

CITY OF CENTERVILLE
UNAPPROVED MINUTES OF RESCHEDULED
REGULAR MEETING
Monday, October 2, 2023
5:30 p.m.

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

The pledge of allegiance was recited.

Council members present: Vicki Sikkink, Kyle Strand, Jackie Krebs, and Conway Lunning.

Absent: Adam Carlson.

Others present: Kristin Voegeli – Finance Officer, Nolan Clark – Police Chief, Cody Sikkink – Operations Manager, Jared Hybertson – Economic Development and Nikki Hinrick – Falloween Committee.

Mayor Austin asked if there was any additions or corrections to the agenda. There being none. J. Krebs moved and K. Strand seconded to approve the agenda. Motion carried. Unanimous.

C. Lunning moved and V. Sikkink seconded to approve the regular meeting minutes from Monday, September 5, 2023. Motion carried. Unanimous.

V. Sikkink moved and C. Lunning seconded to approve the warrants presented. Motion carried. Unanimous.

WARRANTS

SD Retirement System \$4,152.88 Vendor Liability Banyon Data Systems, Inc. \$890.00 UB DOCUSEND EMAIL BILLING SOFTWARE CAPFIRST EQUIPMENT FINANCE, IN \$6,795.34 2022 CAT SKID PAYMENT CENTER POINT LARGE PRINT \$46.74 BOOKS Century Business \$86.97 CONTRACT CHARGES 8-5-23 TO 9-4-23 CORE & MAIN LP \$953.40 CURB BOX, TUBE COIL INSERT CRARY HUFF LAW FIRM \$361.53 LEGAL FEES CODE ENFORCEMENT Dakota Ace Hardware \$468.40 ACE BRNFN OB GLS Dept of Health Laboratory Serv \$181.00 TRIHALOMETHANE ANALYSIS Diesel Machinery, Inc. \$1,300.00 KOMATSU RENTAL EDPA \$75.00 2023 ANNUAL CONFERENCE ATTENDANCE Fed Ex \$17.68 PD FORENSIC LAB GEEK DAD \$70.00 UPS BATTERY BACKUP GR-EMERGENCY VEHICLE OUTFITTER \$325.00 DIGITAL ALLEY CAMERA REPAIR Health Pool of SD \$12,403.11 OCTOBER HEALTH INSURANCE JACK'S UNIFORMS & EQUIPMENT \$20.95 BRASS SNAPS Menards \$578.42 CPI FLUSH STEEL DOOR METERING & TECHNOLOGY SOLUTION \$2,588.40 CELLULAR ENDPOINT METERS New Century Press, Inc. \$198.24 MINUTES PUBLISHING VISA \$1,331.09 PD SANFORD CONFERENCE PARKER FARM AND AUTO SUPPLY IN \$608.08 MISC SUPPLIES AND MATERIALS PRESS & DAKOTAN \$148.82 PERIODICALS Pump N Stuff- City \$58.06 FIRE DEPT Pump N Stuff- City \$646.12 POLICE DEPT FUEL Pump N Stuff- City \$762.76 CITY OF CENTERVILLE FUEL Centerville Rotary Club \$300.00 3RD & 4TH QTR ECON DEV Sioux Falls Area Humane \$132.67 CITY CONTRACT AUGUST 2023 Terry's Tire Service \$526.00 MULE REPAIR Vermillion Garbage Service \$120.00 COMMERCIAL GARBAGE SERVICE WINWATER SIOUX FALLS, SD CO. \$1,502.99 CORP STP MIPXPEP DECKER CODE ENFORCEMENT SPECIALISTS \$567.60 CODE ENFORCEMENT 9-1-23 TO 9-30-23 DAKOTA FLUID POWER \$109.78 FILL CENTER BACK FORGING DUSTBUSTERS ENTERPRISES INC. \$1,712.00 DUSTGUARD APPLIED Fort Randall Telephone Co. \$645.93 TELEPHONE/FAX/INTERNET PURPLE WAVE \$25,795.66 2008 ELGIN POLICAN Brian Jensen \$1,800.00 TRUCKING FROM BRIDGETON MO ST SWEEPER New Century Press, Inc. \$126.56 PUBLICATION Turner County Sheriff's Office \$140.00 CIVIL PAPERS SERVICED TO RANDY THOMPSON City of Centerville \$57.75 SENIOR CENTER WATER BILLING City of Centerville \$59.71 WATER CITY HALL City of Centerville \$63.16 WATER SHOP/POLICE COLONIAL LIFE \$824.78 SEPTEMBER 2023 AT&T MOBILITY \$80.08 PD TELEPHONE VISA \$1,169.12 SUPPLIES AND MATERIALS Verizon Wireless \$129.02 TELEPHONE/INTERNET SHOP/PD Xcel Energy \$1.01 SENIOR CENTER Xcel Energy \$127.71 SENIOR CENTER USDA Rural Development \$2,130.00 USDA LOAN PAYMENT Internal Revenue Service \$3,628.54 Vendor Liability SYNCB/AMAZON \$798.18 LIBRARY BOOKS, SUPPLIES, VIDEO Dept of Revenue & Regulation \$1.97 AUGUST REPORTING One American Bank \$5.00 HAILEY TUCKER RETURN FEE Internal Revenue Service \$3,299.09 Vendor Liability MidAmerican Energy Company \$81.46 UTILITY BILLING Xcel Energy \$4,051.51 ELECTRICITY Xcel Energy \$120.08 ELECTRICITY SR CENTER COLONIAL LIFE \$824.78 DENTAL/VISION/ACCIDENT Verizon Wireless (\$129.02) PD MODEM CELL Verizon Wireless \$129.02 PD MODEM CELL USDA Rural Development \$2,130.00

OCTOBER PAYMENT First National Bank \$8,716.87 CW-01 OCTOBER PAYMENT First National Bank \$11,380.39
DW-01 OCTOBER PAYMENT AT&T MOBILITY \$80.08 PD WIRELESS SYNCB/AMAZON \$2,133.16
BOOKS/SUPPLIES/REPAIRS Verizon Wireless \$129.16 PD MODEM CELL MidAmerican Energy Company \$61.22
UTILITY GAS BILL

Sept Payroll: Mayor & Council - \$1,654.54 Finance - \$4,676.98 Police - \$12,062.44; Streets - \$3,531.95;
Water - \$5,934.73; Sewer - \$5,934.80; Parks - \$2,647.33 Library - \$3,721.06; Econ Dev - \$6,799.39 Planning
& Zoning - \$144.14

Mayor Austin invited Nikki Hinrich with the Falloween Committee. Nikki shared that there are over two thousand people interested in the Falloween event. She expressed her concerns regarding the garbage control. Mayor Austin and C. Sikkink offered bringing down more dumpsters and a handful more trash cans to help control the overabundance of garbage.

Mayor Austin shared building permits received from Char Adamson, Courtney Knudson, John Neville Construction, Centerville MFG, LLC, Brent and Betty Erickson, and Troy Hoteling, previously approved by K. Voegeli and K. Westra.

Mayor Austin opened the public hearing at 5:49 p.m. to hear any questions or comments regarding the following One Day Liquor License requests:

Wine Time With Britt – Fall Festival – October 21, 2023
American Legion – Wedding – October 14, 2023
American Legion – W.H.A.M – November 4, 2023

There being no questions or concerns, C. Lunning moved and K. Strand seconded to approve the One Day Liquor License as presented. Motion carried. Unanimous.

Mayor Austin closed the public hearing at 5:50 p.m.

No public comments.

Surplus – C. Sikkink requested to surplus the 1994 Elgin Pelican Series P sweeper as well as the 1995 Elgin Pelican Series P sweeper. C. Lunning moved and V. Sikkink seconded to surplus the sweepers as listed. Motion carried. Unanimous. These Sweepers will be sold separately by seal bid after being advertised for two weeks and will be opened at the next regular council meeting on November 6, 2023.

Fire Station – C. Sikkink ask this to be tabled due to lack of information.

Water Tower – K. Voegeli shared that she is working with ISG to get a completed proposal for the water tower work and once received ISG will have the staff available to start the work this fall and will start invoicing.

Mayor Austin invited J. Hybertson to join into the water tower and boulevard discussion.

Boulevard: Mayor Austin and C. Sikkink shared other ideas regarding the repairs to the north end boulevard. J. Hybertson expressed that the Rotary has shared their concerns regarding the shortening. Mayor Austin recommended meeting with Rotary to explain and offer other options. Mayor Austin asked C. Sikkink to attend the meeting on Thursday.

Preliminary Engineering Proposal – J. Hybertson shared information regarding the LIIP Grant information. The grant would help assist ISG and the City with the concept design and cost estimating necessary for

improvement to Nebraska Avenue and Garfield Street. Mayor Austin wanted to verify that the grant will allow for in kind work, not knowing for sure, J. Hybertson will gather more information regarding the grant.

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

Police Chief Clark gave the monthly police report for August:

September 2023		
41 Calls for service/disturbance	1 Well-being checks	14 Traffic stops
0 Motor vehicle crash report	3 Arrests	3 Assists for fire/ambulance calls
5 Domestic dispute call	2 Mental health incidents	12 Animal calls

Chief Clark asked for approval to purchase tires for the Durango from Mr. G's for \$744.00 (seven hundred forty four dollars). V. Sikkink moved and K. Strand seconded the approval of tires for the Durango. Motion carried. Unanimous.

Finance. K. Voegeli presented the revenue/expense report for September 2023 and the September 2023 bank statements.

2024 Budget: K. Strand moved and V. Sikkink seconded to approve the second reading of Ordinance 444-224 Appropriation Ordinance. Motion carried. Unanimous.

Appendix E

ORDINANCE NO. 444-2024 2024 APPROPRIATION ORDINANCE

Be it ordained by the City of Centerville, SD, that the following sums are appropriated to meet the obligations of the municipality.

	General Fund	3rd Cent Fund	Memo Total
Governmental Funds			
410 General Government	\$ 21,815.00		\$ 21,815.00
410.99 Contingency	\$ 20,000.00		\$ 20,000.00
412 City Attorney	\$ 20,000.00		\$ 20,000.00
413 Elections	850.00		\$ 850.00
414.0 Financial Administration	\$ 73,291.85		\$ 73,291.85
419 Gov't Buildings	23,050.00		\$ 23,050.00
Total General Government	\$ 159,006.85	\$ -	\$ 159,006.85
420 Public Safety			
421 Police	191,578.98		191,578.98
422 Fire	39,992.00		39,992.00
Total Public Safety	\$ 231,570.98	\$ -	\$ 231,570.98
430 Public Works			
431 Highways and Streets	225,723.10		225,723.10
432 Sanitation	3,300.00		3,300.00
Total Public Works	\$ 229,023.10	\$ -	\$ 229,023.10

450	Culture and Recreation			
451	Recreation	4,450.00		4,450.00
452	Parks	48,824.22		48,824.22
453	Swimming	\$ 41,662.00		41,662.00
455	Library	74,264.48		74,264.48
Total Culture and Recreation		\$ 169,200.70	\$ -	\$ 169,200.70
		General Fund	3rd Cent Fund	Memo Total
460	Conservation and Development			
461	Economic Development	107,723.24	5,000.00	\$ 112,723.24
465	Planning & Zoning Board	800.00		\$ 800.00
Total Conservation and Development		\$ 108,523.24	\$ 5,000.00	\$ 113,523.24
Total 2023 Appropriations		\$ 897,324.88	\$ 5,000.00	\$ 902,324.88

The following designates the fund or funds that money derived from the following sources is applied to.

	General Fund	3rd Cent Fund	Memo Total
Governmental Funds			
	Unassigned Fund Balance	64,582.77	64,582.77
311	Taxes	443,582.11	443,582.11
312	Special Assessments	1,500.00	1,500.00
313	General sales and use tax	262,800.00	8,770.00
315	Amusement taxes	-	-
320	Licenses and Permits	17,010.00	17,010.00
334	Grants	-	-
335.01	Bank franchise tax	7,000.00	7,000.00
335.02	Prorate License Fees	2,000.00	2,000.00
335.03	Liquor tax reversion	6,500.00	6,500.00
335.04	Motor Vehicle licenses	15,000.00	15,000.00
335.08	Highway and bridge	23,000.00	23,000.00
338.02	County shared receipts: Roads	2,600.00	2,600.00
340	Charges for goods and services	2,100.00	2,100.00
346.02	Swimming Pool	9,000.00	9,000.00
346.99	Other recreation	1,200.00	1,200.00
360	Miscellaneous	3,450.00	3,450.00
361	Interest received	1,800.00	230.00
369.01	Rents and franchise fees	3,200.00	-
369.99	Other	27,000.00	27,000.00
390	Capital Outlay Contribution	-	-
Total Means of Finance		\$ 828,742.11	\$ 9,000.00

Appendix E

ORDINANCE NO. 444-2024 2024 APPROPRIATION ORDINANCE (continued)

Proprietary and Fiduciary Funds	Water Fund	Sewer Fund
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Beginning Unrestricted Cash	296,701.80	335,350.62
Estimated Revenue	300,326.40	249,448.00
TOTAL AVAILABLE	<u>597,028.20</u>	<u>584,798.62</u>
Less Appropriations (Expenses)	137,141.80	113,408.07
Debt Service	<u>44,821.56</u>	<u>92,777.89</u>
ESTIMATED SURPLUS TO BE RETAINED	<u>\$415,064.83</u>	<u>\$ 471,390.55</u>

The finance officer is directed to certify the following dollar amount of tax levies made in this ordinance to the County Auditor.

General Property Tax \$ 438,582.11

(Signed and Dated by Mayor, acting Mayor, or President of Board of Trustees)

First Reading: September 5, 2023

Second Reading: October 2, 2023

Published: October 12, 2023

Adopted: January 1, 2024

Code Enforcement – K. Voegeli shared the updated code enforcement list.

Annual Reviews. K. Voegeli updated years of service for L. Holmberg. Although she has been full time with the city for 6 years her total years of service is 10 years and 6 months as of October 2023. Because of her years of service she will be given an addition 40 hours of vacation time. V. Sikkink moved and J. Krebs seconded to approve the 10 years of service and addition 40 hours of vacation time. Motion carried. Unanimous.

Mayor Austin set the next regular council meeting at 5:30 p.m. on Monday, November 6, 2023.

There being no further matters to discuss. C. Lunning moved and J. Krebs seconded the meeting be adjourned. Motion carried. Unanimous. Meeting adjourned at 6:52 p.m.

Kent Austin, Mayor

Attest: _____
Finance Officer