

City Board Proceedings  
January 3, 2023  
7:30 P.M.

The Roscoe City Trustee Board met in regular session in the City Office with President Treichel presiding. Members present were Hettick, Lehr, D. Bauman, and M. Bauman. Others present: Jim Fonder.

Lehr moved and D. Bauman seconded to approve the agenda. All aye. Motion carried.

No Conflicts of Interest were declared,

Hettick moved and M. Bauman seconded to approve the minutes of the December 5, 2022, meeting. All aye. Motion carried.

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

Lehr moved and D. Bauman seconded to approve the payment of the following bills. All aye. Motion carried.

**Pre-Authorized payment – December 16 & 29, 2022:**

First State Bank of Roscoe – fees - \$22.00; Fordham Signs & Designs – park sign - \$750.00; Francotyp-Postalia, Inc –postage meter - \$81.18; petty cash – holiday drawings - \$500.00; Roscoe Trustworthy Hardware – supplies - \$31.38; SD Retirement System –Jim beginning December retirement - \$235.48; VISA – pet tags & flowers - \$196.45; EFTPS –WHT, SS, & Med. Tax - \$2278.90; Maria Martinez – deposit refund - \$150.00; Nancy Spielmann – deposit refund - \$100.00.

**December 16, 2022, Payroll:** Hwy & Streets – \$630.68; Water Dept.- \$78.84; Sewer Dept - \$78.84, snow – \$415.10;

**January 3, 2023, payroll:** Board –\$571.45; FO – \$1510.75; Hwy & Streets – \$823.40; Water Dept.- \$102.92; Sewer Dept - \$102.92; snow removal - \$654.99; utilities – cell phone reimbursement - \$50.00.

**January 3, 2022, bills:**

Adee Honey Farms – 2023 easement - \$5.00; Avera Occupational Medicine – testing - \$106.00; Dakota Pump & Control – contactor - \$746.94; DANR – 2023 Fees - \$250.00; Dept of Health – water testing/lagoon samples - \$330.00; Edmunds Central School – 1/3 sign cost - \$14,453.00; Francotyp-Postalia, Inc –ink - \$129.99; Gibson Publishing – December minutes, hearing notice - \$114.81; H&H Contracting – pump for tower - \$1465.74; Hawkins – cylinder fee - \$10.00; Montana Dakota Utilities – utilities - \$2117.47; SD Govt. Finance Officers’ Assoc. – 2023 membership - \$40.00; SDML – 2023 city dues - \$515.55; SDML Workers Compensation Fund – 2023 premium - \$3235.00; SD Retirement System – remaining December retirement - \$541.80; Steven Schurr – 2023 easement - \$70.00; Venture Communications – phone service & internet - \$239.62.

Hettick moved and Lehr seconded to approve Finance Officer to pay bills and payroll prior to board approval to avoid service charge, to receive a discount, to purchase necessary items, or in an emergency when the vendor will not charge the City. Motion carried.

This being the time for a Hearing for the applied Special 1-day event liquor license by the Roscoe Volunteer Fire Department for their Firemen's Ball on January 21, 2023. No one appeared to protest the license. Hettick moved and D. Bauman seconded to approve the Special Event License for the hours starting 12:01 pm January 21, 2023, to 2:00 am, January 22, 2023. All aye. Motion carried.

M. Bauman moved and D. Bauman seconded to name the following Firemen and First Responders for insurance purposes. Motion carried.

**Firemen:** Allen Beyers, Brian Beyers, Dennis Beyers, Ethan Beyers, Robby Fischer, Charles Hettich, Danny Kilber, Bernel Lee, Austin Malsam, Danny Malsam, Darin Malsam, Grant Malsam, Noah Miller, Jeff Paplow, Jonathan Rohrbach, Kenton Secker, Clay Spielmann, Mathew Waldner, Andy Weisser, Austin Weisser, Dylan Weisser, Mike Wiedrich, & Savanah Wolff.

**First Responders:** Allen Beyers, Dennis Beyers, & Mike Wiedrich.

There were no public comments.

Hettick moved and Lehr seconded to approve Resolution 2023-1: Resolution Establishing Contract for Legal Services. Roll call: all aye. Motion carried.

## **RESOLUTION 2023-1**

### **RESOLUTION ESTABLISHING CONTRACT FOR LEGAL SERVICES**

**WHEREAS**, the City of Roscoe by and through its duly elected council members hereinafter referred to as "City of Roscoe" deems it necessary to contract with a licensed attorney and/or law firm to provide legal services to the City of Roscoe.

**WHEREAS**, SDCL 9-14-23 provides that, "[t]he governing body of any municipal corporation may contract for legal services or employ an attorney under such terms and conditions as the governing body shall deem proper. Any contract for legal services with an attorney shall be made by ordinance or resolution. Such contract shall set forth the compensation to be paid and the specific services to be rendered."

**WHEREAS**, the City of Roscoe has decided to enter into a contract for a City Attorney for legal services at \$260.00 per hour.

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Roscoe hereby contracts with the law firm of Bantz, Gosch & Cremer, L.L.C., to provide legal services to the City of Roscoe from January 1, 2023, to December 31, 2023.

Dated this 3<sup>rd</sup> day of January, 2023.

Leland Treichel, President

ATTEST:

Nicole Bauman, Finance Officer

Jim Fonder reported to the Board:

- There is an oil leak on the payloader.
- Propane heater in the west water tower building needs fixing

Discussion was held on snow in alley and streets. There was a concern about piling snow in alleyways by residents, but snow in the alleys have been put there by Jim while cleaning streets. It was also discussed about hauling out snow. We will wait to see how the winter weather continues if we need to haul out snow.

Board discussed portions of the rough draft for a new personnel policy. Changes were made and policy will be updated. All hourly employees will be on same pay period of bimonthly.

Board discussed the possibility of changing the office hours to include some afternoons. No decision was made at this time.

The Lake Hiddenwood Foundation is looking for community support in their effort to have the lake redone. There is a proposed resolution being taken to the State Legislature and they would also like letters of support by the local communities. D. Bauman moved and Lehr seconded to agree on writing a letter of support for Lake Hiddenwood. All aye. Motion carried.

The 2023 Municipal Government Day is set for Tuesday night/Wednesday morning, February 7 & 8, 2023. If any council member would like to go, they need to let FO Bauman know by January 15<sup>th</sup> for registration.

Wages for the City Trustees and employees as of January 1, 2023, are as follows: President (Leland Treichel) – base pay of \$200 per month; regular, special, and equalization meetings - \$100 each.

Trustees (Dee Bauman, Michael Bauman, Dale Hettick, & Andrew Lehr) - \$100 per meeting for regular, special, and equalization meetings.

Full time Maintenance (James Fonder) - \$26.08 per hour. Also, that the City shall pay for full single Health Insurance Premium. Cell phone reimbursement: \$50.00/month.

Finance Officer (Nicole Bauman) - \$21.28 per hour.

The next regular meeting is Monday, February 6, 2023, @ 7:30 pm.

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

Leland Treichel  
President

Attest:

Nicole Bauman  
Finance Officer

Published once at the total approximate cost of\_\_\_\_\_.