

The Estelline City Council met on Wednesday, November 1, 2023 at the Estelline City Office. Those present included Mayor Ross Brandsrud, Ryan Miller, Cheryl Squires, Josh Cokens, Julie Rieckman, Mike Gunderson, Michael Ward, Mary Saathoff, Zeb Gilbertson, Jordan Busch, and Shane Waterman. Absent: Jason Hanssen

Mayor Brandsrud 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. Ward. With all voting aye, motion carried.

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

No one present.

The minutes of the October 4th meeting were presented for approval. Motion by J. Cokens, second by M. Gunderson 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 J. Rieckman, second by J. Cokens. With all voting aye, motion carried.

The monthly bills for the City and Estelline Nursing & Care Center were reviewed. Motion was made by M. Ward, second by C. Squires to approve all bills presented. With all voting aye, motion carried.

City Bills approved included:

AMBULANCE

AT & T, cell phone \$46.01; AT & T, first net \$40.04; ITC, telephone \$92.81; Wards Store, supplies \$83.77; PCC, billing fees \$75.64; ENCC, flu vaccine \$200.00; Estelline Community Oil, fuel \$101.96; Brookings Health System, pt pmt. \$68.00; Chris Verhoek, CPR \$36.11; Eric Risty, CPR \$36.11; Matthew Willis, CPR \$36.11; Pamela Willis, CPR \$36.11; Russell Marotz, CPR \$36.11; Jennifer Risty, CPR \$36.11 Jim Taylor, Conference \$175.00; Daniel Cecil, MD, Med. Director Fee \$300.00; Donna Thomson, Epi Pen vaccine \$673.99; AT & T, first net \$80.08; Brookings Area CPR CTC, CPR class \$30.00;

PUBLICATIONS

Estelline Journal, minutes/notices \$431.15;

ELECTRIC

WAPA, power \$10,549.06; Heartland, power \$23,514.32; East River, transmission \$3,205.44; ITC, load mgmt. internet \$92.80; SD Dept of Revenue, sales tax \$2,247.66; Rosemary Brandsrud, refund \$49.03; SD 811, locates \$28.35; WESCO, meters \$670.00; Eframson Electric, transformer install/supplies/service \$6119.22;

BUILDING

ITC, telephone \$117.55; Light & Power, utilities \$360.77; LeRoy Warborg, maint. \$97.50; Menards, supplies \$50.83; Estelline Community Oil, supplies \$5.67; Office Peeps, supplies \$13.53;

FIRE

Light & Power, utilities \$144.20; Estelline Community Oil, fuel \$174.22;

MAYOR & COUNCIL

Ross Brandsrud, 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 \$175.00; Michael Ward, council fee/governing board \$150.00; Ryan Miller, council fee/governing board \$150.00; Julie Rieckman, council fee/governing board \$150.00;

FINANCE OFFICE

ITC, telephone \$171.61; Light & Power, utilities \$70.89; Independent Audit Services, balance on audit \$1500.00; wages \$9889.97;

SOLID WASTE

Cook's Wastepaper, garbage collection \$5,257.51; SD Dept of Revenue, sales tax \$289.26;

POLICE

Hamlin County, contract law \$4008.33;

SEWER

Light & Power, utilities \$100.01; NW Energy, utilities \$12.05; wages \$3905.75;

STREET

Light & Power, utilities \$322.26; Miler Farm Service, cutting edge, supplies \$497.48; Lowes, asphalt patch \$382.00; Estelline Community Oil, fuel/supplies \$855.88;

LANDFILL

AT& T, cell phone \$46.01; wages \$775.50;

SIGN

Light & Power, utilities \$30.04; AT & T, wireless \$49.47;

REFLECTION PARK

Light & Power, utilities \$8.27;

WATER

Light & Power, utilities \$375.08; SD Public Health Lab, samples \$413.00; Hawkins, chemicals \$611.95; Pollardwater, fluoride tester \$591.12; Rogers Repair, leak-water tower \$81.63; Core & Main, supplies \$260.97; Tool Time Rental, air compressor \$125.00; Estelline Community Oil, supplies \$9.99; wages \$5577.26;

PARK

Stein Sign Display, sign 50% \$4573.00; Norms Greenhouse, trees & planting \$1497.00; Runnings, antifreeze \$59.80; Estelline Community Oil, supplies \$30.81;

MISC.

Equipment Super Savers, equipment savings acct. \$4983.34; Wellmark Blue Cross, health insurance \$791.23; Delta Dental, insurance \$162.10; American Family, insurance \$295.81; SD Retirement, retirement \$1769.88; Flex One Account, cafeteria plan \$60.00; Avesis, vision ins. \$11.88; Ins. Account, funding \$125.00; Petty Cash, replenish fund \$68.97; EMC, liability ins. \$17,333.54; Mary Lou Malli, down payment \$1000.00; Post Office, postage \$66.00.

ENCC Payables: \$76,216.45

ENCC Payroll: \$150,059.47

Mayor Brandsrud did not have anything to report this month.

Jason Hanssen was absent but had a written report that the roof had been repaired, animals had gone back to the farm for the winter, and had three quotes for new furniture for the resident’s rooms. He will have a proposal for purchase after they have a look at the samples. ENCC had a gain of \$138,612.74 for the month of October.

There was no report from Economic Development.

Zeb Gilbertson and Jordan Busch reported on the maintenance department. They have received a quote from MDS for grapple forks for the pay loader; they are waiting for a reply from Clear Lake regarding the City of Clear Lake coming here to clean the lift stations; SD Rural Water was here to exercise the shut off valves.

Old Business:

None

New Business:

Shane Waterman with IMEG updated the council on the application form for the Housing Infrastructure Financing Program. He asked for an amendment to the Preliminary Engineering Plan to add two additional lots. Motion was made by J. Cokens, second by M. Ward to add two additional lots to the plan. With all voting aye, motion carried.

Resolution 2023-07 – Political Subdivision was presented as follows:

**POLITICAL SUBDIVISION RESOLUTION
Resolution #2023-07**

Whereas, the City of Estelline, South Dakota wishes to apply for Housing Infrastructure Funding Program assistance from the South Dakota Housing Development Authority;

Whereas, the City of Estelline has submitted preliminary plans for the public infrastructure for the Eastside Housing Development to be located in the City of Estelline;

Whereas, the submitted plans have been determined to satisfy the requirements of the City of Estelline;

Whereas, the City of Estelline has the capacity to support the proposed public infrastructure project and has adequate water supply, water treatment facilities, and wastewater treatment facilities available for the housing to be supported by this public infrastructure project; and

Whereas, the proposed public infrastructure will be owned by the City of Estelline on an ongoing and long-term basis;

Now, therefore, be it resolved that the City of Estelline by way of this resolution hereby approves the proposed housing infrastructure project and acknowledges and agrees to the provisions set forth in this resolution.

I, Ross Brandsrud, Mayor of the City of Estelline do hereby certify that the foregoing resolution was passed by the Estelline City Council at a meeting thereof held on the 1st day of November, 2023.

Ross Brandsrud, Mayor

ATTEST:

Mary Saathoff, Finance Officer

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

A quote for grapple forks for the pay loader was received from MDS in Parkston for \$9500. Motion by M. Ward, second by R. Miller to approve. With all voting aye, motion carried.

A quote from Hydro Klean to clean the lift stations for \$3470.00 was reviewed. Motion was made by R. Miller, second by M. Gunderson to approve if no other source is available. With all voting aye, motion carried.

The 2024 Liquor License were presented for approval:

Montgomery Anderson Post #184 - Retail Liquor-On Sale

Wards Shopping Center - Package Liquor-Off Sale and Retail Wine –On-Off Sale

Country Corner - Package Liquor-Off Sale and Retail Wine –On-Off Sale

The Legendary Red Carpet - Retail Liquor-On Sale and Retail Wine –On-Off Sale

A motion was made by M. Ward, second by J. Rieckman to approve all licenses presented.

Building permits were presented as follows:

Mike Ward – move in 20x24 garage to farm site

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

A 2023 Audit proposal from Independent Audit Services was presented for \$7,000. Motion by M. Ward, second by C. Squires to approve. With all voting aye, motion carried.

The 1st Reading of Ordinance 2023-03 – Supplemental Appropriation Ordinance was held. The second reading will be December 6, 2023.

A motion was made by R. Miller, second by M. Gunderson to move into Executive Session as per SDCL 1-25-2 (1) at 6:50 PM for Wage Review and Personnel. With all voting aye, motion carried. Mayor Brandsrud declared out of Executive Session at 7:10 PM.

Motion by R. Miller, second by M. Gunderson to approve the revised step program for LPN's and CNA's as presented, effective 11-1-23. With all voting aye, motion carried.

ENCC

Wages Presented for Approval:

Carol Hagseth, LPN \$30.50

Julie Kuno, LPN \$25.50

Jessica Quam, LPN \$25.50

Peggy Plaisted, LPN \$29.50

MaKenzie Hendricks.LPN \$25.00

Donielle Archer, C.N.A \$21.75

Nancy Bjorklund, C.N.A \$21.75

Kristi Brugman, C.N.A \$20.25

Annabelle Burris, C.N.A \$19.00

Maycee Faehrich, C.N.A \$19.00

Mary Griffin, C.N.A \$19.50

Erika Hall, C.N.A \$21.25

Julie Hofwalt, C.N.A \$21.75

Barbara Koppman, C.N.A \$21.75
Brooklin, Kreger, C.N.A \$19.50
Marlys Kuntz, C.N.A \$21.75
Parker Loban, C.N.A \$19.50
Felisha McKay, C.N.A \$19.00
Lori Moore, C.N.A \$21.75
Angel Mullaney, C.N.A \$19.25
Jodi Mundahl, C.N.A \$21.75
Rachael Plaisted, C.N.A \$19.00
Michelle Shay, C.N.A \$19.75
Karen Sween, C.N.A \$21.75
Alexis Vomacka, C.N.A \$19.50
Janene White, C.N.A \$21.75
Sandy Wulf, C.N.A/Rehab \$21.75

With there being no further business, motion to adjourn at 7:26 PM was made by J. Cokens, second by M. Gunderson. With all voting aye, motion carried.

Ross Brandsrud, Mayor

Mary Saathoff, Finance Officer