

REGULAR MEETING OF THE COMMON COUNCIL OF THE CITY OF WAGNER, CHARLES MIX COUNTY, SOUTH DAKOTA, DECEMBER 4, 2023, AT 7:00 PM.

PURSUANT TO DUE CALL AND NOTICE THEREOF, the regular December meeting was held Monday, December 4, 2023, at City Hall at 7:00 pm. Present were Tammy Thornton-Mayor, City Administrator Debra 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, Matt Williams-City IT, and Margaret Doom-Wagner Area Growth.

Mayor Thornton called the meeting to order at 7:00 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 Kirwan, second by Soukup 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 November 6, 2023, meeting were reviewed. Corrections were stated. Motion by Mohr, second by Cimpl to approve the minutes with the following amendments:

First paragraph Dan Cimpl was omitted from Councilmen present the paragraph should read as follows:

PURSUANT TO DUE CALL AND NOTICE THEREOF, the regular November meeting was held Monday, November 6, 2023, at City Hall at 7:00 pm. Present were Tammy Thornton-Mayor, City Administrator Debra 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, Matt Williams-City IT, Jamie Tjersma, Darcy Kaberna, Margaret Doom-Wagner Area Growth, Jessa Doom Housing Board, and Sharon Haar.

Section 2-2-3 of the Wagner Municipal Code was omitted from the original publication 2-2-3 should read as follows:

The text of Section 2-2-3 of the Wagner Municipal Code shall be amended as follows:

2-2-3 License Fee. The dog or cat owner or possessor shall pay to the City Finance Office, or its designee, a license fee for each animal licensed each year based on the address of the pet registration. The fee shall be set at \$5.00 for the first license issued, \$10.00 for the second license, and \$20.00 for each additional license after the second. The Finance Officer shall issue a license suitable for attachment to a dog or cat collar. Such license shall expire on the 31st day of December each year. The Finance Officer shall retain a copy of the license application along with a copy of the vaccination record.

All in favor, motion carried.

The Financial Statements were reviewed by the council. Motion by Kirwan, seconded by Cimpl, to approve the Financial Statements presented for November 2023 as follows: Commercial State Bank General Checking Account Balance as of November 30, 2023, \$2,835,181.29, Wagner Library Account as of November 30, 2023, \$12,826.28, Wagner Lake Project \$1,512.79, City of Agner Water Sewer Project Fund \$159,687.64, Commercial State Bank - CD \$399,864.60, CD \$398,268.45, CD \$335,120.74, First Dakota - CD \$204,495.10 and CD \$21,833.08. General Fund Expenditures for the month of November 2023 \$216,935.32. General Fund Revenue for the month of November 2023 \$237,522.88. Water Fund Expenditures for the month of November 2023 \$42,845.85. Water Fund Revenue for the month of November 2023, \$41,986.04. Sewer Fund Expenditures for the month of November 2023, \$24,041.13. Sewer Fund Revenue as of November 2023, \$30,911.04. All in favor, motion carried.

The council was informed for informational purposes that Sales Tax collection as of November 30, 2023, is \$80,634.61. Sales tax is down 10.62% from the previous year.

The Bills and Claims were reviewed by the council. Motion by Dufur, second by Soukup to approve the Bill and Claims presented:

The Following Claims were presented for payment during the month of November 2023:

Date:	Vendor	Description	Amount
11/15/2023	AFLAC	Monthly Premium	\$ 1,137.22
10/24/2023	Avera Health Plans	November 2023 Premium	\$ 11,370.45
11/14/2023	Charles Mix Electric	Electricity at Airport	\$ 383.89
10/13/2023	Charles Mix Electric	Airport Electric	\$ 301.65
11/14/2023	City of Wagner	City Water Bill	\$ 74.30
11/14/2023	Commercial State Bank	Pay Period 21 941 Pay Roll Taxes	\$ 9,272.13
11/28/2023	Commercial State Bank	Pay Period 22 941 Pay Roll Taxes	\$ 8,493.52
10/13/2023	SD Municipal League SD Unemployment	South Dakota Directory	\$ 20.00
11/20/2023	Insurance	Pool Account Contribution	\$ 238.19
11/21/2023	SD Dept of Revenue	2023 Dodge Durango Registration and License	\$ 26.70
10/13/2023	SD Dept of Revenue	Sales tax on Pool	\$ 13.47
12/1/2023	SD Retirement System	November Contribution	\$ 10,119.54
11/15/2023	Payroll	PP 21	\$ 29,324.00
11/30/2023	Payroll	PP 22	\$ 26,994.21
Total:			\$ 75,229.63

The above warrants have been paid during the month of November 2023.

Claims Presented for payment on December 4, 2023:

Date	Vendor	Description	Amount
12/4/2023	Aaron Pekas	4 Loads of Hauling Dirt	\$ 600.00

Amazon Capital Services	Business Prime Membership	\$	179.00
AT&T Mobility	Cell Service	\$	332.99
Avera Health Plans	December 2023 Health Premium	\$	10,292.09
Banyon Data System	Monthly Support	\$	3,110.00
Century Link	Long Distance	\$	156.83
	Computer Support Services for Jan thru June		
Chris Lawrence	2023	\$	358.00
CHS	Propane for Library, Armory and City Shop	\$	1,107.00
City of Wagner	Water Bills	\$	440.28
Commercial State Bank	Reimburse Petty Cash	\$	475.08
Companion Life			
Insurance	Life Insurance	\$	75.60
Core & Main	Parts	\$	376.92
Custom Touch Limo	Detail the Dodge Charger	\$	258.44
Dales A-1 Service			
Transmission	Replace Transmission on 2017 Chevy	\$	4,849.95
Den Herder Law Firm	Legal Fees	\$	1,271.79
Fort Randall Telephone	Telephone and Internet	\$	802.62
Gall's LLC	Uniforms	\$	68.93
Gerstner Oil Company	Diesel for Equipment	\$	1,628.38
Grainger	Parts for Bathroom Fan	\$	134.42
Guardian Alliance			
Technology	Service	\$	630.00
Helms & associates	AWOS Design	\$	4,619.88
Ingram Library Service	Books	\$	338.35
Jack's Uniforms & Equip.	Uniform Supplies	\$	79.80
John Otte	December fee	\$	875.00
Johnson Controls	Annual Service Contract/ Repairs to Alarm	\$	6,728.98
King Koin Laundry	Rugs for Office and Police Station	\$	258.75
LEAF	Copier Lease	\$	309.24
MC&R Pools Inc	Adaptor thd pair	\$	128.18
Myers Sanitation	Garbage Service	\$	1,157.58
Northwestern Energy	Electricity	\$	8,769.57
Office Products Center	Supplies	\$	66.87
Randall Comm Water			
Dist	November Water Use	\$	21,491.50
Rural Development	Loan Payments	\$	4,574.00
Rural Development	Loan Payments	\$	5,561.00
Rural Development	Loan Payments	\$	1,969.00
South Dakota 811	Locate Tickets	\$	56.70
SD Dept of Health	SD Dept of Health	\$	87.00
SD Public Assurance			
Alliance	Adding the 2023 Durango	\$	716.16
Ultimate Shine Car Wash	Police Car Washes	\$	84.00

Unum Life Insurance	Long Term Disability	\$	372.02
USA Blue Book	Fire Hydrant	\$	236.54
Visa	Supplies	\$	520.36
Voyager Fleet Systems	Monthly Gas	\$	1,873.67
Wagner Building Supply	Supplies	\$	115.92
Wagner Pool Fundraising	Return Deposit for Pool Fundraiser	\$	300.00
Wagner Super Foods	Supplies	\$	96.45
Wells Fargo Brokerage Services	Armory Loan	\$	17,278.28
		Total :	\$ 105,813.12

All in favor, motion carried.

The Council reviewed a request to purchase a 2023 International 5500 Truck at Crawford Trucking in Aberdeen thru Sourcewell at the cost of \$88,583.00. The purchase of a plow for the truck was also discussed. Motion by Kirwan, second by Dufur to approve the purchase of the 2023 International 5500 Truck thru Sourcewell at the cost of \$88,583 and to purchase a plow from Northern Equipment at the cost of \$ 16,160.00, and to direct the City Administrator to arrange for financing on the purchase and authorize Mayor Thornton and City Administrator Houseman as signatories on the loan documents. All in favor, motion carried.

The contract with Midco to inspect and clean the water tower in 2024. Motion by Mohr, second by Cimpl to approve the contract with Midco in the amount of \$4,651 and authorize Houseman as the signatory on the contract. All in favor, motion carried.

The Medical Cannabis license for Ruthie’s Dispensary was reviewed for renewal. No one was present to make comment on the renewal. Houseman informed that there were no concerns regarding the license. Motion by Kirwan, second by Soukup to approve the license for Ruth Bouza D/B/A Ruthie’s located at 757 E SD Hwy 46, Wagner, SD, provided that the license is in good standing with all other requirements to maintain the license. Voting Aye: Dufur, Abdouch, Kirwan, Soukup, Cimpl Voting Nay: Mohr. Motion carried 5:1.

The council reviewed a resolution authorizing the application for a Community Facilities Grant. Motion by Cimpl, second by Dufur to approve Resolution #2023-002 to read as follows:

RESOLUTION # 2023-002 AUTHORIZING APPLICATION FOR THE COMMUNITY FACILITIES GRANT

A resolution of the City of Wagner agreeing to apply for financial assistance with the United States Department of Agriculture, Rural Development to Finance the purchase of a 2024 Dodge Durango for a City Police vehicle to be utilized by the City of Wagner Police Department. Be it Further Resolved that the City of Wagner authorizes Debbra J. Houseman the City Administrator to be the signatory on all necessary document relating to the USDA Loan/Grant Application.

PASSED AND APPROVED THIS 4TH DAY OF DECEMBER 2023

Tammy Thornton, Mayor

ATTEST:

Debra Houseman, City Administrator

The City of Wagner’s governing board held the first reading of the 2023 Supplemental Appropriation Ordinance No. 2023- 004. Motion by Kirwan, second by Dufur to approve the 1st Reading of the Supplemental Appropriations #2023 – 004:

Ordinance No. 2023-004

SUPPLEMENTAL APPROPRIATIONS ORDINANCE

BE IT ORDAINED by the City of Wagner

that the sum is supplementally appropriated, to meet the obligations of the municipality.

General Fund

E-101-41210	Mayor	\$	5,500.00
E-101-43100	Elections	\$	600.00
E-101-41410	Legal	\$	5,000.00
E-101-42100	Police	\$	30,000.00
E-101-42900	Civil Defense	\$	5,000.00
E-101-43125	Streets	\$	10,000.00
E-101-43240	Sanitation	\$	1,000.00
E-101-43500	Airports	\$	125,000.00
E-101-44130	Mosquito Control	\$	2,600.00
E-101-45200	Parks	\$	30,000.00
E-101-45800	Museums	\$	2,000.00
E-101-46300	HRC Urban Redevelopment	\$	12,000.00

Total General Fund Appropriations \$ 228,700.00

E-290-43120 Restricted Roads Fund \$ 13,141.81

Source of Funding

R-101- General Unobligated cash \$ 88,700.00

E-101-41150-42900 Contingency \$ 15,000.00

R-101-33400 State Grants (Airport)	\$ 125,000.00
Total General Fund Means of Finance	\$ 228,700.00
R-290- 33520 Restricted Roads Fund	\$ 13,141.81

The Finance Officer/City Administrator is directed to implement the funds necessary for the enforcement of this Ordinance.

Mayor Tammy Thornton

ATTEST:

Debbra Houseman, Finance Officer/City Administrator

First Reading: December 4, 2023

Roll Call Vote:

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

Nays: None

Absent: None

Second Reading:

First Publication: December 13, 2023

Second Publication:

Roll Call Vote:

Ayes:

Nays:

Absent:

Ordinance #2023-004 passed by unanimous consent on it's first reading.

Houseman requested that the council authorize the Finance Office to cancel the current credit cards with Card Services and open credit card accounts for the City and the Police Department with Commercial State Bank with a \$5,000 credit limit on each card. Motion by Soukup to authorize City Administrator Debbra Houseman to cancel the Credit Cards with Card Services, and to also authorize Houseman to open 2 credit card accounts (City of Wagner and City of Wagner Police Department) with Commercial State Bank with each card having a \$5,000.00 debt limit. All in favor, motion carried.

A letter of resignation was shared with the council from Preston Neal. Motion by Cimpl, second by Kirwan to accept the resignation of Preston Neal from the City of Wagner Police Department and thank him for his service. All in favor, motion carried.

The council was informed of concerns regarding the performance of the Code Enforcement Official currently being utilized. Concerns and options were discussed. Motion by Dufur, seconded by Kirwan to terminate the Code Official Services with Geoffery Fillingsness effective immediately. All in favor, motion carried.

The 2024 Election was discussed. Motion by Cimpl, second by Abdouch to hold the 2024 Election on April 9, 2024. All in favor, motion carried.

The council reviewed a list of Surplus Property. Mayor Thornton designated Kirwan, Abdouch and Soukup to the appraisal committee. The Appraisal Committee set the value of the 2017 Dodge Charger with 109,191 miles at \$8,000 and the Sound Off Signal 5000 Series red/blue light bar at \$150.00. Motion by Soukup, second by Dufur to accept the Appraisal Committees appraisal and to approve the surplus of the 2017 Dodge Charger with 109,191 miles for sale at the value of \$8,000, and to approve the surplus of the Sound Off Signal 5000 Series red/blue light bar for donation to the Wagner Fire Department. All in favor, motion carried.

Houseman gave the City Administrator report to the council. Houseman informed the council that the 2nd Ave Street Improvement project for 2024 was discussed and the need for utility work. The council was informed that the 2nd Ave Street Project is not going to happen and the Public Works director will meet with Houseman to make a different plan for street repair in 2024. The Council payroll process was discussed. The council was informed that the End of the Year Meeting will be December 18, 2023, at 5:30 pm. The Council was informed that the next housing meeting will be December 12 at 5:00 at City Hall. Chamber is meeting on December 12, 2023, at noon and Wagner Area Growth will meet December 7, 2023 at noon. Houseman also updated and discussion was held regarding the DOT meeting on November 21, 2023. Houseman stated that she is working on the Community Facilities Grant and is hoping to get everything completed as soon as possible.

Motion by Kirwan, second by Abdouch to set the date of the Regular January 2024 Meeting on January 4, 2024, at 5:30 pm. All in favor, motion carried.

Matt Williams was present to give his IT Report. Discussion held.

Mike Kazena was present to give the Public Works report. The council reviewed the written report the written reports and discussion took place.

The council was informed that the issue with the paint on the Armory floor was discussed regarding a faulty paint, the paint is not adhering to the floor. The council was also informed that there is a meeting December 14, 2023, with the guards at the Armory Building that a few City people will be attending.

Police Chief Damon Griffith was present for the Police Report. Chief Griffith reported that the radios he ordered a year ago from B&L have not been ordered yet. Griffith will cancel the order and order from a different company. The council was also informed that the 2023 Durango should be in service by the weekend.

Margaret Doom was present to give the report from Wagner Area Growth. Doom informed the council that she will be attending an Avera Housing meeting in Mitchell. Doom stated that the Parade of Lights was great success the Main Street was packed with people and appeared to be really enjoying the event. The Dakota Life Premiere will feature Wagner on January 3, 2024, at the Wagner Theater. Doom also stated that the Community Thanksgiving Meal was a huge success. Doom is also looking into Assisted living options and getting a Junior Achievement program going.

The council reviewed the Planning and Zoning Report.

Mayor Thornton thanked Wagner Area Growth for hosting the Parade of Lights. She informed the council that during her mornings with the Mayor in November a resident had spoken with her regarding the need for more community involvement from our city officials. Mayor Thornton also shared that the pool committee is hosting hayrides as a fundraiser on Sunday.

There being no further business Mayor Thornton called for a meeting to adjourn. Motion by Cimpl, second by Abdouch to adjourn at 8:41 pm. All in favor, motion carried.

Tammy Thornton, Mayor

ATTEST:

Debra J. Houseman, City Administrator/Finance Officer