

The Estelline City Council met on Monday, December 9<sup>th</sup>, 2024 at the Estelline City Office. Those present included Mayor Ross Brandsrud, Ryan Miller, Cheryl Squires, Josh Cokens, Mike Gunderson, Mike Ward, Julie Rieckman, Jason Hanssen, Zeb Gilbertson, Donna Thompson, Dean Skoglund, Brooklyn Schleuter, Chayce Schleuter, and Lesley Matthys.

Mayor Brandsrud called the meeting to order at 6:00PM. The Pledge of Allegiance was recited. Motion to adopt the agenda was made by J. Cokens, second by J. Rieckman. With all voting aye, motion carried.

Open Public Session pursuant to SCL 1-25-1:

Brooklyn Schleuter spoke to council expressing interest in renting a space on Main Street for a new business in town.

The minutes from the November 6<sup>th</sup> meeting were presented for approval. Motion by J. Rieckman, second by C. Squires to approve the meeting minutes as presented. With all voting aye, motion carried.

The Financial/Super Saver statements for the City and Estelline Nursing & Care Center were approved with a motion by R. Miller, second by M. Ward. With all voting aye, motion carried. The monthly bills for the City and Estelline Nursing & Care Center were reviewed. Motion was made by J. Rieckman, second by J. Cokens to approve all bills presented. With all voting aye, motion carried. City Bills approved included:

#### AMBULANCE

ITC, telephone \$95.72; AT & T, cell phone \$46.80; Firstnet, wireless \$40.04; Country Corner, fuel \$68.18; Bound Tree, supplies \$164.39; Estelline Journal, ads \$90.00; ENCC, flu vaccines \$125.00; Estelline Community Oil, fuel \$75.37; Joe Denison, training \$200.00; SD Ambulance Association, conference \$150.00; PCC, billing fees \$168.64;

#### PUBLICATIONS

Estelline Journal, minutes \$73.99;

#### POLICE

Hamlin County, contract law \$4,008.33;

#### LEGAL

Foley & Foley, legal fees \$260.00;

#### MAYOR & COUNCIL

Ross Brandsrud, council fee/governing board \$475.00; Cheryl Squires, council fee/governing board \$150.00; Ryan Miller, council fee/governing board \$150.00; Mike Ward, council fee/governing board \$150.00; Josh Cokens, council fee/governing board \$175.00; Mike Gunderson, council fee/governing board \$150.00; Julie Rieckman, council fee/governing board \$150.00;

#### ELECTRIC

WAPA, power \$9,374.74; Heartland, power \$22,413.47; East River, transmission \$2,837.36; ITC, load mgmt. internet \$101.80; SD Dept of Revenue, sales tax \$2,638.95; Muth Electric, work completed \$1,406.62;

#### FIRE

Light & Power, utilities \$157.98; Estelline Community Oil, LP/fuel \$32.57;

#### BUILDING

ITC, telephone \$115.91; Light & Power, utilities \$441.93; LeRoy Warborg, maint. \$67.50; Menards, supplies \$313.17; Zeb Gilbertson, phone reimb \$50.00; Jordan Busch, phone reimb \$50.00; Jordan Busch, clothing/mileage reimb \$342.50;

#### FINANCE OFFICE

ITC, telephone \$161.87; Light & Power, utilities \$90.24; Wages \$6,412.60; Firstnet, wireless \$24.74;

#### SOLID WASTE

Cook's Wastepaper, garbage collection \$5,570.09; SD Dept of Revenue, sales tax \$307.97;

#### SEWER

Light & Power, utilities \$230.36; Wages \$5,005.94; NW Energy, utilities \$13.59;

#### STREET

Light & Power, utilities \$379.99; Bauman Electric, speed sign work \$96.94; Lesley Matthys, basket décor/mileage reimb \$90.40; Beld Tree Service, tree removal/stump grinding \$2,800.00; Tim West, tree cutting \$100.00; Ron's Saw Shop, chainsaw \$1,599.99; Estelline Community Oil, fuel/supplies \$461.14; General Traffic Controls, pedestrian walk flashers \$133.00;

#### LANDFILL

Wages \$901.34;

#### SIGN

Light & Power, utilities \$26.11; AT & T, wireless \$49.47;

**PARK**

Light & Power, utilities \$5.05

**WATER**

DANR, stormwater permit/drinking water fee \$850.00; Light & Power, utilities \$91.75; Wages \$5,653.22; Harbor Freight, generator \$902.68; Sioux Rural Water, monthly fees \$10,985.20; Firstnet, wireless \$46.60;

**MISC.**

Equipment Super Savers, equipment savings acct. \$4,983.34; Wellmark Blue Cross, health insurance \$719.10; Delta Dental, insurance \$170.22; American Family, insurance \$187.59; Avesis, insurance \$23.76; SD Retirement, retirement \$2,727.64; Wards, supplies \$49.21; Office Peeps, copier/supplies \$356.74; EMC Insurance, liability ins. \$12,000.00;

ENCC Payables: \$162,176.96

ENCC Payroll: \$258,176.10

Mayor Brandsrud reported that we should know within the next couple of weeks if the city will receive funding to repair Railroad Street.

Zeb Gilbertson reported that in the past month we had power issues to the water building. There was a new panel installed for the lift station, and another water leak was found by ENCC.

Jason Hanssen reported that the ENCC occupancy rate is good. Staff has done a good job keeping everyone healthy and vaccinated. Resident Christmas party will be on December 20<sup>th</sup>.

**Old Business:**

Williams Carpet offered to strip the wax off the floor before install, they quoted a maximum of \$3,000. A motion by J. Cokens, second by R. Miller to approve services. Voting aye – none, Voting nay – J. Rieckman, M. Gunderson, C. Squires, M. Ward. Motion failed.

**New Business:**

Dean Skoglund and Donna Thompson presented a quote for a new fence between the Cemetery and City Landfill. Motion by M. Ward, second by M. Gunderson to pay for half the cost. With all voting aye, motion carried.

A motion to adopt ENCC Hazardous Drug Administration and Handling Policy was made by M. Ward, second by J. Rieckman. With all voting aye, motion adopted.

Motion by R. Miller, second by J. Cokens to approve the 2025 annual inspection of the lift stations and to add the lagoons. With all voting aye, motion carried.

Investment options for ENCC funds were discussed. Motion by M. Ward, second by R. Miller to approve opening a CD at Reliabank - not to exceed 6 months. With all voting aye, motion carried.

Motion by R. Miller, second by J. Cokens to approve the Estelline Ambulance authorization of a debit card for purchases that are not able to be billed. With all voting aye, motion carried.

Two offers were presented for the surplus skid steer tires. Estelline Community Oil - \$805 and Craig Harms - \$950. Motion by J. Cokens, second by M. Ward to approve Craig Harms' offer. With all voting aye, motion carried.

Utility Rates were discussed. No motion was made on utility rate changes. Item will be tabled until more accurate data is available from water leaks being fixed.

Second reading of Ordinance 2024-06 Supplemental Appropriation Ordinance was held. Motion by J. Rieckman, second by M. Gunderson to adopt ordinance. With all voting aye, motion carried.

**ORDINANCE NO. 2024-06**

**AN ORDINANCE SUPPLEMENTING THE 2024 APPROPRIATIONS ORDINANCE NO. 2023-03 OF THE CODE OF ORDINANCES, CITY OF ESTELLINE, SOUTH DAKOTA.**

**BE IT ORDAINED** BY THE COMMON COUNCIL OF THE CITY OF ESTELLINE, SOUTH DAKOTA that the following supplemental appropriations are required to fund necessary, beneficial, and desirable functions of the municipal government:

101-41420	Finance Office	\$30,000
101-43200	Sanitation	\$3,000
101-46500	Progressive Development	\$27,000
500-46500	Capital Projects	\$76,000
602-43300	Water	\$85,000

The following is a summary of sources fund to the supplemental appropriation amounts not provided under the authority of the 2024 Appropriation Ordinance No. 2023-03 adopted in October 2023.

Cash on Hand \$221,000

This ordinance is necessary for the support of municipal government and its existing public institutions and will become effective upon publication.

Dated this 9<sup>th</sup> day of December 2024.

**CITY OF ESTELLINE**

Ross Brandsrud, Mayor

**ATTEST:**

Lesley Matthys, Finance Officer

First reading: November 6, 2024

Second reading: December 9, 2024

Published: December 18, 2024

Effective: December 18, 2024

The year-end meeting date will be December 30 at 8:30am. The January meeting date will be held on January 8<sup>th</sup> and 6:00pm.

A motion was made by M. Gunderson, second by J. Rieckman to move into Executive Session as per SDCL 1-25-2 at 6:53 PM. With all voting aye, motion carried. Mayor Brandsrud declared out of Executive Session at 7:48 PM.

Motion by J. Rieckman, second by M. Gunderson to approve the wage review as presented. With all voting aye, motion carried.

ENCC

Wages Presented for Approval:

Maycee Faehnrich, CNA \$20.28

Emery Nei, CNA \$20.02

CITY

Lesley Matthys, Finance Officer \$33.64

Motion by J. Cokens, second by M. Ward to approve a 3.5% cost of living raise for 2025 and year-end bonus as follows:

Non-benefit employees - \$250.00

PT w/benefit employees - \$500.00

Full Time employees - \$750.00

With there being no further business, motion to adjourn at 7:55PM was made by M. Gunderson, second by J. Cokens. With all voting aye, motion carried.

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Ross Brandsrud, Mayor

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Lesley Matthys, Finance Officer