

May 1<sup>st</sup>, 2023-unapproved

The City Council of the City of Wessington Springs met in regular session at the Office of Finance Officer at 7:00 P.M. on Monday, May 1<sup>st</sup>, 2023, with the following members being present: Ryan Knipfer, Tim Schooler via phone, Vicki Harmdierks, Natasha Waters, and Kari Fagerhaug and with Mayor Brian Bergeleen presiding. Also, in attendance was Linda Willman, Finance Officer and Gary Blue City Attorney. Councilman Layton Schimke was absent

Meeting was opened with pledge of allegiance.

A motion was made by Fagerhaug, seconded by Knipfer to approve the agenda as presented. Ayes: 5 Nays: 0 Motion carried.

Conflicts of Interest: none stated

A motion was made by Knipfer seconded by Harmdierks to approve all the April Council meeting minutes. Ayes: 5 Nays: 0 Motion carried.

A motion was made by Fagerhaug seconded by Waters to approve the April 2023 treasurer's report as presented. Ayes: 5 Nays: 0 Motion carried.

A motion was made by Harmdierks seconded by Fagerhaug, and with all Council members voting aye to approve the following bills for payment.

**BILLS**

<u>Vendor Name</u>	<u>Fund:</u>	<u>101</u>	<u>Description</u>	<u>Amount</u>
			<b>GENERAL FUND</b>	
American Trust Insurance			airport liability insurance	1,835.00
AmKota			supplies	1,406.97
B & S Service			repairs	823.36
Baker's			tires	623.45
Blue Haeder & Banks Law Office			professional service	1,000.00
Brodkorb, Vickie			election worker	200.00
Ellwein Brothers Inc.			beer-op agreement	3,733.75
EX Business Card			supplies/meals	124.04
Fastenal			supplies	14.28
Feistner Gravel & Excavation			gravel	595.59
Frank, Pam			election worker	200.00
Johnson Brothers			liquor-op agreement	3,151.22
Keep it Safe			off site backup	60.01
L & M Sanitation			garbage service	7,627.68
Mid-Dakota			utilities	43.00
Office Peeps			supplies	689.64
Porter			beer-op agreement	1,139.30
SD Dept of Revenue			malt beverage license renewals	900.00

SD Unemployment Ins Div		unemployment insurance	7.04
Springs Food Market		supplies	13.65
Thompson, Kay		election worker	200.00
Total Oil		gas/diesel	1,592.78
True Dakotan		minutes	449.93
True North Steel		blades	1,308.00
Venture		phone bill	1,117.78
		<b>Fund Total:</b>	<b>28,856.47</b>
	<b>Fund: 212</b>	<b>ADDITIONAL SALES TAX - 2ND</b>	
USDA Rural Development		loan payment	3,051.00
		<b>Fund Total:</b>	<b>3,051.00</b>
<b>Checking</b>	<b>1</b>	<b>Fund: 501 CAPITAL PROJECT FUNDS</b>	
Helms & Associates		engineering-airport taxiway	9,889.56
True Dakotan		bid notice	189.78
		<b>Fund Total:</b>	<b>10,079.34</b>
	<b>Fund: 602</b>	<b>WATER FUND</b>	
AmKota		supplies	282.70
Core & Main LP		socket	200.44
EX Business Card		postage	28.47
Hawkins		chemicals	2,386.34
Mid-American Research		supplies	1,072.08
SD Dept of Health		lab tests	15.00
SD Unemployment Ins Div		unemployment insurance	2.32
Springs Food Market		supplies	6.69
Total Oil		gas/diesel	213.05
US Bank		loan payment	1,725.96
Venture		phone bill	48.97
Wetzel House Moving		professional service	1,050.00
		<b>Fund Total:</b>	<b>7,032.02</b>
	<b>Fund: 603</b>	<b>ELECTRIC FUND</b>	
J & M Specialties		fuse	3.35
SD Unemployment Ins Div		unemployment insurance	4.44
Total Oil		gas/diesel	213.05
Venture		phone bill	234.09
WESCO		wire/supplies	6,414.60
Wetzel House Moving		professional service	1,050.00
		<b>Fund Total:</b>	<b>7,919.53</b>
	<b>Fund: 604</b>	<b>SEWER FUND</b>	
AmKOTA		supplies	25.98
EX Business Card		postage	37.95
Ramkota Inn		lodging	419.97
SD Dept of Health		lab tests	13.00
SD Unemployment Ins Div		unemployment insurance	2.32
Total Oil		gas/diesel	213.04
US Bank		loan payment	4,033.36
Vavra, James		postage	12.75
Venture		phone bill	48.97
		<b>Fund Total:</b>	<b>4,807.34</b>
	<b>Fund: 701</b>	<b>UTILITY DEPOSIT FUND</b>	
Campos, Maria		deposit refund	84.72
City of WS		bill paid from deposit-campos	165.28
Rebecca, Doty		deposit refund	125.00
		<b>Fund Total:</b>	<b>375.00</b>
		Self Insurance	2,826.07
		<b>Checking Account Total:</b>	<b>64,946.77</b>

PREPAIDS

<u>Vendor Name</u>	<u>Description</u>	<u>Amount</u>
<b>Fund: 101</b>	<b>GENERAL FUND</b>	
Central Electric Cooperative	utilities	283.14
CHS/Farmers Alliance	propane	510.00
Ellwein Brothers Inc.	beer-op agreement	8,618.55
Johnson Brothers	liquor-op agreement	2,778.09
Mid-Dakota	water-airport	43.00
Porter	beer-op agreement	3,401.41
Republic	liquor-op agreement	1,907.58
SD Dept of Revenue	sales tax	586.36
Southern Wines & Spirits of SD	liquor-op agreement	999.33
	<b>Fund Total:</b>	<b>19,127.46</b>
<b>Fund: 603</b>	<b>ELECTRIC FUND</b>	
Heartland	power	38,577.26
SD Department of Revenue	sales tax	5,670.39
WAPA	power	19,245.59
	<b>Fund Total:</b>	<b>63,493.24</b>
<b>Fund: 604</b>	<b>SEWER FUND</b>	
Central Electric	utilities	61.45
	<b>Fund Total:</b>	<b>61.45</b>
	<b>Checking Account Total:</b>	<b>82,682.15</b>

PAYROLL

Payroll	Finance Office	2,701.88
Payroll	Street	590.78
Payroll	Landfill	691.48
Payroll	Library	1,194.98
Payroll	Water	2,762.02
Payroll	Electric	4,032.20
Payroll	Sewer	2,762.08
SD Retirement	contributions	5,264.24
SD Office of Child Support	contributions	631.00
Wellmark	insurance	5,796.98
AFLAC	insurance	304.02
Colonial	insurance	328.76
Division of OASI	social security/Medicare	3,444.18
Federal Tax Payment	withholding	1,442.85
Flex Account	contributions	140.00
	<b>Total:</b>	<b>\$32,087.45</b>

A motion was made by Knipfer, seconded by Waters to adjourn as former Council and reconvene with the following members present Ryan Knipfer, Vickie Harmdierks, Kari Fagerhaug, Natasha Waters, and with Mayor Brian Bergeleen presiding. Also, in attendance were Linda Willman Finance Officer and Gary Blue City Attorney. Councilman Layton Schimke was absent.

The Oath of Office was given to Vicki Harmdierks and Kari Fagerhaug by City Attorney Gary Blue.

A motion was made by Harmdierks, seconded by Fagerhaug to appoint Tim Schooler as 3<sup>rd</sup> Ward Councilman for a one-year term. Ayes: 4 Nays: 0 Motion carried.

The Oath of Office as give to Tim Schooler via the phone by City Attorney Gary Blue and he joined the meeting.

A motion was made by Knipfer, seconded by Fagerhaug to approve the agenda with the addition for discussion only on special liquor license. Ayes: 5 Nays: 0 Motion carried.

No conflicts of interest were noted.

A discussion was held on the president and vice president position. Knipfer made a motion seconded by Harmdierks to nominate Kari Fagerhaug for President of the Council and those nominations cease, and a unanimous ballot be cast. Ayes: 5 Nays: 0

Knipfer made a motion seconded by Waters to nominate Vicki Harmdierks for Vice-President of the Council and those nominations cease, and a unanimous ballot be cast. Ayes: 5 Nays: 0

A motion was made by Knipfer, seconded by Harmdierks to approve the True Dakotan as the official newspaper, and American Bank and Trust as the official bank for the City of Wessington Springs. Ayes: 5 Nays: 0 . Motion carried.

The list of committee members was presented to the Council. Following a discussion, a motion was made by Ryan, seconded by Harmdierks to approve the committee list. Ayes: 6 Nays: 0

Committees (May 2023 to April 2024)

Electric	Head: Layton Schimke Ryan Knipfer
Water-Sewer	Head: Tim Schooler Vicki Harmdierks
Pool	Head: Ryan Knipfer Vicki Harmdierks Kari Fagerhaug
Street-Landfill-Park	Head: Ryan Knipfer Layton Schimke
Finance Office-Library-Safety	Head: Kari Fagerhaug Tim Schooler
House/Properties	Head: Vickie Harmdierks Natasha Waters
Personnel	Entire Council

The appointment term for the Wessington Springs Zoning Board is 2 years.

Zoning:	Lloyd Kraft	term ending April 2025
	Lila Hoffman	term ending April 2025

Betsy Schroeder term ending April 2024  
Glen Cooper term ending April 2024  
Ryan Knipfer term ending April 2024

The appointment term for the Wessington Springs Airport Board is 2 years.

Airport: Brian Bergeleen term ending April 2025  
Bernie Maxwell term ending April 2025  
Dennis Amick term ending April 2025  
Wayne Grohs term ending April 2024  
Kirk Luymes term ending April 2024

Library Board: Jessica Kingery  
Rebecca Heumiller  
Vickie Brodkorb  
Joel Boschee  
Ryan Jensen

Library Board: Vickie Harmdierks  
District 3: Brian Bergeleen  
Tri-County Landfill: Natasha Waters  
Revolving Loan Fund: Kari Fagerhaug  
Development Board Liaison: Natasha Waters

Mayor: Brian Bergeleen  
Finance Officer: Linda Willman  
Electric Superintendent: Phil LaBore  
Water/Sewer Superintendent: Jim Vavra  
Street/Park Superintendent: Phil LaBore  
City Attorney: Gary Blue  
Airport Manager: Brian Bergeleen  
Zoning Administrator: Linda Willman

Mayor Brian Bergeleen announced this was the time for public comment.

Mike Schmit of Helms and Associates met with the board to present the bids received for the airport taxi lane project. Only one bid was received from VanDerPol Construction of Mitchell in the amount of \$1,233,667.65. Following a discussion, a motion was made by Knipfer seconded by Waters that a tentative award for AIP Project #3-46-0080-016-2023 Taxiway/Taxi lane Improvements, Bid Schedule A, Alternate Bid No. A1, and Bid Schedule B is made to VanDerPol Dragline, Inc., Mitchell, South Dakota in the amount of \$1,233,667.65 contingent upon receipt of an FAA Grant Offer. Ayes: 5 Nays: 0 Motion carried.

A discussion was held on the Independent Fee Evaluation that was conducted for the engineering services for the Wessington Springs Airport Taxiway/Taxilane. A scope of engineering services was submitted to Mead & Hunt to complete an Independent Fee Evaluation for the project.

	Mead & Hunt, Inc	Helms & Associates
Bidding & Negotiation	\$ 13,322	\$ 9,589.82
Construction Administration	\$ 58,474	\$ 68,397.46
Resident Engineering	<u>\$141,446</u>	<u>\$116,877.54</u>
Total	\$213,242	\$194,864.82

A motion was made by Knipfer, seconded by Waters to approve the Independent Fee Evaluation and authorize the Finance Officer to submit the paperwork to South Dakota Department of Transportation/FAA in Pierre. Ayes: 5 Nays: 0 Motion carried.

Amendment #2 for engineer services costs for the Airport Taxiway/Taxilane project for Section 2 for \$9,589.56, section 3 \$68,397.46, and section 4 for \$116,877.54 from Helms & Associations was presented to the Council for approval. A motion was made by Knipfer, seconded by Waters to approve the amendment for engineer services for the Airport Taxiway/Taxilane project. Ayes: 5 Nays: 0 Motion carried.

A motion was made by Water, seconded by Fagerhaug to authorize the Mayor to sign the FAA Grant Application, FAA Grant Offer and all necessary paperwork for the Contract Documents for the Airport Taxiway/Taxilane project. Ayes: 5 Nays: 0 Motion carried.

Department heads Phil LaBore and Jim Vavra met with the Council.

A motion was made by Fagerhaug, seconded by Waters to hire Haleigh Mulder as head lifeguard at a hourly rate of \$13.50 and Brock Krueger as lifeguard at a hourly rate of \$13.00. Ayes: 5 Nays: 0 Motion carried.

An update was given on the College Avenue and 2<sup>nd</sup> Street Project. The additional funding was award in the form of loans. Paperwork and loan documents will need to signed and finalized before the projects can be bid.

A discussion was held on the rental of a patch machine. Following the discussion, a motion was made by Knipfer, seconded by Waters to approve the rental of the patch machine for one month after July 4<sup>th</sup>, 2023 for a monthly rate of \$7,800 and a half of a semi-load of product at a cost of \$16,591.00. Aye: 5 Nays: 0 Motion carried.

Attorney Gary Blue gave an update that they are just finishing proofing the ordinances and that they will be done for the June meeting.

The 2022 Annual Report was prepared by the Finance Officer and presented to the Council. As of December 31<sup>st</sup>, 2022, City Funds of \$3,277,195.36 were deposited in the American Bank and Trust of Wessington Springs and City Funds of \$239,828.05 were deposited in trust at First Bank & Trust in Brookings for bond debt reserve and bond payment. A breakdown of all funds for the City of Wessington Springs is as follows:

American Bank & Trust	\$ 3,177,069.68	General Fund	\$ 623,763.15
Less outstanding warrants	\$ ( 66,363.85)	Add. Sales Tax	\$ 679,594.35
		Loan reserve	\$ 38,460.00
		Capitol Project	\$ .00
Plus outstanding deposits		Water Fund	\$ 92,602.19
		Loan reserve	\$ 7,594.23
Reconciles open account	\$ 3,110,705.83	Electric Fund	\$ 616,151.70
		Elect Bond fund	\$ 152,098.44
Petty Cash	\$ 100.00	Elect Bond res.	\$ 254,484.85
Change Fund	\$ 300.00	Sewer Fund	\$ 768,201.40
Incidental Fund	\$ 500.00	Loan Reserve	\$ 17,746.79
Library Fund	\$ 165,589.53	Utility Deposit	\$ 47,296.38
		Library	\$ 165,589.53
American Bank & Trust Total	\$ 3,277,195.36	Employee Flex	\$ 1,440.40
		Self Insurance	\$ 52,000.00
First Bank & Trust, Brookings, SD	\$ 239,828.05		
Total City Funds	\$ 3,517,023.41		\$ 3,517,023.41

A motion was made by Harmdierks, seconded by Waters to accept the annual report. The annual report will now be sent to the Department of Legislative Audit and the newspaper for publication. Ayes: 5 Nays: 0 Motion carried.

The 2022 annual reports for SRF were presented to the Council. Following a discussion, a motion was made by Knipfer, seconded by Fagerhaug to accept the annuals reports the will now be submitted SD DENR. Ayes: 5 Nays: 0 Motion carried.

A discussion was held on the WAPA Renewable Energy Designation form authorizing Heartland to be our designated representative. Following the discussion, a motion was made by Knipfer, seconded by Harmdierks to authorize the Mayor to sign the designation form. Ayes: 5 Nays: 0 Motion carried.

The annual request for the WS Volunteer Fire Department in the amount of \$12,128 was presented to the Council. Following a discussion, a motion was made by Waters, seconded by Fagerhaug to approve the request. Ayes: Nays: 0 Motion carried,

A discussion was held on security cameras at the pool. Following a discussion, a motion was made by Knipfer, seconded by Waters to approve the purchase of 4 security cameras from Venture at a cost of \$2,703.97.

The annual renewals for the malt beverage licenses for Prairie Lounge, Humm Dinger, Slippery's, Starlight Bowling, Dollar General, and Baker's were presented for approval. A motion was made by Knipfer, seconded by Harmdierks to authorize the Mayor to sign the applications to be forward to Pierre for final approval. Ayes: 5 Nays: 0 Motion carried.

A motion was made by Harmdierks, seconded by Fagerhaug to approve expenses for the Human Resource and Finance Officer School to be held in Pierre, South Dakota on June 6<sup>th</sup> to 9<sup>th</sup>, 2023. Ayes: 5 Nays: 0 Motion carried.

A motion was made by Knipfer, seconded by Harmdierks to adjourn the meeting. Ayes: 5 Nays: 0 Motion carried.

\_\_\_\_\_  
Brian Bergeleen, Mayor

ATTEST: \_\_\_\_\_  
Linda Willman, Finance Officer

"This institution in an equal opportunity provider."

These minutes were published once at an estimated cost of \$





