

CITY OF WAGNER
REGULAR MEETING AGENDA

MONDAY, APRIL 1, 2024, 7:00 PM

1. ROLL CALL
2. MEETING CALLED TO ORDER
3. PLEDGE OF ALLEGIANCE
4. ACKNOWLEDGEMENT OF CONFLICT OF INTEREST
5. APPROVAL OF THE AGENDA
6. PUBLIC COMMENT
*(Public Comment offers opportunity for anyone **NOT** listed on the agenda to address the city council. Speaking time will be limited to 3 minutes. No action will be taken on questions or items not on the agenda.)*
7. Approval of the minutes from:
 - a. March 4, 2024, Regular Meeting
 - b. March 18, 2024, Special Meeting
 - c. March 18, 2024, Board of Equalization
 - d. March 14, 2024, Planning and Zoning ETJ Minutes
8. Approval of the Financial Statements for the month of March 2024
9. Approval of payment of the Bills and Claims

DEPARTMENT REPORTS:

CITY ADMINISTRATOR REPORT:

1. Reminder Airport Conference
2. Airport light Update
3. Repair of Fuse box to Fuel Pumps at Airport
4. Update Regarding Hangar at Airport
5. Election Update
6. Set the Date for the Election Canvas for April 15, 2024
7. Request to have an Employee Appreciation Day.
8. Request for Admin Day on March 25, 2024

IT DEPARTMENT: See Written Report

PUBLIC WORKS DIRECTOR Report: See Written Reports

ARMORY: No Report

POLICE DEPARTMENT: See Written Report

WAGNER AREA GROWTH REPORT: See Written Report

PLANNING AND ZONING REPORT: See Written Report

MAYOR'S LIST:

1. Mornings with the Mayor- April 8, 2024, 9:00 am
2. Accept the resignations of Planning and Zoning, ETJ Board Members

3. Panic Button at the Library
4. Proclamation of SOC Day Strengthening Our Com
5. Appointment of Planning and Zoning, ETJ Board Members
6. Letter Acknowledging Proactive Replacement of Water Mains

OLD BUSINESS

NEW BUSINESS:

1. Approve the Box Culvert Project Repair-Funded by the Restricted Road Fund
2. Approve Curb Replacement on Main Street 150 ft
3. Approve the purchase of Enzyme treatment for lagoon
4. Approve Final Closeout on the Hangar Expansion/Taxilane Project
5. Executive Session for Personnel

EXECUTIVE SESSION FOR IN ACCORDANCE WITH SDCL 1-25-2 EXECUTIVE SESSION

- *** Proprietary Business SDCL 1-25-2 (5)
- *** Personnel SDCL 1-25-2 (1)

- *** Litigation SDCL 1-25-2 (3)
- *** Security SDCL 1-25-2 (6)

MOTION TO ADJOURN

***** Note: This agenda is subject to change 24 hours prior to the council meeting. SDCL 1-25-1.1 states that in order for the council to take action on an item, the city office must be notified at least 24 hours in advance of the meeting, stating the item to be considered. Public comments are welcome, but no action can be taken by the council on comments received at the meeting.**

“This institution is an equal opportunity employer and provider.”

REGULAR MEETING OF THE COMMON COUNCIL OF THE CITY OF WAGNER, CHARLES MIX COUNTY, SOUTH DAKOTA, March 4, 2024, AT 5:30 PM.

PURSUANT TO DUE CALL AND NOTICE THEREOF, the regular March meeting was held Monday, March 4, 2024, at City Hall at 5:30 pm. Present were Tammy Thornton-Mayor, City Administrator Debbra Houseman, City Attorney Beau Barrett and Councilmen: Rich Dufur, Tom Abdouch, Jamie Soukup, Colby Kirwan, Dan Cimpl and Taylor Mohr. Others present were Mike Kazena- Public Works Director, Damon Griffith-Police Chief, Kesa Alexander, Marilee Krcil, Matt Williams, Margaret Doom-Wagner Area Growth, Dave Hewitt, Marla Hewitt, Charlotte Frederick, John Otte and Tracy Leines.

Mayor Thornton called the meeting to order at 5:30 pm.

The council stood and recited the Pledge of Allegiance.

Mayor Thornton asked if there were any conflicts of interest regarding any agenda items. No conflicts of interest were presented.

The agenda was presented for approval. Motion by Soukup, second by Kirwan to approve the agenda presented. All in favor, motion carried.

Mayor Thornton opened the floor for public comment. There was no one present for public comment Mayor Thornton closed the public comment portion of the meeting.

The minutes from the February 5, 2024, Regular Meeting were presented to the council. Motion by Cimpl, second by Dufur to approve the minutes as presented. All in favor, motion carried.

Houseman requested that the Financial Statements be continued to March 18, 2024, regular meeting in order, to give Houseman time to settle the bank statement for the month of February.

The Bills and Claims were reviewed. Motion by Soukup, second by Mohr to approve payment of the Bills and Claims presented:

The Following Claims were presented for payment during the month of February 2024:

Date:	Vendor	Description	Amount
2/23/2024	Avera Health Plans	March 2024 Premium	\$ 11,682.50
1/31/2024	Commercial State Bank	941 Payroll Taxes	\$ 7,194.83
2/2/2024	PP3	Payroll	\$ 23,039.31
2/14/2024	Commercial State Bank	941 Payroll Taxes	\$ 6,999.17
2/14/2024	PP4	Payroll	\$ 22,613.95
		Transfer from General Acct to Water/Sew	
2/22/2024	Commercial State Bank	Reserve	\$ 1,210.40
2/22/2024	SDRS	February 2024 Contribution	\$ 8,033.40
2/22/2024	AFLAC	Supp Insurance	\$ 1,083.82
2/12/2024	SD Airport Conference	Conference Fees	\$ 200.00
2/12/2024	SD Police Chief Association	Conference Fees	\$ 195.00
2/12/2024	SDML	District Meeting in Gregory	\$ 60.00

2/12/2024	Charles Mix Electric	Airport Electricity	\$	553.64
2/12/2024	SD DARN	Permits	\$	50.00
2/12/2024	Colonial Life	Supp Insurance	\$	799.32
2/12/2024	Unum	Long Term Disability	\$	670.84
2/12/2024	SD Secretary of States Office	Notary Renewal	\$	30.00
2/23/2024	SD Secretary of States Office	Notary Application	\$	30.00
			Total:	\$ 72,763.68

The above warrants have been paid during the month of February 2024.

Claims Presented for payment on March 4, 2024:

Date	Vendor	Description	Amount	
3/4/2024	Ace K-9	Annual Subscription	\$	168.00
	Amazon	Laptop for PD and Locked box for PD	\$	938.87
	Amber Mengenhauser	Deposit from 400 SW Third Street	\$	21.89
	American Garage Door	Repair Door at Airport	\$	358.67
	American Legion	Return Deposit from Armory	\$	300.00
	AT&T	Cell Service	\$	333.55
	Best Western Ramkota	Hotels for Legislative Days	\$	357.00
	Bomgaars	Supplies	\$	135.04
	Bouza Construction	Install Drop Box	\$	324.88
	Bures & Associates	Prepare W-2's and 1099's for IRS filing	\$	377.40
	Bures and Kronaizl Insurance	Notary Bond Cameron Fields	\$	50.00
	CHS	Fill Library and Shop	\$	1,026.00
	Century Link	Long distance Service	\$	77.91
	City of Wagner	Water Bills	\$	341.25
	Colonial Life	Supp Insurance	\$	799.32
	Commercial State Bank	Visa Bill	\$	967.99
	Commercial state Bank	Petty Cash	\$	540.16
	Companion Life	Life Insurance	\$	140.00
	Core & Main	Wire Flex Net Support etc.	\$	5,384.22
	Current Solutions	Electrical Work	\$	682.19
	Dakota Auto body	Seat Belt Repair and Repair paint	\$	1,742.12
	Display Sales	Lights for Christmas Decorations	\$	423.00
	Ft Randall Telephone	Telephone, fax and Internet	\$	842.02
	Friberg, Nelson and Ask	Condemnation work	\$	481.25
	Grainger	Deadbolt	\$	81.62
	Helms and Assoc	AWOS Design	\$	16,939.55
	Ingram Library Services	Books	\$	235.51
	Jacks Uniforms	Police Uniforms	\$	64.95
	John Otte	March 2024 Airport MGR Fee	\$	875.00

King Koin	Rugs	\$	172.50
Leaf	Copy Machines	\$	326.37
MGA Media Blasting	Sandblast picnic tables	\$	575.00
Maple Valley Comm.	Car Supplies	\$	520.00
Mid-states Organized Crime	Annual Membership	\$	100.00
Northwestern Energy	Electricity	\$	14,900.80
Office Products Center	Notary Stamp	\$	53.30
Pechous Publications LLC	Publication Fees	\$	809.19
QT Petroleum on Demand	Airport Fuel	\$	1,195.00
Randall Comm Water District	February 2024 Water	\$	25,328.40
SD Assoc of Rural Water	Leak Detection	\$	100.00
SPN	Wagner Walnut Ave Distribution	\$	18,900.00
SPN	Water Distribution Report	\$	1,400.00
SPN	Water Collection	\$	550.00
SD Dept of Health	Samples	\$	30.00
Streicher's	Supplies	\$	232.96
Tamara Hanson	Refund Armory Deposit	\$	300.00
Ultimate Car Washes	Police Car Washes	\$	120.00
Ultimate Car Washes	Car Washes	\$	72.00
Unum Life Insurance Co.	Long Term Disability	\$	374.79
US Bank Trust	Northside Loan	\$	2,358.30
US Bank Trust	South Park	\$	6,250.00
US Bank Trust	Northside Water Loan	\$	1,458.33
USDA Rural Development	4th, 3rd & Elm Loan	\$	4,574.00
USDA Rural Development	South Park	\$	1,969.00
USDA Rural Development	Front Ave and 1st Street Loan	\$	5,561.00
Voyager Fleet Systems	Gas/Fuel Purchases	\$	1,529.84
Wagner Building & Supply	Supplies	\$	1,579.31
White Cap	Craftco Sealant	\$	2,237.50
Total :		\$	128,586.95

All in favor, motion carried.

The Library Survey for 2023 was presented. Motion by Kirwan, second by Abdouch to accept the Library Survey. All in favor, motion carried.

City Administrator Houseman discussed her department report. Houseman stated there will be an election on April 9, 2024, each ward will have candidates to vote for. The council was reminded that the Board of Equalization meeting is on March 18, 2024, at 5:30 pm appeals are due by March 14, 2024, at 5:00 pm. Houseman also informed the council that she had a conversation with Joel Johnson regarding a contract for a code enforcement officer.

Matt Williams was present regarding the IT department. Williams informed the council he was working on some camera upgrades. Williams also stated that the new website should go live by April 1, 2024.

Public Works Director Mike Kazena was present to discuss his written department report.

Houseman informed the Council the National Guard has sent the proposed amendments to the Armory Building Lease.

Police Chief Damon Griffith was present for his department report.

Margaret Doom was present on behalf of Chamber and Wagner Area Growth. Doom stated that there has been some new business inquiries. Doom is working on the Farmers Market and bringing some new things to the market. Doom also announced that she had worked on a \$500,000 grant application for a Daycare collaboration for the community.

Kesa Alexander was present for the Planning and Zoning Report. Alexander reported that she and Houseman have done a drive around and are working on their plan of attack on those properties. Alexander also stated that she has met with Doom regarding housing etc.

Mayor Thornton informed the council that her next Mornings with the Mayor will be March 12, 2024. Thornton shared some concerns that were mentioned during her February Meeting.

The Second reading of the Ordinance #2024-001 Was held. Motion by Cimpl, second by Dufur to approve Ordinance #2024-001 as follows:

ORDINANCE NO 2024-001

An Ordinance Amending Wagner Municipal Code Section 3-1-3, Repealing Section 3-1-3 of the Wagner Municipal Code Entitled Rates of Licenses and Special Requirements.

3-1-3 Rates of License and special requirements.

Fees and special requirements for the various licenses provided in this Chapter are fixed as follows:

DOGS---

See Chapter 2 of this Code.

AUCTION STORES---

License Fee: The owner, manager, or person in charge of any auction store, or business place where public auctions are conducted shall pay a license fee of \$10.00 per day, \$50.00 per week, or \$200.00 per month, provided that this shall not apply to regularly established merchants' occasional sales at their places of business or employing an auctioneer for such occasional sales.

Special requirements: None. May be issued by City Auditor alone.

TRANSIENT MERCHANTS---

License Fee: Transient merchants shall pay a license fee of \$25.00 per day, \$150.00 per week, or \$200 per year.

Special requirements: None. May be issued by City Finance Officer alone.

PEDDLER OR HAWKER---

License Fee: A peddler or hawker shall pay a license fee of \$200 per day.

Special requirements: The City Auditor shall have the right to examine the credentials of any person, firm or corporation making application to sell magazine subscriptions, books, wearing apparel, merchandise, etc. by taking orders or making delivery house to house, but this shall not apply to traveling men dealing only with business establishments in this city.

Roll Call Vote:

Ayes: Dufur, Abdouch, Kirwan, Soukup, Mohr, Cimpl

Nays: None

Absent: None

Motion, passed by a unanimous vote on the second reading.

1st Reading: February 5, 2024

2nd Reading: March 4, 2024

1st Publication: February 21, 2024

2nd Publication: March 13, 2024

Pickle Ball was continued to a future meeting when more information can be available.

The Airport Hangar previously determined to be torn down was discussed. The council continued this issue to the April 2024 Regular Meeting.

Dan Cimpl, Taylor Mohr, and Jamie Soukup the previously determined appraisal committee informed the council that the recommended value of the 2020 Ford Fusion be set at \$19,000 and the value of the score board from Hennies Field was determined to be of no value and should be disposed of. Motion by Cimpl, second by Soukup to approve the appraisal value of the 2020 Ford Fusion Police Vehicle at \$19,000, and to set the value of the Score Board from Hennies Field at \$0.00. All in favor, motion carried.

Tracy Leines was present to voice concerns to the council regarding the internet service in the City of Wagner and ask if there is anything the City of Wagner can do to help the process move along a little quicker. The City of Wagner will send a letter to Hanson Communications regarding the internet service.

Dave Hewitt was present with several residents in his neighborhood to make a complaint on the property located at 417 SE Elm Ave. Discussion was held. The council will address the condition of the property at the April 1, 2024, Regular Meeting. There is also a dog that has been abandoned at that property so the Police Dept will be working on catching the dog and turning it over to the Humane Society.

A hearing was held for the application from the Wagner Fire Dept for a Special Events On-Sale Liquor License for the March 23, 2024, TNT Dart Tournament located at the Wagner Armory. Motion by Kirwan, second by Mohr to approve the application from the Wagner Fire Dept for a Special Events On-Sale Liquor License for the March 23, 2024, TNT Dart Tournament located at the Wagner Armory located at 34 96 63 SE ¼ -SW ¼ -SW ¼ in the City of Wagner, Charles Mix County, South Dakota. All in favor, motion carried.

Quotes for the replacement of the garage door at the old commodity building were reviewed. A quote from Bouza Construction at \$5,646.43 and Wagner Building Supply \$3,538.11. Motion by Soukup, second by Abdouch to accept the quote from Wagner Building Supply at the cost of \$3,538.11. All in favor, motion carried. Dufur abstained.

A Resolution to approve Proclaiming World Kidney Day was reviewed. Motion by Abdouch, seconded by Soukup to approve the following resolution:

Resolution #2024-001

WHEREAS: There are an estimated 37 million adults in the US with kidney disease, and 1 in 3 adults in the US are at risk. Most people are unaware that the risk factors for kidney disease include diabetes, heart disease, high blood pressure, obesity and family history, with diabetes being a leading cause for kidney disease. People who are Native American, Black or African American or Hispanic or Latino are at increased risk for developing kidney disease. Therefore, it is critical that attention be brought to this often-overlooked health crisis.

WHEREAS: The month of March is National Kidney Month and March 14, 2024, is World Kidney Day. The National Kidney Foundation is calling on everyone to participate in raising awareness of kidney disease and the 1 in 3 adults in the US who are at risk. We are asking for your help in changing these numbers.

Now, therefore I Tammy Thornton, Mayor of Wagner, in recognition of this important health observance, do hereby recognize March in the City of Wagner to be “National Kidney Month.”

Tammy Thornton, Mayor

Attest:

Debbra Houseman, City Administrator

The Saddle Club Lease was discussed. Motion by Mohr, second by Abdouch to approve the Saddle Club lease for 2024 at the cost of \$1.00 annually. All in favor, motion carried.

The council reviewed the Community Access Grant between the SD Dept of Transportation and the City of Wagner. Motion by Abdouch, second by Soukup to accept the Community Access Grant Award and to designate Mayor Tammy Thornton and Debbra Houseman as the signatories on that agreement. All in favor, motion carried.

The Community Cleanup Day was discussed. The Clean-up Day is May 10th. The City will be providing a meal, and will be looking for volunteers etc.

Margaret Doom presented a plan to make a garden plot between the Library and Parkview Villa. The plot will be a cooperative effort between the Boy's and Girls Club and the Diabetes program. The produce from the garden will be shared with the Parkview Villa Residents and the Boy's and Girl's Club. Motion by Dufur, second by Mohr to approve providing the plot and the water for the Garden if necessary. All in favor, motion carried.

The council reviewed a request to the purchase of spray from Van Diest for Weed control at eh the total cost of \$3,004.90. Motion by Soukup, second by Cimpl to approve the purchase of \$3,004.90 in Weed Control Chemicals from Van Diest at the cost of \$3,004.90. All in favor, motion carried.

Houseman recommended that the council hire Lori Bouza, Pete Kazena, and Audrey Petrik to be the Election board for the City of Wagner. Houseman, also asked the council to set the wage for the workers for the day of the election and the election training time. Motion by Mohr, second by Colby to approve the Election board of Lori Bouza, Pete Kazena, and Audrey Petrik at \$15 per hour for all duties with regards to the election. All in favor, motion carried.

The council reviewed a quote to purchase a new meter pit and change the location of the meter pit for the Rodeo Grounds. The Cost of the pit is \$1,234.24. Motion by Soukup, second by Abdouch to approve the purchase of a meter pit for the Rodeo Grounds and approve moving the meter pit to a new location. All in favor, motion carried.

The council discussed setting the annual fee for the Animal Control violations as stated in the Ordinance. Motion by Mohr, second by Dufur to approve the Animal Control violation rates as follows \$150 for the first violation and \$500 for every violation thereafter. All in favor, motion carried.

The council was in recess from 7:23 pm to 7:30 pm.

Mayor Thornton called the meeting back to order at 7:30 pm.

Motion by Soukup, second by Mohr to go into executive session for the purpose of litigation and security in accordance with SDCL 1-25-2 (3), and 1-25-2 (6). All in favor, motion carried.

Dufur left the executive session and the meeting at 8:20 pm.

Mayor Thornton declared the council out of executive session at 8:23pm.

Motion by Abdouch, second by Kirwan to adjourn the meeting at 8:24 pm. All in favor, motion carried.

Tammy Thornton, Mayor

ATTEST:

Debbra J. Houseman, City Administrator

SPECIAL MEETING OF THE COMMON COUNCIL OF THE CITY OF WAGNER, CHARLES MIX COUNTY, SOUTH DAKOTA, MARCH 18, 2024, AT 5:45 PM, DIRECTLY FOLLOWING THE BOARD OF EQUALIZATION.

PURSUANT TO DUE CALL AND NOTICE THEREOF, the Special Meeting was held Monday, March 18, 2024, at City Hall at 5:45 pm. Present were Tammy Thornton-Mayor, City Administrator Debbra Houseman, Councilmen: Rich Dufur, Tom Abdouch, Jamie Soukup, Colby Kirwan, Dan Cimpl and Taylor Mohr. Others present were Damon Griffith-Police Chief, Marilee Krcil, and Matt Williams.

Mayor Thornton called the meeting to order at 5:45 pm.

The agenda was presented for approval. Motion by Kirwan, second by Cimpl to approve the agenda presented. All in favor, motion carried.

Mayor Thornton asked if there were any conflicts of interest regarding any agenda items. No conflicts of interest were presented.

The Bills and Claims were presented for review. Motion by Dufur, second by Abdouch to approve payment of the following Bills and Claims:

Claims Presented for payment on March 18, 2024:

Date	Vendor	Description	Amount
3/18/2024	Best Propane	Fill tank for Crack Sealing	\$ 48.93
	Bomgaars	Supplies	\$ 444.75
	Bouza Construction	Bench supplies	\$ 85.21
	Capital One Trade Credit	Supplies	\$ 39.99
	Charles Mix Electric	Electricity	\$ 518.18
	Charles Mix Historical Society	Annual Donation	\$ 5,000.00
	CHS Inc	Propane Armory	\$ 270.00
	Cihak Construction	Police Dept Renovations	\$ 14,298.75
	Core & Main	Supplies	\$ 87.87
	Current Solutions	Tick Lamp Airport	\$ 56.00
	Custom Touch & Limo	Detail the police pick up	\$ 699.00
	Eden K-9 Consulting and Training	KATS Platinum 104 Dogs annual per dog	\$ 174.00
	J&J Sanitation	Sanitation Services	\$ 1,348.75
	Johnson Control Fire Protection	Repair Fire Alarm	\$ 2,334.98
	King Koin Laundry	Rugs	\$ 86.25
	Leaf	Copier Lease	\$ 277.38
	McLeod's Printing & Office Supply	Election Supplies	\$ 90.44
	Mid States Audio, Inc	Speakers	\$ 6,187.14
	Midtowne Oil & Wash LLC	Gas and Washer Fluid	\$ 37.19
	Northwestern Energy	Electricity	\$ 23.52

Office Products Center	Paper	\$	70.86
Petrik Sanitation	Metal Roll Off	\$	158.38
Pitney Bowes-Reserve Account	Postage	\$	172.11
Quill Corporation	Supplies	\$	207.56
Recreation supply	Supplies for pool drains	\$	676.30
Streichers	uniforms	\$	49.00
Titan Machinery	Parts	\$	1,451.31
Ultimate Shine	Police car wash	\$	96.00
Wagner area Growth	Annual City Commitment	\$	50,000.00
Wagner Building Supply	Supplies	\$	205.99
Wagner HRC	Annual Contribution	\$	15,000.00
Wagner Super Foods	Supplies	\$	48.47
Yankton Janitorial	Supplies	\$	293.15
		\$	100,537.46

All in favor, motion carried.

The Financial Statements were reviewed by the council. Motion by Kirwan, seconded by Mohr, approve the Financial Statements presented for February 2024 as follows: Commercial State Bank General Checking Account Balance as of February 29, 2024, \$2,708,257.95, Wagner Library Account as of February 29, 2024, \$13,857.91, Wagner Lake Project \$1,513.18, City of Wagner Water Sewer Project Fund \$163,439.66, Commercial State Bank - CD \$399,864.40, CD \$398,268.45, CD \$343,058.05, First Dakota - CD \$204,495.10 and CD \$21,833.08. General Fund Expenditures for the month of February 29, 2024, \$ 152,358.92. General Fund Revenue for the month of February 29, 2024, \$ 132,977.67. Water Fund Expenditures for the month of February 29, 2024, \$56,444.44. Water Fund Revenue for the month of February 29, 2024, \$43,352.95. Sewer Fund Expenditures for the month of February 29, 2024, \$79,133.63. Sewer Fund Revenue as of February 29, 2024, \$31,253.55. All in favor, motion carried.

The council reviewed a plat. Motion by Soukup, second by Kirwan to approve the Plat located at Lot 1 of Tract A, Doom's Addition, in government lot 4 in the NW ¼ of Section 5 , T95N, R63W of the 5th P.M., Charles Mix County, South Dakota and to authorize Mayor Tammy Thornton and Debra Houseman, City Administrator as the authorized signatories on the Plat Resolution acknowledging that the owners have followed the necessary process for the Plat to come before the City Of Wagner's Governing Board for approval. All in favor, motion carried.

A request to approve the Annual Youth Turkey Hunt on April 26th and 27th was discussed. The hunt is held in City Limits on the North end of the Lake. One youth hunter is allowed to hunt with supervision at a time. Motion by Kirwan, second by Mohr to authorize the Youth Turkey Hunt April 26th and 27th on the North end of the Lake Property in City Limits. All in favor, motion carried.

Motion by Abdouch, second by Cimpl to appoint Tammy Thornton as the voting delegate at the Charles Mix Electric Annual Meeting. All in favor, motion carried.

Motion by Cimpl, second by Dufur to go into executive session at 5:47 pm for the purpose of personnel in accordance with SDCL 1-25-2. All in favor Motion carried. (Thornton, Houseman, Griffith, Dufur, Abdouch, Kirwan, Soukup, Mohr and Cimpl present in the executive session.)

Dufur left the executive session at 6:45 pm.

Mayor Thornton declared the council out of executive session at 7:13 pm.

Motion by Cimpl, second by Abdouch to authorize Houseman and Griffith to take necessary employment action consistent with the discussion in executive session. All in favor, motion carried. Dufur absent from the vote.

Dufur re-entered the meeting at 7:16 pm.

Marilee Krcil was present to address concerns with the City Council.

Dufur left the meeting at 7:25 pm

Motion by Cimpl, second by Soukup to set the Police Department Wages as follows: Beginning Wage for uncertified Officers to be set at \$24.00 per hour with a \$.75 per hour increase after 6 months and \$.75 per hour increase after successful completion of the Police Academy. Also, to adjust the shift differential to \$1.00 per hour for any shift Monday thru Thursday from 6:00 pm (18:00 hrs.)-6:00 am (06:00 hrs.) and \$1.00 per hour for any shift from 6:00 pm (18:00 hrs.) Friday Evening thru 6:00 am (6:00 hrs.) Monday morning. Increase Cameron Fields to \$26.50 per hour, Eli Kuhlman to \$26.50 per hour, and Damon Griffith to \$29.50 per hour. All in favor, motion carried.

Motion by Abdouch, second by Kirwan to hire Sienna Conlon as a police officer for the City of Wagner at \$24.00 per hour with a \$.75 increase following the completion of the 6-month probationary period and a \$.75 increase upon a successful completion of Police Certification. All in favor, motion carried.

A quote was reviewed by the council to complete the renovations on the Police Department Office at the cost of \$6,855.00. Motion by Soukup, second by Mohr to approve hiring Cihak Construction to renovate the Police Department Office at the cost of \$6,855.00. All in favor, motion carried.

Motion to adjourn at 7:35 pm by Abdouch, second by Kirwan. All in favor, motion carried.

Tammy Thornton, Mayor

ATTEST:

Debbra J. Houseman, City Administrator

**MEETING OF THE LOCAL BOARD OF EQUALIZATION OF THE CITY OF WAGNER,
CHARLES-MIX COUNTY, SOUTH DAKOTA MONDAY, MARCH 18, 2024, AT 5:30 PM**

The Local Board of Equalization convened at 5:30 p.m. on Monday, March 18, 2024, at Wagner City Hall. Present were Mayor Tammy Thornton, Finance Officer/City Administrator-Debra Houseman, Councilman: Rich Dufur, Tom Abdouch, Colby Kirwan, Jamie Soukup, Taylor Mohr, Dan Cimpl, School Board Representative Chad Kreeger.

Mayor Thornton called the meeting to order at 5:30 pm.

The Pledge of Allegiance was recited.

The agenda was reviewed. Motion by Soukup, second by Mohr to approve the agenda. All in favor, motion carried.

No conflicts of interest were acknowledged.

The Tax Assessment Rolls were reviewed by the council.

Houseman, informed the council that no one filed an appeal of values with the Finance Office by 5 pm on March 14, 2024.

Motion by Cimpl, second by Dufur to accept the 2024 Tax Rolls as presented. All in favor, motion carried.

Motion by Mohr, second by Abdouch to adjourn the meeting at 5:40 pm. All in favor, motion carried.

Tammy Thornton, Mayor

ATTEST:

Debra J. Houseman, City Administrator

Wagner Planning and Zoning Commission/ETJ
Thursday March 14th, 2024
Wagner City Hall
5:30PM

The meeting was called to order by Sharon Haar at 5:30 pm.

The Pledge of Allegiance was recited.

Sharon Haar asked if anyone would like to declare a conflict of interest. Cody Spreckles stated he had a conflict with item #3 on the agenda as it is himself asking for a variance . None others cited any other conflicts.

Members Present: Sharon Haar, Robert Kisely arrival 5:48pm, Don Hubbard and Lori Beeson arrival 5:34. ETJ members present: Cody Spreckels, Whitey Tolliver and Jim Bastemeyer. Absent: Jean Pirner. Zoning Administrator/City Clerk: Kesa Alexander, City Administrator: Deb Houseman. Others from the public: Colin Soukup representing Charles Mix County, Margaret Doom- representing Wagner Area Growth, Tye Kjeldgaard, Jeff and Jolene Stewart, Scott Doom, Jeff Doom, and Dave Woods.

A motion was made by Spreckels, seconded by Bastemeyer for the approval of the agenda. All voted aye, motion carried.

Mrs. Haar stated first item on the agenda was to review and consider adoption of the updates to the comprehensive plan. A motion was made by Hubbard to adopt the updated comprehensive plan and further recommend the adoption to the city council. Motion was seconded by Tolliver. All voted aye, motion carried.

Mrs. Haar then went on to next item on the agenda for consideration of approval for a Plat located at Lot 1 of tract A, Doom's Addition, in government lot 4 in the NW1/4 of section 5, T95N, R63W of the 5th P.M., Charles Mix County, South Dakota.

Alexander stated that the plat meets the requirements.

A motion to approve the plat was made by Spreckles, Seconded by Beeson. All voted aye, motion carried.

The last item on the agenda was read for a variance for a building/garage on lots 2 & 4 of Moon Meadow Subdivision. Alexander explained that the item was left on the agenda for transparency on the item. Alexander stated that there was no need for any motions as the application was reviewed and the ordinance clarified through the planning district and after explanation to Cody Spreckles, he then chose to move forward complying with the allowed size of 3,000 square foot accessory building. Alexander then asked for any questions from the board.

Questions and discussion amongst the board took place with Houseman and Alexander stating items discussed needed to be on the agenda items listed.

Mrs. Haar asked if there was anymore discussion. Numerous people made comments about non agenda topics. Houseman and Alexander stated this is not a public hearing.

A motion to adjourn was made by Hubbard, seconded by Bastemeyer. All voted aye, motion carried.

The meeting was adjourned at 6:10 p.m.

Respectfully submitted,

Kesa Alexander
Zoning Administrator/City Clerk

Published once at the approximate cost of _____

“This institution is an equal opportunity provider.”

City Administrator Report

1. Tammy and I will be attending the Airport Conference April 10 & 11, 2024, Tammy will be leaving earlier in the day on April 9, 2024, and I will be leaving following the election results being determined.
2. The light at the airport is repaired. All future lights that need to be repaired will be replaced with the LED as the light quality is so much better.
3. John Otte hit the fuse box for the fuel pumps during snow removal, as result no fuel at the airport at this time. John took care of the Notem notifications due to this issue. CSI has ordered the necessary parts and hopefully repairs will be completed soon.
4. I met with Helms on March 27, 2024, regarding Airport projects. I mentioned to them that I thought that the City was leaning towards leaving the Hangar previously rented to Kucera's intact and either selling or leasing it to another individual. They asked that the council wait because of minimum requirements that the grants we receive may require us to remove those hangars as they become empty, and leases expire. They just want to check and make sure, so we don't jeopardize our funding.
5. Election is ready to go for April 9, 2024, Publications have been sent to the paper and the Website. I am planning an election school for our Election workers and everything should fall into place. My day will start at 6 am with getting everything ready to open the poles. Poles open at 7 am and will close at 7 pm. This will be followed with counting ballots etc.
6. We have to Canvas the Election within 7 days of the Election so the Council will need to Canvas the results on April 15, 2024.
7. I am requesting that we have an Employee Appreciation Day for our Employees where we buy lunch Like Broasted Chicken, Potato Salad, some Cake or Cupcakes or Something like that. I will do a little recognition for each employee at the luncheon.
8. The Office did not open due to weather on March 25, 2024. Travel was not advised so Marilee and I were stuck at our homes unable to travel on the highway, Kesa did request that Maintenance pick her up and take her into work, but they were unable to because they were still clearing snow and she was told they did not clear City Hall because they thought we wouldn't be opening. Will the Office be granted admin leave for that day? This is a pass practice that has been done in Wagner.

Water and sewer dept. report

Pumped out swimming pool and swept all the leaves out cleaned up inside pump house
Water shutoffs and read meters
Worked on the cabinet for the office
Finished the lead inventory and had to check a some homes for what they had for water service line
Took water samples
Discharged at the lagoon and took sewer sample
Sent my quarterly drinking water report to the state
Sent DMR'S to EPA for sewer
Did some locates
Ordered all the spray chemical
Put in some new water meters
Fixed snow plow mount
Pushed snow and hauled snow off main
Boarded up a house on memorial drive

Street and parks dept. report

Bladed alleys
Gravel a few more alleys that needed
Leveled out grass and dirt when hauled snow
Put gravel and crushed concrete on wagner lake road
Sweep streets
Picked up all the snow fence that was put out
Working on Kubota putting in new cv axles on the rear end
got snow equipment ready
pushed snow and hauled off snow on main street
boarded up a house on memorial drive
fixed tire chains
changed oil on bobcat skid loader

POLICE DEPARTMENT

MARCH 2024

1. Interview room / door project underway.
2. Durango is in Pierre.
3. Sienna Conlon started employment March 22nd.
4. Cam Fields passed Drug Recognition Expert (DRE) field trials and is now a nationally certified DRE.

April 1st meeting

Department Report

P&Z meeting

Cleanup day organizing and planning

Getting ready for summer help/pool/ communicating with lifeguards

Property pictures/ uninhabitable placard on 2 of them

6 building permits so far this year

Housing meeting

Chamber meeting

Armory rentals

Daily Activities



Wagner Building and Supply
 39379 SD Highway 46
 Wagner SD 57380
 605-384-3654



QUOTE

2403-011022

PAGE 1 OF 4

SOLD TO
CITY OF WAGNER PO BOX 40 50 MAIN AVENUE SE WAGNER SD 57380

JOB ADDRESS
CITY OF WAGNER PO BOX 40 50 MAIN AVENUE SE WAGNER SD 57380 384-3741

ACCOUNT	JOB
705	0
CREATED ON	03/25/2024
EXPIRES ON	04/24/2024
BRANCH	1000
CUSTOMER PO#	
STATION	W12
CASHIER	JW
SALESPERSON	
ORDER ENTRY	JW
MODIFIED BY	

Item	Description	D	Quantity	U/M	Price	Per	Amount
COMMENT	THIS IS AN ESTIMATE TO REPLACE THE DROP INLET STRUCTURE AND INSTALL A HEAD WALL STRUCTURE ON THE END OF LAKE ST NW						
COMMENT	1) REMOVE APPRX 16 FT OF CURB & GUTTER AND DROP INLET STRUCTURE						
RENTAL2	RENTAL SKID LOADER W/HAMMER	N	3	EA	150.0000	EA	450.00
RENTAL2	RENTAL L70 LOADER W/MAN	N	3	EA	150.0000	EA	450.00
LABOR2	Labor	N	12	HOUR	60.0000	HOUR	720.00
RENTAL	Rental DRY CUT SAW AND BLADE WEAR		1	EACH	100.0000	HOUR	100.00
RENTAL2	RENTAL END DUMP W/MAN	N	1	EA	120.0000	EA	120.00
COMMENT	2) INSTALL NEW DROP INLET STRUCTURE						
COMMENT	(FORM & POUR FLOOR)						
RENTAL2	RENTAL SKID LOADER W/MAN	N	1.5	EA	120.0000	EA	180.00
4000LB	4000# CONCRETE	N	1	YARD	165.0000	YARD	165.00
SMALL-LOAD	Small Load Charge for less than 3 cubic yards		1	EA	50.0000	EA	50.00
LABOR2	Labor (FORM & POUR)	N	16	HOUR	60.0000	HOUR	960.00
1/2RBR	1/2" REBAR (20' PC)		5	EA	9.3500	EA	46.75
COMMENT	(FORM & POUR WALLS)						
4000LB	4000# CONCRETE	N	1.5	YARD	165.0000	YARD	247.50
SMALL-LOAD	Small Load Charge for less than 3 cubic yards		1	EA	50.0000	EA	50.00
					Subtotal		
					Sales Tax		
					Total		

Buyer:

Signature



Wagner Building and Supply
 39379 SD Highway 46
 Wagner SD 57380
 605-384-3654



QUOTE

2403-011022

PAGE 2 OF 4

SOLD TO
CITY OF WAGNER PO BOX 40 50 MAIN AVENUE SE WAGNER SD 57380

JOB ADDRESS
CITY OF WAGNER PO BOX 40 50 MAIN AVENUE SE WAGNER SD 57380 384-3741

ACCOUNT	JOB
705	0
CREATED ON	03/25/2024
EXPIRES ON	04/24/2024
BRANCH	1000
CUSTOMER PO#	
STATION	W12
CASHIER	JW
SALESPERSON	
ORDER ENTRY	JW
MODIFIED BY	

Item	Description	D	Quantity	UM	Price	Per	Amount
ORDER	Enter Description FORMS FOR WALLS		1	EA	200.0000	EA	200.00
LABOR	LABOR (FORM)	N	24	HOUR	60.0000	HOUR	1,440.00
ORDER	Enter Description SCREWS, TIES AND ANCHORS		1	EA	75.0000	EA	75.00
LABOR2	Labor (POUR & STRIP FORMS)	N	16	HOUR	60.0000	HOUR	960.00
1/2RBR	1/2" REBAR (20' PC)		6	EA	9.3500	EA	56.10
COMMENT	(FORM & POUR CAP)						
4000LB	4000# CONCRETE	N	0.5	YARD	165.0000	YARD	82.50
SMALL-LOAD	Small Load Charge for less than 3 cubic yards		1	EA	50.0000	EA	50.00
LABOR2	Labor (FORM)	N	12	HOUR	60.0000	HOUR	720.00
ORDER	Enter Description (FORMS)		1	EA	200.0000	EA	200.00
1/2RBR	1/2" REBAR (20' PC)		5	EA	9.3500	EA	46.75
LABOR2	Labor (POUR & STRIP CAP)	N	16	HOUR	60.0000	HOUR	960.00
COMMENT	(BACKFILL AND COMPACT INLET STRUCTURE)						
RENTAL2	RENTAL SKID LOADER W/MAN	N	2	EA	120.0000	EA	240.00
LABOR2	Labor	N	12	HOUR	60.0000	HOUR	720.00
RENTAL	Rental FOOT PACKER		1	EACH	75.0000	HOUR	75.00
CRGBW	GRAVEL-BEESON WAGNER	N	25	TON	14.5000	TON	362.50
COMMENT	3) INSTALL 8 FT X 8 FT X 2 FT TALL HEADWALL STRUCURE						
RENTAL2	RENTAL 220 EXCVTR W/MAN	N	2	EA	200.0000	EA	400.00
RENTAL2	RENTAL DELIVERY AND RETURN OF	N	1	EA	150.0000	EA	150.00

					Subtotal		
					Sales Tax		
					Total		

Buyer:

Signature



Wagner Building and Supply
 39379 SD Highway 46
 Wagner SD 57380
 605-384-3654



QUOTE

2403-011022

PAGE 3 OF 4

SOLD TO
CITY OF WAGNER PO BOX 40 50 MAIN AVENUE SE WAGNER SD 57380

JOB ADDRESS
CITY OF WAGNER PO BOX 40 50 MAIN AVENUE SE WAGNER SD 57380 384-3741

ACCOUNT	JOB
705	0
CREATED ON	03/25/2024
EXPIRES ON	04/24/2024
BRANCH	1000
CUSTOMER PO#	
STATION	W12
CASHIER	JW
SALESPERSON	
ORDER ENTRY	JW
MODIFIED BY	

Item	Description	D	Quantity	U/M	Price	Per	Amount
RENTAL2	EXCVTR RENTAL SIDE DUMP W/MAN	N	1	EA	150.0000	EA	150.00
LABOR2	Labor (EXCAVATION)	N	6	HOUR	60.0000	HOUR	360.00
RDRA	REDROCK 1" QUARTZITE CLASS A		8	TON	29.0000	TON	232.00
4000LB	4000# CONCRETE	N	5	YARD	165.0000	YARD	825.00
SMALL-LOAD	Small Load Charge for less than 3 cubic yards		2	EA	50.0000	EA	100.00
RENTAL2	RENTAL SKID LOADER W/MAN	N	4	EA	120.0000	EA	480.00
LABOR2	Labor (FORM & POUR FLOOR)	N	24	HOUR	60.0000	HOUR	1,440.00
1/2RBR	1/2" REBAR (20' PC)		16	EA	9.3500	EA	149.60
ORDER	Enter Description STAKES, FORMS, SCREWS		1	EA	300.0000	EA	300.00
LABOR2	Labor (FORM WALLS FOR HEADWALL STRUCTURE)	N	24	HOUR	60.0000	HOUR	1,440.00
LABOR2	Labor (POUR WALLS FOR HEADWALL STRUCTURE)	N	12	HOUR	60.0000	HOUR	720.00
LABOR2	Labor (STRIP FORMS AND BACKFILL)	N	16	HOUR	60.0000	HOUR	960.00
RENTAL	Rental FOOT PACKER		1	EACH	75.0000	HOUR	75.00
COMMENT	4) REPLACE APPRX 16 FT OF CURB & GUTTER						
RENTAL	Rental CURB FORMS		16	EACH	5.0000	HOUR	80.00
LABOR2	Labor (FORM & POUR CURB)	N	24	HOUR	60.0000	HOUR	1,440.00
4000MM	4000MM CONCRETE (Yd)	N	1	YARD	175.0000	YARD	175.00
SMALL-LOAD	Small Load Charge for less than 3 cubic yards		1	EA	50.0000	EA	50.00
					Subtotal		
					Sales Tax		
					Total		

Buyer:

Signature



Wagner Building and Supply
 39379 SD Highway 46
 Wagner SD 57380
 605-384-3654



QUOTE

2403-011022

PAGE 4 OF 4

SOLD TO
CITY OF WAGNER PO BOX 40 50 MAIN AVENUE SE WAGNER SD 57380

JOB ADDRESS
CITY OF WAGNER PO BOX 40 50 MAIN AVENUE SE WAGNER SD 57380 384-3741

ACCOUNT	JOB
705	0
CREATED ON	03/25/2024
EXPIRES ON	04/24/2024
BRANCH	1000
CUSTOMER PO#	
STATION	W12
CASHIER	JW
SALESPERSON	
ORDER ENTRY	JW
MODIFIED BY	

Item	Description	D	Quantity	UM	Price	Per	Amount
COMMENT	5) CLEANUP AREA						
RENTAL2	RENTAL SKID LOADER W/MAN	N	2	EA	120.0000	EA	240.00
BLKDT	BLACK DIRT Per Ton	N	15	TON	13.0000	TON	195.00
LABOR2	Labor	N	16	HOUR	60.0000	HOUR	960.00
EXCISE	SD Contractor's Excise	N	20,648.7	EA	0.0205	EA	423.30
					Subtotal		21,072.00
					WAGNER 6.20% EXE: EXEMPT- GOVT	Sales Tax	0.00
						Total	21,072.00

Buyer:

Signature



MID-AMERICAN RESEARCH CHEMICAL CORP.
 P. O. Box 927 . COLUMBUS, NE 68602-0927
 402-564-7104 . 800-228-8508 . FAX 402-563-1290
 e-mail: marc1@marc1.com

THIS IS NOT AN INVOICE
Order No. 3700103
 ORIGINAL ORDER

Date: March 6, 20 24

SHIP NOW
 FUTURE DATE: _____, 20

SALES REPRESENTATIVE: Steve Burgess		CUSTOMER P. O. NO. QUOTE	
SHIP TO NAME: City of Wagner		BILL TO NAME: City of Wagner	
CARE OF SHIPPING ADDRESS: 102 5th St SE		BILLING ADDRESS: PO Box 40	
BUYER Mike Kazena 605-384-3741			
CITY Wagner	STATE/ZIP CODE SD, 57380	CITY Wagner	STATE/ZIP CODE SD, 57380

COUNTY: Charles Mix NEW ACCOUNT **FOB:** DESTINATION **TERMS: NET 30 DAYS**
 PHONE #: 605-491-2116 OLD ACCOUNT COLUMBUS, NE
 FAX #: mkazena@hcinet.net **TAXABLE?** YES NO - TAX EXEMPTION NO.:

SHIPPING AND INVOICING INSTRUCTIONS: **QUOTE**

MARC #	PRODUCT DESCRIPTION	UNIT	PACKAGING	QUANTITY	UNIT PRICE	EXTENSION
1	M250-DS Double Strength Super-Zyme	DR55	DR55	4	\$3236 75	\$12947 00
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						

Phone in from <input type="checkbox"/> CUSTOMER <input type="checkbox"/> SALES REP. TAKEN BY: _____	EQUIPMENT TOTAL	\$0 00
CUSTOMER SIGNATURE	PRODUCT TOTAL	\$12947 00
Sign Here <input checked="" type="checkbox"/> _____	ORDER TOTAL \$	\$12947 00

ABSOLUTELY NO MERCHANDISE CAN BE RETURNED FOR CREDIT WITHOUT WRITTEN CONSENT FROM THE COLUMBUS, NEBRASKA OFFICE.
 This account is payable in Columbus, Nebraska. Payments must be made directly to **MARC**. *Pay no money to agents. This is not an invoice.*
 All orders are subject to acceptance or rejection by an authorized agent of **MARC** at its office in Columbus, Nebraska. By accepting orders for settlement in full at a later date, **MARC** establishes a personal guarantee with acting officers, partners, owners, or agents as of original order date. All claims for errors or adjustments of any kind must be made within 5 days after receipt of goods.
 References: (1) _____ (2) _____



**DEPARTMENT of AGRICULTURE
and NATURAL RESOURCES**

JOE FOSS BUILDING
523 E CAPITOL AVE
PIERRE SD 57501-3182
danr.sd.gov

March 14, 2024

Mayor Todd Johannsen
City of Wagner
PO Box 40
Wagner, SD 57380-0040

RE: City of Wagner Public Water System

Dear Mayor Johannsen:

We understand that the City of Wagner is working on plans to complete some needed infrastructure improvements to ensure that the infrastructure serving residents of Wagner does not pose any risk to public health. Improvements to address your aging infrastructure now will be instrumental in avoiding unnecessary interruptions in service and improve drinking water quality.

Systems with Asbestos Cement Pipe (ACP) are much more susceptible to main breaks since the aging pipe becomes brittle and unreliable. Each time a main break occurs, public health is at risk. The distribution system looping project will impact public health because of documented water quality improvements when dead-end water mains are looped to eliminate water stagnation problems.

We commend the City for proactively addressing the issues identified and taking the necessary steps to protect the public you serve.

Sincerely,

Mark McIntire, PE
Drinking Water Program Administrator
(605) 773-6575

cy: Marilee Krcil, Finance Officer (email)
Jacob Sonne, PE – SPN and Associates (email)

March 26, 2024

Tammy Thornton, Mayor
City of Wagner
PO Box 40
Wagner, SD 57380

Re: Hangar Taxilane Expansion
Wagner Municipal Airport
Wagner South Dakota
AIP #3-46-0057-019-2022
Helms #A-8095

Dear Mayor Thornton:

Enclosed is the final engineering invoice for this project. We are pleased to report that in our final invoice the Construction Administration and Resident Engineering costs are **\$1,279.45 below budget**. We are completing the final close out reports and copies should be sent out soon.

Also enclosed are two copies of Amendment #1 for approval and signatures. This Amendment shifts the under-run/over-run costs between phases for record keeping purposes. Please return the "Helms" copy to us after signatures are obtained and retain the "City" copy for your files.

We have thoroughly enjoyed working with the City on this project and look forward to future endeavors. If you have any questions, comments or need any further information regarding this matter, please feel free to contact our office at your convenience.

Sincerely,
Helms & Associates



Bob J. Babcock, P.E.

w/enclosures