

**MONTROSE CITY COUNCIL MEETING**  
**UN-APPROVED MINUTES –March 14<sup>th</sup>, 2023**

On **March 14<sup>th</sup>, 2023**, the Montrose City Council Meeting took place at the Community Center. *The Pledge of Allegiance* was recited. Mayor Justin Hagemann called the meeting to order at 5:07pm. **Roll Call:** Council members: Painter, Binder, and Vogel were present. Planning and Zoning Committee Present: Tim Brookes. City residents present. Quorum present. Rules of Decorum stated by Hagemann.

Action 23-034

Moved by council Binder, seconded by council Painter for approval of Agenda. **Roll Call:** All favored no opposition. Motion carried.

Action 23-035

Moved by council Vogel, seconded by council Painter for approval of the February 14<sup>th</sup> meeting minutes. **Roll Call:** All favored no opposition. Motion carried.

**SPECIAL TOPICS:**

Special Event Application request for date: June 23<sup>rd</sup> – 24<sup>th</sup> for the Montrose Street Dance.

Action 23-036

Moved by council Binder, seconded by council Vogel for approval of special event application for the Montrose Street Dance held on: June 23<sup>rd</sup>-24<sup>th</sup> pending proof of insurance for event and event fee of \$20.00. **Roll Call:** All favored no opposition. Motion carried.

Resident Binder has applied for a Rezone request for 511 S 1<sup>st</sup> Ave. Rezone from a Residential Zone to a Business Zone.

Action 23-037

Moved by council Vogel, seconded by council Painter to table the rezone request until April 11<sup>th</sup> council meeting. **Roll Call:** All favored no opposition. Motion carried.

Lift station project updates from FO. Generator arrival new estimation date is May 10<sup>th</sup>. This date was pushed back from March. Lift station trash basket quote came back from Halme over double what DGR thought. Dakota pump has ensured us that the pumps that were put in during the project are sufficient for the needs of the city of Montrose.

Action 23-038

Moved by council Vogel, seconded by council Binder to not have the trash basket placed in the lift station due to the cost increase in the quote from Halme. **Roll Call:** All favored no opposition. Motion carried.

Mayor Hagemann is going to reach out to DGR and ask them about an existing generator the city has that needs a plug to be operational. Cost vs. community benefit is being considered.

Barney is going to work on a maintenance plan for both the water tower and the sewer system.

CFC is interested in purchasing city property on the ground to the East of the elevators that used to be the old Railroad. A new bin with dump pit would help with the truck routes/travel traffic in town. Property dimensions: 75ft. wide by 520 ft. long. The city council is going to reach out to 3 city homeowners for an appraisal of this city property for a sale value.

**OLD BUSINESS:**

Montrose Gas Plus base water rate evaluation was conducted and due to the lack of documentation of the water lines that were cut years ago in the Gas Plus building, the city council will leave the monthly billing as is for that business and NOT charge the base water rate fee. References can be made to this same event in the 2-10-15 meeting minutes.

Furnace Bids for the Community Center, City Hall and the City Shop were reviewed from both Rodgers Heating and Cooling and Iron Wheel. Due to the monthly heat bill increase at the shop, the council decided to move forward and replace that furnace now and budget the other 2 furnace/AC units for the community center and city hall into 2024's annual budget.

Action 23-039

Moved by council Vogel, seconded by council Binder for approval to replace the city shop furnace unit through Rodgers Heating and Cooling company. **Roll Call:** All favored, no opposition. Motion carried.

Parking Ordinance Violations will be addressed in April's city council meeting.

City Animal Trapping is being explored. Options became available under our contract with the Humane Society to set live traps and then call the Humane Society to pick up strays.

Action 23-040

Moved by council Vogel, seconded by council Binder for approval for Barney to purchase a couple live traps under \$100 a piece. **Roll Call:** All favored no opposition. Motion carried.

Annual Pet Licenses are due by January 31<sup>st</sup> every year. Unlicensed pet owners will be fined in accordance to Resolution#2022-006. 2<sup>nd</sup> Notice letters were sent out the last week of February to residents who have not yet paid the annual license fees..

Action 23-041

Moved by council Binder, seconded by council Painter, to apply a fine in accordance with Resolution #2022-006 to resident on 409 S Church Street for non-compliance of pet licensure. **Roll Call:** All favored no opposition. Motion carried.

Bid was reviewed for the wall remodel in City Hall and was denied. Council would like another bid for greeter window enlargement only. Bid will be presented in April's council meeting.

Action 23-042

Moved by council Vogel, seconded by council Binder to table the window enlargement in City Hall until April's council meeting.

**Roll Call:** All favored no opposition. Motion carried.

**NEW BUSINESS:**

Sheriff Reports reviewed.

The Local Board of Equalization will convene on March 20<sup>th</sup>, 2023 in the Montrose Community Center at 6pm. Appeals can be taken until March 16<sup>th</sup>. Please reach out the City Finance Officer if you have any questions or concerns.

Paint SD Opportunity for Montrose volunteers include: Montrose School National Honors Society 10-15 people to paint, McCook Country 4-H said they would be meal servers/prep, My Place Café' can supply ladders scaffolding, Montrose Gas Plus would help with the meal plans/food cost, Office Bar has offered to donate the paint supplies, and the FO will advertise for city residents to apply for opportunity. External house painting dates would be determined by the volunteers. (suggested 2 days, 1 for house prep/ 1 for painting) Deadline to get a house painted is June 30, 2023.

Action 23-043

Moved by council Binder, seconded by council Painter for approval to assist where needed in the Paint SD Opportunity for Montrose.

**Roll Call:** All favored no opposition. Motion carried.

Montrose has been approved for a Forestry Grant in the amount of \$2500 as long as we match that amount. These trees will be planted near the campgrounds and baseball fields. The council has opted to order 4 Oaks, 2 Lindens, 4 Willows, 4 Redbuds and if we have any money left over 2 Maple trees.

Action 23-044

Moved by council Painter, seconded by council Vogel for approval to order 10-16 trees from Nursery Wholesalers in Tea, SD and to buy water sacks from the McCook Co. Conservation District. **Roll Call:** All favored no opposition. Motion carried.

Current vacancy of Elective officers including both the Mayor and the 4 council members will be open for an Election June 20<sup>th</sup>, 2023. This election will be combined with the Montrose School Board Election. Circulation of Petitions starts April 11<sup>th</sup> through May 12<sup>th</sup>, 2023.

Action 23-045

Moved by council Painter, seconded by council Vogel for approval of the renewal of the Annual Fire Protection Contract for the City of Montrose, including an \$8,000 fee. **Roll Call:** All favored no opposition. Motion carried.

**DEPARTMENT REPORTS**

HWY 38 Road Project east of the City of Montrose will be taking place in 2024. The County will be installing 3 new culverts along 38 between Montrose and Humbolt. If there are any questions regarding the project, please reach out to the County DOT.

Maintenance-Koepsell talked about his needs to start fixing the roads in the City and what his plans are with road overlays and pothole repairs.

Action 23-046

Moved by council Vogel, seconded by council Painter to begin the process of performing a Slurry Seal project on 2<sup>nd</sup> Ave. This would encompass a verbal bid of around \$37,000 to complete this road. **Roll Call:** All favored no opposition. Motion carried.

Koepsell also talked about his needs and ideas for water meters, selling old meters to someone who is interested in buying them in our community, the generator that is non-working that used to be used as an emergency backup for the community center if needed, lift station pumps in the shop, trash pumps in the shop, DSG water caps, Dickson lawn mower that is no longer working, the need for a Welder so Barney can do some repairs instead of hiring this out, discussion on the road grader vs. pickup truck with the possibility of selling at auctions, and tool purchases for the shop.

Action 23-047

Moved by council Vogel, seconded by council Binder to declare the old meters that are not being used and cannot be reused due to compatibility of our electronic communication system as *SURPLUS* items. **Roll Call:** All favored no opposition. Motion carried.

FO will look into what a surplus auction looks like for the City as there are other items that might be declared surplus as well.

Action 23-048

Moved by council Binder, seconded by council Vogel for approval to pay SD Rural Water to come and clean the water valves for a fee of \$600 at least once a year, possibly twice depending on circumstance. **Roll Call:** All favored no opposition. Motion carried.

The council and mayor were informed of the Bobcat needing a new seat that Koepsell bid out for \$1,000 and the council agreed to this transaction. No motion needed due to the cost. The council and Mayor also agreed that a Runnings charge account be opened for the Maintenance role.

Action 23-049

Moved by council Binder, seconded by council Vogel for approval for Koepsell to travel to Rapid City for a couple of days for water/wastewater training. These trainings are all steps toward the certified operator's license. **Roll Call:** All favored no opposition. Motion carried.

Golden West is planning on installing Fiber Optics for the City this spring. Discussions are being held regarding infrastructure protection and planning for the project. Letters were sent to every business and homeowner in town regarding this change.

Action 23-050

Moved by council Vogel, seconded by council Binder for approval of the purchase of aluminum picnic tables for the campground not to exceed the \$5,500 budget. **Roll Call:** All favored no opposition. Motion carried.

SDPAA Annual Insurance Coverage is being renewed and the council and mayor will review the limits and liabilities as nothing has changed from last year to this year.

FO is working on the annual report and working with the Auditors as well as Banyon in correcting the report.

End of month Bank Account Balances reviewed.

**MARCH VOUCHERS:**

**PAID Between Meetings**

|        |                                       |         |          |                                            |
|--------|---------------------------------------|---------|----------|--------------------------------------------|
| 29424e | Federal Tax Payment                   | 2/17/23 | \$431.86 | Payroll Taxes                              |
| 29426e | Federal Tax Payment                   | 3/3/23  | \$770.90 | Payroll Taxes                              |
| 29425e | SD DOR                                | 3/8/23  | \$198.52 | Monthly Garbage Taxes for February 2023    |
| 29709  | SD Retirement System                  | 3/6/23  | \$415.40 | February 2023 Reporting                    |
| 29708  | SF Humane Society                     | 2/24/23 | \$247.40 | January Animal Impound / Milage            |
| 001e   | Transfer from Camp MM to General Fund | 3/3/23  | \$10.00  | Pet License Paid into Camp MM by resident. |

**PAID at Council Meeting**

|       |                                 |         |            |                                                                                                     |
|-------|---------------------------------|---------|------------|-----------------------------------------------------------------------------------------------------|
| 29719 | A&B BUSINESS                    | 3/14/23 | \$458.26   | IT Agreement/Copier Contract for February + New Docking Station in Mayor's Office for Computer Use. |
| 29710 | ADDY DISPOSAL                   | 3/14/23 | \$3,182.30 | Monthly Garbage Fee                                                                                 |
| 29720 | BOLTES SUNRISE SANITARY SERVICE | 3/14/23 | \$410.03   | City Buildings Clean up-Roll-off                                                                    |
| 29711 | CITY OF MONTROSE                | 3/14/23 | \$3.07     | Monthly UB Bill                                                                                     |
| 29796 | CLIFF HALLEM                    | 3/14/23 | \$308.15   | Bobcat Repair Reimbursement                                                                         |
| 29734 | DIANE SCHOLTEN                  | 3/14/23 | \$100.00   | Water/Sewer Deposit Refund                                                                          |
| 29730 | EQUIPMENT BLADES                | 3/14/23 | \$1,500.00 | Snow Plow Blades                                                                                    |
| 29722 | FRONTLINE WARNING SYSTEMS       | 3/14/23 | \$300.00   | 2023 Fire Siren Service Contract                                                                    |
| 29712 | GOLDEN WEST                     | 3/14/23 | \$128.18   | Monthly Office Phone Bill                                                                           |

|       |                              |         |             |                                                 |
|-------|------------------------------|---------|-------------|-------------------------------------------------|
| 29725 | HEIMAN, INC.                 | 3/14/23 | \$291.00    | Annual Fire Extinguisher Service Tank Checks    |
| 29713 | KINGBROOK RURAL WATER        | 3/14/23 | \$3,451.50  | Monthly Water Purchase                          |
| 29714 | MCCOOK CO. AUDITOR           | 3/14/23 | \$1,408.34  | Sheriff Fee for March                           |
| 29724 | MCCOOK CO. REGISTER OF DEEDS | 3/14/23 | \$25.00     | Deed copy for Attorney                          |
| 29733 | MENARDS                      | 3/14/23 | \$175.40    | Shop Tools; City Hall Cleaning Supplies         |
| 29715 | MIDAMERICAN ENERGY           | 3/14/23 | \$538.56    | Heat Bill for February Usage (Shop High)        |
| 29721 | MONTROSE FIRE DEPARTMENT     | 3/14/23 | \$8,000.00  | Fire Protection for Montrose City               |
| 29716 | MONTROSE GAS PLUS            | 3/14/23 | \$472.46    | Fuel; Diesel for Snow Removal                   |
| 29727 | NAPA AUTO & TRUCK PARTS      | 3/14/23 | \$1,698.71  | Shop Tools;Supplies-Loader Supplies             |
| 29717 | NEW CENTURY PRESS            | 3/14/23 | \$181.14    | Publishing for Minutes/Public Notices           |
| 29729 | PUTHOFF REPAIR               | 3/14/23 | \$128.22    | Snow Plow Parts                                 |
| 29718 | SOUTHEASTERN ELECTRIC COOP   | 3/14/23 | \$1,941.57  | Electric Bill - for February Usage              |
| 29728 | STURDEVANTS AUTO PARTS       | 3/14/23 | \$721.25    | Shop Supplies; Equipment Expenses               |
| 29732 | THE SECURITY STATE BANK      | 3/14/23 | \$161.46    | Building Improvements-Paint; Finance, Ofc Supp. |
| 29731 | TRANSOURCE TRUCK & EQUIPMENT | 3/14/23 | \$228.31    | Loader Maintenance                              |
| 29723 | ZAPP HARDWARE                | 3/14/23 | \$11.96     | Keys for Maintenance Job Role                   |
|       | TOTAL PAID:                  |         | \$27,898.95 |                                                 |

**Payroll**

|  |                          |  |                    |                                   |
|--|--------------------------|--|--------------------|-----------------------------------|
|  | Finance Officer          |  | \$3,461.54         | 2 pay periods - February 2023     |
|  | City Council Members     |  | \$0.00             | Quarterly Payment-Paid in January |
|  | Seasonal Snow Removal    |  | \$328.90           | 2 pay periods - February 2023     |
|  | Office Admin             |  | \$660.00           | 2 payperiods - February 2023      |
|  | Certified Operator Temp. |  | \$100.00           | Monthly February 2023             |
|  | TOTAL SALARIES:          |  | \$4,550.44         |                                   |
|  | <b>GRAND TOTAL:</b>      |  | <b>\$32,449.39</b> |                                   |

Action 23-051

Moved by council Vogel, seconded by council Binder for approval of bills paid between meetings and bills paid at council meeting.  
**Roll Call:** All favored no opposition. Motion carried.

Hearing of those present: none

Action 23-052

Moved by council Painter, seconded by council Vogel to enter into **Executive Session** at 9:40pm. **Roll Call:** All favored no opposition.  
Motion carried.

Action 23-053

Moved by council Vogel, seconded by council Binder to **Exit Executive Session** at 9:50pm. **Roll Call:** All favored no opposition.  
Motion carried.

Action 23-054

Moved by council Binder, seconded by council Vogel to **Adjourn** at 9:51pm. **Roll Call:** All favored no opposition. Motion carried.

Attest: \_\_\_\_\_  
Nicole Siemonsma  
Finance Officer

\_\_\_\_\_  
City Mayor or Council President

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