

CITY OF CENTERVILLE
UNAPPROVED REGULAR MEETING MINUTES
Monday, March 6, 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, Jackie Krebs, Conway Lunning and Adam Carlson. Absent: Josh Clayton, Cory Simonsen.

Others present: Nolan Clark - Police Chief, Jared Hybertson – Economic Development Coordinator, Cody Sikkink – Operations Manager, Katie Westra- Deputy Finance Officer, Harley Ferguson – SECOG Planner, Danielle Franco- SECOG, Justin Heim - ISG

Mayor Austin asked if there were any additions or corrections to the agenda. There being none. V. Sikkink moved and C. Lunning seconded to approve the agenda as presented. Motion carried. Unanimous.

A. Carlson moved and J. Krebs seconded to approve the regular meeting minutes from Monday, February 6, 2023. Motion carried. Unanimous.

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

WARRANTS

FEBRUARY/MARCH 2023

PRUSSMAN CONTRACTING \$27,500.00 JETTER TRUCK SD Dept of Revenue & \$24.20 TITLE, PLATE FEE
1999 GMC SD Retirement System \$4,114.44 Vendor Liability CENTER POINT LARGE PRINT \$46.74 BOOKS
CENTERVILLE POSTMASTER \$1,000.00 WATER BILLING POSTAGE Century Business \$142.95 CHARGES 1-
5-23 TO 2-4-2023 CRARY HUFF LAW FIRM \$96.00 LEGAL FEES ZONING CUSTOM TRUCK EQUIPMENT INC.
\$5,300.00 SALTDogg SPREADER Dakota ACE Hardware \$30.97 FLEX TAPE/COUPLER Diesel Machinery,
Inc. \$1,300.00 RETNAL 2-9-23 THRU 3-8-23 Farmers Lumber Company \$150.98 BLADE METAL CUT 14IN
HALF PINT WELDING \$677.15 REPAIRS ON SNOW PLOW Health Pool of SD \$11,462.09 HEALTH
INSURANCE JACK'S UNIFORMS & EQUIPMENT \$511.92 PD HOLSTER PLATFORM BLACK L & S Repair
\$1,812.97 OIL CHANGES/OIL FILTERS Lewis & Clark Rural Water \$2,153.10 FEBRUARY 2023 MidAmerican
Energy Company \$1,478.63 GAS UTILITIES 800 MAIN MR GS TIRES \$86.83 F150 SERVICE NASRO \$550.00
BASIC SRO COURSE PD New Century Press, Inc. \$45.05 ADVERTISING election NORTHERN TRUCK
EQUIPMENT CORP \$2,094.07 SNOW PLOW REPAIRS SPLIT Olson's Ace Hardware \$66.97 ELEMENT
WRENCH/HEATING ELEMENT PARKER FARM AND AUTO SUPPLY IN \$427.47 MISC SUPPLIES & REPAIRS
Pump N Stuff- City \$110.50 FIRE DEPT FUEL Pump N Stuff- City \$268.83 CITY FUEL Pump N Stuff- City
\$596.24 PD FUEL RUNNINGS \$205.42 PROPANE/BULK BIN SOUTH DAKOTA SHERIFFS ASS \$115.00 FULL
CONFERENCE LASW ENFORCEMENT TWO WAY SOLUTIONS, INC \$279.99 SERVICE RADIO
PROGRAMMING Vermillion Garbage Service \$120.00 COMMERCIAL GARBAGE WELLENSTIEN, REBECCA
\$150.00 CLEANING SENIOR CENTER WESTRA, KATIE- CITY \$300.00 WATER REFUND SOPHIE BROWN
FERGUSON WATERWORKS #2516 \$211.41 PERMA PATCH ASPHALT Fort Randall Telephone Co. \$693.83

PHONE/INTERNET/FAX New Century Press, Inc. \$181.44 MINUTES PUBLISHING PARKER FARM AND AUTO SUPPLY IN \$230.00 TAPE 2 PIN PLUG Total Stop Food Store #747 \$125.13 MISC SUPPLIES ALL EMPLOYEES ACH \$12,753.63 ALL EMPLOYEES ACH \$12,385.28 Internal Revenue Service \$3,351.16 Vendor Liability Internal Revenue Service \$3,140.82 Vendor Liability COLONIAL LIFE \$729.00 DENTAL VISION MidAmerican Energy Company \$138.51 SENIOR CENTER MidAmerican Energy Company \$9.87 SWIMMING POOL VISA \$1,634.12 NEOBITS Verizon Wireless \$136.24 SHOP PD Verizon Wireless \$136.24 SHOP PD Xcel Energy \$4,393.64 ELECTRICITY SERVICE USDA Rural Development \$2,130.00 LOAN PAYMENT First National Bank \$5,239.06 CW-02 US BANK \$2,848.84 CW-03 Xcel Energy \$160.28 SENIOR CENTER City of Centerville \$177.67 WATER BILLING AT&T MOBILITY \$80.08 NIGHTHAWK2 PD

Mayor Kent Austin opened the public hearing at 5:32 p.m. to hear any questions or concerns regarding the Centerville Water Tower Project.

Danielle Franco and Harley Ferguson with SEACOG presented information detailing the process for applying for financial aid for the project.

There being no further questions or concerns regarding the application for financial assistance for the Centerville Water Tower project. Mayor Austin closed the public meeting at 5:43 p.m.

Mayor Austin presented Resolution No. 2023-02 authorizing an application for financial assistance.

V. Sikkink moved and C. Lunning seconded to accept Resolution No. 2023-02 authorizing an application for financial assistance. Motion carried. Unanimous.

RESOLUTION NO. 2023-02

RESOLUTION AUTHORIZING AN APPLICATION FOR FINANCIAL ASSISTANCE, AUTHORIZING THE EXECUTION AND SUBMITTAL OF THE APPLICATION, AND DESIGNATING AUTHORIZED REPRESENTATIVES TO CERTIFY AND SIGN PAYMENT REQUESTS.

WHEREAS, the City of Centerville (the "City") has determined it is necessary to proceed with the Centerville Water Tower project (the "Project"); and

WHEREAS, the City has determined that financial assistance will be necessary to undertake the Project and an application for financial assistance to the South Dakota Board of Water and Natural Resources (the "Board") will be prepared; and

WHEREAS, it is necessary to designate an authorized representative to execute and submit the Application on behalf of the City and to certify and sign payment requests in the event financial assistance is awarded for the Project,

NOW THEREFORE BE IT RESOLVED by the City as follows:

1. The City hereby approves the submission of an Application for financial assistance in an amount not to exceed \$1,412,000 to the Board for the Project.

2. The Mayor and Council President are hereby authorized to execute the Application and submit it to the Board, and to execute and deliver such other documents and perform all acts necessary to effectuate the Application for financial assistance.

3. The Mayor and Council President are hereby designated as authorized representatives of the City to do all things on its behalf to certify and sign payment requests in the event financial assistance is awarded for the Project.

Adopted at Centerville, South Dakota, this 6th day of March, 2023.

APPROVED:

Mayor
City of Centerville

(Seal)

Attest: _____
City Finance Officer

Mayor Austin asked if there were any public comments. There were none.

Operations – Mayor Austin discussed the use of the truck route. It was determined that the nature of the complaint brought to the council’s attention is limited to one specific trucking company that makes regular deliveries to a local business. This company will be reached out to and reminded that trucks are permitted to travel on truck routes only.

Mayor Austin discussed possible drainage issues after snow removal. With the amount of snow cover, spring melting and early spring rain may cause issues with street flooding. The mayor communicated that city workers will do their best to monitor the drains, but it is ultimately the homeowner’s responsibility to keep storm drains clear.

Cody Sikkink expressed his concern about the warmer temperatures making the sides of the streets too soft to take the weight of the snowplows if there are more snow events. It was agreed that to prevent street damage the only driving lanes are to be plowed if the edges are too soft.

Police Chief Clark gave the monthly police report for February:

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

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 and Justin Heine with ISG shared the Development Agreement for the new Harvest Pointe Housing Development.

V. Sikkink moved and J. Krebs seconded to approve Mayor Austin to sign the Development Agreement for the Harvest Pointe Housing Development. Motion carried. Unanimous.

Mayor Austin presented the revenue/expense report for March 2023, bank statements from February 2023, and the 2022 Annual Report.

ANNUAL REPORT FOR CITY OF CENTERVILLE
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2022

GOVERNMENTAL FUNDS--MODIFIED CASH BASIS				
	General Fund	3rd Cent Fund	Revolving Loan Fund	Total Governmental Funds
Beginning Balance	359,314.92	40,365.76	63,608.34	463,289.02
Revenues and Other Sources:				
Taxes:				
Property Taxes	418,280.62	0.00	0.00	418,280.62
General Sales and Use Taxes	267,588.28	8,409.30	0.00	275,997.58
Licenses and Permits	17,974.88	0.00	0.00	17,974.88
Intergovernmental Revenues:				
Federal Grants	79,729.25	0.00	0.00	79,729.25
State Grants	639.20			
Bank franchise tax	6,875.62	0.00	0.00	6,875.62
Liquor tax reversion	6,432.63	0.00	0.00	6,432.63
Motor Vehicle Licenses	15,780.94	0.00	0.00	15,780.94
Highway and bridge	22,404.91	0.00		22,404.91
Charges for Goods and Services:				
General Government	90.00	0.00	0.00	90.00
Public Safety	0.00	0.00	0.00	0.00
Highways and Streets	2,800.00	0.00	0.00	2,800.00
Swimming pool	8,151.00	0.00	0.00	8,151.00
Other Recreation	1,210.00	0.00	0.00	1,210.00
Fines and Forfeits:				
Court Fines and Forfeits	0.00	0.00	0.00	0.00
Animal Control Fines	125.00	0.00	0.00	125.00
Miscellaneous Revenue and Other Sources:				
Investment Earnings	1,811.70	93.45	94.74	1,999.89
Rents and franchise fee	3,442.65	0.00	0.00	3,442.65
Recovery of prior exp	9,396.37	0.00	0.00	9,396.37
Economic Development	27,000.00	0.00	0.00	27,000.00
Other Revenues	2,844.00	0.00	0.00	2,844.00
Sale of Municipal Property	0.00	0.00	0.00	0.00
Compensation for Loss or Damage to Capital Assets	4,945.00	0.00	0.00	4,945.00
Total Revenue and Other Sources	897,522.05	8,502.75	94.74	906,119.54
Expenditures and Other Uses:				
Legislative	16,780.05	0.00	0.00	16,780.05
Executive	19,196.17	0.00	0.00	19,196.17
Elections	348.12	0.00	0.00	348.12
Financial Administration	61,619.48	0.00	0.00	61,619.48
Other General Government	29,228.62	0.00	0.00	29,228.62
Police	151,268.96	0.00	0.00	151,268.96
Fire	24,619.27	0.00	0.00	24,619.27
Highways and Streets	215,809.97	0.00	0.00	215,809.97
Sanitation	2,500.00	0.00	0.00	2,500.00
Recreation	4,450.00	0.00	0.00	4,450.00
Parks	45,272.62	0.00	0.00	45,272.62
Swimming Pool	27,780.05	0.00	0.00	27,780.05
Libraries	75,471.42	0.00	0.00	75,471.42
Economic Development and Assistance	97,028.47	4,999.44	0.00	102,027.91
Capital Outlay:				

Government buildings	2,178.86	0.00	0.00	2,178.86
Fire	15,000.00	0.00	0.00	15,000.00
Streets	9,843.88	0.00	0.00	9,843.88
Parks	6,328.05	0.00	0.00	6,328.05
Library	9,351.89	0.00	0.00	9,351.89
Total Expenditures and Other Uses	814,075.88	4,999.44	0.00	819,075.32
Transfers In (Out)	0.00	0.00	0.00	0.00
Increase/Decrease in Fund Balance	83,446.17	3,503.31	94.74	87,044.22
Ending Balance:				
Nonspendable	0.00	0.00	0.00	0.00
Restricted	850.34	43,869.07	0.00	44,719.41
Committed	0.00	0.00	63,703.08	63,703.08
Assigned	0.00	0.00	0.00	0.00
Unassigned	454,935.81	0.00	0.00	454,935.81
Total Ending Fund Balance	455,786.15	43,869.07	63,703.08	563,358.30

Governmental Long-term Debt 0.00

ENTERPRISE FUNDS--MODIFIED CASH BASIS	
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	Water Fund	Sewer Fund	Total Enterprise Funds
Beginning Balance	321,665.01	332,910.51	654,575.52
Cash Receipts	232,359.52	247,890.00	480,249.52
Cash Disbursements	(189,461.26)	(192,452.98)	(381,914.24)
Ending Balance	364,563.27	388,347.53	752,910.80

Enterprise Long-term Debt 1,322,171.35

The preceding financial data does not include fiduciary funds or component units. Information pertaining to those activities may be obtained by contacting the municipal finance officer at 605-563-2302.

Municipal funds are deposited as follows:

Depository	Amount
City money is deposited as follows:	
One American Bank:	
Checking/savings	871,885.71
Certificates of deposit	280,719.30
Petty cash	125.00
	1,152,730.01

V. Sikkink moved and A. Carlson seconded to approve the 2022 annual report as presented. Motion carried. Unanimous.

Mayor Austin shared that K. Voegeli is still waiting on an engagement letter for the 2 year audit.

Mayor Austin asked to approve the IT Agreement with Geek Dad for the 2023 year. V. Sikkink moved and A. Carlson seconded to approve the IT Agreement as presented. Motion carried. Unanimous.

J. Krebs moved and A. Carlson seconded to approve the second reading amend Zoning Ordinance 2023-1 Off-Street Parking. Motion carried. Unanimous.

ORDINANCE NO. 2023-1

AN ORDINANCE OF THE CITY OF CENTERVILLE, SD, AMENDING THE 2019 REVISED CENTERVILLE ZONING REGULATIONS BY AMENDING CHAPTER 10.10, ADDITIONAL USE REGULATIONS, OFF-STREET PARKING REQUIREMENTS.

BE IT ORDAINED BY THE CITY OF CENTERVILLE, SD:

Section 1. That Chapter 10.10 of the 2019 Revised Centerville Zoning Regulations is hereby amended to include the following:

G. Recreational Vehicle Storage in Residential Zones.

1. Definitions. For the purposes of this section, the following terms shall have the meaning given herein.
 - a. "Park," "parking," "stored," and "storage" mean on-site parking on residential property for a continuous period more than twenty-four hours.
 - b. "Motorized Recreational Vehicle" means a motorhome built on a truck or bus chassis or a van chassis.
 - c. "Recreational Vehicle" means motorized and non-motorized vehicles that combine transportation and living quarters for travel, recreation, or camping.
2. Storage and Parking of Motorized Recreational Vehicle and Recreational Vehicles.
 - a. Purpose. The purpose of these regulations is to establish standards for the parking and storage of motorized recreational vehicles and recreational vehicles in residential zones to protect the value, character, public health, and safety of residential neighborhoods.
 - b. Standards.
 1. No person may live, occupy, or sleep in a recreational vehicle on a residential lot.

2. The recreational vehicle must not be connected to city water or sewer services or an external source of electricity unless it is actively being cleaned or some other maintenance service is being performed.
 3. No recreational vehicle may be winterized for use or storage by means of installing insulation, skirting, heat tapes, or other such physical modifications to prevent freezing.
 4. No parking or storage may occur in the front yard. For corner lots, the Authorized Agent will determine which side of the dwelling unit is the front yard for the purposes of this section. Temporary parking of a recreational vehicle on a paved driveway in the front yard shall be allowed for up to three consecutive days for the purpose of loading, unloading, or otherwise prepping and cleaning the recreational vehicle. Temporary parking of a recreational vehicle must not encroach onto the public sidewalk nor encroach into the public right-of-way.
 5. Parking and storage is permitted in the side or back yard, so long as the vehicles comply with Chapter 10.10(B)(1) of these zoning regulations. Parking or storage must not encroach onto the public sidewalk nor encroach onto into the public right-of-way.
 6. One (1) recreational vehicle shall be permitted on each residential lot. Two (2) recreational vehicles may be allowed per residential lot with an approved license under Chapter 151 of the Municipal Ordinances of Centerville. Three (3) or more recreational vehicles are prohibited from being stored or parked on residential lots.
- c. Prohibitions. No person shall keep, store, or otherwise permit any of the following on a lot or parcel of land zoned for residential use:
1. Any motorized recreational vehicle, recreational vehicle, or component thereof which is located on the front yard, not located on either a paved driveway surface or driveway surface as authorized under Section 10.10(A)(1) of these zoning regulations.. For corner lots, the Authorized Agent will determine which side of the dwelling unit is the front yard for purposes of this section.
 2. Any motorized recreational vehicle, recreational vehicle, or component thereof which is located within six (6) feet of any driving lane.
 3. Any vehicle or component thereof which creates a pedestrian or vehicular safety hazard.

3. Exceptions. The provisions of this section do not apply to the following:
 - a. Recreational vehicles parked in an approved campground, recreational vehicle park, or other area designated for such use by resolution of the City.
 - b. Recreational vehicles used during the building phase of the initial residence.
4. Penalty.
 - a. The City's Authorized Agent will provide a notice of violation to any vehicle or component thereof parked or stored in violation of this ordinance. The vehicle or component thereof must be moved within twenty-four (24) hours from the date of the notice of violation.
 - b. Any vehicle not moved within twenty-four hours from the date of the notice of violation will be fined \$25 per day until the vehicle or component thereof is moved and in compliance with these regulations.

Adopted this 6th day of March, 2023.

Mayor

ATTEST:

Finance Officer

Seal

First Reading: February 6, 2023
Second Reading & Adoption: March 6, 2023
Publication: March 16, 2023
Effective Date: April 8, 2023

Published once at the approximate cost of _____.

Mayor Austin presented Resolution No 2023-03 establishing fees and fines for vacant buildings.

V. Sikkink moved and C. Lunning seconded tabling Resolution No. 2023-03 Establishing fees and fines for vacant buildings for further consideration at the next meeting. Motion carried. Unanimous.

Equalization Board Hearing scheduled is for Monday, March 20, 2023 at 5:30. p.m.

Mayor Austin set regular City Council Meeting on Monday, April 3, 2023 at 5:30 p.m.

There being no further matters to discuss, V. Sikkink moved and J. Krebs seconded the meeting be adjourned. Motion carried. Unanimous. Meeting adjourned at 6:28 p.m.

Kent Austin, Mayor

Attest: _____
Finance Officer