

City Board Proceedings
December 4, 2023
7:30 P.M.

The Roscoe City Trustee Board met in regular session in the City Office with Vice - President Lehr presiding. Other members present were Hettick, D. Bauman, and M. Bauman, with Treichel attending via phone. Others present: Nathan Miller.

D. Bauman moved and M. Bauman seconded to approve the agenda. All aye. Motion carried.

Hettick moved and D. Bauman seconded to approve the minutes of the November 6, 2023, meeting. All aye. Motion carried.

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

Hettick moved and D. Bauman seconded to approve the payment of the following bills, with no action taken after a discussion on M. Roth bill. All aye. Motion carried.

Pre-Authorized November 16, 2023 Bills:

AP Express – supplies – \$299.93; FEM Electric – utilities - \$470.00; First State Bank – fees - \$10.00; MDU – final utilities - \$38.15; SDRS – November retirement - \$876.28; SDRS-SRP – supplemental retirement - \$250.00; Share Corporation – supplies - \$728.55; Visa – supplies/travel & conference - \$1408.09; WEB Water – November water - \$1549.24; EFTPS – withholdings - \$2184.18.

November 16, 2023, payroll: FO – \$1029.62; Hwy & Streets – \$1494.10; Water Dept.- \$186.76; Sewer Dept - \$186.76.

December 1, 2023, payroll: Board –\$479.10; FO – \$949.74; Hwy & Streets – \$1770.23; Water Dept.- \$221.28; Sewer Dept - \$221.28.

December 1 & 4, 2023 bills:

A-1 Sanitation – garbage - \$269.92; American Solutions for Business – supplies - \$71.69; Bantz, Gosh, & Cremer – legal services - \$604.26; City of Roscoe – November utilities - \$703.20; Department of Health – professional fees - \$309.00; FEM Electric – utilities - \$397.52; Gibson Publishing – November minutes, ad, notice - \$104.46; H&H Contracting – water tower - \$10,895.64; Hawkins – cylinder fee - \$10.00; Health Pool of SD –December health insurance - \$1556.12; Helms & Associates – prof. fees - \$4950.00; John Deere Financial – supplies - \$186.05; Montana Dakota Utilities – utilities - \$1850.60; Mid-American Research Chemical – supplies - \$216.59; Roscoe Fire Department – ins - \$1830.48; Roscoe Trustworthy Hardware – supplies - \$191.30; SDRS-SRP – supplemental retirement - \$250.00; Venture Communications – phone service & internet - \$260.44;

There were no public comments.

Discussion was held on revisions to the City Ordinances. With the change from an Aldermanic government to Trustee board, there are many changes that need to be made, along with some other updates. Changes were given to the Board to review and will be given to City Attorney Justin Scott, before moving forward in the process for passing.

FO Bauman updated the Board for code enforcement. Discussion was held on time given in notices and decreasing that time to 15 days, instead of 30. More notices are going out from City Attorney Justin Scott.

Discussion was held on concrete. Concrete is needed for the tennis/basketball court, concession stand, and under the bleachers at the ball field. Nathan Miller also asked about getting concrete in the cold storage building so that pallet racking could be utilized for additional storage. More measurements are needed to complete a bid.

Discussion was held on a new city hall building. As the current office area is small and not handicapped accessible, the Board is discussing a new building. Location is determined to be right north of the current building, making sure to leave space in back for the school buses to get in and out. Measurements are needed.

A resolution was presented for new water rates. WEB Water increased their rates again this past October, and Roscoe needs to update their rates as they did not the past two (2) years that WEB has. Surcharge rates were also viewed and adjusted. Hettick moved and D. Bauman seconded to approve Resolution 2023-11: A Resolution Establishing Utility Rates and Surcharges. All aye. Motion carried.

Resolution 2023-11

A resolution establishing utility rates and surcharges

WHEREAS, the City of Roscoe has reviewed its utility water and sewer usage rates in accordance with prudent fiscal management;

AND WHEREAS, the City of Roscoe has the authority to set rates by resolution through its passing of City Ordinance #367 "Setting Utility Service Rates" and through SDCL 9-39-23;

AND WHEREAS, the following monthly rates will go into effect starting January 1, 2024.

Base rate per customer:	\$23.00
Water usage:	\$0.50/100 gallons for 0-5000 gallons
	\$0.75/100 gallons for 5001-10,000 gallons
	\$1.00/100 gallons for 10,001 gallons and up

Residents outside the City limits will double the rate.

Sewer rate per customer:	\$4.50
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Loan Surcharges:

Water 1 Surcharge for DW01 loan:	\$15.75
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Water 2 Surcharge for DW02 loan:	\$5.15
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Sewer 1 surcharge for CW02 loan: \$40.00

The surcharges shall remain in effect until such time as the borrower bonds are paid in full, it shall be collected at the same time as other charges of the system and establish surcharge accounts to segregate the income from other system income for bookkeeping purposes to be pledged to the South Dakota Conservancy District. The surcharges shall be reviewed from year to year and modified in order to provide the required 110 percent debt coverage.

The surcharges shall be payable by each customer of its system and those who are on standby or ready-to-serve status, which may receive or benefit from the services of the project financed by the CW02, DW01, and DW02 loans with the borrower bonds.

Dated this 4th day of December 2024.

Leland Treichel, President

ATTEST:

Nicole Bauman, Finance Officer

Passed: December 4, 2023

Published: December 13, 2023

In Effect: January 1, 2024

Nathan Miller updated the Board on various topics:

- Hydrants that need work have been drained. If they are used, they will need to be drained again, until they can be replaced.
- Gate valve on Morgan Street is no longer leaking – was exercised and tightened.
- City had a water break. Dahme came and fixed, as it was a spot that they worked on and under warranty.
- WEB Water had a water break along Morgan Ave. They have fixed it now.
- Shane Moser is lined up to come fix curb stops this year still, if possible.

FO Bauman spoke with the Board on various issues:

- There is a program in which she will be looking into for student loan forgiveness based on working for the city. There might be some requirements she has to meet to qualify.
- Next City Election date is set for April 4, 2024. M. Bauman moved and Treichel seconded to combine with the Edmunds Central School District for this election date, in the event that they continue with their elections/voting as normal. All aye. Motion carried.

D. Bauman moved and M. Bauman seconded to go into executive session at 8:42 pm, citing personnel matters. All aye. Motion carried.

Hettick moved and Treichel seconded to continue in open meeting at 8:53, ending executive session. All aye. Motion carried.

D. Bauman moved and Lehr seconded to approve dropping the number of hours from 30 to 20 to receive health insurance benefits. Four (4) aye and (1) abstain by M. Bauman. Motion carried.

Office/shop to be closed for the holidays on Monday, December 25, 2023 and Monday, January 1, 2024.

The next regular meeting is Tuesday, January 2, 2024, @ 7:30 pm.

Rabies clinic will be held December 8th, from 11 am to 1 pm at the City Shop.

An auction will be happening on Monday, December 11, 2023, in which a road packer will be up for bid. Trustee Lehr will be in attendance for the auction to possibly bid on the equipment.

There will be one Board position up for vacancy. Andrew Lehr's term was for only one year, ending in 2024. Petitions will be open for circulating January 26th.

M. Bauman moved and Hettick seconded to adjourn. Motion carried.

Leland Treichel
President

Attest:

Nicole Bauman
Finance Officer

Published once at the total approximate cost of_____.