

OFFICIAL PROCEEDINGS OF THE
CITY OF WEBSTER, SOUTH DAKOTA

Council room, City Hall, Webster, South Dakota, April 3, 2023, 6:30 p.m., regular meeting of the Webster City Council. Mayor Mike Grosek presiding. Present: Council members Derek Sinner, Wayne Klungseth, Dale Miller, Jim Grimes, Stacy Mount and via zoom Josh Bartos. Staff: Craig Baumgarn and Nicole Kwasniewski. Reporter and Farmer: Amanda Fanger.

MINUTES: Motion by Grimes, seconded by Sinner to approve the minutes from the March 6, 2023 regular meeting. Motion carried.

PAYROLL AND BILLS: Motion by Klungseth, seconded by Sinner to approve the following payroll and bills: Payroll (net) Admin. \$3547.46, L. Hoberg \$177.21, Liquor \$7741.56, OT T. Woodell \$86.42, Library \$2247.94. OT T. Ewalt \$507.94, Street \$8103.48, ST & OT D. Kirchmeier \$918.79, H. Fredericks \$559.58, OT J Van Beek \$59349, Police \$15720.30, ST C. Baumgarn \$281.49, D. Collins \$297.70, OT J. Van Elsacker \$301.13, Animal Control \$451.68, Sewer \$5385.76, OT D. Valsvig \$84.57, O. Wyffels \$197.50, Water \$6020.06, City Hall \$1535.80.

Bills: Postmaster \$270.68-bulk mailing, SD State Treasurer \$4983.10-sales tax, USDA Rural Development \$8042.00-loan payment lagoon, \$3449.00-loan payment fire hall, Dacotah Bank \$65.00-service fee, A & B Business \$222.26-copier & printer contract, AFLAC \$297.89-insurance, American Family Life Assurance \$720.06-insurance, Anchor Industries \$1501.00-parts, Aramark \$185.04-clothing allowance, Auto Value Parts \$146.28-supplies, Bierschbach Electric \$1520.60-service, Bigfoot Distributing \$103.75-merchandise, Capfirst Equipment Finance \$1373.00-golf car lease, Cardmember Service \$2016.25-books, supplies, merchandise, Evelyn Christensen \$50.00-service, City of Webster \$733.79-utility bills and employee prepayments, Claims Associates \$3409.27-insurance reimbursement, Coca Cola \$451.50-merchandise, Collaborative Summer Library \$168.48-supplies, Colonial Life \$243.52-insurance, Cortrust Bank \$4030.76-loan payments, Crystal Clean Laundry \$244.81-rugs, Dakota Pump & Control \$5611.34-part, service, Dakota Structured Cabling \$480.28-service, Dave Hahler Automotive \$86.92-parts, labor, Dependable Sanitation \$464.61-garbage service, Don's Repair \$82.68-supplies, Ellwein Brothers \$54724.40-merchandise, Emery-Pratt Co. \$199.62-books, Fastenal Company \$162.48-supplies, Health Pool of SD \$21659.92-insurance, Helms & Associates \$28291.29-pay requests airport & water/sewer projects, Chad Hesla \$459.99-supplies, ITC \$819.06-phone, internet service, Johnson Brothers \$36856.57-merchandise, Just Ice \$282.50-ice, M & T Fire and Safety \$795.60-service, Marko Canning \$30.00-merchandise, Mcleod's Printing & Supply \$71.02-supplies, Michael Todd & Company \$1166.19-parts, Midcontinent Communications \$328.10-internet, Midwest Pest Control \$77.00-serive, Milbank Winwater Works \$396.51-supplies, Northstar Mechanical \$37.32-parts, Northwestern Energy \$11094.76-lights and power, Pollard Water \$47.20-supplies, Porter Distributing \$10537.81-merchandise, Prairie Berry Winery \$1068.00-wine, Productivity Plus Account \$13.35-parts, RDO Equipment \$52.50-parts, Reliance Standard \$71.24-insurance, Reporter and Farmer \$1224.41-legals, ads, bids, Republic National Distributing \$10043.11-merchandise, Ringgenberg Electric \$535.72-serive, Ryan's Candy \$459.95-merchandise and supplies, SD Dept of Public Safety \$390.00-serice, SD Government Finance Officer

\$75.00-registration, SD Governmental HR School \$50.00-registration, SD Public Assurance Alliance \$96748.02-insurance renewal, SD Public Health Laboratory \$30.00-water samples, SD Retirement System \$9728.97-contributions, SD Supplemental Retirement \$210.00-contributions, SD Unemployment \$2108.52-insurance, SDML Work Comp Fund \$1300.00-audited bill, Scott Sjurson \$123.47-parts, Snaza Implement \$238.50-parts, Southern Glazers of SD \$9764.89-merchandise, Stein Sign Display \$974.00-serive, Team Laboratory Chemical \$1616.00-supplies, TLC Marine Service \$245.00-parts, Twin Valley Tire/Community Oil \$374.60-pats, Valiant Vineyards \$550.80-wine, WEB Water \$25545.84-water, Webster Ace \$982.25-supplies, With The Wind Winery \$117.48-wine, Daniel Graue \$173.11-refund over payment and bond, Library \$30.00-1st qtr expenses, Fire Dept. Accounts \$14141.05-1st qtr expenses, Payroll taxes \$16124.86. Motion carried.

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

SUMMER HELP: Motion by Grimes, seconded by Miller to hire the following individuals for summer help at the hourly pay rates: Swimming Pool Manager Gavin Sannes \$14.50, Assistant Managers Stephen Hairgrove \$14.25 and Erin Case \$13.50, Lifeguard Max Kuecker \$13.50, Caleb Sannes \$13.50, Addison Kuecker \$13.00, Alaina Baumgarn \$13.00, Ella Kaufman \$13.50, Thomas Kuecker \$13.00, Carson Mount \$13.00, Madison Block \$13.00, Allison Case \$13.00, Rayna Johnson \$13.00, Josie Spiering \$13.00, Concession Worker Karli Sannes \$11.00, Swim Team Coach for 2023 Gavin Sannes \$2000.00. Motion carried.

CITY WIDE CLEAN-UP: No action was taken at this time.

TRAINING: Motion by Mount, seconded by Klungseth to approve Nicole Kwasniewski to attend the Human Resource and Finance School in Pierre, June 6-9. Motion carried.

ELECTION: A municipal election will be held on April 11 for Ward III 2-year term candidates. Motion by Miller, seconded by Sinner to appoint Barb Tompkins, Janet Marx and Louis Lux as election workers and pay \$15.00 an hour. Motion carried.

Motion by Sinner, seconded by Miller to set a special meeting for Thursday April 13 at 1:00 p.m. to canvass the election. Motion carried.

ABANDONED STRUCTURES: Motion by Miller, seconded by Mount to advertise a signup period for individuals wanting to remove abandoned structures on residential properties providing the City of Webster and property owner split costs 50/50 for removal and disposal of structures. Individuals are to contact City Hall for more information.

DOG PARK: Motion by Sinner, seconded by Miller to approve the following resolution for the dog park:

RESOLUTION #221 OF GOVERNING BODY

WHEREAS; the United States of America and the State of South Dakota have authorized the making of grants from the Land and Water Conservation Fund (LWCF) to public bodies to aid in financing the acquisition and/or construction of specific outdoor recreation projects;

NOW THEREFORE BE IT RESLOVED by the Mayor and City Council of the City of Webster:

1. That Mike Grosek, Mayor, is hereby authorized to execute and file an application on behalf of the City of Webster with the National Park Service, U.S. Department of the Interior, through the State of South Dakota, Department of Game, Fish and Park, Division of Parks and Recreation, for an LWCF grant to aid in financing The Webster Park Project for the City of Webster South Dakota and its Environs.
2. That Mike Grosek, Mayor, is hereby authorized and directed to furnish such information as the above mentioned federal and/or state agencies may reasonably request in connection with the application which is hereby authorized to be filed.
3. That the City of Webster shall provide a minimum of 50% of the total cost of the project; and will assume all responsibility in the operation and maintenance of the project upon completion of construction, for the reasonable life expectancy of the facility.

IN WITNESS THEREOF, I have hereunto set my hand this 3rd day of April 2023.

Mike Grosek
Mayor

ATTESTED and FILED this 3rd day of April 2023.

Nicole Kwasniewski
Recording Officer Signature

Finance Officer
Title

Seal (notary or city)
Motion carried.

BUDGET SUPPLEMENTS: Motion by Klungseth, seconded by Sinner to supplement the airport budget \$1130.90 for BIL grant reimbursement. Motion carried.

AIRPORT: Motion by Miller, seconded by Mount approving the mayor to sign the Airport Fuel System Design Grant and all necessary paperwork that pertains to the project. Motion carried.

Motion by Sinner, seconded by Miller approving the mayor to sign the American Rescue Grant closeout report for a \$22,000 airport grant. Motion carried.

SUMP PUMPS: With the warmer weather approaching residents will be asked to stop pumping storm or drainage water into sanitary sewers and start pumping the water outside.

SALARIES: Motion by Grimes, seconded by Miller to increase James Van Elsacker's wage to \$21.50/hr. Motion carried.

POLICE: Craig Baumgarn, Chief Police, explained to the council that he is applying for a Highway Safety Grant, which allows them to buy equipment at a 80/20 cost share (20 city share). The police department is looking at purchasing a couple speed signs with this grant to put up in town.

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

RESOLUTION #222

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 – Adopted 04/03/2023

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

Plumbing License-initial fee \$60.00

Electrical License-initial fee \$60.00

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 ½ lot) \$300.00

Burials \$650.00

Cremains \$100.00

Saturday, Sunday or Holiday Services \$100.00 extra

Winter cremains \$650.00

Club House Rental - \$125.00
Tournament Fee - \$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 3rd day of April, 2023.

Mike Grosek
Mike Grosek, Mayor

Attest:

Nicole Kwasniewski
Nicole Kwasniewski, Finance Officer

Motion carried.

DRINKING WATER REPORT: Motion by Miller, seconded by Klungseth to publish the 2022 Drinking Water Report. Motion carried. A copy of the report is on file at City Hall.

POOL: Motion by Sinner, seconded by Miller to purchase a new pump/chemical system for the pool, that WAVE said they would purchase. Motion carried.

Motion by Miller, seconded by Grimes to have Horizon Commercial Pools proceed with repair work on the pool for cracks that need to be sealed and some broken gutter pieces. Motion carried.

LIQUOR STORE: The liquor store loading door needs some repair work done. A proposal from House of Glass to replace the door with a 6 x 7-foot double steel insulated roll up door for \$4635.00 was presented to the council. Discussion was held to move forward with replacing the door.

AUDIT: Motion by Mount, seconded by Klungseth to approve the mayor to sign the engagement letter with Eide Bailly, CPA's, for an audit of the City records for 2022. Motion carried.

VOLUNTEERS: Motion by Miller, seconded by Sinner to approve the following as volunteers for the Library and to cover these individuals for work comp purposes: Teri Ewalt, Mary Sandve, Harriet Spaniol, Eloise Hortness, Bernie Kurkowski, Judy Breske, Mary Wambach, Mary Wagner, Cindy Hagen, Jeanne Bucholz, Melissa Bent, Ashley Baumgarn, Carol Gaikowski, Megan Moen and Gayle Nilson. Volunteers for the Ballfield: Joe Gaikowski, Ellen Hesla, Dan Williams, Ron Baum, Kevin Bohn, Steph Williams, Kevin Schimmel, Jeremy Joven, Chris Spiering, Andy Rithmiller, Jared McClurg, Craig Case, Randy Mount, Wade Rausch, Josh Hoven, Ryan Wagner, Tim Lesnar, Rich Solberg, Chuck Hesla, Mary Jean Hesla, Mike Grosek, Wayne Klungseth, Dale Miller, Jim Grimes, Derek Sinner, Josh Bartos, Stacy Mount, Mike Wiley and Jeff Nelson. Motion carried.

WATER PROJECT: Four bids were received for Phase II Water System Improvements: H&W Contracting, Sioux Falls, \$3,345,202.55; Dahme, Aberdeen, \$2,619,935.46; B&B Contracting Inc, Aberdeen, \$2,026,496.02; Duininck Inc, Prinsburg MN, \$2,647,160.20. Helms Engineering recommended that the bid be awarded to the lowest bidder B&B Contracting. Motion by Grimes, seconded by Sinner to accept B&B Contracting bid for Phase II Water System Improvements. Motion carried.

HOT AND COLD MIX BIDS: 7:00 p.m. This being the time and place for the opening of sealed bids for a season's supply of hot and cold mix. The following bids were received:

Bituminous Paving, Inc., Ortonville, MN	½ inch Hot Mix picked up at Odessa	\$85.00 per ton
LienTransportation, Aberdeen, SD	Hot Mix Asphalt FOB Aberdeen	\$92.75 per ton
	Hot Mix Asphalt delivered to Webster	\$115.00 per ton
Duininck Inc., Prinsburg, MN	Hot Mix Asphalt picked up	\$80.00 per ton
	Cold Mix	\$240.00 per ton
Jensen Rock & Sand, Inc., Mobridge, SD	Hot Mix FOB Aberdeen	\$92.75 per ton
	Cold Mix FOB Aberdeen	\$175.00 per ton

Motion by Miller, seconded by Grimes to accept Bituminous Paving, Lien Transportation, Duininck and Jensen Rock & Sand. Motion carried.

OTHER BUSINESS: Council talked about the library applying for a grant for \$1500.00 which will be used towards a project of putting up a mini outdoor library in town.

RESIGNATION: Motion by Miller, seconded by Sinner accepting Jim Grimes resignation as council member for Ward I effective as of May 1, 2023. Motion carried.

Motion to adjourn by Grimes, seconded by Klungseth. Motion carried. Next regular scheduled meeting is May 1, 2023 at 6:30 p.m.

Mike Grosek, Mayor

Nicole Kwasniewski, Finance Officer

The City of Webster is an equal opportunity provider.

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