

OFFICIAL PROCEEDINGS OF THE
CITY OF WEBSTER, SOUTH DAKOTA

Council room, City Hall, Webster, South Dakota, January 4, 2023, 6:30 p.m., regular meeting of the Webster City Council. Mayor Mike Grosek presiding. Present: Council members Jim Grimes, Wayne Klungseth, Josh Bartos, Derek Sinner, Dale Miller and Stacy Mount. Staff: Nicole Kwasniewski. Reporter and Farmer: Amanda Fanger.

MINUTES: Motion by Miller, seconded by Klungseth to approve the minutes from the December 5, 2022 regular meeting. Motion carried.

Motion by Sinner, seconded by Klungseth to approve the minutes from December 27, 2022 special meeting as published with a correction to the Salary Resolution #215.

AMENDED

RESOLUTION #216

SALARIES OF MUNICIPAL EMPLOYEES AND OFFICERS OF
THE CITY OF WEBSTER, SOUTH DAKOTA

BE IT RESOLVED BY the City Council of Webster, South Dakota this 27th day of December 2022, that the following salaries be adopted for the period commencing January 1, 2023 and through December 31, 2023. All City Employees salaries are based on 2080 hours per year except the Police Department which will work 2184 hours per year.

OFFICER OR POSITION	ANNUAL SALARY	HOURLY WAGE
Finance Officer- Nicole Kwasniewski	\$53560.00	25.75
Assistant-Jennifer Wickre	\$43388.80	20.86
Street Superintendent-Daniel Kirchmeier	\$54100.80	26.01
Street Full Time-John VanBeek	\$49275.20	23.69
Street Full Time-Hunter Fredericks	\$39644.80	19.06
Water Superintendent-Chad Goehring	\$52499.20	25.24
Water Full Time-Dan Valsvig	\$46072.00	22.15
Water Full Time-Owen Wyffels	\$39644.80	19.06
Police Chief-Craig Baumgarn	\$60737.04	27.81
Certified – Dylan Collins	\$52874.64	24.21
Uncertified – Lance Rokusek	\$46126.08	21.12
Uncertified – Alex Maldonado	\$49489.44	22.66
Uncertified – James Van Elsacker	\$45864.00	21.00
Dog Catcher – Steve Hargis	\$25.00 per dog	10.80
Librarian- Teresa Ewalt	\$38022.40	18.28
Liquor Store Manager- Tracie Woodell	\$39644.80	19.06
Assistant – Susan Bury	\$38022.40	18.28
Clerk-Reed Hagen		16.48
Cemetery, Golf Manager, City Hall- Scott Sjurson	\$55702.40	26.78
City Attorney Kent Delaney	\$ 3600.00	
Councilmen (\$2000. Per Councilman)	\$12000.00	
Mayor	\$ 3000.00	
SPECIAL MEETINGS (\$20. Per Meeting, Councilmen, Mayor, Finance Officer) (Seasonal workers not covered under this resolution)		

Mike Grosek, Mayor

Nicole Kwasniewski, Finance Officer
Motion carried.

PAYROLL AND BILLS: Motion by Grimes, seconded by Klungseth to approve the following payroll and bills: Payroll (net) Mayor and Council Special Meeting M. Grosek \$18.47, J. Bartos \$18.47, W. Klungseth \$18.47, D. Miller \$18.47, S. Mount \$18.47, D. Sinner \$18.47, Admin. \$3386.40, L. Hoberg \$129.63, Liquor \$6533.71, Y. Gravley \$277.05, OT S. Bury \$91.97, T. Woodell \$143.69, Library \$3033.13, Street \$7712.12, OT J. VanBeek \$790.38, ST & OT D Kirchmeier \$1059.32, H. Fredericks \$256.46, Police \$12131.28, ST A. Maldonado \$516.89, ST & OT C. Baumgarn \$1341.99, D. Collins \$1137.73, L. Rokusek \$1065.39, Animal Control S. Hargis \$346.09, Sewer \$7590.86, ST J. Wickre \$468.26, OT O. Wyffels \$652.81, ST & OT D. Valsvig \$430.80, Water \$3431.24, OT C. Goehring \$63.46, City Hall \$2955.28.

Bills: USDA Rural Development \$3449.00 fire hall loan payment, Dacotah Bank \$65.00-service charges, A&B Business \$160.46-copier, printer contract, AFLAC \$297.89-insurance, American Family Life Assurance \$720.06-insurance, American Solutions for Business \$68.70-supplies, Aramark \$185.04-uniforms, AT&T Mobility \$100.88-cell phones, Auditor's Office-Petty Cash \$278.00-postage and supplies, Auto Value Parts \$563.89-parts and supplies, Avera Occupational Medicine \$108.00-pre-employment drug screening, Book Systems \$345.00-supplies, Buhls \$119.10-services, Cardmember Service \$386.04-software, books, City of Webster \$724.09-employee prepayments and water bills, Coca Cola \$269.50-merchandise, Code Enforcement Specialists \$1500.00-retainer, Colonial Life \$243.52-insurance, Cortrust Bank \$4030.76-loan payments, Dakota Structured Cabling \$560.98-service, Dave Hahler Auto \$86.92-parts and labor, Dependable Sanitation \$493.91-services, Don's Repair \$139.74-welding gas, Ellwein Brothers \$40546.95-merchandise, Emery Pratt \$117.12-books, Ess Brothers & Sons \$521.20-parts, Galls \$696.55-equipment, clothing allowance, Health Pool of SD \$20719.24-insurance, Chad Hesla \$138.45-reimbursement, Helms & Associates \$53053.87-pay requests wastewater improvements construction phase/airport revenue hangar admin, ITC \$825.79-phone service, JDH \$8000.00-pay request hangar building, Johnson Brothers \$22066.77-merchandise, Marko Canning \$60.00-merchandise, Midcontinent Communications \$321.87-cable, internet, Mike's Jack & Jill \$82.16-supplies, Newman Traffic Signs \$50.77-signs, Northstar Mechanical \$3925.68-service, Northwestern Energy \$9333.77-utilities, Porter Distributing \$10390.50-merchandise, Reliance Standard \$71.24-insurance, Reporter and Farmer \$567.22-legals, ads, supplies, Republic Distributing \$6835.37-merchandise, Riteway Business Forms \$206.00-1099s, W2 forms, Ryan's Candy \$477.00-supplies, merchandise, Safe Life Defense \$729.55-equipment, Sanford Health \$100.00-pre-employment physical, SD Assoc. of Rural Water System \$615.00-annual dues, SD DENR \$60.00-certification, SD Department of Agriculture \$150.00-annual fee, stormwater construction, SD Dept of Transportation \$62.50-supplies, SD Lumber & Design \$404.00-supplies, SD Municipal League \$1892.49-annual dues, SD Public Health Lab \$45.00-water samples, SD Retirement System \$10793.02-contributions, SD Supplemental Retirement \$210.00-contributions, SD Unemployment Insurance \$362.54-insurance, SDML Work Comp Fund \$24346.00-renewal billing, Sioux Valley Coop \$8011.50-gas & fuel, Scott Sjurson \$171.45-parts, Snaza Implement \$449.94-parts, Southern Glazer's of SD \$5552.54-merchandise, Sportsmans Cove \$77.98-supplines, TruGreen \$8000.00-service, Twin Valley Tire

\$39.36-service, Valley Office Products \$21.24-supplies, Walts Homestyle Foods \$159.00-merchandise, WEB Water \$23627.65-water, Webster ACE \$234.69-supplies, Webster Area School District \$12500.00-armory use agreement, Webster Tire \$150.00-parts, With the Wind Vineyard \$288.83-merchandise, Jurnee Ellingson \$100.00-refund bond, Dan & Tammy Waegli \$100.00-refund bond, Library \$190.17-4th quarter expenses, Fire Dept \$886.29-4th quarter expenses, Payroll Taxes \$17783.36. Motion carried.

MONTHLY REPORTS: Motion by Sinner, seconded by Klungseth to approve the Finance, Police and Liquor reports. Motion carried.

AIRPORT HAY LAND: Current lease for hay land at the Webster Airport expired December 2022. Motion by Grimes, seconded by Sinner to set a public hearing for February 6 at 7:00 p.m. to accept sealed bids. Motion carried

MALT BEVERAGE LICENSE: Motion by Grimes, seconded by Bartos to set a hearing for a malt beverage license transfer from Perfect Pickins, 700 Main Street to Perfect Pickins, 621 Main Street. Hearing is set for February 6 at 7:05 p.m. Motion carried.

WINE & CIDER LICENSE: Motion by Grimes, seconded by Bartos to set a hearing on February 6, 2023 at 7:10 p.m. at a regular meeting of the City council to consider a Retail On/Off Sale Wine and Cider license for Perfect Pickins. Motion carried.

SURPLUS PROPERTY: Motion by Sinner, seconded by Grimes to declare the 1991 International truck as surplus property and to be appraised and advertised for sale. Sealed bids will be opened on February 6, 2023 at 7:15 p.m. Motion Carried. Motion by Grimes, seconded by Sinner to appoint Brian Sinner, Jim Brakefield and Rick Chapin to appraise the value of the truck. Motion carried.

GAS AND FUEL: One quote was received. Motion by Miller, seconded by Klungseth approving the quote from Sioux Valley Co-op for a discount of .06 cents per gallon off gas/diesel purchased through the pumps and any bulk deliveries for the year 2023. Motion carried.

CODE ENFORCEMENT: Motion by Grimes, seconded by Klungseth to approve the mayor to sign the agreement with Code Enforcement Specialists and pay the retainer of \$1,500. Motion carried. If work exceeds retainer, a fee of \$75 per hour in addition to mileage and reimbursing expenses will be invoiced to the City.

TRAVEL: Motion by Miller, seconded by Sinner to approve Chad Goehring, Danny Valsvig and Owen Wyffels to attend the SD Association & Rural Water Systems Training in Watertown, February 7-9. Motion carried

CONTRACT: Motion by Grimes, seconded by Miller to approve the mayor to sign the SD Public Assurance Alliance revised Intergovernmental Contract. Motion carried. These changes to the IGC reflect the main goal of public entity pooling, which is to ensure that all members are actively engaging in loss control measures to benefit themselves and the public they serve.

Motion by Grimes, seconded by Miller to approve the mayor to sign SD Public Assurance Alliance deductible and property exclusion endorsement. Motion carried.

NOTICE OF VACANCIES: Motion by Grimes, seconded by Miller to publish the notice of vacancies and time and place for filing petitions. Petition circulation begins January 27. Motion carried.

Motion by Grimes, seconded by Miller to approve the following resolution for fees and services:

RESOLUTION #217

A Resolution Setting Certain Fees and Charges For Services and Setting Other Designations Provided by the City of Webster

WHEREAS, City Ordinances require certain license fees, charges for services, and other designations to be established by resolution; and

WHEREAS, the City of Webster is required to have on file in City Hall a list of complete charges and designations;

NOW, THEREFORE BE IT RESOLVED THAT the City of Webster hereby establishes the following fees and other designations effective for the 2023 license year (fees are for the calendar year unless otherwise stated):

MISC.

Designate truck routes –Main, 1st Ave. East, 5th Ave. East, 4th St. E. from 1st Ave. to 5th Ave.

Curfew-First Offense: Warning to the minor child(under the age of 16) and/or parent/guardian that curfew is being broken. Second Offense: \$50.00 fine issued to child’s parent/guardian. Third Offense: \$100.00 fine issued to child’s parent/guardian.(8-7-2)

Cost to replace blacktop when digging in water/sewer service-\$10.00 sq. ft

PERMITS AND LICENSES

Building Permits-values under \$1000. are \$15.00, values \$1000. and over are \$25.00

Plumbing License-initial fee \$60.00-renewal fee \$15.00

Electrical License-initial fee \$60.00-renewal fee \$15.00

Special Alcoholic Beverage License-\$50.00

Garbage License-yearly-\$250.00 per year-resolution to set rates-notify City

Junkyard Licenses-to be determined

Bicycle Licenses-\$2.00

Permits for excavations-one call takes care of

Permit for slaughter house and penalty-to be determined

FINES AND FEES

Fine for hindering fireman and driving over fire hose-\$150.00

Fine for violating health orders-to be determined

Penalty for garbage nuisance-see City Ordinance Section 6-16

Fine for not removing doors and locks on refrigerator or freezers-see City Ordinance Section 6-16

Fine for not removing noxious weeds-see City Ordinance Section 6-16

Fine for not removing trees with Dutch Elm Disease-costs of removal plus

See City Ordinance Section 6-16

Fine for fireworks in city limits-\$50.00

Abandoned Vehicles-costs of removal and storage plus See City Ordinance Section 6-16

Fine for parking on designated streets overnight-\$15.00

Fine for illegal parking-\$75.00 plus \$5.00 each day delinquent

Fine for open bottles or cans containing alcoholic liquor \$25.00

Fine for noise violation \$150.00

Fine for violating firewood ordinance-\$25.00 per day

Fine for snowmobile violations-\$100.00

Costs of cleaning up properties by City(includes hauling demolished structures out and cleaning up junk on properties)-\$200.00 minimum-over 1 hour \$200.00 per hour

Fines for Administrative Code Enforcement (City Ordinance Section 6-16):

First violation \$100.00

Second violation \$150.00

Third or subsequent violation \$200.00

DOGS AND CATS

Dogs and Cats-fail to license-\$25.00

Dogs-at large or barking-First Offense \$110.00-Second \$160.00-Third \$210.00

Dog and cat licenses-\$5.00

WATER AND SEWER CONNECTION FEES

Water Connection Fee (to the Main)	\$125.00
Water Re-connect Fee	\$25.00
Sewer Connection Fee(to the Main)	\$125.00
Non-Resident user Fee	\$30.00 per month
Sump pumps in sanitary sewer	\$100.00 day

CEMETERY FEES

Cemetery Sale of Lots (6 to a 1/2 lot)	\$300.00
Burials	\$650.00
Cremains	\$100.00
Saturday, Sunday or Holiday Services	\$100.00 extra
Winter cremains	\$650.00
Winter storage of casket in bldg.	\$ 25.00

MOWING AND SNOW REMOVAL COSTS

Costs of mowing lawns by City-\$200.00 minimum-over 1 hour \$200.00 per hour
 Costs of removing snow from sidewalks by City-\$50.00 minimum-over 1 hour \$50.00 per hour
 Pushing or dumping snow on City streets or alleys 100.00 hauling fee

ARMORY RENTAL

With organizations that request permission to serve alcohol \$500.00 a day

RECREATION FEES

Pool Fees
 \$100.00 family pass – Adopted May 3, 2021
 \$60 adult pass (18 and over)
 \$40 youth
 Lessons \$30 per child
 \$25 per child with season pass
 \$15 preschool
 General Admission-\$1.00 children 1-5 years old
 \$2.00 children 6-17 years old
 \$4.00 adults
 Lap swim-\$2.00 session
 Water walking-\$2.00 session

Golf Fees (fees plus tax)

Season Passes

Family:	\$395.00
Individual:	\$270.00
High School/College:	\$100.00
Grade/Middle School:	\$75.00
*Trail Fee:	\$60.00

***Yearly fee for Members who store carts off site**

Trail Fee - With own cart per time - \$8.00

CARTHOUSE RENTAL -

Gas:	\$225.00
Electric:	\$250.00

DAILY FEES - M-F **9 Holes**

Green Fees	\$18.00
Cart Rental	\$18.00

DAILY FEES -

Weekends **9 Holes**

Green Fees	\$23.00
Cart Rental	\$23.00

18

DAILY FEES - M - F **Holes**

Green Fees	\$23.00
Cart Rental	\$23.00

<u>DAILY FEES -</u>	<u>18</u>
<u>Weekends</u>	<u>Holes</u>
Green Fees	\$28.00
Cart Rental	\$28.00
<u>All Day Fee M -F</u>	
Cart & Green Fee	\$70.00
Green Fee ONLY	\$46.00
<u>All Day Fee -</u>	
<u>Weekends</u>	
Cart & Green Fee	\$86.00
Green Fee ONLY	\$56.00
<u>Club House Rental -</u>	\$125.00
<u>Tournament Fee -</u>	\$600.00

Campground Fees

Per day	\$ 20.00
Per Week	\$100.00
Per Month	\$300.00

Overnight campground first night free then \$15.00 per night

Adopted this 4th day of January, 2023.

Mike Grosek, Mayor

Attest:

Nicole Kwasniewski, Finance Officer
Motion carried.

7:00 p.m. GOLF CAR BIDS: This being the time and place for the opening of sealed bids for eight 2018 gas golf cars. Bids received were:

Northland Auto Center, \$4200.00 per golf car for total of \$33,600.00
Zack Witte, \$4262.00 per golf car for total of \$34,100.00
Cool Cart Parts, \$4001.29 per car for total of \$32,010.32

Motion by Miller, seconded by Grimes to accept Zack Witte's bid for \$34,100. Motion carried.

OTHER BUSINESS: Discussion was held regarding the street departments John Deere tractor should hopefully be fixed by February. The water break that was on 9th Ave West and the snowblower at the airport needs some repair work on it.

Motion by Sinner, seconded by Miller to acknowledge a Thank you card from Jennifer Wickre. Motion carried.

Motion by Klungseth, seconded by Miller to adjourn. Motion carried.

Mike Grosek, Mayor

Nicole Kwasniewski, Finance Officer

The City of Webster is an equal opportunity provider.

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