

City Council Proceedings
September 7, 2020
7:30 P.M.

The Roscoe City Council met in regular session in the City Office with Mayor Treichel presiding. Members present were Faw, Hettick, Bauman, Holscher, Lehr, and Rohrbach. Others present: Brandon Smid.

Hettick moved and Rohrbach seconded to approve the agenda. All aye. Motion carried

Bauman moved and Lehr seconded to approve the minutes of the August 3, 2020, meeting as read. All aye. Motion carried.

Holscher moved and Hettick seconded to approve the payment of the following bills. All aye. Motion carried.

Pre-Authorized payment – August 17, 2020:

AP Express – July fuel- \$310.94; Dale’s Building Supplies – supplies - \$52.21; FEM Electric – July electric - \$400.68; Leo Himmerich – deposit refund - \$25.00; Hosmer Vet – cat - \$66.66; Rock Tuff – supplies - \$27.98; Roscoe Hardware – supplies - \$142.22; SD One call – July locates - \$5.28; SDRS – Jim retirement - \$224.48; Visa – supplies - \$651.70; WEB Water – July Water - \$4491.83; Wiedrich Construction – materials and labor - \$30,000.00; EFTPS – WHT, SS, & Med. Tax - \$2164.80;

August 17, 2020 Payroll: Hwy & Streets – \$1012.42; Water Dept.- \$126.55; Sewer Dept - \$126.55; Mos Spraying: \$16.03; Utilities – cell phone - \$47.38;

September 1, 2020 payroll: Mayor & Council –\$756.15; FO – \$1452.08; Hwy & Streets – \$1606.42; Water Dept.- \$144.47; Sewer Dept - \$144.41; Res. Use Site – \$287.44; Park – \$349.72; Utilities – cell phone - \$47.38;

September 7, 2020 bills:

AP Express – fuel - \$171.54; Bantz, Gosch, & Cremer – legal services - \$3.75; Dept of Health – water testing - \$29.00; Dakota Supply Group – supplies - \$45.32; FEM Electric – August electric - \$420.84; Fire Safety First – annual inspection - \$123.00; Fischer Repair – batteries - \$302.52; Gibson Publishing – August minutes and bid - \$138.74; Health Pool of SD – health ins - \$689.74; Hettick Electric – ballfield lights - \$6373.49; John Deere Financial – parts/supplies - \$41.17; Montana Dakota Utilities – utilities - \$1237.70; Roscoe Trustworthy Hardware – supplies - \$38.12; SD State Treasurer – sales tax - \$3.78; SD Retirement System – remaining August. retirement - \$600.90; Venture Communications – phone service & internet - \$255.67; USPS – box rent - \$64.00; Vosika Fencing – chain link - \$220.00; WEB Water – August water - \$4161.75; Wiedrich Construction – remaining balance and change order - \$10,780.00;

Holscher moved and Bauman seconded to approve the paying of Helm’s & Associates August invoices after receiving the loan/grant drawdown money. Totals are: \$3192.50 and \$4970.00. All aye. Motion carried.

Hettick moved and Lehr seconded to approve the August Financial Statement and bank reconciliation. All aye. Motion carried.

No public comments were made.

Mayor Treichel spoke to the Council about having a discussion with Edmunds County. There is a property that was taken control of by the County due to property taxes going unpaid. The property is of no use to the County so they wish to see if the City would like to have it. Hettick moved and Rohrbach seconded to agree to transfer ownership of the property at Lot 1 & N2 of Lot 2 & S2 of Lot 4, Block 16; and Lots 5 & 6 except Lot H1, Block 16; all in the Original Plat of Roscoe, from Edmunds County to the City of Roscoe after making sure that no other personal property from the neighboring lot is found on what would be our side of the property line, in which case, that portion of the lots would be deeded to the neighboring lot owner. All aye. Motion carried.

Mayor Treichel also discussed with the Council that a property owner spoke with him about selling/giving their lots to the City due to the drainage issues in the area and on that property, making it somewhat unusable to build on without a lot of excess fill. Faw moved and Rohrbach seconded to agree to purchase Lots 6-8, Block 9, Morgans Addition, through a quit claim deed from Vladimir and Megan Petrov. All aye. Motion carried.

Brandon Smid with Helms & Associates met with the Council to discuss the bid opening that happened Thursday, September 3, 2020. Bids were received from Dahme Construction Co., Inc, and B & B Contracting, Inc. Both bids were over the project funding budget. Brandon discussed with the State what our options are and how to move forward.

Tentative award for the Roscoe Water and Wastewater System Improvements, Base Bid is made to Dahme Construction Co., Inc., Aberdeen, SD in the amount of \$6,492,559.33 contingent upon funding agency approval and a reduction in the Base Bid Price to an amount within the approval grant and loan package. Faw moved and Bauman seconded to award the bid. Motion carried.

Hettick moved and Holscher seconded to approve the reading of Resolution #2020-5: 2021 Salaries. All aye. Motion carried.

Resolution 2020-5

WHEREAS, the salaries of the Mayor, Council Members, Full-time Maintenance Man, Part-time Maintenance Man, and the Finance Officer are set by resolution and are to become effective January 1, 2021.

NOW THEREFORE, BE IT RESOLVED, that the salary of the Mayor shall be: base pay of \$200 per month; regular, special, and equalization meetings - \$100 each. If the Mayor is gone for the meeting, the presiding officer receives \$10 extra for the meeting. Council members shall receive \$100 per meeting for regular, special, and equalization meetings. Full time

Maintenance Man shall be paid \$24.12 per hour. Also, that the City shall pay for full single Health Insurance Premium. Part-time Maintenance Man shall be paid \$15.45 per hour. Finance Officer shall be paid \$19.68 per hour. Vacation and sick leave to be stated in the Personnel Policies on file in the Finance Officer's Office.

Passed: September 7, 2020

Effective: January 1, 2021

Leland Treichel, Mayor

Attest:

Nicole Bauman, Finance Officer

Bauman moved and Lehr seconded to approve the second reading of Ordinance #378: 2021 Appropriations. All aye. Motion carried.

Ordinance #378
2021 Appropriations

Be it ordained by the City of Roscoe that the following sums are appropriated to meet the obligations of the municipality.

I.

General Fund

| | |
|------------------------|--------------|
| Dept | |
| 410 General Government | |
| 411.5 Contingency | \$20,000.00 |
| 412 Mayor & Council | \$20,425.00 |
| 414 Legal | \$4,000.00 |
| 414 Finance Officer | \$50,055.00 |
| 419 Building (other) | \$36,500.00 |
| Total | \$130,980.00 |
| 420 Public Safety | |
| 422 Fire | \$12,500.00 |
| 423 Code Enforcement | \$3,000.00 |
| Total | \$15,500.00 |

| | |
|---|---------------------|
| 430 Public Works | |
| 431 Highways & Streets | \$207,800.00 |
| 431 Street Lights | \$15,000.00 |
| 431 Snow Removal | \$16,125.00 |
| 432 Sanitation | \$3,995.00 |
| 432 Weeds | \$1,600.00 |
| Total | \$244,520.00 |
| 440 Health & Welfare | |
| 441 Health (Mosquito) | \$4,810.00 |
| Total | \$4,810.00 |
| 450 Culture & Recreation | |
| 452 Parks | \$15,025.00 |
| Total | \$15,025.00 |
| 460 Conservation & Development | |
| 465 Promoting the City | \$2,500.00 |
| Total | \$2,500.00 |
| <hr/> | |
| Total Appropriations and Accumulations | \$413,335.00 |

II.

The following designates the fund or funds that money derived from the following sources is applied to.

Governmental Funds

| | |
|------------------------------------|---------------------|
| Cash Applied | \$62,598.00 |
| 310 Taxes | \$304,572.00 |
| 320 Licenses and Permits | \$1,275.00 |
| 330 Intergovernmental Revenue | \$29,390.00 |
| 340 Charges for Goods and Services | \$2,900.00 |
| 350 Fines and Forfeits | \$0.00 |
| 360 Misc Revenue | \$12,600.00 |
| 390 Other Sources | \$0.00 |
| Total Means of Finance | \$413,335.00 |

III.

Fiduciary Funds

| | Water Fund | Sewer Fund |
|---|---------------------|--------------------|
| Beginning Unrestricted Cash | \$74,865.15 | \$127,722.16 |
| Estimated Revenue | <u>\$62,400.00</u> | <u>\$92,000.00</u> |
| Total Available | \$137,265.15 | \$219,722.16 |
| Less Appropriations | <u>-\$70,045.00</u> | <u>-\$9,445.00</u> |
| Estimated Fund Surplus | \$67,220.15 | \$210,277.16 |
| Surplus to be Transferred to Governmental Fund | <u>\$0.00</u> | <u>\$0.00</u> |
| Estimated Ending Cash Balance | \$67,220.15 | \$210,277.16 |

| | Water Construction Fund | Sewer Construction Fund |
|----------------------------------|--------------------------------|--------------------------------|
| Beginning Unrestricted Cash | \$0.59 | \$379,599.25 |
| Estimated Revenue | <u>\$2,117,360.00</u> | <u>\$2,878,485.20</u> |
| Total Available | \$2,117,360.59 | \$3,258,084.45 |
| Less Appropriations | <u>-\$2,120,090.00</u> | <u>-\$3,258,100.95</u> |
| Transfer from funds | <u>\$2,730.00</u> | <u>\$16.50</u> |
| Estimated Ending Cash Balance | \$0.59 | \$0.00 |

| | Water Fund | Sewer Fund |
|---|---------------------|---------------------|
| Beginning Unrestricted Cash | \$28,437.39 | \$84,017.25 |
| Estimated Revenue | <u>\$33,000.00</u> | <u>\$94,000.00</u> |
| Total Available | \$61,437.39 | \$178,017.25 |
| Less Appropriations | <u>-\$35,000.00</u> | <u>-\$98,280.00</u> |
| Estimated Fund Surplus | \$26,437.39 | \$79,737.25 |
| Surplus to be Transferred to Governmental Fund | <u>\$0.00</u> | <u>\$0.00</u> |
| Estimated Ending Cash Balance | \$26,437.39 | \$79,737.25 |

First Reading: August 3, 2020

Second Reading: September 7, 2020

Published: September 16, 2020

Leland Treichel, Mayor

Attest: _____
Nicole Bauman, Finance Officer

FO Bauman discussed with the Council the CARES Act. The Act is providing funding relief to States to give to Cities and Counties for purchases made due to COVID-19. The City of Roscoe has not made many purchases that would require us to ask for funding relief for our 2020 budget, but Bauman wanted the Council to be aware and to see if there were any purchases for the rest of the year that the Council would like to see made because of COVID-19.

The next regular meeting is Monday, October 5, 2020, @ 7:30 pm.

Rohrbach moved and Lehr seconded to adjourn. Motion carried.

Leland Treichel
Mayor

Attest:
Nicole Bauman
Finance Officer

Published once at the total approximate cost of _____.