

The Estelline City Council met on Wednesday, December 4, 2019 at the Estelline City Office. Those present included Mayor Zafft, Ryan Miller, Josh Cokens, Cheryl Squires, Mike Gunderson, Ross Brandsrud, Mary Saathoff, Mike Ward and Jenna Aderhold. Absent: Julie Rieckman. Also present: Chris Verhoek, Kelly Baker, Fred Howard, Jody Howard, and David Johnson
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 C. Squires, second by M. Gunderson. With all voting aye, motion carried.

Open Public Session:

No one present.

The minutes of the November 6th meeting were presented for approval. Motion by J. Cokens, second by R. Miller 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 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. Gunderson, second by R. Brandsrud to approve all bills presented. With all voting aye, motion carried.

City Bills approved included:

AMBULANCE

ITC, telephone \$47.75; Estelline Nursing & Care Center, billing fees \$35.25; AT & T, cell phone \$47.37; Nursing & Care Center, pchs serv/flu shots \$268.96; First Net, cell phone \$84.51; Estelline Community Oil, fuel, \$54.35; Stryker, modem \$723.00;

PUBLICATIONS

Estelline Journal, minutes/notices \$170.82;

LEGAL

Delzer Law Firm, legal fees \$130.00;

ELECTRIC

WAPA, power \$7725.69; Heartland, power \$32714.73; East River, transmission \$2640.25; ITC, load mgmt. internet \$88.85; SD Dept of Revenue, sales tax \$2795.48; US Postal Service, envelopes/postage \$633.65;

BUILDING

Light & Power, utilities \$770.59; ITC, telephone \$60.36; Star Laundry, rug rental \$11.06; Karen Warborg, maint. \$225.00; Menards, supplies \$119.88; Estelline Community Oil, supplies \$67.50; Wards Store, supplies \$296.52; Office Peeps, supplies \$30.26;

FIRE

Light & Power, utilities \$83.22; Estelline Community Oil, fuel \$98.81;

MAYOR & COUNCIL

Donald Zafft, council fee/governing board \$475.00; Ryan Miller, council fee/governing board \$175.00; 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; Julie Rieckman, council fee/governing board \$150.00;

FINANCE OFFICE

ITC, telephone \$161.49; Light & Power, utilities \$255.28; wages \$4654.55;

SOLID WASTE

Cook's Wastepaper, garbage collection \$4690.27; SD Dept of Revenue, sales tax \$269.79;

POLICE

Hamlin County, contract law \$3900.00;

SEWER

Light & Power, utilities \$331.70; HydroKlean, clean lift station \$782.00;

STREET

Light & Power, utilities \$474.32; Estelline Community Oil, fuel \$135.63; First Net, cell phone \$47.37; WESCO, street lights \$1322.00; Dales Sinclair, tires \$604.00;

WATER

Light & Power, utilities \$524.70; SD Dept of Health, samples \$28.00; wages \$3453.64;

LANDFILL

Wages \$210.00;

SIGN

Light & Power, utilities \$21.58; AT & T, wireless \$62.56;

REFLECTION PARK

Light & Power, utilities \$19.68;

MISC.

Equipment Super Savers, equipment savings acct. \$4983.34; Wellmark Blue Cross, health insurance \$1307.64; Delta Dental, insurance \$62.40; American Family, insurance \$235.05; SD Retirement, retirement \$972.98; Flex One Account, cafeteria plan \$128.00; Avesis, vision ins. \$17.22; Ins. Account, funding \$250.00; Petty Cash, replenish fund \$13.04.

ENCC Payables: \$59,391.99

ENCC Payroll: \$127,013.26

Mayor Zafft reported that the small amount of snow received had been removed with no issues. The in-floor heat at the city shop is not working and is being repaired.

ENCC had a gain of \$22,906.13 for the month of November for a YTD total of \$229,639.16. Census is at 59. The Personnel Policy Manual is being reviewed and revised. CNA training will now be on-line. The resident Christmas party will be December 11th.

Cheryl Squires gave a report on the Estelline Area Economic Development. Healthy Hometown will be in town on December 17th. There is an interested party on the garage portion of the former daycare property. A survey of the lots owned by Economic Development will be done. Repairs to some of the bricks at the A & D building need to be done.

Old Business:

None

New Business:

A Public Hearing on Application for Liquor License – VM Industries, LLC Retail Liquor On-Sale was held at 6:15 PM. Presentations were given by Chris Verhoek and Fred and Jody Howard on each of their plans for opening new businesses in town. After some discussion, motion was made by J. Cokens, second by R. Brandsrud to approve the 2020 Retail Liquor On-Sale license for VM Industries, LLC. With J. Cokens, R. Brandsrud, R. Miller, and C. Squires voting aye, and M. Gunderson voting nay, motion carried.

Discussion was held on vehicles crossing the double yellow lines on Main Street. It has been suggested by the city attorney that we place No Left Turn to Curb signs and revise our city ordinance. Motion was made by C. Squires, second by M. Gunderson to proceed with revising the city ordinance. With all voting aye, motion carried.

The 2020 Liquor License's were presented for approval as follows:

Montgomery Anderson Post #184 Retail Liquor-On Sale

Main Street Cafe Retail Liquor-On and Off Sale

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

Motion was made by R. Miller, second by J. Cokens to approve. With all voting aye, motion carried.

A quote was received from Dakota Pump for a Reel Assembly for the lift station in the amount of \$2253.89. Motion was made J. Cokens, second by C. Squires to approve. With all voting aye, motion carried.

A policy was presented on Water Usage – Winter Months which refers to the running of water on a continuous basis during inclement weather and the costs for usage associated with this. Motion was made by R. Miller, second by R. Brandsrud to approve. With all voting aye, motion carried.

Contingency Transfer – Resolution 2019-06 was presented as follows:

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF ESTELLINE, that the amount of \$39,800.00 will be transferred from the Contingency budget to cover net operating expenses in the following department budgets:

101-43100-42500 Streets Repair/Maintenance \$28,500
101-44100-44130 West Nile Expense \$1,400
101-41420-42800 Financial Adm. Utilities \$8,000
101-46510-42900 Economic Development \$1,800
101-45110-42600 Recreation Supplies \$100

Motion by M. Gunderson, second by J. Cokens. With all voting aye, motion carried.
Adopted and effective this 4th day of December, 2019.

Motion was made by C. Squires, second by R. Brandsrud to set the year end meeting date at 8:00 AM December 30th and the January 2020 meeting date for January 8, 2020 at 6 PM. With all voting aye, motion carried.

A motion was made by J. Cokens, second by C. Squires to move into Executive Session as per SDCL 1-25-2 (1) at 6:52 PM for Wage Review and Cost of Living 2020. With all voting aye, motion carried. Mayor Zafft declared out of Executive Session at 8:00 PM.

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

Wages Presented for Approval:

Dawn Mickey, Hskp Aide \$11.66

Motion was made by J. Cokens, second by R. Brandsrud to allow a 4% cost of living for all employees for 2020. With all voting aye, motion carried.

Motion R. Miller, second by M. Gunderson to pay all city employees a yearend bonus based on the following schedule:

Non-benefit employees \$50.00 each

Up to and including 5 years employment \$100.00 each

6 years to and including 10 years employment \$200.00 each

11 years employment and above \$300.00 each

With all voting aye, motion carried.

With there being no further business, motion to adjourn at 8:02 PM was made by R. Brandsrud, second by J. Cokens. With all voting aye, motion carried.

Donald Zafft, Mayor

Mary Saathoff, Finance Officer