch	\$ 17.98
Certified Police Officers	\$ 17.00
Non-certified Police Officers in Training	\$ 11.00
Non-certified Police Officers Training Completed	\$ 13.50
Library	
Linda Holmberg (Head Librarian)	\$ 18.17
Mary Ferwerda	\$ 14.91
Jamie Edberg	\$ 11.15
Lauren Petersen	\$ 11.13
Darla Carlson	\$ 10.65
Debra Diercks	\$ 9.45
Vhonda Miller	\$ 9.45
Jacquelynn Skotvold	\$ 9.45
Katie Schoepf	\$ 9.45
Roxanne Evans	\$ 9.45
Kay Austin	\$ 9.45
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 4th day of January, 2021 on a motion by C. Lunning and seconded by J. Nelson. Motion carried. Unanimous.

Kent Austin, Mayor

ATTEST: _____
Kristin J. Hazen, Finance Officer

Life Insurance – K. Hazen shared the 2021 Life Rates received from The Health Pool of South Dakota. Currently, the city pays \$2.10 per employee for \$10,000 life rate. After discussion amongst the council

members is was decided to have the city pay for the \$2.10 and the employee could pick up that addition cost for a high rate. The match would be \$4.20 per employee for \$20,000 life rate. J. Nelson moved and A. Carlson seconded to approve the price match for the addition life rate from \$10,000 to \$20,000 and to have the City match the difference. Motion carried. Unanimous.

Finance Officer K. Hazen designated the Centerville Journal as the designated City's official newspaper. V. Sikkink moved and J. Nelson 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 J. Krebs 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 2021 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.

K. Hazen asked to table approving the 2021 retainer fee from Joel Johnson, D/b/a C.E.S. Code Enforcement Specialists, LLC. As she still have not received the contract.

J. Nelson moved and C. Lunning seconded to approve Mary Clayton, Linda Swanson, Allen Skotvold, Ryan Austin, and Brian Eli as the Planning & Zoning Board members for the 2021 year. Motion Carried. Unanimous.

K. Hazen presented the application from Vermillion Garbage and A-OK Sanitary. She also added that she has yet to receive the application from Novak Sanitary Service. V. Sikkink moved and C. Lunning seconded to approve the Garbage Hauler Contract received from Vermillion Garbage and A-OK Sanitary Service for the 2021 year. Motion carried. Unanimous.

Finance Officer K. Hazen proposed the next Municipal Election date of Tuesday, April 11, 2021. J. Krebs moved and J. Nelson seconded to set the next Municipal Election date as Tuesday, April 11, 2021 and designate Finance Officer K. Hazen as the election official. Motion carried. Unanimous.

The next regular City Council meeting will be held Monday, February 1, 2021 at 5:30 p.m.

A. Carlson moved and C. Lunning seconded to go into executive session to discuss personnel matters. Mayor Austin declared executive session at 6:27 p.m. Mayor Austin declared out of executive session at 6:44 p.m.

Mayor Austin shared that Al Brown has completed his 6 month probationary period and has done an exceptional job. The council is very pleased with his performance over the last six months. K. Hazen shared that paid vacation and paid sick leave will be granted to all qualified employees and available after completion of 6 month period.

Resolution: #2021-03

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 1.5% (one and one half percent) so that his new salary will be \$53,941.16 (fifty three thousand nine hundred forty one dollars and sixteen cents).

Adopted this 4th day of January, 2021 with a motion made by J. Krebs and seconded by A. Carlson.
Motion carried. Unanimous.

Kent Austin, Mayor

Attest: _____
Finance Officer

There being no further matters to discuss, V. Sikkink moved and J. Nelson seconded the meeting be adjourned. Motion carried. Unanimous. Meeting adjourned at 6:49 p.m.

Kent Austin, Mayor

Attest: _____
Finance Officer