

CITY OF CENTERVILLE  
UNAPPROVED MINUTES OF REGULAR MEETING  
Monday, April 4, 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, Matt Thompson – Assistant 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. There being none. V. Sikkink moved and C. Lunning second to approve the agenda. Motion carried. Unanimous.

C. Lunning moved and J. Nelson seconded to approve the regular meeting minutes from Monday, March 7, 2022. Motion carried. Unanimous.

J. Nelson moved and C. Lunning seconded to approve the Equalization meeting minutes from Monday, March 21, 2022. Motion carried. Unanimous.

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

**WARRANTS**

Colonial Life \$638.71 Dental/vision/accident Xcel Energy \$3,596.85 Electric VISA \$411.78 Oil Change  
USDA Rural Development \$2,130.00 Loan Payment First National Bank \$8,716.87 Cw-01 First National  
Bank \$11,380.39 Dw-01 MidAmerican Energy Company \$580.90 April 2022 CENTER POINT LARGE  
PRINT \$45.54 Books Century Business \$41.99 Charges For 2-5-22 To 3-4-22 Concrete Materials \$268.38  
1 1/2" X 3/4" Qtz CRARY HUFF LAW FIRM \$399.83 Hay Land Lease Legal Dakota ACE Hardware \$260.33  
Sewage Pump/Pipe Pvc DAKOTA FLUID POWER \$231.57 Motor Repair DEERE CREDIT \$8,988.96 Jd  
Cxca Yearly Payment Diesel Machinery, Inc. \$0.00 Komatsu Loader Rental 3-24-22 To 4-20-22 Health  
Pool of SD \$8,966.09 Health Insurance HYBERTSON, JARED \$378.60 Dakota Resources Housing  
Conference KLM ENGINEERING, INC. \$2,500.00 Evaluation Of 100,000 Gallon Tank MC&R Pools, Inc.  
\$325.00 Cpo Course Tuition Mid-American Research Chemical \$465.91 Algaecide/Brake/Parts Cleaner  
MR GS TIRES \$80.00 Trailer 215/75R14 New Century Press, Inc. \$143.88 Publishing Pheasantland  
Industries \$82.08 Newspaper Printing Plus \$48.00 Color Copies Cdc Pump N Stuff- City \$416.29 Shop  
Fuel Pump N Stuff- City \$391.12 Police Fuel Pump N Stuff- City \$138.76 Shop Fuel TRITECH SOFTWARE  
SYSTEM \$505.05 Annual Maintenance Fee Vermillion Garbage Service \$120.00 Commercial Garbage  
Diesel Machinery, Inc. \$851.20 Komatsu Rental 3-24-22 To 4-20-22 CORE & MAIN LP \$0.00 Fire Hydrant  
Lewis & Clark Rural Water \$2,413.49 March 2022 5 STAR COMMUNICATIONS, INC. \$50.00 Graduation  
Ad Badger Meter Inc \$67.95 Beacon Fixed Network Serv Unit Services For March 2022 Construction  
Products \$92.68 Maria's Concrete Bit CORE & MAIN LP \$115.38 Fire Hydrant Fort Randall Telephone Co.  
\$665.95 Telephone/Fax MidAmerican Energy Company \$112.76 Senior Center New Century Press, Inc.

\$36.14 Equalization Minutes Boyd Ostrem \$150.00 Water Deposit Return Total Stop Food Store #747  
\$40.87 Misc Supplies Xcel Energy \$121.53 Senior Center

March Payroll: Finance - \$4,328.10 Police - \$9,614.01 Parks - \$1,000.87; Streets - \$3,102.33; Water - \$5,329.90; Sewer - \$5,329.95; Library - \$4,597.78; Econ Dev - \$6,491.18;

Mayor Austin shared a building permits received from Logan Olsen, Jennifer Bertrand, and Clint Perry, previously approved by K. Hazen and K. Westra. He also presented a building permit request from Tracy Kirk to install a temporary car port. J. Nelson moved and A. Carlson seconded to approve the building permit request from Mr. Kirk. Motion carried. Unanimous.

Mayor Austin as if there was any other public comments. There being none, Mayor Austin invited C. Sikkink, Operations Manager to report.

Operations – Cody Sikkink reported that the water leak repair in front of Maria’s has been repaired and concrete will be poured soon. He reported that Todd Peterson has a leak and it will need to be repaired. Mr. Peterson requested the line be bored instead of dug. The council feels as thou the repair can be done with the mini excavator with no problem and there is no reason to bore at this time.

Cody shared that they met with the school regarding the new crow’s nest and getting water plumbed to the new facility, as the school would like to move forward with the project.

On March 23, 2022, approved via email and phone conversation, Cody purchased a compactor for the mini excavator from Gentec Equipment for \$5,225.00. Cody shared that the purchase has been completed and the lead time will be about 3 weeks.

Cody found extra rock that can be used for 3-4 additional camping pads in the park.

Mayor Austin tabled to surplus the firetruck until the next regular council meeting.

C. Sikkink shared that 2021 Annual Water Report is complete and is accurate. K. Hazen shared that the drinking report info has been placed on the back of the water billing, on the Centerville website and is available at city hall.

Police Chief Clark gave the monthly police report for March:

<u>March 2022</u>		
32 Calls for service/disturbance	0 Well-being checks	10 Traffic stops
0 Arrests	5 Assists for fire/ambulance calls	
2 Domestic dispute call	3 Mental health incidents	2 Animal calls

Mayor Austin shared that he saw Officer Rausch playing basketball with the kids and expressed how much that means to the children and to the city. It is great to see him out with the public.

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 March 2022, the March 2022 bank

statements and the 2021 annual report.

ANNUAL REPORT FOR CITY OF CENTERVILLE  
AS OF AND FOR THE YEAR ENDED December 31, 2021

GOVERNMENTAL FUNDS--MODIFIED CASH BASIS

	General	3rd Cent	Revolving Loan	Total Governmental Funds
	Fund	Fund	Fund	
Beginning Balance	367,600.79	36,334.57	63,508.38	467,443.74
Revenues and Other Sources:				
Taxes:				
Property Taxes	420,394.88	0.00	0.00	420,394.88
General Sales and Use Taxes	212,338.32	8,922.90	0.00	221,261.22
Penalties and Interest on Delinquent Taxes	1,868.19	0.00	0.00	1,868.19
Licenses and Permits	19,780.00	0.00	0.00	19,780.00
Intergovernmental Revenues:				
Federal Grants	196,080.27	0.00	0.00	196,080.27
State Grants	1,989.00	0.00	0.00	1,989.00
State Shared Revenue	51,436.33	0.00	0.00	51,436.33
County Shared Revenue:	1,984.32	0.00	0.00	1,984.32
Other Intergovernmental Revenue	0.00	0.00	0.00	0.00
Charges for Goods and Services:				
Public Safety	100.00	0.00	0.00	100.00
Highways and Streets	770.00	0.00	0.00	770.00
Culture and Recreation	9,260.80	0.00	0.00	9,260.80
Other	1,085.00	0.00	0.00	1,085.00
Fines and Forfeits:				
Court Fines and Forfeits	3,885.75	0.00	0.00	3,885.75
Miscellaneous Revenue and Other Sources:				
Investment Earnings	1,766.40	108.29	99.96	1,974.65
Contributions and Donations from Private Sources	10,400.00	0.00	0.00	10,400.00
Other Revenues	29,259.28	0.00	0.00	29,259.28
Sale of Municipal Property	1,928.00	0.00	0.00	1,928.00
Compensation for Loss or Damage to Capital				
Assets	2,161.11	0.00	0.00	2,161.11
Total Revenue and Other Sources	966,487.65	9,031.19	99.96	975,618.80
Expenditures and Other Uses:				
Legislative	18,026.08	0.00	0.00	18,026.08
Executive	15,711.14	0.00	0.00	15,711.14
Elections	106.78	0.00	0.00	106.78
Financial Administration	70,130.97	0.00	0.00	70,130.97
Other General Government	26,299.64	0.00	0.00	26,299.64
Police	186,394.36	0.00	0.00	186,394.36
Fire	68,257.70	0.00	0.00	68,257.70
Highways and Streets	190,413.46	0.00	0.00	190,413.46
Sanitation	2,593.15	0.00	0.00	2,593.15

Recreation	42,107.67	0.00	0.00	42,107.67
Parks	66,263.91	0.00	0.00	66,263.91
Libraries	76,528.09	0.00	0.00	76,528.09
Economic Development and Assistance	97,620.24	5,000.00	0.00	102,620.24
Total Expenditures and Other Uses	<u>860,453.19</u>	<u>5,000.00</u>	<u>0.00</u>	<u>865,453.19</u>

Transfers In (Out)	0.00	0.00	0.00	0.00
Special Item (specify)	0.00	0.00	0.00	0.00
Extraordinary Item (specify)	0.00	0.00	0.00	0.00

Increase/Decrease in Fund Balance	<u>106,034.46</u>	<u>4,031.19</u>	<u>99.96</u>	<u>110,165.61</u>
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Ending Balance:

Nonspendable	0.00	0.00	0.00	0.00
Restricted	316.56	40,365.76	0.00	40,682.32
Committed	0.00	0.00	63,608.34	63,608.34
Assigned	56,100.00	0.00	0.00	56,100.00
Unassigned	417,218.69	0.00	0.00	417,218.69
Total Ending Fund Balance	<u>473,635.25</u>	<u>40,365.76</u>	<u>63,608.34</u>	<u>577,609.35</u>

Governmental Long-term Debt

0.00
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<p>PROPRIETARY FUNDS--MODIFIED CASH BASIS</p>
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	Water Fund	Sewer Fund
Beginning Balance	<u>318,206.65</u>	<u>273,954.45</u>
Revenues	212,939.61	234,297.25
Expenses	215,466.29	179,507.12
Transfers In (Out)	0.00	0.00

Ending Balance:

Restricted for:

Revenue Bond Debt Service	45,521.56	25,560.00
Revenue Bond Retirement	0.00	0.00
Revenue Bond Contingency	0.00	0.00
Special Assessment Bond Guarantee	0.00	0.00
Special Assessment Bond Sinking	0.00	0.00
Equipment Repair and/or Replacement	0.00	0.00
Landfill Closure and Post Closure Costs	0.00	0.00
Permanently Restricted Purposes	0.00	0.00
Other purposes	0.00	0.00
Unrestricted	270,158.41	303,184.58

Enterprise Long-term Debt

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
One American Bank:	
Checking/savings	942,904.70
Certificates of deposit	279,004.20
Petty cash	125.00

Donation – C. Lunning moved and V. Sikkink seconded to approve the donation of two individual season pool passes to the Community Easter Egg Hunt at the CCRC. Motion carried. Unanimous.

**RESOLUTION: #2022-07**

SUBJECT: HIRING OF MANAGER FOR SWIMMING POOL

BE IT RESOLVED: by the city council of the City of Centerville, SD as follows:

Bridget Hansen – Swimming Pool Manager/Swimming Instructor/Lifeguard @ \$16.00 (sixteen dollars) per hour.

C. Lunning moved and J. Nelson seconded to hire Bridget Hansen effective April 4, 2022. Motion carried. Unanimous.

\_\_\_\_\_  
Kent Austin, Mayor

Attest:

\_\_\_\_\_  
Finance Officer

Spring cleanup was scheduled for May 9<sup>th</sup> through the 14<sup>th</sup>.

Pet clinic was scheduled for May 7, 2022

Code Enforcement – The new code enforcement officer, Tim Austin from Brookings has started assisting Joel Johnson with City of Centerville’s code enforcement processes. K. Hazen shared that the code enforcement committee should plan on meeting with Tim to discuss the current code enforcement list and other issues.

Mayor Austin asked to go into executive session to discuss personal. J. Krebs moved and C. Lunning seconded to go into executive session. Mayor Austin declared in executive session at 6:27 p.m. Motion carried. Unanimous.

**Resolution: #2022-08**

Subject Annual Review for Nolan Clark – Chief of Police

BE IT RESOLVED: by the city council of the City of Centerville, South Dakota that:

1. Nolan Clark rate of compensation be increased by 2.0% (two percent) so that his new hourly rate will be \$23.35 (twenty three dollars and thirty five cents).

Adopted this 4<sup>th</sup> day of April, 2022 with a motion made by V. Sikkink and seconded by J. Krebs. Motion carried. Unanimous.

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Kent Austin, Mayor

Attest: \_\_\_\_\_  
Finance Officer

**Resolution #2022-09**

Subject Six Month Review for Matt Thompson – Assistant Operations Manager

BE IT RESOLVED: by city council of the City of Centerville, South Dakota that:

1. Matt Thompson rate of compensation be increased by \$.50 (fifty cents) so his new hourly rate is \$18.50 (eighteen dollars and fifty cent) effective immediately.
2. Matt Thompson, upon completion of his six-month training period, will accrue 5 working days of sick leave. He will also accrue 5 working days of vacation leave after his one year anniversary.

Adopted this 21<sup>st</sup> day of March, 2022 with a motion made by V. Sikkink and seconded by J. Nelson. Motion carried. Unanimous.

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Kent Austin, Mayor

Attest: \_\_\_\_\_  
Kristin Hazen, Finance Officer

Mayor Austin set the next regular council meeting at 5:30 p.m. on Monday, May 2, 2022.

There being no further matters to discuss, V. Sikkink moved and C. Lunning seconded the meeting be adjourned. Motion carried. Unanimous. Meeting adjourned at 7:03 p.m.

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Kent Austin, Mayor

Attest: \_\_\_\_\_  
Finance Officer