

CITY OF CENTERVILLE
UNAPPROVED REGULAR MEETING MINUTES
Monday, November 7, 2022
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, Jackie Krebs, Conway Lunning and Josh Clayton,
Absent: Cory Simonsen Adam Carlson

Others present: Kristin Hazen – Finance Officer, Cody Sikkink, Operations Manager, Nolan Clark - Police Chief, Jared Hybertson –Economic Development Coordinator, Justin Heim and Chris Peterson with ISG, and Mr. and Mrs. Welsh – ABBA Storage.

Mayor Austin asked if there was any additions or corrections to the agenda. There being none. C. Lunning moved and J. Clayton second to approve the agenda. Motion carried. Unanimous.

V. Sikkink moved and J. Clayton seconded to approve the regular meeting minutes from Monday, October 3, 2022. Motion carried. Unanimous.

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

WARRANTS

OCTOBER 2022 Payroll: Finance - \$4,534.78 Police - \$11,211.75 Parks - \$1,067.03 Pool - \$1,071.72; Streets - \$4,836.41; Water - \$4,637.25; Sewer - \$5,613.83; Library - \$5,379.06; Econ Dev - \$6,584.92;

October/November 2022

AT&T MOBILITY \$80.08 POLICE AUSTIN, ALEC \$100.00 MOWING Badger Meter Inc \$68.55 SERVICES FOR October 2022 Bierschbach Equip & Supply \$182.90 PAVEMENT SAW CENTER POINT LARGE PRINT \$52.58 BOOKS CENTERVILLE POSTMASTER \$200.73 POSTAGE Century Business \$56.07 CHARGES 9-5-22 TO 10-4-22 City of Sioux Falls \$43.50 BACTERIA WATER TESTS 3RD QUARTER 2022 CODE ENFORCEMENT SPECIALISTS \$1,016.70 10-01-22 TO 10-31-22 CRARY HUFF LAW FIRM \$497.50 LEGAL FEES Dakota Ace Hardware \$208.08 LAWN CARE ITEMS Diesel Machinery, Inc. \$1,300.00 10-20-22 TO 11-16-22 Farmers Lumber Company \$317.18 SCREWS/BATTERY Fort Randall Telephone Co. \$690.97 TELEPHONE/INTERNET Health Pool of SD \$8,528.61 HEALTH INSURANCE Heiman Fire Equipment, Inc. \$939.00 ANNUAL SERVICE HYBERTSON, JARED \$461.16 DAKOTA RESOURCES GATHERING/EDPA CONFERENCE JACK'S UNIFORMS & EQUIPMENT \$143.85 CUFF CASE/RADIO HOLDER KNIFE RIVER - SOUTH DAKOTA \$439.60 ASPHALT Knudson Masonry \$586.74 ALLEY/DIAMOND BLADE Lewis & Clark Rural Water \$5,698.35 OCTOBER 2022 New Century Press, Inc. \$222.20 PUBLISHING Olson's Ace Hardware \$1,377.85 CHAINSAW/POLE PRUNER/CHAINS One Call Systems, Inc. \$59.36 FEES FOR JULY - SEPTEMBER 2022 PARKER FARM AND AUTO SUPPLY IN \$312.88 MISC SUPP AND MATERIALS Pump N Stuff- City \$262.92 CITY FUEL Pump N Stuff- City \$391.90 POLICE FUEL Cody Sikkink \$274.20 PIERRE SAFTEY MEETING Sioux Falls Humane Society \$193.24 SEPTEMBER 2022 Stan Houston Equip. Co. Inc. \$415.59 SUBMERSIBLE PUMP/DISCHARGE HOSE The Sewing Room \$38.00 POLICE DEPT UNIFORM Total Stop Food Store #747 \$34.93 MISC SUPPLIES Turner County Emergency \$30.00 EMERGENCY SERVICES ASSO DUES Turner County Treasurer \$7.00 TITLE AND REG LATE FEE FIRE DEPT Vermillion Garbage Service \$120.00 COMMERCIAL GARBAGE Brad Preheim \$27.72 L & C BOARD MEETING Century Business \$67.06 CHARGES FOR 10-5-22 TO 11-4-22 CORE & MAIN LP \$3,692.82 HYDRANT PRECISION IRRIG & LAWN CARE \$174.25 FALL APPLICATION COLONIAL LIFE \$729.00 DENTAL/VISION/ACCIDENT Verizon Wireless \$136.57 SHOP/PD TELEPHONE

Xcel Energy \$238.54 SENIOR CENTER Xcel Energy \$4,313.99 SEPTEMBER 2022 Internal Revenue Service \$3,074.17 Vendor Liability Dept of Revenue & Regulation \$10.00 MAY 2022 Internal Revenue Service \$3,107.07 Vendor Liability City of Centerville \$257.09 WATER/SEWER BILLING VISA \$118.44 VISA PAYMENT (DOUBLE PAYMENT) SYNCB/AMAZON \$1,354.86 BOOKS/SUPPLIES Verizon Wireless \$136.47 STREETS/POLICE DEPT Internal Revenue Service \$3,043.27 Vendor Liability City of Centerville \$198.44 WATER BILLINGS COLONIAL LIFE \$729.00 DENTAL/VISION VISA \$2,174.75 CAR WASHES MidAmerican Energy Company \$211.08 Xcel Energy \$141.64 SENIOR CENTER Xcel Energy \$3,658.46 ELECTRICITY

K. Hazen shared building permits received from John Neville, Larry & Susan Overgaard, Brady Ellis, Reclaimed Creations, and Mike McCoy previously approved by K. Hazen and K. Westra.

K. Hazen shared the variance request from Dale and Connie Petersen along with the meeting minutes received from the Planning and Zoning Commission. Mr. and Mrs. Petersen applied for a variance for the placement of their shed. It was explained to them that the city ordinance states that these are to be placed in the back yard but the board was willing to allow the shed to be placed in the side yard 3ft back from the front of the house and 7ft off the side property line.

No public comments.

Mayor Austin opened the public hearing at 5:34 p.m. to hear any concerns or questions regarding the one-day liquor license requests received from American Legion. There being none. V. Sikkink moved and J. Clayton seconded to approve the one-day liquor license requests for November 12th, November 19th, and December 2, 2022. Motion carried. Unanimous.

Mayor Austin invited Justin and Chris, engineers from ISG to discuss their proposal for the Centerville water storage improvement plan. The first option discussed would be for repair and reconditioning of the existing stand pipe. These improvements will include necessary upgrades to meet structural and safety requirements. Option two would be to consider a new water tower. Mayor Austin explained that the first steps would be getting the City on the State Water Plan with DENR. K. Voegeli said she has started working with SECOG on this process. Once the City is on the State Water Plan, we will have more access to grants and funding. K. Voegeli will continue to work with SECOG and closely with ISG.

V. Sikkink moved and J. Clayton seconded to approve the second reading of Ordinance #2022-4 Amendment of Chapter 91: Public Nuisances, 91.02 Notice to Abate. Motion carried. Unanimous.

ORDINANCE NO. 2022-4

AN ORDINANCE OF THE CITY OF CENTERVILLE, SOUTH DAKOTA, AMENDING THE MUNICIPAL ORDINANCE OF THE CITY OF CENTERVILLE, SOUTH DAKOTA, BY ADDING CHAPTER 91.07, CODE ENFORCEMENT PROCESS.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF CENTERVILLE, SD:

Section 1. That 91.07, of the Municipal Ordinance of Centerville, SD, is hereby added and reads as follows:

91.07 Code Enforcement Process

(A) The process begins with a nuisance complaint filed in writing by a concerned citizen, a Ward Councilman from his/her Ward, the City Administrator, Finance Officer, or Code Enforcement Officer. These complaints will be filed with City Hall and processed accordingly.

(1) Anyone may submit a written and signed nuisance complaint about code enforcement violations or deteriorating structures on a piece of property. All complaints are confidential. The complainant's name is not revealed to the violator unless ordered by the Court.

(2) If the nuisance is something that can be handled in-house, the Chief of Police shall investigate and if it is in violation of this chapter, a notice to abate the nuisance shall be sent to the property owner or occupant. The owner or occupant shall have five (5) days to abate the nuisance. The notice shall be made by personal delivery or certified mail to the owner and/or occupant. The notice shall state the location of the property, the nature of the nuisance and the action necessary to abate the nuisance. If the complaint is not abated it will be assigned to the City's Code Enforcement Officer.

(3) The complaint will be logged in and assigned to a Code Enforcement Officer who covers the area where the complaint has occurred. A Courtesy Notice of the alleged nuisance typically will be sent to the property owner and/or renter if applicable. This notice encourages all involved parties to resolve suspected violations within thirty (30) days before they become formally recognized and additional enforcement action is taken.

(4) Thirty (30) days after the Courtesy Notice has been mailed or posted, the Code Enforcement Officer will investigate and conduct a site visit. If the violation had been abated or was not valid, no further action is taken.

(5) If the Code Enforcement Officer confirms that a violation of the City Ordinance or Building Code exists and the property owner or tenant has failed to correct it, a Notice of Violation will be sent to the property owner. Simultaneously, a Notice of Impending Penalties is issued. The Code Enforcement Officer will then work with the owner of the property to bring about compliance in a timely manner.

(6) If the violation continues unabated for another thirty (30) days, the City will then record a Notice of Noncompliance on the property, which is the same as recording a lien and penalties may also be imposed. Penalties for non-abated violations is \$500 per month as set by City Council.

(7) Where a violation poses an immediate threat to public health and safety, or where the violation is a repeat offense or is transient in nature the thirty (30) day notice of compliance periods described above may be waived, and immediate enforcement and/or legal action (citation or criminal complaint) may be taken.

Adopted this 1st day of November, 2022.

ATTEST:

Kristin Voegeli, Finance Officer

Seal

First Reading: October 3, 2022

Second Reading & Adoption: November 7, 2022

Publication: November 17, 2022

Effective Date: December 7, 2022

Published once at the approximate cost of _____.

Mayor Austin invited Mr. and Mrs. Welsh to share their idea and plans for additional storage. The Welshes would like the opportunity to buy an addition forty feet to the west of their building in order to build another storage unit. This land was currently the cities but sold to the Development Corporation for additional industrial uses. The city council added that they support the ABBA Storage growth and that the Welshes will need to buy that portion through the Development Corporation.

C. Sikkink shared a quote received from TK Handyman Services to replace three windows at City Hall. Cody explained that the windows would not arrive until after the first of the year. V. Sikkink moved and J. Clayton seconded to accept the quote of \$3,286.55 to replace the three windows at City Hall and that the windows be ordered now and installed in the spring. Motion carried. Unanimous.

V. Sikkink asked C. Sikkink if he had a chance to fill the holes down at Gunderson Park. Sikkink explained that he was able to fill the holes but is not sure he will be able to fill where the dirt has washed out around the pillars. Mayor Austin recommended that he and C. Sikkink take a look at them to see what the options are.

Police Chief Clark gave the monthly police report for October:

| October 2022 | | |
|----------------------------------|---------------------------|------------------------------------|
| 24 Calls for service/disturbance | 2 Well-being checks | 15 Traffic stops |
| 2 Motor vehicle crash report | 0 Arrests | 3 Assists for fire/ambulance calls |
| 2 Domestic dispute call | 0 Mental health incidents | 3 Animal calls |

Mayor Austin and Chief Clark discussed the speed sign on the East side of Vermilion St. and Riverview Ave. Chief Clark recommended the twenty mile and hour sign to be replaced with an updated sign.

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 could not thank the city and staff for their continued support during the Fall-O-Ween Festival. It was a great success.

Finance. K. Hazen presented the revenue/expense report for October 2022 and the October 2022 bank statements.

K. Hazen shared that she and C. Sikkink worked closing with Safety Benefits to update any of the recommendations to the building and contents, EDP hardware, Fine Arts, Mobile Equipment, and vehicles.

K. Hazen received notification that Governor Noem has authorized the closing of offices for Friday, November 25th and Friday, December 23rd. The city offices will also be closed these days.

V. Sikkink moved and J. Clayton seconded to approve a Christmas bonus of \$50.00 to each full time employee. Motion carried. Unanimous.

V. Sikkink asked when 601 Idaho St. will begin to receive fines for code enforcement. K. Voegeli did not recall and will send an email with that information on Tuesday.

Mayor Austin set the next regular council meeting at 5:30 p.m. on Monday, December 5, 2022.

There being no further matters to discuss, C. Simonsen moved and V. Sikkink seconded the meeting be adjourned. Motion carried. Unanimous. Meeting adjourned at 6:57 p.m.

Kent Austin, Mayor

Attest: _____
Finance Officer