

City Council Proceedings
December 5, 2022
7:30 P.M.

The Roscoe City Council met in regular session in the City Office with Mayor Treichel presiding. Other members present were Faw, Hettick, Holscher, Lehr, Rohrbach, and Bauman. Others present: Michael Bauman, Brian Malsam, and Jim Fonder.

Rohrbach moved and Lehr seconded to approve the agenda. All aye. Motion carried.

Bauman moved and Faw seconded to approve the minutes of the November 7, 2022, meeting as read. All aye. Motion carried.

Hettick moved and Bauman seconded to approve the November Financial Statement and bank reconciliations. All aye. Motion carried.

Lehr moved and Holscher seconded to approve the payment of the following bills. All aye. Motion carried.

Pre-Authorized payment – November 16, 2022:

AP Express – fuel - \$594.64; Bantz, Gosch, & Cremer – legal services - \$506.00; First State Bank of Roscoe – fees - \$20.00; H&H Contracting – west tower maintenance/repair - \$16,336.76; SD Retirement System – Jim beginning November retirement - \$248.90; EFTPS – WHT, SS, & Med. Tax - \$2334.53.

November 16, 2022, Payroll: Hwy & Streets – \$895.35; Snow Removal - \$165.40; Water Dept.- \$111.92; Sewer Dept - \$111.92.

December 1, 2022, payroll: Mayor & Council –\$756.15; FO – \$1510.15; Hwy & Streets – \$1577.96; Water Dept.- \$126.41; Sewer Dept - \$126.39; Park – \$470.18, Utilities – cell phone - \$47.38.

December 1 & 5, 2022 bills:

AP Express – fuel - \$406.70; Bowdle Healthcare Center – lab testing - \$42.00; Brents Septic Service – lift station - \$150.00; City of Roscoe – water/sewer - \$514.00; Department of Health – lagoon sample testing - \$74.00; FEM Electric – November electric at well - \$408.80; Fischer Repair – tire repair - \$26.00; Gibson Publishing – November minutes/help wanted - \$67.76; Health Pool of SD – health ins - \$748.13; Helms & Associates- November admin/construction - \$2659.95; Hettick Electric – electric work - \$165.56; Montana Dakota Utilities – utilities - \$1541.31; Ryans Candy – office supplies - \$15.00; SD Retirement System – remaining November retirement - \$544.92; Share Corporation – supplies - \$695.76; Venture Communications – phone service & internet - \$250.76.

WEB Water – November water - \$2922.91.

Mayor Treichel thanked the council members for their years of service and for all the work they have done for the City of Roscoe.

Holscher moved and Rohrbach seconded to conclude the final meeting as an Aldermanic government, and to convene as a Trustee Board. All ayes. Motion carried.

The Roscoe City Council reconvened as the new Roscoe Trustee Board with all members present: Dee Bauman, Michael Bauman, Dale Hettick, Andrew Lehr, and Leland Treichel.

The Oath of Office was administered and signed with Finance Officer Bauman.

Lehr nominated Leland Treichel as President of the Board for one year. D. Bauman moved to cease nominations and Hettick seconded that motion. All aye. Motion carried.

Treichel nominated Andrew Lehr as Vice-President of the Board for one year. D. Bauman moved to cease nominations and Hettick seconded. All Aye. Motion carried.

Lehr moved and M. Bauman seconded to approve the appointments to the various board departments. All aye. Motion carried.

Water & Sewer Commissioners & Sanitation Supervisors: Dee Bauman & Andrew Lehr

Street Commissioners: Dale Hettick

Public Safety & Park Supervisor: Michael Bauman

City Property Supervisor: Dale Hettick

Building Official: Dale Hettick & Leland Treichel

A conflict-of-interest statement was prepared and presented by FO Bauman, with statements from city attorney Justin Scott. All members are aware of what will constitute a conflict of interest – SDCL 6-1-17 states that the conflict involves direct pecuniary interest (financial gain) in any matter brought forth. Scott also advised about “serious objective risk of actual bias” in that the board member might not have a direct financial gain, but there still may be a personal interest. Agenda items that might have been grouped in the past will now be separated to allow for members to recuse themselves for particular items.

Brian Malsam met with the board to discuss creating an access road/street to allow him access to the property he recently bought and plans to build a house on. This land is located southeast of the Legion, at the end of Broadway Street, but the paved street ends at the Legion. Malsam is willing to do the work himself and put in the gravel, but would like permission. D. Bauman moved and Lehr seconded to allow Brian Malsam to create access road to his property come Spring. All aye. Motion carried.

FO Bauman spoke with the Board about the holiday open house that the businesses are hosting. There is going to be a raffle every week for “City” prizes to help promote Roscoe. Any help from the City would be appreciated. Treichel moved to donate \$500.00

from the Promoting the City account to go towards this event. Lehr seconded the motion. All aye. Motion carried.

The Restricted Use Site was inspected this fall by SDDANR. Roscoe received a poor rating for the inspection. This was mainly due to a pit not being dug yet, and items being too close together and blowing around.

There was one application turned in for the part-time position. Fonder is to meet with this applicant to discuss position.

Jim Fonder discussed with the Council:

- Needs gravel. Will need to make calls to see if he can still get gravel this winter. If not, will get some as soon as available. Quotes are only needed, as long as we stay under the \$25,000 for supply requirements.

FO Bauman discussed with the Council:

- A sprinkler system line was damaged for a property during curb stop replacement and sewer cleanout installation along Andrew St. After discussion with Helms and Dahme Construction, this damage is not covered by the project or insurance as the system is located in City right-of-way.
- FO Bauman made a list of all the meeting dates for 2023. Meetings that are on a holiday Monday are moved to Tuesday nights.
- FO Bauman shared about agenda changes she is making for future reference. Every agenda will have a conflict-of-interest line to give board members a chance to declare if they have a conflict with an agenda item. Also, the line about additional items has been taken off, as every agenda has a item to add additional meeting items when the meeting starts when the agenda is approved, and shouldn't wait until the end.

Personnel policy has been updated. Board will read through it and any changes will be made at January meeting. Once confirmed, a statement will be signed by everyone that they have read the policy and will be kept on file.

The following establishment applied for a Special 1-day event liquor license for January 21, 2023: Roscoe Volunteer Fire Department. Hettick moved and D. Bauman seconded to set the date for a hearing for the 1-day special event liquor license for Jan 3, 2023, in the City office. All aye. Motion carried.

The next regular meeting is Tuesday, January 3, 2023, @ 7:30 pm.

City office and shop closed on Monday, December 26, for Christmas and Monday, January 2, for New Year's.

Rabies Clinic will be held Friday, January 9, from 11 am to 1 pm at the City Shop.

D. Bauman moved and Lehr seconded to adjourn. Motion carried.

Leland Treichel
President

Attest:

Nicole Bauman
Finance Officer

Published once at the total approximate cost of_____.