

The Estelline City Council met on Wednesday, May 5, 2021 at the Estelline City Office. Those present included Mayor Zafft, Ryan Miller, Cheryl Squires, Mike Gunderson, Ross Brandsrud, Mary Saathoff, Mike Ward.

Mayor Zafft called the meeting to order at 6:00 PM. The Pledge of Allegiance was recited.

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

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

No one present.

The minutes of the April 7<sup>th</sup> and April 9<sup>th</sup> meetings 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 J. Rieckman, second by R. Brandsrud. With all voting aye, motion carried. The monthly bills for the City and Estelline Nursing & Care Center were reviewed. Motion was made by R. Brandsrud, second by J. Cokens to approve all bills presented. With all voting aye, motion carried.

City Bills approved included:

#### AMBULANCE

ITC, telephone \$92.67; Estelline Nursing & Care Center, billing fees \$126.12; AT & T, cell phone \$45.89; First Net wireless/phones \$80.08; Estelline Community Oil, fuel \$103.92; Bound Tree Medical, supplies \$89.66; Wards Store, supplies \$33.64; Brookings Health, transport fees \$68.00; Watertown Ambulance, transport fees \$539.40;

#### PUBLICATIONS

Estelline Journal, minutes/notices \$142.73; MAS Media, hosting/domain fee \$265.00;

#### LEGAL

Delzer Law Firm, legal fees \$130.00;

#### ELECTRIC

WAPA, power \$11,750.64; Heartland, power \$11,507.88; East River, transmission \$2,404.92; ITC, load mgmt. internet \$88.85; SD Dept of Revenue, sales tax \$2,602.88; Post Office, postage \$55.00; SD One Call, locate requests \$7.35;

#### BUILDING

Light & Power, utilities \$920.34; ITC, telephone \$62.12; Star Laundry, rug rental \$11.13; Marjorie Warborg, maint \$180.00; Estelline Community Oil, supplies \$75.82; Menards, supplies \$419.69

#### FIRE

Light & Power, utilities \$98.83; Estelline Community Oil, fuel \$85.71; Bauman Electric, siren repair \$190.47;

#### 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 \$155.31; wages \$5297.54; Light & Power, utilities \$187.58; Office Peeps, supplies \$73.24;

#### SOLID WASTE

Cook's Wastepaper, garbage collection \$4812.73; SD Dept of Revenue, sales tax \$276.97;

#### POLICE

Hamlin County, contract law \$4030.00;

#### SEWER

Light & Power, utilities \$262.64; wages \$3959.90;

#### STREET

Light & Power, utilities \$460.86; Estelline Community Oil, fuel \$291.88; Transource, mirror \$135.69;

#### LANDFILL

AT & T, cell phone \$45.86; Estelline Community Oil, fuel/supplies \$231.03; wages \$187.52;

#### WATER

Light & Power, utilities \$563.40; Hawkins, pump \$496.00; Ferguson Waterworks, meters \$1074.93; Their Well, inspection \$275.00;

SIGN

Light & Power, utilities \$22.30; AT & T, wireless \$58.73;

REFLECTION PARK

Light & Power, utilities \$6.56;

PARK

Nitteberg Construction, gravel \$741.00; Kinsman Company, basket liners \$388.92; American Legion, flag \$22.00;

Runnings Supply, mower jack \$199.99;

MISC.

Equipment Super Savers, equipment savings acct. \$4983.34; Wellmark Blue Cross, health insurance \$1337.76; Delta Dental, insurance \$62.40; American Family, insurance \$184.95; SD Retirement, retirement \$1110.92; Flex One Account, cafeteria plan \$251.54; Avesis, vision ins. \$23.06; Ins. Account, funding \$250.00; Petty Cash, replenish fund \$19.76; Skoglund Ins, liability ins \$11721.75.

ENCC Payables: \$62,577.23

ENCC Payroll: \$136,687.73

Mayor Zafft reported that maintenance is ongoing; the well inspection has been completed by Thein Well; cleaning of the pool will begin soon.

ENCC had a loss of \$25,580.70 for the month of April. The current census is in low 40's. Admissions have been slow.

Cheryl Squires reported on Estelline Area Economic Development. The purchase for the lot on the daycare property did not go thru. A Lowes Hometowns Community Impact grant was submitted.

Old Business:

None

With no more business to come before this board, motion to adjourn was made by J. Cokens, second by J. Rieckman. With all voting aye, motion carried.

Meeting was reconvened with the new council. Mayor Zafft called the meeting to order at 6:16 PM.

New Business:

The oath of office was taken by Mayor Zafft, and Council members Ross Brandsrud, Ward III; Mike Gunderson, Ward II; and Julie Rieckman, Ward I.

Mayor Zafft then asked for nominations for council president. Motion was made by J. Rieckman, second by C. Squires to nominate Ross Brandsrud as council president. With all voting aye, motion carried. Mayor Zafft then asked for nominations for council vice president. Motion was made by J. Cokens, second by R. Brandsrud to nominate Julie Rieckman as council vice president. With all voting aye, motion carried. Motion by M. Gunderson, second by R. Brandsrud to approve the 2021-2022 City and Committee appointments. With all voting aye, motion carried. Appointments approved are as follows: City Attorney – John Delzer; Finance Officer - Mary Saathoff; Quality Assurance - ENCC: Julie Rieckman. Committee appointments approved are as follows: **Utilities (Water, Sewer & Electric):** Mike Gunderson, Ross Brandsrud; **City Buildings, Rubble Site & Streets:** Ross Brandsrud, Cheryl Squires; **Park & Pool:** Cheryl Squires, Julie Rieckman; **Salaries & Wage Negotiations:** Josh Cokens, Ryan Miller; **City Equipment & Maintenance:** Ryan Miller, Ross Brandsrud; **Law Enforcement:** Mike Gunderson, Josh Cokens; **Budget/Finances:** Cheryl Squires, Julie Rieckman, Ryan Miller; **Zoning/Construction:** Josh Cokens, Ryan Miller; **City Promotion/Development:** Julie Rieckman, Mike Gunderson. Financial Depository as Reliabank and the Official Newspaper as the Estelline Journal.

A request was made to close one block of Arthur Ave. on the north side of the Red Carpet on June 19<sup>th</sup> from 10 AM – 3 PM for a Pedal Pull. Motion to allow was made by J. Cokens, second by C. Squires. With all voting aye, motion carried.

The 1<sup>st</sup> Reading Ordinance 2021-02: Adoption of International Property Maintenance Code was held. Second reading will be June 2, 2021.

Motion was made by R. Miller, second by J. Cokens to approve a quote from Hofer Construction in the amount of \$21,500 for concrete work for manholes and street sections. With all voting aye, motion carried.

Motion was made by R. Miller, second by M. Gunderson to approve a quote from Nitteberg Construction in the amount of \$45,000 for the replacement of waterlines on one block of Davis Ave. and one block of 4<sup>th</sup> St. N. With all voting aye, motion carried.

Motion was made by R. Miller, second by J. Rieckman to approve a quote from Bituminous Paving for asphalt street replacement at \$25/sq. yd and patching at \$32/sq yd. With all voting aye, motion carried.

Motion was made by J. Cokens, second by R. Brandsrud to approve the purchase of a 2020 Holms 12-foot snow plow from Transource in the amount of \$11,900. With all voting aye, motion carried.

Building permits were presented as follows:

Kevin & Samantha Grayson – 6 ft. privacy fence

Matt McDowell – 12' x 16' storage shed

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

The hearing on Applications for Sale of Malt Beverage License 2021-2022 was held for the following:

\***Dale Vohlken, Dales Service**, Retail (on-off sale) Malt Beverage

\***VM Industries LLC, Country Corner**, Retail (on-off sale) Malt Beverage

\***The Legendary Red Carpet, LLC.**, Retail (on-off sale) Malt Beverage

Motion by R. Brandsrud, second by C. Squires to approve. With all voting aye, motion carried.

The 2020 Annual Report was presented for approval. Motion was made by J. Rieckman, second by R. Miller to approve. With all voting aye, motion carried.

A motion was made by R. Brandsrud, second by J. Cokens to move into Executive Session as per SDCL 1-25-2 (1), (3) at 7:03 PM for Wage Review-ENCC, Estelline Swimming Pool, and Legal. With all voting aye, motion carried. Mayor Zafft declared out of Executive Session at 7:12 PM.

Motion by R. Miller, second by C. Squires to approve the wage review as presented. With all voting aye, motion carried.

Wages Presented for Approval:

Colton Luckhurst, Dietary Aide \$11.49

Manuel Martinez, Dietary Aide \$11.20

Haley Wiseman, CNA \$15.62

Hailey Stormo, Cook \$13.06

New Hires:

Tamara Jorgensen, CNA \$16.99

Amber Buchmann, CNA \$14.61

Samantha Moser, CNA \$14.61

Tracy Engelkes, Hskp \$13.06

Josue Rodriguez, Dietary Aide \$10.87

Haven Begalka, Dietary Aide \$10.87

Caitlyn Folk, Dinning Asst \$10.87

Step Review:

Jessica Schnaible, RN 6-month \$30.41

Motion by M. Gunderson, second by R. Brandsrud to approve the swimming pool recommendations as presented. With all voting aye, motion carried.

2021 Lifeguard Recommendations:

Kate Wegner \$10.50

Madelyn Ebbers \$10.25

Danielle Hawley \$10.25

Braxton Saathoff \$10.25

Mahyle Hausman Manager \$15.25

Angie Wegner Asst. Manager \$14.00

With there being no further business, motion to adjourn at 7:14 PM was made by J. Cokens, second by R. Brandsrud. With all voting aye, motion carried.

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Donald Zafft, Mayor

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Mary Saathoff, Finance Officer