

City Board Proceedings  
December 2, 2024  
7:30 P.M.

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

Treichel 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 4, 2024, meeting. All aye. Motion carried.

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

D. Bauman moved and Lehr seconded to approve the payment of the following bills, including pay request #2 from Sentry. All aye. Motion carried

**Pre-Authorized Payments:**

**November 20, 2024, payroll:** FO – \$979.13; Hwy & Streets – \$1901.87; Water Dept.- \$237.73; Sewer Dept - \$237.72.

**November 15, 2024, bills:**

Core Papers – supplies \$459.39; Dahme Construction – professional fees - \$72,201.87; EFTPS – WHT, SS, & Med. Tax - \$2399.47; First State Bank of Roscoe – fees - \$10.00; Hanson’s Inc – professional fees - \$1675.03; HF Jacobs & Sons Construction – professional fees – 6737.91; SD Retirement System – November retirement - \$1101.42; SDRS-SRP – retirement - \$250.00; Visa – supplies - \$1101.58; WEB Water – water - \$5392.98;

**December 5, 2024, payroll:** Trustees – \$699.95; FO – 963.98; Hwy & Streets – \$1657.90; Water Dept.- \$207.25; Sewer Dept - \$207.20.

**December 2, 2024, bills:**

Bantz, Gosch, & Cremer – legal services - \$104.52; Dakota Supply Group – supplies - \$1325.03; Gibson Publishing – November minutes - \$77.37; H&H Contracting – tower maintenance - \$5304.00; Hase Plumbing & Heating – repairs - \$928.58; Health Pool of SD – December health insurance - \$2532.60; Montana Dakota Utilities – utilities - \$1679.13; SD State Treasurer – sales tax – \$124.44; SDRS-SLP – retirement - \$250.00; Sentry – professional fees - \$150,207.40; Venture Communications – utilities- \$266.47.

M. Bauman moved and Treichel seconded to approve the change order #2 from Sentry for additional groundwork done for the new city office building, for removal of the old grocery store foundation. All aye. Motion carried.

No one was there for public comments.

Hettick moved and D. Bauman seconded to approve the roster for Active Firemen and First Responders for insurance purposes. Motion carried. Roster is posted in the City Office.

FO Bauman shared with the Board information about the Prairie Combine App that has been developed by the Eureka Chamber & Development Co. This app allows communities to put in their information and events, and be seen easily by those in the community and surrounding communities. Events and businesses can also be seen together for all the communities joined so

people can stay local for many things. Hettick moved and D. Bauman seconded to approved joining in on this app, if still able to make the discount start-up price. All aye. Motion carried.

An update with given for code enforcement. Discussion on future code enforcement was held.

Roscoe became in violation of the surface water discharge permit with being noncompliant for completing a study on the wastewater system following the construction ending by October due date. New schedule dates have been requested.

D. Bauman moved and Lehr seconded to pass the first reading of Ordinance #391: An Ordinance to Amend the Midcontinent Franchise Agreement. Roll-call vote: All aye. Motion carried.

Nathan Miller spoke with the Board

- Dahme Construction to fix gate valve and hydrant soon; locates have been called in already
- There was a water leak at the park bathrooms; power had to be turned back on due to freezing; problem with shut off
- Nathan discussed water turn off fees when the meter is needed to be taken out, to prevent freezing
- Discussion on getting a roll-off dumpster for over the winter months to provide a place for large items that would normally go to the rubble site, but as the rubble site is closed, no place to take it.

FO Bauman reported to the Board:

- Election date is set for April 8. Working with the school about potentially combining with them for the election. There will be two open vacancies on the Roscoe Board, with petitions able to be taken out January 31<sup>st</sup>.

-With the closing of the project checking, there are checks for shredding. There is no policy set for this, so will need to find the best way to keep track of shredding.

-Personnel policy updated for pay period change and discussion held on vacation time, with Jim going from full-time to part-time.

-South Dakota Retirement System is changing their online reporting. Everything is being updated for faster processing, and this includes switching to payment through ACH. D. Bauman moved and M. Bauman seconded to approve signing up for ACH retirement payment when the time comes for needing to switch. All aye. Motion carried.

-The end of the 2024 year/start of 2025-year inventory is being done and will be on file in the city office.

- There will need to be items purchased for the new city office building. FO Bauman would like to know how the Board wishes to proceed with that: Board decided on having a list made of items needed and best price found for those items.

The next regular meeting is Monday, January 6, 2025, @ 7:30 pm.

Rabies clinic will be held December 6<sup>th</sup>, from 11 am to 1 pm at the City Shop.

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

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

Attest: Nicole Bauman  
Finance Officer

Leland Treichel  
President

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