

City Council Proceedings

The Plankinton City Council met in regular session on Thursday, January 4, 2018. Mayor Staller called the meeting to order 6:30 p.m. The Pledge of Allegiance was recited. Roll call recorded the following members present: Pam Vissia, Brad Kehn, Susan Steele, Jim Hinckley & Terry Schuldt. Member absent was Tom Madrigal. City employees present were Darin Cranny, Maintenance Sup't & Jeanette Smith, Finance Officer. Representing South Dakota Mail was JP Studeney.

Vissia moved to approve the agenda, with a second from Steele. All voted aye, motion carried.

The Mayor read the Plankinton Volunteer Fire Department Annual Report For 2017. The current active 2018 membership roll is as follows: Jeff Briggs, Rodney Weber, Scott Black, Clint Bultsma, Terry Bush, Cale Westendorf, Skyler Kehn, Brad Kehn, Travis Fink, Jason Schurz, Steven Nussbaum, Dan Geiman, Joe Staller, Paul Coon, Jerry Bickley, Brian Reis, Derrick Koch, Jeff Arts, Colin Spinar & Vern Hill. The Mayor & Council thank the department for their commitment & dedication to the community!

Steele moved to approve the minutes of the December 12, 2017 meeting, with the following correction. The motion on CyberSecurity Phase 1 was made by Vissia & seconded by Steele. Vissia seconded the amended minutes motion. All voted aye, motion carried.

Hinckley moved to approve the following bills:

City of Plankinton-meter dep applied-70.22; Barry Geiman-meals reimb-24.76; SD Dept of Health-water testing-196.00; Ron's Market-aupp/mat-45.40; SD DOT-supp/mat-230.09; VISA-supp/mat-834.71; Stuart C Irby Co-20 LED street lights-3000.00; Mike's Const-garbage service-60.00; James D Taylor, PC-prof services-2008.50; City of Plankinton-meter dep applied-250.00; Central Electric-rep/mainit-469.84; Avera Health Plan-emp insurance-5436.52; AFLAC-emp vol ins-32.20; Overweg Auto-supp/mat-2957.33; SD Dept of Revenue-Nov state sales tax-4910.43; Delta Dental of SD-emp ins-317.00; The Guardian Life Ins Co-emp ins-459.16; Stitch-N-Time-safety clothing-143.50; SPN & Assoc-water project eng-1500.00; RESCO-elec supp/mat-238.71; DGR & Assoc-electrical eng-10,836.50; A&B Bus Solutions-copier contract-97.20; Francotyp-Postalia, Inc-postage meter-89.85; South Dakota Mail-legal publishing-770.84; Readers Den-library books-168.40; Bi-Weekly Payroll 25 & 26-17,325.47; IRS-941 taxes-5683.39; SDRS-emp retirement-3746 .22; Farmers & Merchants Bank-bank fees-33.65; Aurora/Brule Rural Water-December water & debt retirement-5552.00; Dollar General-HCPD rebate reimbursement-1225.00; Golden West-Dec biling-359.86; Jack's Small Engines-rep/maint-53.17; M&L Repair-rep/maint-27.93; MN Muni Utilities Ass'n-other current exp-375.00; Overweg Auto-rep/maint-443.27; P&D District III-2018 membership dues-1101.00; Scavenger's Journey-2018 membership dues-250.00; Roadside 66 Service-supp/mat-365.54; DENR-annual wastewater fee-650.00; DENR-water & sewer certificates-30.00; SD Ass'n of Rural Water Systems-annual dues-405.00; SD Municipal Electric Ass'n-annual fees-685.00; SD Municipal League-annual dues-903.95; SD Gov't FO Ass'n-annual dues-70.00; SDML Worker's Comp Fund-2018 renewal billing-

5109.00; Steve's Welding-rep/maint-82.30; Ameripride-rug contract-28.61; ROCS-2018 Sr Meal Match Money-846.16; MN Muni Utilities Ass'n-Annual job training & safety programs-1000.00. Kehn seconded the motion. All voted aye, motion carried.

Hinckley moved to approve initiating PayGov.US, LLC. & grant permission for the Mayor to sign the Agency Service Agreement. This service will give utility customers the option to pay their bill online, to swipe their debit/credit card at City Hall or to call PayGov.US. Utility customers will be notified when this service becomes available. Schuldt seconded the motion. All voted aye, motion carried.

Vissia moved to approve purchase of two Zoll AEDs, plus Business Package. One will be placed at City Hall & one at the City Maintenance Shop. Kehn seconded the motion. All voted aye, motion carried.

At 7:00 p.m., the Mayor announced that it was time for the Public Hearing to be held. No one appeared to approve or disapprove the applications for Dollar General Store #18575 at 706 Spaans St. Both applications are complete & monies have been received. Kehn moved to approve application one for Retail (on-off) Wine & application two for Package (off-sale) Malt Beverage. Hinckley seconded the motion. All voted aye, motion carried.

After discussion, the council requested a Resolution to be written for increasing the cemetery lot fee(s). The proposed fee(s) will be as follows: ½ lot (3 spaces) = \$200.00 + \$150.00 Perpetual Care. Whole lot (6 spaces) = \$400.00 + \$300.00 Perpetual Care. The grave closing fee will increase to \$150.00 for either full burial or cremation. This resolution will be read & voted on at the next regular meeting on February 5, 2018.

After discussion, the council requested a Resolution to be written for increasing Water & Sewer Tap fee(s). The proposed fee(s) will increase to \$150.00 per new Residential tap for water or Sewer. For a new business or apartment building/complex a water or sewer tap fee will be \$200.00. This resolution will be read & voted on at the next regular meeting on February 5, 2018.

The Mayor passed around an Electrical Superintendent job description for review. This job announcement will be advertised for applications due by 4:30 p.m. on Friday, March 2, 2018.

The Mayor's report included review of a proposed safety manual; the personnel handbook will be updated soon; concerns about a garbage customer; reviewing the previous audit recommendations; SPN & DGR will be possibly attending the next regular meeting; Darin will be attending the Rural Water legislative meeting in Pierre next week; the annual Disaster Mitigation meeting will be held at the courthouse on Thursday, January 25 at 1 p.m.; receiving an email from Susan Urban, Aurora County Auditor, regarding the PT 73 Report & taxes left to

collect & she will be sending out a letter soon in regards to the Railroad Crossing expense of the signals.

The Finance Officer's report included: revenue/expenditure reports; announcing the Mayor & Council positions up for election & petitions can be taken starting on January 26, 2018; a reminder of the belated Christmas party; Randy Kittle from the State will be here to view the parks on January 10. She also inquired about upcoming ads that will need to be placed. After discussion, the council requests the following ads to be placed: annual grassland rent; annual cemetery mowing; pool lifeguards; summer maintenance help; & seasonal landfill attendant.

The finance officer shared with the council two utility accounts that have not been taken care of. They advised her to place them into Small Claims Court.

The Maintenance Sup't reports included: repairs on the flagpoles & batting cage; snow removal; equipment maintenance; flushing sewers; replacing cracked frost plates on several water meters since the cold snap; removal of Christmas decorations; studying on stabilization ponds & the sewer system to become more familiar with them.

The Mayor shared Vern Hill's Utility Sup't report in his absence: we need to decide one of the four electrical rate increase options; DGR will be glad to attend the next meeting; the Central Electric meeting will be held at the Ag building on January 16 at 6:30 p.m., all are invited; the Rural Water legislative meeting will be in Pierre next week.

At 8:12 p.m., the Mayor requested a motion to enter Executive Session, per SDCL 1-25-2(1) Personnel. Steele moved, with a second from Hinckley. All voted aye, motion carried.

At 8:33 p.m., the Mayor declared to return to regular session, with no action taken.

The following is a list of current employees & their hourly wage: Vern Hill-\$33.94; Darin Cranny-\$20.00; Barry Geiman-\$18.40; Jeanette Smith-\$17.49; Eileen Sorsen-\$16.30; Beth Ann Walz-\$12.21.

Vissia moved to approve a 3% cost of living raise, with an effective date of January 1, 2018. Pursuant to SDCL 6-1-10, the new hourly wages are Vern Hill-\$34.95; Barry Geiman-\$18.95; Jeanette Smith-\$18.01; Eileen Sorsen-\$16.78; Beth Ann Walz-\$12.57. Darin Cranny will remain at \$20.00, & will be reviewed after his 90-day probationary period. Kehn seconded the motion. All voted aye, motion carried.

The Mayor adjourned the meeting at 8:40 p.m.

Signed: Mayor John J Staller

Attest: Jeanette Smith, Finance Officer