

The Estelline City Council met on Wednesday, September 2, 2020 at the Estelline City Office. Those present included Mayor Zafft, Ryan Miller, Josh Cokens, Cheryl Squires, Mike Gunderson, Ross Brandsrud, Julie Rieckman, Mike Ward, Mary Saathoff. Also present Jenna Aderhold

Mayor Zafft called the meeting to order at 6:00 PM. The Pledge of Allegiance was recited. Motion to adopt the agenda with the addition of a building permit for Zeb and Michaelle Gilbertson was made by J. Cokens, second by J. Rieckman. With all voting aye, motion carried.

Open Public Session pursuant to SCL 1-25-1:  
No one was present.

The minutes of the August 5<sup>th</sup> meeting were presented for approval. Motion by J. Rieckman, second by C. Squires to approve the meeting minutes as printed. 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. Gunderson. With all voting aye, motion carried. The monthly bills for the City and Estelline Nursing & Care Center were reviewed. Motion was made by J. Cokens, second by R. Miller to approve all bills presented. With all voting aye, motion carried.

City Bills approved included:

#### AMBULANCE

ITC, telephone \$47.93; Estelline Nursing & Care Center, billing fees \$89.82; AT&T, cell phone \$45.71; First Net wireless/phones \$80.08; Estelline Nursing & Care Center, pchs serv \$241.68; Estelline Community Oil, fuel \$129.12; Cheryl's Flowers, memorial \$50.00; CLIA Laboratory Program, certification \$180.00; Hamlin County Publishing, adv \$30.00; Country Corner, food \$48.43;

#### PUBLICATIONS

Estelline Journal, minutes/notices \$134.46;

#### LEGAL

Delzer Law Firm, legal fees \$130.00;

#### ELECTRIC

WAPA, power \$8918.10; Heartland, power \$27399.96; East River, transmission \$2568.65; ITC, load mgmt. internet \$88.85; SD Dept of Revenue, sales tax \$3043.71; Office Peeps, supplies \$676.68; Estelline Community Oil, supplies \$109.99; Menards, wire \$423.32; T & R Electric, transformer \$7925.00;

#### BUILDING

Light & Power, utilities \$725.30; ITC, telephone \$59.60; Star Laundry, rug rental \$11.06; Karen Warborg, maint. \$150.00; Estelline Community Oil, supplies \$222.40; Office Peeps, supplies \$20.38; Kibble Equipment, supplies \$24.50;

#### FIRE

Light & Power, utilities \$99.82; Estelline Community Oil, fuel/LP \$778.36; Country Corner, fuel \$44.53;

#### MAYOR & COUNCIL

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

#### FINANCE OFFICE

ITC, telephone \$156.72; wages \$5125.80; Light & Power, utilities \$81.96; Office Peeps, supplies \$8.68; Independent Audit Services, audit fees \$5700.00; Post Office, postage \$55.00;

#### SOLID WASTE

Cook's Wastepaper, garbage collection \$4691.94; SD Dept of Revenue, sales tax \$269.90;

#### POLICE

Hamlin County, contract law \$3900.00;

#### SEWER

Light & Power, utilities \$78.20; Cummins Sales & Service, parts \$162.58;

#### STREET

Light & Power, utilities \$245.15; Estelline Community Oil, fuel/tires \$1389.99; Thompson Concrete Const., concrete pads \$8511.90; Nitteberg Const., gravel \$484.50; wages \$3820.73;

WATER

Light & Power, utilities \$474.95; SD Dept of Health, samples \$183.00; Hawkins, chemicals \$597.64; Estelline Community Oil, supplies \$21.94; SD Assoc of Rural Water, dues \$485.00;

PARK

Estelline Community Oil, supplies \$122.98; Russ Saathoff, mowing \$278.31; Karen Warborg, maint. \$75.00;

SIGN

Light & Power, utilities \$38.97; AT & T, wireless \$62.71;

REFLECTION PARK

Light & Power, utilities \$8.92;

LANDFILL

Wages, \$540.96; First Net, cell phone \$45.71; Kibble Equipment, parts \$126.31;

POOL

ITC, telephone \$42.68; NW Energy, utilities \$48.59; Light & Power, utilities \$100.30; SD Dept of Rev., sales tax \$138.39; Menards, supplies \$106.97; Wards Store, supplies \$10.87; wages \$5964.06;

WEST NILE

Estelline Community Oil, fuel \$41.13;

MISC.

Equipment Super Savers, equipment savings acct. \$4,983.34; Wellmark Blue Cross, health insurance \$1,307.64; Delta Dental, insurance \$62.40; American Family, insurance \$184.95; SD Retirement, retirement \$1,073.58; Flex One Account, cafeteria plan \$196.00; Avesis, vision ins. \$17.22; Ins. Account, funding \$250.00; Petty Cash, replenish fund \$17.95; Cheryl's Flowers, memorial \$50.00.

ENCC Payables: \$60,377.39

ENCC Payroll: \$132,445.19

Mayor Zafft reported that tree removal on the Northridge property is about 90% complete; there is some additional tree trimming to be done around town; spoke with Chief Deputy Alexander regarding traffic control in town and people ignoring posted street signs.

ENCC had a gain of \$150,853.47 for the month of August with a year to date total of \$341,504.73. There is still a shortage on some staffing. Census is at 55.

Cheryl Squires gave a report on Estelline Area Economic Development. Meeting was held on August 27<sup>th</sup>. Discussion was held on projects they could do; possibly two new members; Tammy will have an article for the Alumni newsletter; Linda is working on the mission statement and 2021 budget.

Old Business:

None

New Business:

Building permits were presented as follows:

Tina Pederson – privacy fence

Darin and Megan Sinner – garden shed and privacy fence

Estelline Co-op Grain – move in 24'x48' mfg. home for office

Zeb & Michaelle Gilbertson - deck

Motion was made by J. Rieckman, second by M. Gunderson to approve. With all voting aye, motion carried.

A quote from Roelofsen Implement, Inc. was presented for a mower. Motion was made by M. Gunderson, second by J. Cokens to purchase one (1) Hustler Super Z 60" with 35 hp Kawasaki FX1000 Motor, side discharge in the amount of \$10,550 and trade in one of the current Hustler mowers and keep one as a backup. With all voting aye, motion carried.

Quote for a new Skid steer were presented from Kibble Equipment and Farmers Implement & Irrigation. This was tabled until additional bids are obtained.

The Personnel Policy Manual for the City/ENCC was presented for approval. Motion by M. Gunderson, second by R. Brandsrud to approve. With all voting aye, motion carried.

The second reading of Ordinance 2020-04 was presented as follows:

Notice is hereby given that Ordinance #2020-04, An Ordinance Amending Section 1.03.01 Adopted by Ordinance 2005-01, April 4, 2005, As Amended, of the Zoning Ordinance of the City of Estelline was duly adopted by the City Council on the 2<sup>nd</sup> day of September, 2020, and will become effective on the 29<sup>th</sup> day of September, 2020.

#### **Ordinance 2020-04**

AN ORDINANCE AMENDING SECTION 1.03.01 [OFFICIAL ZONING MAP] OF ORDINANCE 2005-01, THE OFFICIAL ZONING ORDINANCE OF THE CITY OF ESTELLINE, SOUTH DAKOTA, AS AMENDED

Be it ordained by the City Council of the City of Estelline, South Dakota:

That Section 1.03.01 adopted by Ordinance 2005-01, April 4, 2005, as amended, of the Zoning Ordinance of the City of Estelline be amended to classify the below legally described property as “R1” Residential District:

Lot B of the Plat of Nelson’s Addition in the SE1/4 of Section 24, Township 113 North, Range 51 West of the 5th P.M., Hamlin County, South Dakota located in the City of Estelline, South Dakota.

Motion by R. Miller, second by J. Cokens to approve. With all voting aye, motion carried. Passed and adopted this 2<sup>nd</sup> day of September, 2020.

The first reading of the 2021 Appropriation Ordinance 2020-05 was held. Second reading will be October 7, 2020. A motion was made by J. Rieckman, second by C. Squires to move into Executive Session as per SDCL 1-25-2 (1) at 6:52 PM for Wage Review. With all voting aye, motion carried. Mayor Zafft declared out of Executive Session at 7:02 PM.

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

Wages Presented for Approval:

Nancy Effling, Asst. DON \$35.08

Dianne Prince, CNA \$17.13

Lily Ruhd, Diet Aide \$11.37

NEW HIRES:

Kristi Brugman, CNA \$15.02

Josh Shay, Dining Asst. \$10.45

Broklin Kreger, NA \$11.89

James Mickey, Diet. Aide \$10.45

With there being no further business, motion to adjourn at 7:03 PM was made by J. Cokens, second by C. Squires. With all voting aye, motion carried.

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Donald Zafft, Mayor

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Mary Saathoff, Finance Officer