

The Estelline City Council met on Wednesday, May 3, 2023 at the Estelline City Office. Those present included Mayor Zafft, Ryan Miller, Cheryl Squires, Josh Cokens, Ross Brandsrud, Julie Rieckman, Mike Gunderson, Mary Saathoff, Jason Hanssen, Zeb Gilbertson, John Delzer, Michael Ward, Lynda Pierce, Colin Pierce, Shane Waterman, Travis Steffensen, Jenna Aderhold.

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 5<sup>th</sup> and April 17<sup>th</sup> meetings were presented for approval. Motion by J. Cokens, second by J. Rieckman 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 M. Gunderson, second by C. Squires. 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 R. Brandsrud to approve all bills presented. With all voting aye, motion carried.

City Bills approved included:

#### AMBULANCE

ITC, telephone \$92.14; AT & T, cell phone \$45.90; First Net, wireless \$40.04; PCC, billing fees \$198.41; Two Way Solutions, antenna \$15.99; Country Corner, fuel \$107.69; Riteway, check order \$159.45; Bound Tree Medical, supplies \$500.74; Brookings Area CPR CTC, CPR training \$60.00;

#### PUBLICATIONS

Estelline Journal, minutes/notices \$389.10

#### LEGAL

Delzer Law Firm, legal fees \$130.00;

#### ELECTION

Janet Rust, election board \$247.50; Lana Sathoff, election board \$247.50; Mary Ann Rector, election board \$247.50;

#### ELECTRIC

WAPA, power \$13,671.74; Heartland, power \$18,898.64; East River, transmission \$2,772.96; ITC, load mgmt. internet \$88.85; SD Dept of Revenue, sales tax \$3207.40; Office Peeps, supplies \$302.73;

#### BUILDING

ITC, telephone \$59.28; Light & Power, utilities \$1029.89; Marjorie Warborg, maint. \$120.00; Office Peeps, supplies \$54.79; Estelline Community Oil, supplies \$169.36; Menards, supplies \$555.11;

#### FIRE

Light & Power, utilities \$138.70; Pollardwater, fire hydrant defuser \$598.75; Core & Main, fire hydrant repairs \$2782.84;

#### MAYOR & COUNCIL

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

#### FINANCE OFFICE

ITC, telephone \$164.81; Light & Power, utilities \$310.73; Office Peeps, supplies \$63.42; Wards Store, supplies \$51.47; Independent Audit, partial audit fees \$1000.00; wages \$7050.96;

#### SOLID WASTE

Cook's Wastepaper, garbage collection \$5,252.51; SD Dept of Revenue, sales tax \$303.00;

#### POLICE

Hamlin County, contract law \$4689.72;

#### SEWER

Light & Power, utilities \$215.83; NW Energy, utilities \$11.78; wages \$3366.45;

#### STREET

Light & Power, utilities \$462.87; Estelline Community Oil, fuel \$1015.11; Kibble Equipment, cutting edge \$193.74; HydroKlean, jet culvert \$1870.00; Lowes, street patch \$542.51; Hamlin Hiway Dept., slat sand \$605.00; Nitteberg Construction, snow removal \$306.00; Watertown Ford Bobcat, parts-broom \$207.84;

#### LANDFILL

AT& T, cell phone \$45.90;

SIGN

Light & Power, utilities \$25.65; AT & T, wireless \$49.47;

REFLECTION PARK

Light & Power, utilities \$3.94;

WATER

Light & Power, utilities \$546.89; SD Public Health Lab, samples \$69.00; Their Well, annual inspection \$315.00; Ferguson Waterworks, prorated meters \$945.00; Stan Houston Equipment, 3” trash pump \$1510.50; wages \$4686.44;

POOL

Colonial Research, pool cleaner \$513.33;

PARK

Menards, potting soil \$125.72; Kinsman Co., basket liners \$462.48;

CAPITOL PROJECTS

IMEG, engineering fees \$2535.00;

MISC.

Equipment Super Savers, equipment savings acct. \$4983.34; Wellmark Blue Cross, health insurance \$791.23; Delta Dental, insurance \$121.62; American Family, insurance \$295.81; SD Retirement, retirement \$1812.48; Flex One Account, cafeteria plan \$60.00; Avesis, vision ins. \$11.88; Ins. Account, funding \$125.00; Petty Cash, replenish fund \$20.31; A & D Graphics, shirts \$270.64; EMC Insurance, liability ins. \$12760.00.

ENCC Payables: \$105,612.65

ENCC Payroll: \$188,780.39

Mayor Zafft reported that minor repairs are being completed; there have been several locates done; the metal pile at the landfill has been picked up; repairs at the Wellness Center have been completed and the equipment checked over. Jason Hanssen reported ENCC had a gain of \$52,128.85 for the month of April. The current census is at 56. Staffing is still good. There have been no more cases of Covid. The new window replacement is almost complete.

Cheryl Squires had no report from Economic Development.

Zeb Gilbertson reported that four fire hydrants were found to be leaking and two have been fixed and the other two will be done next week; the fence by the campground needs to be replaced; a couple alleys will need to be graded and graveled.

Old Business:

Travis Steffensen from Sioux Rural Water System presented the water purchase contract for the City of Estelline. Motion was made by R. Miller, second by J. Rieckman to sign the contract with Sioux Rural Water System. With all voting aye, motion carried.

Mayor Zafft was presented with an engraved clock earlier from the city council, expressing their gratitude for his 8 years of service as the Mayor of the City of Estelline.

With there being no further business to come before this board, Mayor Zafft asked for a motion to adjourn at 6:33 PM. Motion was made by J. Rieckman, second by J. Cokens. With all voting aye, motion carried.

Meeting was reconvened with the new council. Mayor Ross Brandsrud called the meeting to order at 6:39 PM.

New Business:

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

Mayor Brandsrud then asked for nominations for council president. Motion was made by R. Miller, second by M. Ward to nominate Josh Cokens as council president. With all voting aye, motion carried. Mayor Brandsrud then asked for nominations for council vice president. Motion was made by M. Gunderson, second by J. Rieckman to nominate Ryan Miller as council vice president. With all voting aye, motion carried. Motion by J. Cokens, second by J. Rieckman to approve the 2023-2024 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, Michael Ward; **City Buildings, Rubble Site & Streets:** Michael Ward, Cheryl Squires; **Park & Pool:** Cheryl Squires, Julie Rieckman; **Salaries &**

**Wage Negotiations:** Josh Cokens, Ryan Miller; **City Equipment & Maintenance:** Ryan Miller, Mike Gunderson; **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, Michael Ward. Financial Depository as Reliabank and the Official Newspaper as the Estelline Journal.

A Hobart Manual Meat Slicer at ENCC was declared surplus with a value of less than \$500.00. Motion by R. Miller, second by C. Squires to approve and offer for sale. With all voting aye, motion carried.

Lynda and Colin Pierce had questions regarding a purchase agreement for lots in Northridge Addition, Block 7A. After some discussion, motion by J. Cokens, second by M. Ward to amend the current purchase agreement to include a five year sunset clause if multiple lots were purchased at one time. With all voting aye, motion carried.

Shane Waterman, IMEG, gave updates on the housing study, flood plain mapping, and the housing development area.

A quote from Andor, Inc. for repairs to the swimming pool in the amount of \$7,850 was presented. Motion by J. Cokens, second by M. Gunderson to approve. With all voting aye, motion carried.

A quote from Nitteberg Construction to replace 1 block of water line and remove old asphalt and regrade three blocks on Catlett Ave. in the amount of \$74,200 was discussed. Motion by R. Miller, second by M. Ward to approve. With all voting aye, motion carried.

Proposed footage for several areas of street repair were presented. After discussion, motion by J. Cokens, second by M. Gunderson to ask for two separate bids on the project. One with all the areas proposed and one with limited areas. With all voting aye, motion carried.

The WAPA Renewable Energy Certificate Designated Entity Contract was presented. This contract will allow Heartland to manage the City of Estelline's RECs on Estelline's behalf. Motion by J. Cokens, second by J. Rieckman to approve. With all voting aye, motion carried.

Replacing the fence between the cemetery and the landfill was discussed. Motion by R. Miller, second by J. Cokens to use some of the surplus fencing the city has on hand and have city maintenance replace and rent equipment if needed. With all voting aye, motion carried.

Building permits were presented as follows:

Matt Thielen – 30' x 48' with 6' lean to post frame garage

Jason Saathoff – house to be moved in

Gary Johnson – patio addition and car port addition in back

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

The hearing on Applications for Sale of Malt Beverage License 2023-2024 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 J. Rieckman, second by C. Squires to approve. With all voting aye, motion carried.

The 2022 Annual Report was presented for approval. Motion was made by J. Rieckman, second by R. Miller to approve. With all voting aye, motion carried.

Information was received on a Petition to Vacate property request from Jody and Dorothy Howard.

A motion was made by C. Squires, second by J. Cokens to move into Executive Session as per SDCL 1-25-2 (1) (3) at 8:00 PM for Wage Review/Legal. With all voting aye, motion carried. Mayor Brandsrud declared out of Executive Session at 8:43 PM.

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

ENCC

Wages Presented for Approval:

Maria Cervantes, Hskp. \$16.65

Brandon Schake, Maint. Spvr. 6 Month - \$26.01

John Schnaible, Maint. 6 Month - \$19.21

With there being no further business, motion to adjourn at 8:44 PM was made by J. Cokens, second by M. Gunderson. With all voting aye, motion carried.

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Ross Brandsrud, Mayor

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Mary Saathoff, Finance Officer