

**MONTROSE CITY COUNCIL MEETING  
APPROVED MINUTES –APRIL 11<sup>th</sup>, 2023**

On **April 11<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 6:04pm. **Roll Call:** Council members: Painter, Binder, Hanisch and Vogel were present. Planning and Zoning Committee Present: Tim Brookes. City residents present. Quorum present. Rules of Decorum stated by Hagemann.

Action 23-071

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

Action 23-072

Moved by council Vogel, seconded by council Binder for approval of the March 14<sup>th</sup> and March 20<sup>th</sup> meeting minutes. **Roll Call:** All favored no opposition. Motion carried.

**SPECIAL TOPICS:**

Streets Discussion was moved up from Department Reports: Twedt construction was present to discuss the quote given to the city and to explain about patching vs. road overlays vs. complete road tear out and re-do. When the roads are in bad shape and there is alligating happening, then a road overlay won't last more than a couple years. City Maintenance is going to go around, evaluate road integrity, and along with the council prioritize which roads are going to be addressed first. Potholes are also going to be addressed this summer. Square footage will be figured out to complete the bid for the chosen road(s) and then voted on in a council meeting.

There are flooding concerns within the community and a question was brought forward: what is the city's disaster plan regarding this issue? The city has a mutual aid agreement with McCook County and there is a disaster plan breakdown that addresses both the city response and the county response to disasters that will be posted on the Montrose website soon.

Resident Styles has filed a special application with the city to host a corn hole tournament for a youth group fundraiser on May 7<sup>th</sup> to the east of the softball field in the parking lot. The city council has approved her request.

Campground host Lounsbury inquired about the replacement of the Dixon Lawnmower. The Dixon was the only lawnmower that the city had that would mow the ditches safely and effectively. The council would like Maintenance to get price quotes for 2 lawnmowers, one to handle the ditches and the other for the sewer ponds that need to be mowed to adhere to state standards. This discussion was tabled until next council meeting.

Campground will be able to open April 14<sup>th</sup>.

**OLD BUSINESS:**

Action 23-073

Moved by council Hanisch, seconded by council Vogel to deny the request for the property rezone on 511 S 1<sup>st</sup> Ave from a residential zone to a business/commercial zone. A rezone at this time goes against the Montrose Comprehensive Plan prepared in 2020 by SECOG under the direction of the Montrose Planning Commission. The Comprehensive Plan addresses current land use and future land use long term plans that promotes responsible development of the City and the surrounding area. NO Vote from council (3) three; YES vote from council (0) zero. **Roll Call:** All favored no opposition. Motion carried.

Action 23-074

Moved by council Hanisch, seconded by council Painter for an Abatement letter to be sent to Binder Enterprises for the removal of pallets on a residential zoned property: 511 S 1<sup>st</sup> Ave. **Roll Call:** All favored no opposition. Motion carried.

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. Council Vogel received 3 appraisals by 3 city homeowners. The city council has agreed on a final appraisal value of \$4,300 for parcel #19.35.270305.

Action 23-075

Moved by council Hanisch, seconded by council Vogel for approval to move forward with a survey of parcel #19.35.270305. **Roll Call:** All favored, no opposition. Motion carried.

DGR to meet with Maintenance to discuss backup generator.

Parking Ordinance Violators will be sent warning letters from the council to remove campers, trailers, vehicles, etc..

Animals at large calls to the city is being discussed and a workflow for this problem is being created. The sheriff's office should only be called if there is a noise/barking issue, or if there was an animal bite. Otherwise, do not call the Sherriff's office for animals at large. Residents are to call the city with those issues. A workflow for animal trapping is also in the works.

Paint SD opportunity application period will close April 22<sup>nd</sup> and applications will be reviewed by the council.

Finance Officer will start advertising for the City Wide Cleanup day/Volunteer Tree Planting day. There is 16 potted trees that will need to be planted. The Mayor is also trying for an opportunity for residents to be able to get rid of abandoned cars/junk cars that are not able to be moved. More to come on that.

Circulation of nominating petitions began on April 11<sup>th</sup> for the Mayor and all city council positions. The deadline for filing nominating petitions is no later than May 12<sup>th</sup>, 2023. The election will be combined with the school June 20<sup>th</sup> if petitions are filed.

Senior Meals started on April 1<sup>st</sup> 2023 through My Place Café' and Active Generations. Meals are served from Wednesday to Sunday, for breakfast and noon meals. Questions should be directed to Rebecca at #605.333.3304.

#### **NEW BUSINESS:**

Sheriff Reports reviewed.

Office Bar city building repairs: Council agreed to pay 50% of bill for the Walk in Beer Cooler repair bill. Maintenance is going to work on getting price quotes for the siding, windows, line poles removal, and heat transfer damper with a switch. The attic insulation will be addressed after the rest of the list is tackled. The Office Bar staff will address any rodent or insect issues that may arise within or around the building.

Maintenance will work on the commercial door handles on city hall and the community center to see if they are repairable. The campground bathhouse, the softball concession bathrooms and storage areas, the baseball concession area will all have new door locks installed to standardize locks and keys.

#### Action 23-076

Moved by council Binder, seconded by council Vogel for approval of Budget Supplement ORD #2023-001 to supplement the Shop Building line with \$3200 taking from the Public Works Machinery/Equipment line to pay for the furnace replacement in the shop. The next supplement is to go to the Council Wages, SS and Medicare line in the amount of \$15,550 taking from the Contingency line budget. **Roll Call:** All favored no opposition. Motion carried.

Insurance claim revenue amount was \$29,388 from last year's wind storms. Council Vogel addressed the need to have a dugout rebuilt in preparation for baseball season. Maintenance to get updated bid for the dugout, baseball roof, and grandstand repairs.

Addy disposal is giving out Recycling Stickers to residents to be placed on recycle containers for correct labeling purposes. These are available in City Hall.

Residents have been asking for billing clarification with Garbage Fees and Dump Fees. A list of our fee breakdown can be found on our City Resolution 2022-006 Rates, Fees and Fines. The dump fee and taxes refers to our tree dump site that city residents can use to dispose of trees/branches and shrubbery.

Garbage fees and taxes refer to our service contract with Addy Disposal. Addy bills the city and charges by the number of residences in town whether they are occupied or unoccupied. This is why the city bills every residence within city limits for this service even if they aren't using it. This protects the city from people saying that they are not utilizing Addy's services, but yet set garbage out knowing that Addy is going to pick it up anyway. Addy doesn't adhere to a list of address to hit or not hit, they simply follow the agreement set forth by the city.

The employee handbook was given out to the council for review and possible changes. The council will review it and will start with change ideas in next month's council meeting.

#### **DEPARTMENT REPORTS**

Maintenance plans for the water system includes cleaning the tower every 2 years for \$2,175 and the sewer system annual cleaning of \$1374. The sewer system will be cleaned this year, and the other maintenance will start next year so a budget can be set up for this as our water infrastructure is brand new and there are no concerns about maintenance this year.

DGR and Dakota Pump will be contacted for the multiple alerts that occur on the lift station panel for a solution.

Slurry Seal on the streets has been tabled until a future meeting.

#### Action 23-077

Moved by council Binder, seconded by council Vogel to declare the Dixon Lawnmower as a surplus item. **Roll Call:** All favored no opposition. Motion carried.

Council would like the finance officer to reach out to the city mowers to see if they are interested in mowing this summer for an hourly wage of \$13.00 per hour.

Maintenance technician has gotten certified in a Pool Operators course and will be getting certified in Mosquito/Terf handling.

Toilets are all going to be replaced in the campground, parks/rec area and the pool house.

Pool will be opening on June 9<sup>th</sup>, 2023 and the pool hours of operation will remain the same as last year. Lifeguard and swim instructor certifications will still be paid to the pool employees over the course of 2 years. Council has stated that pool managers must also possess their lifeguard certification to spread out resources. The council doesn't feel like there is room in the pool budget to pay for lifeguard suits, so this expense will fall on the employees. The Council has agreed to have the finance officer purchase an industrial fan on wheels for the pool house for air circulation. The pool managers are going to get staff together a couple of times in May for some deep pool house cleaning to prepare for the pool season. The managers are also going to put together a pool safety guideline policy regarding rescues. This policy will be presented at the next city council meeting. Maintenance will be working with Council Hanisch for chemical purchases.

5 campground picnic tables have been purchased and the school shop class will be building a couple metal benches for the playground area later this fall.

Action 23-078

Moved by council Hanisch, seconded by council Painter for approval to increase the Finance Officer's credit card limit to \$8000 with The Security State Bank to help accommodate the city's larger purchases. **Roll Call:** All favored no opposition. Motion carried.

City Hall improvements have been made and the Finance Officer would like the community to know that any and all art that has been purchased for the City Hall and/or the Community Center has been paid for by the finance officer herself, NOT the city's funding. Art that has been purchased by the FO is also the property of Nicole Siemonsma and is considered a loan to the city in which it can be taken out of city premise at any time by the FO.

FO and Maintenance will provide delinquent UB billing notices for water shutoff procedures.

Resident unpaid late pet license fine will be tabled until next council meeting.

Action 23-079

Moved by council Hanisch, seconded by council Binder for approval of Schoenfish Auditors to perform the annual financial report for 2023 to report on the 2022 finance period. This is required by the state and the finance officer will be working with the auditors to get this accomplished. **Roll Call:** All favored no opposition. Motion carried.

The FO will be looking into the sealed bids process for water meters.

**APRIL VOUCHERS:**

**PAID Between Meetings**

29427e	Federal Tax Payment	3/17/23	\$752.06	Payroll Taxes
29428e	Federal Tax Payment	3/31/23	\$774.52	Payroll Taxes
29431e	Federal Tax Payment	4/11/23	\$1,325.84	Payroll Taxes
29736	MC&R POOLS	3/23/23	\$365.00	Certified Pool Operator Class for April 2023
29738	METERING TECHNOLOGY & SOLUTION.	3/23/23	\$142.84	KeyFob for Meter Endpoints for Maintenance Role
29749	NICOLE SIEMONSMA	4/3/23	\$3,875.85	5 Picnic Tables for Campground 2023
29430e	SD DEPT OF LABOR/REG	4/11/23	\$74.34	1st Quarter Reporting 2023
29429e	SD DOR	4/11/23	\$256.94	Garbage Tax Reporting for March 2023
29739	THE SECURITY STATE BANK	3/23/23	\$1,258.42	Paint for City Hall; Office Supplies; Parks/Rec; Campground; Furnace Filters; Certified Mail Cost; MCI Payment
29737	US BANK TRUST NA	4/1/23	\$11,703.04	DW1 Loan; CW2 Loan Payments

**PAID at Council Meeting**

29773	A&B BUSINESS	4/11/23	\$236.12	Monthly IT Service; Printer Contract
29758	ACE HARDWARE	4/11/23	\$2.69	Key Copy
29741	ADDY DISPOSAL	4/11/23	\$3,182.30	Monthly Garbage Fee
29751	BANYON DATA SYSTEMS	4/11/23	\$1,235.00	UB Meter; UB Software Support
29756	BOBCAT OF BROOKINGS	4/11/23	\$1,063.12	Skid Loader Air Ride Seat
29742	CITY OF MONTROSE	4/11/23	\$7.50	Monthly UB Bill
29753	DAKOTA SUPPLY GROUP	4/11/23	\$228.99	Shutoff Water Caps; Valve Box
29750	DELL RAPIDS LAW FIRM	4/11/23	\$400.00	March Lawyer Fees

29752	GESSNER WELDING INC	4/11/23	\$72.50	Welding
29743	GOLDEN WEST	4/11/23	\$127.74	Monthly Office Phone Bill
29754	KIBBLE EQUIPMENT INC.	4/11/23	\$33.44	Tools
29744	KINGBROOK RURAL WATER	4/11/23	\$3,244.00	Monthly Water Purchase-Usage
29760	LOWES	4/11/23	\$662.98	Shop Tools
29745	MCCOOK CO. AUDITOR	4/11/23	\$1,408.34	Sheriff Fee for April
29759	MENARDS	4/11/23	\$143.24	Shop Tools/Supp; City Hall Cleaning Supplies
29746	MIDAMERICAN ENERGY	4/11/23	\$375.59	Heat Bill for March Usage (Shop High)
29770	MONTROSE GAS PLUS	4/11/23	\$342.02	Fuel for Equipment; Vehicles
29771	NAPA AUTO & TRUCK PARTS	4/11/23	\$456.45	Generator; Tools; Lawn Mowers
29747	NEW CENTURY PRESS	4/11/23	\$346.56	Publishing for Minutes/Public Notices/Elections/Pool
29774	ORLAND COLONY	4/11/23	\$365.75	Office Bar Beer Cooler Repair
29772	PUTHOFF REPAIR	4/11/23	\$53.32	Skid Loader Repairs
29764	ROGERS PLUMBING/HEATING	4/11/23	\$6,563.00	Shop Furnace Replacement
29755	RUNNINGS CORP.	4/11/23	\$82.11	Shop Supplies
29769	RYANS REPAIR	4/11/23	\$760.00	Tire Repair; Snow Blade Repair; Misc. supplies
29768	SDARWS (Rural Water)	4/11/23	\$100.00	Rural Water EXPO Training for Maintenance
29767	SDGFOA	4/11/23	\$75.00	FO School 2023
29766	SDGHRA	4/11/23	\$100.00	HR School 2023
29765	SD RETIREMENT SYSTEM	4/11/23	\$1,038.50	March 2023 Reporting
29748	SOUTHEASTERN ELECTRIC COOP	4/11/23	\$1,934.09	Electric Bill - for March Usage
29762	STURDEVANTS AUTO PARTS	4/11/23	\$148.66	Tools; Pickup Filters; Brakes; Shop Supplies
29761	THE SECURITY STATE BANK	4/11/23	\$190.35	Overhead Door; Comm. Center Broom; Camping
TOTAL PAID:			\$45,508.21	

**Payroll**

	Finance Officer		\$5,192.31	3 pay periods - March 2023
	City Council Members		\$3,750.00	Quarterly Payment-Paid in April
	Seasonal Snow Removal		\$224.94	3 pay periods - March 2023
	Office Admin		\$935.00	3 payperiods - March 2023
	Certified Operator Temp.		\$100.00	Monthly March 2023
	Maintenance Technician		\$5,237.31	3 pay periods - March 2023 + Phone Stipend
	TOTAL SALARIES:		\$15,439.56	
	GRAND TOTAL:		\$55,710.46	

Action 23-080


Moved by council Vogel, seconded by council Hanisch for approval of bills paid between meetings and bills paid at council meeting, EXCEPT the Orland Colony Bill, the FO will void that check and adjust the amount before sending that check off.

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

Hearing of those present: none

Action 23-081

Moved by council Hanisch, seconded by council Binder to **Adjourn** at 9:30pm. **Roll Call:** All favored no opposition. Motion carried.

Attest:   
Nicole Siemonsma  
Finance Officer

  
Susan Pante  
City Mayor or Council President

# AFFIDAVIT OF PUBLICATION

STATE OF SOUTH DAKOTA)

)SS

COUNTY OF McCOOK)

7:00 p.m. Adult Bible Study

\*\*\*\*

**MARION  
EMMANUEL PRESBYTE-  
RIAN**

**Rev. Kristi Holler  
Head Pastor  
Sundays**

9:00 a.m. Adult Sunday  
School

10:00 a.m. Worship Service  
Coffee and fellowship  
following

**Wednesdays**

6:30 p.m. Youth Christian  
Education

PK - 8th grade

7:00 p.m. High school  
youth

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**BETHESDA CHURCH  
RURAL MARION**

9:30 a.m. Coffee & Fellow-  
ship

10:00 a.m. Worship

11:15 a.m. Adult  
Sunday School

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**MONTROSE  
ST. PATRICK  
CATHOLIC CHURCH**

**Fr. Steven Jones**

211 Church Ave.

Montrose, SD

605-425-2600

www.stpatrickmontrose.  
org

**Thursday, April 20**

7:00 p.m. Montrose/Hum-  
boldt KC Meeting at St.

Ann's Hall

**Friday, April 21**

8:30 a.m. Mass

**Saturday, April 22**

TROY SCHWANS of said County and State, being first duly sworn on his oath, says THE SPECIAL is a weekly newspaper of general circulation, printed and published in Salem, McCook County and State of South Dakota, and has been such newspaper during the times hereinafter mentioned; that the said newspaper is a legal newspaper, that it has a bonafide circulation of more than 200 copies weekly, that it has been published within said County of McCook for more than fifty-two successive weeks prior to the publication of the notice hereinafter mentioned and has been printed during said period and at the present time, in whole in an office maintained at said place of publication; and that I, the undersigned, am publisher or employee of said newspaper, in charge of the advertising department thereof, and have personal knowledge of all facts in this affidavit;

that the advertisement headed.....

Montrose City Council  
Unapproved Minutes  
4-11-23

a printed copy of which is hereto attached, was printed and published in the newspaper for . . . weeks; that said notice was published in the issues of said paper on the dates as follows, to wit:

The first publication being made on

..... 4/20, 2023

the second publication on.....,20

the third publication on.....,20

the fourth publication on.....,20

the fifth publication on.....,20

the sixth publication on.....,20

and the last publication on.....,20

that \$ 170.66 being the full amount of the fees for publication of the annexed notice, insures solely to the benefit of the publisher of the said newspaper; that no agreement or understanding for a division thereof has been made with any person; and that no part thereof has been agreed to be paid to any person whomsoever.

.....  
Subscribed and sworn to before me this..... 27th

day of..... April..... 20 23

.....  
Luann McKillop  
McCook..... County

My commission expires..... 2-16-24

