**THE MEETING OF THE COMMON COUNCIL OF THE CITY OF WAGNER,**

**CHARLES MIX COUNTY, SOUTH DAKOTA, SEPTEMBER 7, 2023, AT 7:00 PM**

**PURSUANT TO DUE CALL AND NOTICE THEREOF,** the regular September meeting was held on Thursday, September 7, 2023, at City Hall at 7:00 pm. Present were Tammy Thornton, Mayor, City Administrator-Debbra Houseman, City Attorney-Beau Barret and Councilmen: Rich Dufur, Dan Cimpl, Colby Kirwan, Tom Abdouch, Jamie Soukup and Taylor Mohr. Others present were Mike Kazena-Public Works Director, Damon Griffith-Police Chief, Matt Williams-City IT, Michelle Juffer-Wagner Area Growth. Others present throughout the meeting were Jeff McCormick of SPN, Jacob Sonne of SPN, Ken Thaler, Margaret Doom, and Gene Niehus.

Mayor Thornton called the meeting to order at 7:00 pm

The meeting was opened with the Pledge of Allegiance.

The conflict-of-interest declaration statement was recited. None were cited.

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

The floor was open for public comment no one was present to comment. The floor was closed.

The minutes from August 7,2023 and August 23,2023 were reviewed. Motion by Dufur, second by Abdouch to approve the minutes from August 7,2023 and August 23,2023 as presented. All in favor, motion carried.

The Financial statement s were reviewed. Motion by Cimpl, second by Mohr to approve the Financial Statements as follows Commercial State Bank Checking General Checking Account balance as of August 31,2023 $2,715,586.37, Wagner Library Account Balance $12,734.81. General Fund Expenditures for the month of August 2023, $439,719.63, General Fund Revenue for the month of August 2023, $132,009.58.

Water Fund Expenditures for the month of August 2023 $42,904.48. Water Fund Revenue for the month of August 2023 $69,388.04. Sewer Fund expenditures for the month of August 2023, $34,470.86. Sewer Fund Revenue for the month of August 2023, $32,342.06. All in favor, motion carried.

The Bills and Claims were reviewed. Motion by Dufur, second by Kirwan to approve payment of the following Bills and Claims presented:

|  |
| --- |
| **The Following Claims were presented for payment during the month of August 2023 & September 2023:** |
|  |  |  |  |
| **Date:**  | **Vendor**  | **Description** | **Amount** |
| 8/15/2023 | Payroll | Pay Period 15 |  $ 35,648.51  |
| 8/28/2023 | Payroll | Pay Period 16 |  $ 31,656.39  |
| 8/7/2023 | SDRS | July contribution |  $ 7,219.28  |
| 8/14/2023 | Commercial State Bank | 941 Payroll Taxes |  $ 10,355.19  |
| 8/28/2023 | Commercial State Bank | 941 Payroll Taxes |  $ 9,217.22  |
| 9/1/2032 | Derik Rolston | 8 hours patrol contract |  $ 320.00  |
| 9/1/2023 | Tanner Novak | 8 hours patrol contract |  $ 320.00  |
| 9/1/2023 | Jarred Niehus | 8 hours patrol contract |  $ 320.00  |
|  |  |  |  |
|  |  | **Total:** |  **$ 95,056.59**  |
|  |  |  |  |
| The above warrants have been paid during the month of August and September 2023. |
|  |  |  |  |
| **Claims Presented for payment on September 7, 2023:** |
| **Date** | **Vendor** | **Description** | **Amount** |
| 9/7/2023 | Antonio Padillo | Return Deposit |  $ 78.25  |
|  | Archaeological Research Center | Sidewalk Grant Engineer |  $ 392.34  |
|  | AT&T | Cell phone Service |  $ 331.98  |
|  | A-OX Welding Supply | Parts |  $ 133.51  |
|  | Card Services-Visa | Dog Food |  $ 80.99  |
|  | Card Services-Visa | Microsoft, Go Daddy, parts for light, Hulu |  $ 469.93  |
|  | CHS Inc | Propane for the Armory |  $ 270.00  |
|  | City of Wagner | Water Bills for City Properties |  $ 3,359.10  |
|  | Commercial State Bank | Petty Cash Drawer |  $ 416.67  |
|  | Companion Life Insurance Co. | Life Insurance |  $ 16.80  |
|  | Dakota Supply Group | Supplies |  $ 207.73  |
|  | Electric Pump | Cuter Shims |  $ 106.40  |
|  | Fort Randall Telephone Co. | Telephone and Internet |  $ 841.06  |
|  | Guardian Background Services LLC | Background Checks |  $ 630.00  |
|  | Helms & Associates | Airport expansion Engineering |  $ 3,300.57  |
|  | Helms & Associates | Meeting regarding Pool |  $ 3,426.50  |
|  | Helm's & Associates | Engineering Fees for Airport AWOS Design |  $ 7,699.80  |
|  | Henke Tractor | 60" Torro Mower |  $ 15,300.00  |
|  | Ingram Library Services | Books |  $ 104.37  |
|  | King Koin | Rugs |  $ 86.25  |
|  | Light & Siren | Police car set up |  $ 3,326.50  |
|  | Midtowne Oil and Wash LLC | Tire Repair on a police car |  $ 22.75  |
|  | Myers Sanitation | Sanitation services |  $ 1,157.58  |
|  | Myers Sanitation | Garbage Collection |  $ 1,090.00  |
|  | Natisha Wagner | Return Deposit from 647 SE Third Street |  $ 72.64  |
|  | Northwest Pipe Fittings, Inc | Water Dept parts |  $ 741.50  |
|  | Northwestern energy |  Electrical Service |  $ 11,166.73  |
|  | Office Products Center | City of Wagner stamp |  $ 27.25  |
|  | Pechous Publications | Publishing |  $ 789.56  |
|  | Premier Biotech LLC | Testing Cups |  $ 113.49  |
|  | Quill Corporation | Supplies |  $ 404.93  |
|  | R Place Kennel | Kennel Oakley during Damon's Insurance |  $ 150.00  |
|  | Randall Community Water Dist. | City Water Usage  |  $ 37,966.75  |
|  | Rog's Auto | parts for police car |  $ 650.93  |
|  | SD Retirement | August '23 Contribution |  $ 8,484.78  |
|  | SD Dept. of Revenue | Swimming Pool Sales Tax |  $ 769.12  |
|  | SD Municipal League | Fall Conf. Registration for Deb & Tammy |  $ 250.00  |
|  | Sherwin Williams | paint for Office |  $ 428.65  |
|  | Tim Leibel | Return Deposit from 615 SE First St |  $ 92.33  |
|  | Ultimate Shine Car Wash | Police car Wash |  $ 12.00  |
|  | US Bank Trust | Northside Utility Project |  $ 2,358.30  |
|  | US Bank Trust | Water Tower Loan |  $ 6,250.00  |
|  | USDA Rural Development | USDA Payment Front Ave |  $ 5,561.00  |
|  | USDA Rural Development | USDA Pymt 4th, 3rdf, & Elm |  $ 4,574.00  |
|  | USDA Rural Development | USDA Pymt South Park  |  $ 1,969.00  |
|  | Valley Pump & Casino | Gas for JK police vehicle, gas for streets |  $ 272.38  |
|  | Van Diest Supply Co. | Anvil |  $ 1,588.10  |
|  | Voyager Fleet Systems | Gas Purchases |  $ 2,207.76  |
|  | Wagner Auto Supply | Oil Filters for mower, Police car radiator |  $ 916.81  |
|  | Wagner Building & Supply | Supplies |  $ 412.82  |
|  | Wagner Super Foods | Office Supplies |  $ 13.33  |
|  | Yankton Janitorial Service | Supplies for Office |  $ 248.20  |
|  |  |  |  |
|  |  | **Total:** |  **$ 131,341.44**  |

All in favor, motion carried.

There was no new information on the ROCS Transit request. Motion by Mohr, seconded by Cimpl to continue the request to the October 2023 Regular Meeting. All in favor, motion carried.

City Attorney Beau Barret discussed the proposed changes to the Animal Control Ordinances. Information was reviewed. A first Reading of the Ordinance changes will occur at the Regular Meeting in October 2023.

Discussion followed regarding the Airport Lease with Arlen Kucera. Councilman Soukup stated that he had spoken with Kucera’s regarding removal of the property from the airport, and what reasonable amount of time to do that would be. Motion by Kirwan, second by Mohr to direct Barrett to send a letter to Kucera’s POA directing them to pay the leases for 2021, 2022, and 2023 in full and to have all property located in the hangar removed by December 31, 2023, and to send a letter to John Otte giving him the December 31, 2023 deadline to remove the property he has stored in Kucera’s hangar. All in favor, motion carried.

Jeff McCormick and Jacob Sonne of SPN were present to discuss the engineering agreements for the Walnut Ave Project and the Highway 46 Utility Project. Motion by Cimpl, second by Abdouch to approve the Engineering agreements for the Walnut Ave Project and the Highway 46 Utility project and to authorize Mayor Tammy Thornton as the signatory on those documents and Debbra Houseman to attest the signature. All in favor, motion carried.

Discussion followed regarding a request to participate in the sponsoring of the Wagner Community School Athletic Events. The council instructed Houseman to contact the school and let them know they will sponsor a few games throughout the year. Houseman, will then bring more information to the October Meeting to finalize what the city will do.

Information and plans were shared regarding the nursing home.

The council was informed that Cameron Field has completed his 6 month probationary period as of 7/16/2023. Motion by Kirwan, second by Mohr to authorize the $.50 increase moving his wage from $24.50 to $25.00 retroactive to July 16, 2023. All in favor, motion carried.

Matt Williams was present to give the IT Department Report. The council was informed that Williams is working on a surplus list for IT.

Mike Kazena was present to report on each department he oversees and answer questions. Kazena reported that he is preparing to crack seal the streets, he is working on getting the pools and the parks weatherized and he is evaluating the removal of some trees. Kazena also stated that he is working on the Lead and copper reports for the state. Kazena also informed the council that he will be discharging the lagoon.

The council reviewed information for a Bobcat Skid loader from Titan Machinery. The council discussed the butler skid loader and size that was reviewed at the August 2023 meeting. The Bobcat Skid loader with trade in is about $14,000 less than the Butler Skid loader of comparable size with trade in. Motion by Abdouch, second by Soukup to authorize the purchase of the S650 T4 Bobcat Skid Steer Loader at the cost of $21,907.37 with trade in. All in favor, motion carried.

Kazena stated that he will have the information on the Hustler mower for surplus at the October 2023 meeting.

Police Chief, Damon Griffith, was present to give the Police Department Report. Griffith stated that he will be at a training on September 14, 2023, related to a Homeland Security Grant Griffith has applied for and is waiting to hear about the award of the grant. The council reviewed the activity report for the police department. Griffith informed the council that he has an applicant for a part-time position who is a certified officer. Motion by Soukup, second by Kirwan to hire Dustin Palmquist at $23 per hour part-time police officer. All in favor, motion carried.

Michelle Juffer was present to answer questions regarding the written report submitted for Wagner Area Growth and to introduce Margaret Doom the newly hired Wagner Area Growth Director.

Mayor Thornton informed the council that she is going to start holding “Mornings with the Mayor” once a month or once every two weeks at city hall to allow time for the residents to come and voice concerns and ask questions. Mayor also reminded the council to review the presentation from the elected official’s workshop.

Mayor Thornton declared a five-minute recess at 8:40 pm.

Meeting called back to order by Mayor Thornton at 8:45 pm.

Motion by Cimpl, second by Mohr to go into executive session at 8:46 pm for the purpose of personnel in accordance with SDCL 1-25-2. All in favor, motion carried.

Mayor Thornton declared the council out of executive session at 9:35 pm.

The council held the second reading of the 2024 Appropriations Ordinance No. 2023-001. Motion by Kirwan, second by Dufur to approve the second reading of the 2024 Appropriation Ordinance, Ordinance #2023-001 as follows:

**ORDINANCE NO. 2023-001**

**2024 APPROPRIATIONS ORDINANCE**

**Section I Be it ordained by the City of Wagner, Charles Mix County, South**

 **Dakota that the following sums are appropriated to meet the**

 **Obligations of the municipality.**

**General Fund**

**General Government**

41150 Contingency $ 66,659.39

41210 Mayor $ 47,650.00

41300 Election $ 1,900.00

41410 Legal $ 18,000.00

41420 Auditor/Finance $ 84,526.00

41920 General Government Buildings $ 131,072.98

 **Total General Government $ 349,808.37**

**Public Safety**

42100 Police $ 756,105.89

42101 Police 24/7 PBT $ 0.00

42126 Prisoner Housing $ 1,000.00

42900 Civil Defense $ 2,500.00

**Total Public Safety $ 759,605.89**

**Streets and Lighting**

43120 Streets $ 385,560.80

43160 Street Lighting $ 65,000.00

 **Total Streets and Lighting $ 450,560.80**

**Sanitation**

43240 Solid Waste Disposal $ 25,500.00

 **Total Sanitation $ 25,500.00**

**Culture, Recreation, Airport, & Armory**

43500 Airport $ 504,700.00

44100 Health Regulation & Inspection $ 0.00

44130 Mosquito Control $ 7,200.00

45124 Swimming Pool $ 101,800.00

45127 General Recreation $ 117,200.00

45200 Parks $ 64,700.00

45500 Library $ 90,827.87

45660 Armory $ 98,809.77

45800 Museums $ 5,000.00

 **Total Culture, Rec, Airport, & Armory $ 990,237.64**

**Economic Development**

46300 HRC Urban Redevelopment $ 47,298.65

46500 Economic Development $ 50,000.00

46520 Planning and Zoning $ 29,498.65

 **Total Economic Development $ 126,797.30**

 **Total General Fund $2,702,510.00**

 **Total 2024 Appropriation $2,702,510.00**

**Section II. The following funding sources fulfill the general fund obligations**

 **of the 2024 appropriation.**

**Tax Supported Funds General Fund**

Appropriations $2,744,083.51

**Means of Finance**

Unobligated Cash Balance $ 0.00

Taxes $1,492,783.00

Intergovernmental Revenue $ 909,917.00

Other Revenue $ 299,810.00

**Total Means of Finance $2,702,510.00**

**Section III.**

**Enterprise Funds Water Sewer**

Budgeted Expenses $585,783.22 $527,628.92

**Funding Source** **Water Sewer**

Proposed Revenue $581,500.00 $399,500.00

Sewer Fund Reserve $128,128.92

Total Means of Finance $582,500.00 $527,628.92

Section IV. The Finance Officer is directed to certify the maximum tax levy as made in

 this Ordinance to the County Auditor.

Roll Call Vote:

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

Nays: None

Absent None

Motion passed by a unanimous vote on its second reading.

1st Reading: August 23, 2023

1st Publication: August 30, 2023

2nd Reading: September 7, 2023

2nd Publication: September 13, 2023

3rd Reading will be on September 25, 2023,

 at 5:30 pm.

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 Tammy Thornton, Mayor

ATTEST:

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Debbra Houseman, City Administrator

Motion by Kirwan, second by Dufur to adjourn the meeting at 9:50 pm. All in favor, motion carried.

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 Tammy Thornton, Mayor

ATTEST:

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Debbra J. Houseman, City Administrator