

CITY OF CENTERVILLE
UNAPPROVED MINUTES OF REGULAR MEETING
Monday, March 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, Jeff Nelson and Adam Carlson.
Absent: Cory Simonsen

Others present: Kristin Hazen – Finance Officer, Nolan Clark - Police Chief, Cody Sikkink – Operations Manager and Jared Hybertson –Economic Development Coordinator

Guests present: Cyndi Nelson, Richard and Sandy Schryer

Mayor Austin asked if there was any additions or corrections to the agenda. K. Hazen asked the council to add IT Consultant Agreement under Finance. C. Lunning moved and A. Carlson second to approve the agenda with the addition of IT Consultant Agreement. Motion carried. Unanimous.

V. Sikkink moved and C. Lunning seconded to approve the regular meeting minutes from Monday, February 7, 2022. Motion carried. Unanimous.

J. Nelson moved and Jackie Krebs seconded to approve the warrants presented. Motion carried. Unanimous.

WARRANTS

Xcel Energy \$3,250.93 Xcel EnergyCity of Centerville \$114.38 Water Billing USDA Rural Development \$2,130.00 Loan Payment City of Centerville \$116.04 Water City Hall & Shop/Pd Internal Revenue Service \$2,900.10 Vendor Liability Internal Revenue Service \$3,098.13 Vendor Liability Verizon Wireless \$9.56 Verizon Wireless Farmers Lumber Company \$629.35 Duct Tape Fort Randall Telephone Co. \$604.30 Phone/Internet Health Pool of SD \$8,523.93 March 2021 HYBERTSON, JARED \$33.60 Mileage Reimb CENTER POINT LARGE PRINT \$266.04 Christian Series Century Business \$44.11 Overage Charge For 2-5-21 To 03-04-21 CRARY HUFF LAW FIRM \$1,378.50 Legal Fees DUNCAN LAW FIRM LLP \$1,225.50 Clay Rural Water System Agreement Lewis & Clark Rural Water \$3,649.80 February 2021 MidAmerican Energy Company \$972.86 Electricity PARKER FARM AND AUTO SUPPLY IN \$41.09 Pay loader Pedersen Machine, Inc. \$23.30 Bolt RUNNINGS \$235.99 Torch Kit Med Duty Total Stop Food Store #747 \$64.68 Misc Supplies SDRS SUPPLEMENTAL RETIREMENT \$80.00 Vendor Liability SD Retirement System \$3,418.86 Vendor Liability SYNCB/AMAZON \$591.06 Books Centerville School \$52.49 Postage Century Business \$45.98 Overage Charge 1-5-21 To 2-4-21 COLONIAL LIFE \$398.45 Dental/Vision CRARY HUFF LAW FIRM \$1,175.50 Legal Fees Dakota Ace Hardware \$257.04 Misc Supplies Diesel Machinery, Inc. \$1,300.00 Komatsu Rental Jensen, Thomas \$150.00 Water Deposit Refund Lewis & Clark Rural Water \$4,085.68 January2021 MidAmerican Energy Company \$663.11 Utility Gas VISA \$76.05 Car Wash PARKER FARM AND AUTO SUPPLY IN \$433.53 Misc Supplies Pump N Stuff- City \$158.14 City Fuel Pump N Stuff- City \$358.40 Police Fuel SOUTH DAKOTA SHERIFFS ASS \$85.00 Full Conference Deadwood Star Publishing \$139.25 Publishing Total Stop Food Store #747 \$26.19 Supplies Turner County Emergency \$30.00 Emergency Services Verizon Wireless \$134.54 Police/Maintenance Vermillion Garbage Service \$180.00 Commercial Garbage WURTZ CONSTRUCTION \$1,000.00 Refund Building Permit Xcel Energy \$3,601.31 Xcel

February Payroll: Finance - \$4,357.22 Police - \$9,727.99 Parks - \$959.61; Streets - \$2,980.66; Water - \$5,221.10; Sewer - \$4,140.56; Library - \$4,908.54; Econ Dev - \$6,551.42;

Mayor Austin shared a building permits received from Carrie Jenson and Courtney Knudson, previously approved by K. Hazen and K. Westra.

Mayor Austin opened the public hearing at 5:33pm. One bid was received to rent the farmland by the lagoon. Mayor Kent Austin opened the bid and is recorded as follows:

- 1.) Nicholas Blake - \$3,432.00 per year payable in full on April 1, 2022. Two year term with the option to renew at least sixty (60) days prior to the expiration of the term.

V. Sikkink moved and C. Lunning seconded to accept the bid from Nicholas Blake for \$3,432.00 per year. Motion carried. Unanimous.

Mayor Austin asked to hear comments or concerns for the one-day liquor licenses application received from the American Legion to be used on March 19, 2022 for the Wayne Theodorf Benefit. There being no questions or concerns, C Lunning moved and J. Nelson seconded to approve the one-day liquor licenses request from the American Legion. Motion carried. Unanimous.

Mayor Austin as if there was any other public comments. There being none, Mayor Austin closed the public hearing at 5:38.

Operations – Cody Sikkink reported that the fire hydrant by the fire station as it is cracked and will need to be repaired.

Snow Removal– V. Sikkink expressed her concern regarding the snow removal at the curb in front of the downtown businesses. Mayor Austin explained that the city has an ordinance in place that states that the owner or person in possession of any property shall not deposit snow/ice upon any public street, shall not obstruct or interfere with pedestrian traffic, or obstruct storm sewer drainage or any inlet to drain to the city storm sewer system. If a business deposits snow/ice from the sidewalk into the street they can be fined by the city.

Mayor Austin asked K. Hazen to share the ordinance with business owners to remind them of the snow removal ordinance.

K. Hazen shared that there is a Certified Pool Operator Course coming up in April and May of 2022. Mayor Austin said that it is beneficial to have two certified operators. C. Sikkink said that Matt Thompson will be obtaining his certification and will be attending the CPO Course.

C. Sikkink shared that the fire department received some donated ground and are currently looking into building a new fire station. However, they will be looking for some financial backing from the city. J. Hybertson is also working on grants to help assist with this project.

C. Sikkink said that there is a significant leak in the front of the Leader Building that will need to be repaired. Discussion was held on the appropriate approach to finding and fixing the leak.

Police Chief Clark gave the monthly police report for February:

February 2022

33 Calls for service/disturbance 3 Well-being checks 10 Traffic stops

1 Arrest
1 Domestic dispute call

4 Assists for fire/ambulance calls
2 Mental health incidents

3 Animal calls

Chief Clark shared that the 2022 "Special Vehicle" licenses have been printed and will accommodate golf carts, scooters, and mopeds as allowed by the city ordinance.

Chief Clark and K. Hazen discussed the pay wages for non-certified police officers and certified police officers. K. Hazen said they have remained the same for as long as she has been with the city. Chief Clarks requested to raise the non-certified police wage to \$15.50 and the certified police wage to \$17.50.

RESOLUTION: 2022-06

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:

Police

Certified Police Officers	\$ 17.50
Non-certified Police Officers	\$ 15.50

Adopted on this 7th day of March, 2022 on a motion by J. Nelson and seconded by C. Lunning. Motion carried. Unanimous.

Kent Austin, Mayor

ATTEST: _____
Kristin J. Hazen, Finance Officer

Chief Clark also asked for council permission to advertise for part time help as he has been very short handed. Council agreed to advertise.

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 February 2022, the February 2022 bank statements and the final financial report for two years ending December 31, 2020.

K. Hazen shared Resolution 2022-5 billing amendment. This amendment would ultimately allow the council to set a spending limit per month to pay certain vendors prior to submitting the bills to the city council for approval. This will allow the city finance officer to pay these bills to avoid any late fees or finance charges due to late payment. After reviewing the billing amendment, council did not feel comfortable setting an amount and asked K. Hazen to inquire how other cities have written their incidental disbursement account resolutions. K. Hazen will be to the next regular council meeting for further discussion.

K. Hazen shared **Resolution: #2022-04**

SUBJECT: RAISE EARNED BY CERTIFICATION

NOW THEREFORE, BE IT RESOLVED

1. Matt Thompson will be compensated .25 (twenty-five cents) for WD Class I exam for a total hourly wage of \$18.00 effective February 10, 2022.

Adopted this 7th day of March, 2022 on a motion by C. Lunning and seconded by V. Sikkink. Motion carried. Unanimous.

Kent Austin, Mayor

ATTEST: _____
Kristin J. Hazen, Finance Officer

K. Hazen shared the completed and accepted two year audit received from Independent Audit Services.

K. Hazen reported that there were no petitions turned in so there will not be an election this year. Vacancies will be filled by appointment by Mayor Austin.

K. Hazen shared that the AED's are backordered until April but the expense can be used toward the Coronavirus Local Fiscal Recovery Fund. A Carlson moved and V. Sikkink seconded to approve the purchase of 4 AED's from Avera for the total of \$1,399.00 each plus shipping and handling. Motion carried. Unanimous.

K. Hazen asked the council members if they would be interested in paperless council meetings by utilizing the iPads. There was no interest.

Code Enforcement – K. Hazen will follow up with the Code Enforcement Specialist to get an updated report.

K. Hazen presented the IT Consultant Agreement. It was reviewed by the council members. A. Carlson moved and C. Lunning seconded to approve the IT Consultant Agreement received from Geek Dad and to pay a retainer of \$500.00 annually. Motion carried. Unanimous.

Mayor Austin set the Equalization Board Hearing at 5:30 p.m. on Monday, March 21, 2022.

Mayor Austin set the next regular council meeting at 5:30 p.m. on Monday, April 4, 2022.

There being no further matters to discuss, J. Nelson moved and C. Lunning seconded the meeting be adjourned. Motion carried. Unanimous. Meeting adjourned at 6:54 p.m.

Kent Austin, Mayor

Attest: _____
Finance Officer