

OFFICIAL PROCEEDINGS OF THE
CITY OF WEBSTER, SOUTH DAKOTA

Council room, City Hall, Webster, South Dakota, December 5, 2022, 6:30 p.m., regular meeting of the Webster City Council. Mayor Mike Grosek presiding. Present: Council members Josh Bartos, Derek Sinner, Wayne Klungseth, Jim Grimes, Dale Miller and Mike Dunse. Also present Stacy Mount. Staff: Craig Baumgarn and Nicole Kwasniewski. Reporter and Farmer: Amanda Fanger.

MINUTES: Motion by Klungseth, seconded by Sinner to approve the minutes from the November 7, 2022 and special meeting November 14, 2022 meeting. Motion carried.

PAYROLL AND BILLS: Motion by Grimes, seconded by Klungseth to approve the following payroll and bills: Payroll (net) Admin. \$3386.40, L. Hoberg \$141.53, Liquor \$6596.78, ST & OT T. Woodell \$289.49, Library \$3294.11, Street \$7684.76, ST J. Van Beek \$58.54, Police \$10676.10, ST & OT C. Baumgarn \$1414.03, D. Collins \$909.67, L. Rokusek \$870.45, ST A. Maldonado \$37.11, Animal Control S. Hargis \$276.94, Sewer \$7470.86, ST D. Valsvig \$120.67, Water \$3431.24, City Hall \$2964.86, Golf B. Jacobson \$769.58, Cemetery D. Kurkowski \$321.37.

Bills: SD State Treasurer \$6367.49-sales tax, USDA Rural Development \$8042.00-lagoon payment, \$3449.00-fire hall payment, Dacotah Bank \$65.00-service charges, Postmaster \$260.40-postage, A & B Business \$146.94-printer, copier contract, AFLAC \$297.89-insurance, American Family Life Assurance \$720.06-insurance, American Water Works \$227.00-membership, Aramark \$185.04-uniforms, Arctic Glacier \$274.41-merchandise, AT&T \$267.24-cell phones, Auditor's Office-Petty Cash \$159.52-postage, recording, license fee, Auto Value Parts Store \$296.91-parts, Banyon Data Systems \$169.00-service, Craig Baumgarn \$145.64-reimburesment, Bigfoot Distributing \$92.75-merchandise, Block Equipment & Service \$950.00-grave openings, service, Buhls \$244.39-services, Cardmember Service \$1368.70-books, supplies, merchandise, City of Webster \$920.35-employee prepayments, city water bills, Coca Cola Bottling \$499.50-merchandise, Colonial Life \$233.50-insurance, Colonial Research Chemical \$789.84-supplies, Connecting Point \$160.00-service, Cortrust Bank \$4030.76-

sweeper and liquor store loan payments, Dave Hahler Automotive \$51086.53-2021 Chevy pickup, service, parts, Day County Auditor \$15000.00-ambulance funding, Delaney, Nielsen & Sannes \$17291.14-fees, Dependable Sanitation \$493.91-garbage service, Ellwein Brothers \$47734.07-merchandise, Emery-Pratt \$251.03-books, Ferguson Water Works \$33.13-part, Galls \$246.81-supplies, Glacial Lakes Technology Service \$2395.50-service, parts, Hansmeier & Son \$200.00-lawn mix, Health Pool of SD \$19550.50-insurance, Helms & Associates \$170,873.44-pay requests airport hangar, water, wastewater system improvements construction phase and design, Hesla Services \$487.18-service, ITC \$858.07-phone service, J Gross Equipment \$10.90-supplies, JP Cooke Co. \$68.75-pet tags, Jensen Rock & Sand \$2227.50-service, Johnson Brothers \$20859.59-merchandise, Johnson Lumber \$118.97-supplies, Danny Kirchmeier \$180.00-reimbursement cell phone, Kroll Construction \$445.00-service, Lake Region Electric \$72.50-airport, cemetery lights, Main Street Design \$585.40-part, Marko Canning \$40.00-merchandise, Mereen-Johnson \$163.85-parts, Midcontinent Communications \$321.87-internet and cable, Brent Peterson \$1323.22-service, Mike's Jack & Jill \$193.19-supplies, Northwestern Energy \$8153.25-utilities, Overhead Door Co \$368.76-service, Pollard Water \$525.79-supplies, Porter Distributing \$11713.10-merchandise, RDO Equipment \$44.81-parts, Reliance Standard \$71.24-vision insurance, Reporter and Farmer \$409.39-publishing, Republic National Distributing \$15115.58-merchandise, Ryan's Candy \$300.65-supplies, SD Dept of Transportation \$62.50-windsock, SD Public Health Lab \$30.00-water samples, SD Retirement System \$8862.96-contributions, SD Supplemental Retirement \$210.00-contributions, Sioux Valley \$8777.63-fuel and gas, Scott Sjurson \$180.00-reimbursement cell phone, Southern Glazer's of SD \$10832.00-merchandise, SPS Works \$21.45-supplies, Tri-State Water \$20.85-water and rent, Twin Valley Tire/Community Oil \$577.35-service, Valley Office Products \$254.04-supplies, Walts Homestyle \$144.00-merchandise, WEB Water \$23835.86-water, Webster ACE \$662.64-supplies, Webster Area Development \$10000.00-second half funding, Webster Area Chamber of Commerce \$1850.00-employee chamber dollars, With the Wind Winery \$369.24-wine, Abby Den Herder \$100.00-refund bond, Payroll taxes \$23043.88. Motion carried.

REPORTS: Motion by Grimes, seconded by Klungseth to approve the Finance, Police and Liquor Reports. Motion carried.

POLICE: Motion by Dunse, seconded by Bartos to hire James Van Elsacker for patrolman as of January 9, 2023 at \$21/hr. Motion carried.

LEASE: Day County will be taking over the ambulance service from Mark and Renae Christensen December 15, 2022. The county will lease the ambulance building that is on City property. Motion by Grimes, seconded by Miller to approve the lease for a period of 20 years and payment of \$1.00 a year. Motion carried.

The 2004 Chevrolet half ton pickup that was listed as surplus was decided from the council to keep it and transfer it from the sewer department to the ballfield.

HOLIDAY: Motion by Miller, seconded by Sinner to close at noon on Friday December 23 and all-day December 26 in honor of the Christmas holiday. Also, the city will be closed at noon on Friday December 30 and all-day January 2 for the New Year holiday. Motion carried.

EMPLOYEE CHRISTMAS PARTY: The employee Christmas party is scheduled for February 10, 2023.

SPECIAL MEETING: Motion by Grimes, seconded by Miller to set the special year end meeting date for Tuesday December 27 at 5:00 p.m. Motion carried.

Motion by Sinner, seconded by Dunse to approve \$100.00 in Chamber Dollars to each full-time City employee. Motion carried.

WAGES: Proposed wage scale for 2023 was reviewed with no action taken at this time.

COVID POLICY: Motion by Grimes, seconded by Bartos that the current covid policy will no longer be effective. If any employee tests positive for covid they must use their sick or vacation time. Motion carried

AGREEMENT: Motion by Miller, seconded by Klungseth approving the mayor to sign the Joint Cooperative Agreement with NE Council of Governments for calendar year 2023. Motion carried. Local share of \$1,720.07 will be billed in January. NECOG provides planning, technical and grant assistance to local governments.

BUDGET SUPPLEMENT: Motion by Klungseth, seconded by Sinner to supplement the armory budget \$17,521.04 for insurance reimbursement. Motion carried.

ORDINANCE #538: First Reading of Ordinance #538, Supplemental Appropriation was approved with a motion by Grimes, seconded by Sinner. Motion carried.

AIRPORT: Due to some minor issues still with the new hangars, renters are still unable to move in at this time until the city hears from Helms Engineering. Helms did say they were hoping to have it cleared up by the end of December.

RESIGNATION: Mary Sandve turned in her resignation letter effective for December 22, 2022. Klungseth made a motion to accept the resignation, Dunse seconded. Motion carried.

JANUARY MEETING: Motion by Sinner, seconded by Bartos to hold the January council meeting on Wednesday, January 4 at 6:30 due to the New Year Holiday. Motion carried.

SURPLUS: Motion by Grimes, seconded by Miller to open bids for the eight 2018 gas golf cars on January 4, 2023 at 7:00 p.m. Motion carried.

7:00 p.m. This being the time and place for a hearing for a variance for Thomas Garrison, 301 East 12th Avenue, to construct a garage closer than the required five feet from property line. Hearing no objections, motion by Miller, seconded by Dunse granting the variance. Motion carried.

7:05 p.m. CITY PROPERTY: This being the time and place for the opening of sealed bids for the described property: The west 57 feet of Lots 18 and 19, and the west 57 feet of the north 10 feet of Lot 20, Block 1 of the Harrison Addition to the City of Webster, Day County, South Dakota (total of 3,420 square feet – 57' x 60'). Any surveying or appraisal fees will be paid by the buyer. One bid was received from:

James B. Bohrer, 403 West 5th Avenue, Webster, SD for \$2450.00

Motion by Grimes, seconded by Bartos to accept James B. Bohrer's bid. Motion carried.

The following building permit was approved with a motion by Grimes, seconded by Miller:

Building Permits:

Thomas Garrison, 301 E 12th Ave, garage, \$34900

Motion carried.

RESIGNATION: Motion by Miller, seconded by Klungseth accepting Mike Dunse's resignation as council member for ward III effective as of December 5, 2022. Motion carried.

OTHER DISCUSSION: Discussion was held about where oil changes can be done for vehicles and liquor store hours.

Fire Chief Robert Kwasniewski was present to recognize Chris Gravley as a new member to be added to the volunteer fire department. Motion by Grimes, seconded by Klungseth to acknowledge Gravley. Motion carried.

Motion by Klungseth, seconded by Dunse to adjourn. Motion carried.

Mike Grosek, Mayor

Nicole Kwasniewski, Finance Officer

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