

**MONTROSE CITY COUNCIL MEETING  
APPROVED MINUTES –JUNE 13th, 2023**

On **June 13th, 2023**, the Montrose City Council Meeting took place at the Community Center. *The Pledge of Allegiance* was recited. Council President Susan Painter called the meeting to order at 6:02pm. **Roll Call:** Council members: Binder, Hanisch and Vogel were present. Finance Officer Siemonsma present. City residents present. Quorum present. Rules of Decorum stated by Painter.

Action 23-103

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

Action 23-104

Moved by council Hanisch, seconded by council Vogel for approval of the May 9th meeting minutes. **Roll Call:** All favored no opposition. Motion carried.

**SPECIAL TOPICS:**

Action 23-105

Moved by council Vogel, seconded by council Hanisch, for approval to move hearing of those present to the top of the hour. **Roll Call:** All favored no opposition. Motion carried.

Guest Lauris Krasouskis presented a completed peddlers license application with a state sales tax license to be able to go door to door to sell books in and around the city of Montrose. The council accepted the application and is going to waive the peddlers application fee and the FO will file the application in City Hall.

Action 23-106

Moved by council Binder, seconded by council Vogel, for approval of an updated Pool Safety Policy the pool managers created to address safety concerns regarding number of saves. **Roll Call:** All favored no opposition. Motion carried.

Ohara Family has asked to donate material and labor to replace the existing pool entrance doors as there is a need for repair. The council graciously accepts this offer.

The FO updated the council on pool closure requests from the pool managers. The council reiterated the temperature policy for pool open days is at a high of 70 degrees. The operational cost of the pool is expensive and being able to open the doors as much as we possibly can during the pool season is a priority for the council.

WAGES TO REPORT: Pool managers are: Avery Weber(\$17hr/\$14hr) ; Elizabeth Sechser (\$17hr/13.25) ; Fiona Donelan (\$17hr/\$13hr). Pool lifeguards are: Makarie Wiebersick (\$14.25hr/\$13.25hr) ; Elliott Bartlett (\$13.25hr) ; Addison Gordon (\$13hr) ; Paislee Lindstrom (\$13hr) ; Haley Gilbertson (\$13hr) ; Carter Jandl (\$13hr)

My Place Café special event question from Ray tabled for another time as Ray was not available for the inquiry.

**OLD BUSINESS:**

City Land Survey for parcel#19.35.270305 in process, but not complete quite yet. Updates will be given at next month's meeting.

Action 23-107

Moved by council Vogel, seconded by council Hanisch, for approval of street overlay and repair bid from Twedt Construction in the amount of: \$86,536.20. **Roll Call:** All favored no opposition. Motion carried.

A budget supplement ORD will be created and presented in July's meeting to reflect the street budget change along with other budget needs.

Paint SD grant for resident Bellin's property is underway. Volunteer time, a meal for the volunteers and supplies have been donated by community members and businesses. A Roster of the volunteers has been included in the council packet.

Action 23-108

Moved by council Vogel, seconded by council Binder, for approval of the Animal Trapping public agreement form, amending the verbiage of animals being dropped off at city hall must be domesticated. **Roll Call:** All favored no opposition. Motion carried.

FO will reach out to Twedt construction to add us to the list of needs to have a meter pit added to the water hydrant for water metering at the baseball field.

Softball field concession building needs are: 4 new door installs, 1 window install, concession window need, bathroom partition replacement. FO will work on bids for bathroom partitions.

FO will purchase hand towel dispensers for campground bathhouse as the current dispensers are broken.

The baseball field concession building roof has been repaired, the grandstand roof and dugout was repaired. The baseball concession stand plumbing repairs are in the works and will hopefully get fixed yet this year.

Action 23-109

Moved by council Hanisch, seconded by council Vogel to accept the Sign Design bid for the Interstate sign to be created in the amount of: \$1,440.00. **Roll Call:** All favored no opposition. Motion carried.

The Campground sign bid will be tabled until next council meeting in July for further discussion.

I-Beams and scoreboard for baseball field to be tabled for future meeting until we get more questions answered about cost and location.

Second hand information received by FO regarding the school shop class wanting to build a new Crow's nest for the baseball field. No information about the inquiry, so council will wait to hear from the school on this project if the desire is there for that opportunity.

Office Bar city building will get a heat damper for heat transfer with a timer switch sometime in the near future. This improvement is in the works.

Action 23-110

Moved by council Hanisch, seconded by council Binder to approve the Michael's Fence bid in the amount of: \$2,275.00 to fix the pool fence and add a gate between the pump house and the pool for access. **Roll Call:** All favored no opposition. Motion carried.

DGR update from FO: Generator scheduled to arrive end of June, installation shortly after. As soon as this is done, the finalization of the sewer project will happen.

Action 23-111

Moved by council Hanisch, seconded by council Vogel to re-appoint Cliff Hallem for a five(5) year term for the planning and zoning committee. **Roll Call:** All favored no opposition. Motion carried.

**NEW BUSINESS:**

Sheriff Reports reviewed.

Mayor Justin Hagemann has given a written notice of resignation as the Mayor of the City of Montrose. The election window for accepting petitions for office closed on May 12<sup>th</sup>, 2023. Appointments will be handed out. There is a vacancy open for a city council member seat.

Action 23-112

Moved by council Hanisch, seconded by council Vogel, for Susan Painter to resume a 2 year elected position by petition, as city council president and is now appointed as acting Mayor role for a 1 year term, and will assume the role of Finance Commissioner for the city. **Roll Call:** All favored no opposition. Motion carried.

Action 23-113

Moved by council Vogel, seconded by council Hanisch, for Alex Binder to be appointed as a city council member for a 1 year term, acting in Ward 1 and will resume the role of Utilities Commissioner for the city. **Roll Call:** All favored no opposition. Motion carried.

Action 23-114

Moved by council Binder, seconded by council Hanisch, for Nick Vogel to be appointed as a city council member for a 1 year term, acting in Ward 1 and will resume the role of Parks/Rec and Streets Commissioner for the city. **Roll Call:** All favored no opposition. Motion carried.

Action 23-115

Moved by council Vogel, seconded by council Binder, for Jasen Hanisch to be appointed as a city council member for a 1 year term, acting in Ward 2 and will resume the role of Parks/Rec and Streets Commissioner. **Roll Call:** All favored no opposition. Motion carried.

Action 23-116

Moved by council Binder, seconded by council Vogel, for Nicole Siemonsma to be appointed as city finance officer, assuming additional roles as needs arise in pool operations, water and wastewater management and other maintenance needs. **Roll Call:** All favored no opposition. Motion carried.

Maintenance Technician Heath Koepsell resigned from the maintenance role June 5<sup>th</sup>, 2023. Discussions about using a hiring firm vs. normal advertising occurred. The council will start with job advertising on Indeed with an \$18-22hr salary DOE.

Campground Host will mow areas outside of campground to help Loyd with city mowing needs.

Action 23-117

Moved by council Hanisch, seconded by council Vogel, for approval of purchasing a Liquid Storage Container from Binder Enterprises for the pickup bed for tree watering purposes. **Roll Call:** All favored no opposition. Motion carried.

Action 23-118

Moved by council Hanisch, seconded by council Vogel, for approval to hire Fred the Fixer to come fix the door handles at City Hall, and Community Center. **Roll Call:** All favored no opposition. Motion carried.

There was a question from a citizen about installing their own water meter. The meter has to be purchased from the city to be compatible with metering reading software. The council feels like it is the city's responsibility to install water meters to mitigate possible liability issues that may arise. If citizens need a meter, then they should inquire at city hall, we are happy to help.

Parking Ordinance violators will have a certified letter sent there way and vehicles will be tagged to be towed if not in compliance.

RipRap near the north campground discussion to be continued during budget season.

FEMA Maps distributed to council members regarding flood insurance. Maps filed in city hall.

**DEPARTMENT REPORTS**

Camp2 endpoint meter issues. Non-compatible meter with Badger. Manual readings only currently. Council Hanisch will get a hold of metering solutions to see if we can remedy this issue without using a new meter.

FO will learn how to shut off water at the curb stop. Council members will teach and be available to help.

Action 23-119

Moved by council Vogel, seconded by council Hanisch, for approval to purchase a pool monitor for the baby pool chemical room for readings of PH / Chlorine Level in the amount of \$2400. **Roll Call:** All favored no opposition. Motion carried.

Action 23-120

Moved by council Hanisch, seconded by council Vogel, for approval to purchase a backup Vault Banyon System to protect the city's finances in case of a disaster in the amount of \$249 a year. **Roll Call:** All favored no opposition. Motion carried.

FO will reach out to Kingbrook Rural Water to inquire about next years water purchase budget. FO will present 1<sup>st</sup> draft of proposed budget to council in July's council meeting.

Action 23-121

Moved by council Hanisch, seconded by council Vogel, to administer a fine to Resident Cloud for non-payment of chicken license. **Roll Call:** All favored no opposition. Motion carried.

Council would like FO to inquire about Resident Wallenkamp's unlicensed dog with SF Humane Society.

End of month bank account balances reviewed by council.

**JUNE VOUCHERS:**

**PAID Between Meetings**

29434e	FEDERAL TAX PAYMENT	5/12/23	\$780.22	Payroll Taxes
29436e	FEDERAL TAX PAYMENT	5/26/23	\$1,024.38	Payroll Taxes
29825	BINDER, SCOTT	5/12/23	\$77.80	UB Credit Balance-Sold Property
29835	COURTNEY HERNANDEZ	5/31/23	\$140.00	OFC Bar- Refund for overpayment
29823	DETERS, BRENT & KELLY	5/9/23	\$8.43	UB Credit Balance-Moved Resident
29826	EMILY HANISCH	5/23/23	\$159.74	SINK replacement for Softball Concession Building
29832	GARRETT, JEFF	5/30/23	\$50.27	UB Credit Balance-Moved Resident
29833	HOLLAND, BEN & STEPHANIE	5/30/23	\$100.00	UB Credit Balance -Moved Resident
29824	LAKE CO. INTERNATIONAL	5/10/23	\$3,799.00	New Lawn Mower-Cub Cadet
29831	MORRISON, SCOTT & JEAN	5/30/23	\$101.00	UB Credit Balance-Moved Resident
29435e	PETTY CASH	5/22/23	\$200.00	Pool Petty Cash Withdrawal
29438e	SD DOR	6/3/23	\$241.73	Garbage Tax Reporting for May 2023
29836e	SD RETIREMENT SYSTEM	6/3/23	\$830.80	May 2023 Reporting
29862	THE SECURITY STATE BANK	6/3/23	\$3,014.31	Lift Station Soap Case; Tree Grant Purchase; Shop Vac for Pool; Light Bulbs for Comm. Center; Pool Hand Towels; MCI Monthly Bill

PAID at Council Meeting

29837	A1 PORTA PROS, INC.	6/13/23	\$300.00	May/June Bill for Baseball Field
29867	A&B BUSINESS	6/13/23	\$233.27	Monthly IT Service; Printer Contract
29836	ADDY DISPOSAL	6/13/23	\$4,869.90	Monthly Garbage Fee+City Dump Day Fee
29839	BANYON DATA SYSTEMS	6/13/23	\$249.00	Annual Banyon Vault Backup Support (3 apps)
29840	CENTRAL FARMERS COOP	6/13/23	\$57.49	Tempo for Mosquitos at ball fields
29868	CENTRAL FARMERS COOP	6/13/23	\$73.61	Tempo for Mosquitos at ball fields
29841	CITY OF MONTROSE	6/13/23	\$47.91	Monthly UB Bill
29869	DARIN K CONSTRUCTION, LLC	6/13/23	\$4,505.28	Softball Field Dugout; fence repair parallel to dug-out.
29842	DELL RAPIDS LAW FIRM	6/13/23	\$100.00	May Lawyer Fees
29870	FREMAR, LLC	6/13/23	\$125.00	2-4-D Weed Spray Chemical
29843	GOLDEN WEST	6/13/23	\$127.74	Monthly Office Phone Bill
29844	HEATH KOESELL	6/13/23	\$44.97	Pool Cleaner/Degreaser
29845	IRON WHEEL SALES&SERVICE INC.	6/13/23	\$26.02	Pool Maintenance/Repairs
29846	KINGBROOK RURAL WATER	6/13/23	\$5,061.70	Monthly Water Purchase-Usage
29847	LAKE CO. INTERNATIONAL	6/13/23	\$139.67	New Mower; Hour meter, Blades
	LOWES	6/13/23	\$0.00	Credit Balance: \$128.40
29848	MASTER BLASTER	6/13/23	\$324.48	Pool Maintenance
29849	MCCOOK CO. AUDITOR	6/13/23	\$1,408.34	Sheriff Fee for June
29850	MCCOOK CONSERVATION DISTRICT	6/13/23	\$560.00	Tree Watering Bags (16)
29851	MENARDS	6/13/23	\$486.05	Pool Maintenance/Repairs; Tree stakes
29852	MIDAMERICAN ENERGY	6/13/23	\$13.58	Heat Bill for May Usage (Credits applied to acct)
29871	MONTROSE GAS PLUS	6/13/23	\$603.54	Pool Supplies; Fuel for truck and Equipment
29853	NAPA AUTO & TRUCK PARTS	6/13/23	\$34.34	Mower Maintenance
29872	NEW CENTURY PRESS	6/13/23	\$320.92	Budget Supp. ORD; Annual Report; Mtg Minutes
29854	PFEIFER IMPLEMENT	6/13/23	\$223.62	Filters;Oil
29873	PUTHOFF REPAIR	6/13/23	\$351.82	Grasshopper mower repair/maintenance
29856	REYNOLDS EXCAVATING, INC.	6/13/23	\$494.00	Shop Gravel; Gravel for pothole repairs
29857	RUNNINGS, CORP	6/13/23	\$241.87	Sprayer purchase; Plumbing needs for Pool
29874	SALEM LUMBER CO.	6/13/23	\$1,126.86	Pool Repairs
29858	SDML	6/13/23	\$30.00	FO Budget Training Cost-SF in June
29855	SD PUBLIC HEALTH LAB	6/13/23	\$15.00	BacT Water Sample Fees
29859	SIGN DESIGN & LABELING	6/13/23	\$210.00	6 Parks/Rec Signs (not responsibel for accidents)
29860	SOUTHEASTERN ELECTRIC COOP	6/13/23	\$2,546.93	Electric Bill - for May Usage
29875	SPENCER QUARRIES, INC	6/13/23	\$322.15	Rock for front of shop ; City Pothole repairs
29861	STURDEVANTS AUTO PARTS	6/13/23	\$31.94	Mower Maintenance / Parks/Rec Maintenance
29877	TROY HOFER CONSTRUCTION	6/13/23	\$3,711.59	Baseball Concession Roof; Grandstand Repair
29863	ZAPP HARDWARE	6/13/23	\$58.01	Pool Repair; Soap for Lift Station Cleaning
	TOTAL PAID:		\$39,604.28	
Payroll				
	Finance Officer		\$3,461.54	2 pay periods - May 2023
	City Council Members		\$0.00	Quarterly Payment-Pay in July
	Seasonal Mowers		\$947.20	2 pay periods - May 2023
	Pool Staff		\$722.50	Pool Opening Cleaning Hours
	Office Admin		\$660.00	2 payperiods - May 2023
	Certified Operator Temp.		\$100.00	Monthly May 2023
	Maintenance Technician		\$3,506.54	2 pay periods - May 2023 + Phone Stipend

	TOTAL SALARIES:		\$9,397.78	
	GRAND TOTAL:		\$45,495.52	

Action 23-122

Moved by council Vogel, seconded by council Hanisch for approval of bills paid between meetings and bills paid at council meeting with the EXCEPTION of the Salem Lumber Company and Troy Hofer Construction bills as the FO needs to verify details on those payments. **Roll Call:** All favored no opposition. Motion carried.

Hearing of those present: Resident Bellin inquiry into our surplus item process. The council stated that we follow codified law on that process and we did follow the law on recent surplus items, however it is not a requirement to let community members know outside of meeting minutes that there is a surplus occurring. The council and the FO do want to be transparent with surplus items, and there is now an established workflow in place of advertising the surplus items for community involvement purposes. Resident Lounsbury received verbal approval to spray weeds at the campground.

Action 23-123

Moved by council Binder, seconded by council Hanisch to enter into Executive Session at 9:11pm. **Roll Call:** All favored no opposition. Motion carried.

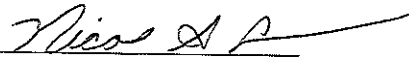
Action 23-124

Moved by council Hanisch, seconded by council Vogel to Exit Executive Session at 9:44pm. **Roll Call:** All favored no opposition. Motion carried.

Action 23-125

Moved by council Binder, seconded by council Vogel to **Adjourn** at 9:45pm. **Roll Call:** All favored no opposition. Motion carried.

Attest:

  
 Nicole Siemonsma  
 Finance Officer

  
 City Mayor or Council President

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**PUBLIC NOTICE  
MONTROSE CITY  
COUNCIL MEETING  
UN-APPROVED MINUTES  
-JUNE 13th, 2023**

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**Action 23-103**

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

Printer's Affidavit of Publication

**AFFIDAVIT OF PUBLICATION**

STATE OF SOUTH DAKOTA)

)SS

COUNTY OF McCOOK)

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 Meeting.....  
Unapproved Minutes.....  
6-13-23.....

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

..... 6/22/2023  
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 \$ . . . . . 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..... 5th.....  
day of..... July..... 20 23.

..... Luann McKillop  
Notary Public,..... McCook..... County

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

