

CITY HALL, CITY OF ARLINGTON, SOUTH DAKOTA
February 6, 2024

The City Council met in regular session in the Municipal Building. Present on Roll Call were Mayor Curt Lundquist and Council Members: Terry Mutziger, Terry Rowbotham, Garth Johnson, Beth Sundberg, and Rob Achterberg. Absent: Cory Falconer

Motion was made by Mutziger, seconded by Rowbotham to approve the minutes of the January 2nd & 12th meetings. All in favor—Carried.

Beth Niemeyer from Banner explained the pay request #4 from Halme and answered questions that the Council had. Motion was made by Achterberg, seconded by Johnson to approve pay request #4 for \$97,200.45. All in favor – Carried.

Bills on file were submitted for consideration and on motion by Rowbotham seconded by Achterberg, the Finance Officer was instructed to issue payment for same. All in favor—Carried.

Bills approved as follows:

PAYROLL 7317.57, OASI BENEFIT 1978.75, DEBOER CONSTRUCTION INC. 240446.17 BIRCH/HICKORY ST., EAST RIVER ELECTRIC POWER COOP 3922.00 ENERGY, ELECTRIC FUND 3335.35 CITY UTILITIES, HALME, INC. 189718.14 SEWER PROJECT, HEARTLAND ENERGY 25358.62 ENERGY, KINGSBURY COUNTY AUDITOR 5546.67 COUNTY LAW, SD STATE TREASURER 6468.10 SALES TAX, VALLEY FIBERCOM 203.64 INTERNET/PHONE, WESTERN AREA POWER ADM 22610.80 ENERGY, PAYROLL 22733.36, SDRS 3472.60 RETIREMENT, HEALTH POOL OF SD 4912.50 HEALTH INSURANCE, COLONIAL LIFE 106.53 VOLUNTARY INS, OASI BENEFIT 5943.30, AT&T 47.25, CELL PHONE, CITIZENS STATE BANK 20.00 STOP PAYMENT - CHECK #32416, CORNELL GRIFFIN 130.00 METER DEPOSIT REFUND, NORTHWESTERN ENERGY 526.11 SERVICE TO CITY SHOPS, PETTY CASH 25.00 PICKUP TITLE/CERT., PRINCIPAL LIFE INS. CO. 180.34 SHORT TERM DISABILITY, RURAL DEVELOPMENT 4301.00 WATER/WASTEWATER LOAN, SIOUX VALLEY ENERGY 53.00 AIRPORT, VISA - COR TRUST BANK 1194.57 CLOTHING/TRAVEL/SUPPLIES, 81 AUTO CLINIC 29.85 DE-ICER, A-OX WELDING SUPPLY CO. 108.90 CYLINDER RENT, ARLINGTON INSURANCE AGENCY 318.00 BOBCAT AND FLATBED, ARLINGTON SUN 371.27 PUBLISHING, AVID HAWK, LLC 45.00 MONTHLY WEBSITE FEE, BANNER ASSOCIATES, INC 18954.45 ENGINEERING SERVICES, BITS OF YESTERDAY 100.00 OVERPAYMENT, BOBCAT OF BROOKINGS 586.88 STUMP GRINDER PARTS, CENTURY BUSINESS PRODUCTS 46.43 SERV AGRMNT 12/19/23-01/18/24, COOKS WASTEPAPER & RECYCLING 11226.60 NOV & JAN GARBAGE, CORE & MAIN 155.20 LID LIFTER, DECURTINS & SONS 1954.24 ROUGH IN PLUMBING, DECURTINS & SONS CONT. 3529.17 BALANCE - BASEBALL BUILDING, JOE DENISON 750.00 AMBULANCE TRAINING - 2023, ELECTRIC FUND 550.00 METER DEP APPLIED TO BILL, FIRST DIST. ASSN/LOCAL GOV'T 1339.00 YEARLY SUPPORT 10/1-9/30, HALME, INC 97200.45 PAY REQUEST #4, HANDI MART 226.92 FUEL, JERRY HOWELL, SR 200.00 , INTERSTATE ALL BATTERY CENTER 41.90 BATTERIES, KINGBROOK RURAL WATER 12480.83 JAN. WATER & LEASE PMT, L. G. EVERIST, INC 175.64 ICING SAND, M & T FIRE & SAFETY 4910.50 ENGINE 1 REPAIR, MAYNARD'S FOOD CENTER 38.33 SHOP & CITY HALL SUPPLIES, MEDIACOM 100.00 METER DEP BALANCE REFUND, ROBIN NELSON 398.62 AMBULANCE OVERPAYMENT, OFFICE PEEPS 133.65 TAX FORMS/PAPER TOWELS, OMNI-PRO SOFTWARE 3449.60 SOFTWARE LICENSE & SUPPORT, PRAIRIE AG PARTNERS 5902.32 FUEL/PARTS/SUPPLIES/REPAIR, RAZTECH LLC 947.00 January IT, REVIER PRESSURE WASHERS INC 50.00 VALVE FLOAT - SHOP, SCHEIN INC 44.92 AMBULANCE SUPPLIES, SD ONE CALL 57.75 LOCATES OCT-DEC, SHARE CORPORATION 286.31 POWER DRIVE NUT SETTER SET, SNAP ON TOOLS 576.90 RACHET & BATTERY, US POST OFFICE 510.00 POSTAGE, STEVEN UST 2700.00 BUILDING INSPECTIONS - 27, WW TIRE BRYANT 256.15 TIRE REPAIR

Motion was made by Achterberg, seconded by Mutziger to transfer \$116,154.90 from the Sewer Fund to the General Fund for payment of the bills to Banner (\$18,954.45) and Halme Construction, Inc. (\$97,200.45) for the Sewer Project. All in favor—Carried.

Todd Kays from First District reviewed with the Council the pre-disaster mitigation plan and discussed the City's Land Use portion of the Zoning Ordinance Book. He will take all of the Council's zoning input and put that information together so that we continue to move forward with getting the zoning book completed.

Tammy Anderson, Kingsbury County Director of Equalization, sent information to the Council regarding assessments. Everything in the county is going up 20%. The values went to 92% of the market; for taxation, they will be taken down to 85% of market.

Motion was made by Mutziger, seconded by Rowbotham, to approve pre-payment of the following bills: Citizens State Bank—WH-SS-Medicare--\$12,000.00; East River Electric Power—Energy--\$4700.00; Electric Fund—City Utility Bills--\$8000.00; Valley Fibercom —Phones & Internet--\$350.00; Heartland Consumer Power District—Energy--\$45000.00; Kingsbury County Auditor—County Law Contract--\$5600.00; SD State Treasurer—Sales Tax--\$8000.00; Western Area Power Adm—Energy--\$22000.00; AT&T—Cell Phones--\$50.00; Colonial Life—Payroll Deductions--\$150.00; Northwestern—Natural Gas--\$1200.00; PLIC—Disability--\$250.00; SD Retirement—Retirement--\$3700.00; Sioux Valley Energy – Energy - -\$100.00; The Health Pool—Employee Health & Life Insurance--\$5150.00; Visa—Credit Card Purchases--\$8000.00; Prairie Ag Partners—Fuel--\$8500.00; Rural Development—Water & Wastewater Loans--\$4301.00; Petty Cash--\$50.00; Citizens State Bank—Ballfield Building Loan--\$11000.00. All in favor—Carried.

Job Description approval was tabled until the next meeting so the Council has more time to review.

Motion was made by Johnson, seconded by Achterberg to approve 3 days paid bereavement leave for immediate (as stated in the Personnel Policy) family members. All in favor—Carried.

Electric Report: The Council reviewed the summary report for the 2023 electrical usage.

There was no ACDC report.

The Council reviewed the building permit applications that were approved in January: TK Properties for a 5000 sq. ft. building at Block 8A, Industrial Park in the City of Arlington, 827 N. Industrial Park; and James Bunker to add a pitched roof on the apartment building at City tract 2 in NE 1-110-53, 102 N. Main St.

Parking and Snow parking tickets were discussed and the finance officer was advised that if there was an outstanding ticket from a previous year, that can be added to the current ticket (as well as increase the amount of the current ticket as we have an increasing scaled payment fee depending on how many tickets a person receives).

The Mayor will continue to get the discussion going with the County for chip sealing, but in the meantime, the Council requested the finance officer to advertise for sealed bids/quotes for the Crack Sealing and Seal Coating Projects for this summer, which will be opened at the March 4th meeting.

Motion was made by Achterberg, seconded by Johnson to remove Ryan O’Riley and Nicole Conrad from the Fire Department and add Layne Jensen for insurance purposes. All in favor—Carried.

Motion was made by Achterberg, seconded by Rowbotham to approve the employee overtime, and the police report. All in favor—Carried

The Council reviewed the Revenue/Expense, Cash and Utility Reports.

Additional Items: the Finance Officer reminded the Council members that petitions must be filed by February 23rd. She was asked to contact previous pool and city summer workers and advertise for summer help in March, and was asked to invite Trevor Keating & Jay DeVries to the next meeting.

A request for two 5-minute parking signs (between 8am-5pm) to be put in front of the Post Office was presented to the Council. They do not have a problem with that request, but advised the Finance Officer to contact the adjoining businesses prior to doing so.

The ambulance fees were once again addressed as there was some confusion regarding the information we received. Motion was made by Johnson, seconded by Mutziger to increase our fees by the 3.2% Federal cost of living rate. All in favor—Carried.

Public Comments – Frank Crisler asked if he would need an interconnection/co-generation permit if he added solar panels to his roof with the power going to existing batteries. He was advised he did not, but it would be wise to get a signed document from the Electric Company who is installing them stating that there will not be any backfeeding.

Motion was made by Mutziger, seconded by Rowbotham to enter into executive session at 7:45 P.M. for contract negotiations. All in favor—Carried.

Mayor Lundquist declared out of executive session at 8:11 P.M. No further action taken.

Motion to adjourn was made by Achterberg, seconded by Mutziger. All in favor—Carried.

Stephanie Damm, Finance Officer

Curt Lundquist, Mayor

The City of Arlington is an equal opportunity provider and employer.