

City Board Proceedings  
September 3, 2024  
7:30 P.M.

The Roscoe City Trustee Board met in regular session in the City Office with President Treichel presiding. Members present were Lehr, and Hettick. Absent: D. Bauman. M Bauman arrived at 8:15 pm. Others present: Mike Faw, Fred Schneider, Allen and Margy Beyers, Nathan Miller and Tracy Treichel.

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

Treichel moved and Lehr seconded to approve the minutes of the August 5 and 19, 2024, meetings. All aye. Motion carried.

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

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

**Pre-Authorized Payments:**

**August 16, 2024, payroll:** FO – \$1054.90; Hwy & Streets – \$1690.01; Water Dept.- \$211.25; Sewer Dept - \$211.31; Dump - \$117.12; Mosquito Spraying - \$32.48.

**August 16, 2024, bills:**

Agtegra – supplies - \$176.40; Bantz, Gosch & Cremer – legal services - \$540.88; Cahill Bauer & Associates – 2023 Audit - \$3075.00; City of Roscoe – postage/petty cash - \$5.58; EFTPS –WHT, SS, & Med. Tax - \$2582.66; First State Bank of Roscoe – fees - \$10.00; Jessica Moen – deposit refund - \$56.60; Roscoe Trustworthy Hardware – supplies – \$399.47; Runnings Supply – supplies - \$454.43; SD Retirement System – August retirement - \$1133.22; SDRS-SRP – retirement - \$250.00; Visa – supplies - \$1932.34; WEB Water – utilities - \$4804.60;

**September 3, 2024, payroll:** Trustees – \$1180.19; FO – 1157.99; Hwy & Streets – \$1860.05; Water Dept.- \$232.51; Sewer Dept - \$232.50; Dump - \$101.27.

**September 3, 2024, bills:**

Dept. of Health – water testing fees - \$30.00; Gibson Publishing – August minutes, notice - \$127.95; Hawkins – fees - \$10.00; Health Pool of SD – September health insurance - \$2532.60; John Deere Financial – repair/supplies - \$966.23; Montana Dakota Utilities – utilities - \$1795.05; SDRS-SLP – retirement - \$250.00; USPS – box rent - \$84.00; Van Diest Comp. – supplies - \$1258.50; Venture Communications – utilities- \$264.35; Verizon Wireless – utilities - \$128.90; Wiedrich Construction – fees/parks improvements - \$128,353.55.

During open public comments, Fred Schneider with the Roscoe Senior Center thanked the Board and let them know that the furnace has been fixed and the center does not need the money requested at this time.

Allen Beyers shared his concerns with code enforcement in Roscoe. Wondering what is being done about certain properties in town.

Mike Faw spoke with the Board about putting in another culvert along East Morgan Ave, the gravel bypass road going out towards Rock Tuff/Highway 12. Looking to see if more can be done to help drainage from the north side. A culvert and other options will be looked into.

Roscoe’s City Ordinances regarding golf carts were discussed. It was brought forth by a resident that the State of SD no longer requires for golf carts to be licensed, and Roscoe’s ordinances should be updated to reflect that.

Hettick moved and Lehr seconded to approve the first reading of Ordinance #389: An ordinance amending Roscoe City Ordinance 7-2-2. All aye, absent M. Bauman and D. Bauman. Motion carried.

Treichel moved and Lehr seconded to approve the following building permits. All aye. Motion carried.

Braden Weisser	Lot 13 & S1/2 of Lot 14, Block 11, Original Plat of Roscoe	Build 24’x30’ two stall garage
Jim & Rose Heyne	S1/2 of Lot 14, all of lots 15-17, Block 10, Morgans Addition	Remove trees on property, dig basement, and move on house

A petition was filed to vacate an alley by The Evangelical Lutheran Church of St. Paul U.A.C and Richard and Alice Adee Limited Partnership. Hettick moved and Lehr seconded to approve Resolution 2024-4 to vacate the alley. Roll call vote: Hettick – aye, Lehr – aye, Treichel – aye. No M. Bauman or D. Bauman. Motion carried.

At this time, a public hearing was open for a variance request for yard setback by Jim and Rose Heyne. No one appeared to contest the variance. Lehr moved and Hettick seconded to approve the variance request. Motion carried.

There was an issue with chip sealing. The wrong kind of oil was being used, as specified from the bid Roscoe put out. An explanation was given, but no notification had been given before being used. The situation is being looked into.

The new City Hall construction has started. A hole has been dug for footings, and is being framed up for concrete. Color choices will be finalized with a meeting with HKG. Board members are asked to give their opinion. All specifications are available to view in the existing City office.

Nathan Miller reported to the Board:

- Chip sealing is done. Street sweeping for the excess rock will happen in the next couple of weeks.
- A new control/sensor is needed for the pump house at the west water tower. Lehr moved and Hettick seconded to approve the purchase of the system and putting it in. Motion carried.
- The cameras at the dump need their own data plan. Lehr moved and Hettick seconded to approve a 6-month data plan for both cameras. Motion carried.
- The fence around the dump has some rotten posts. A new fence needs to be priced out. It was also discussed about adding an area to the compost site for tree branches so that if the dump is closed and a resident had trees, they could still take them out there.
- Fire department tested some hydrants. One hydrant had chunks of material blowing in the water. Will need to investigate source and if a new hydrant is needed.

M. Bauman arrived at the meeting, 8:15 pm.

FO Bauman reported to the Board:

- A breakdown of the park estimate from Parkview Nursery was not done in time for the meeting.
- An update on code enforcement was given. Lehr moved and M. Bauman seconded to approve new notices being sent and the second round of notices for the properties that had already gotten a first notice. Motion carried.
- The 2023 audit report is in.
- The franchise agreement with Midco will expire in February 2025. They have contacted the city to start the process to update the agreement.
- FO Bauman is going to be changing the payroll pay date to better fit with direct deposit. Board is in agreement with the change.
- With the final payment to Dahme Construction being made, the project checking account can be closed, and in September, all the City's CDs will mature. Treichel moved and M. Bauman seconded to approve the closing of the checking account and cashing in one of the 12-month CDs. Motion carried.

Hettick moved and Lehr seconded to approve Resolution 2024-6: 2025 Wages. Roll-call vote: Lehr – aye, Hettick – aye, M. Bauman – aye, Treichel – aye. Absent: D. Bauman. Motion carried

#### Resolution 2024-6

WHEREAS, municipal ordinance requires that the salaries of the Board of Trustees, appointed officers, and employees be set annually (Roscoe Municipal Ordinance); and

WHEREAS, the Board of Trustees has the power to establish the amount of said salaries; and

WHEREAS, the Board of Trustees has determined the amounts of the following salaries for the year 2025:

The salary for the President of the Board of Trustees shall be \$200 per month plus \$130 per regular, special, and equalization meetings. If the President is gone for the meeting, the presiding officer receives \$10 extra for the meeting.

In any month in which the President of the Board of Trustees is out-of-state, the Vice President of the Board of Trustees shall receive a salary of \$200 per month plus \$130 per regular, special, and equalization meetings.

Trustee board members shall receive \$130 per meeting for regular, special, and equalization meetings.

Full time Maintenance Man (Nathan Miller) shall be paid \$23.50 per hour. The City shall pay for full single health insurance premium.

Regular Part-Time Maintenance Man (James Fonder) shall be paid \$27.48 per hour, along with full single health insurance premium.

Finance Officer shall be paid \$22.58 per hour, along with full single health insurance.

Vacation and sick leave for all employees to be stated in the Personnel Policies on file in the Finance Officer's Office.

NOW THEREFORE, BE IT RESOLVED, that the Board of Trustees of the City of Roscoe adopt these amounts that apply for salaries to become effective the beginning of the January 2025 pay period.

Passed: September 3, 2024

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Leland Treichel, President

Attest:

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Nicole Bauman, Finance Officer

Hettick moved and Treichel seconded to pass the second reading of Ordinance #388: 2025 Appropriations. Roll call vote: Lehr – aye, Hettick – aye, M. Bauman – aye, Treichel – aye. Absent: D. Bauman. Motion carried

M. Bauman moved and Lehr seconded to approve Resolution 2024-7: Transfer from Contingency. Roll-call vote: Lehr – aye, Hettick – aye, M. Bauman – aye, Treichel – aye. Absent: D. Bauman. Motion carried

#### RESOLUTION 2024-7

#### TRANSFER FROM CONTINGENCY FUND

WHEREAS, insufficient appropriation was made in the 2024 adopted budget for the following departments to discharge just obligations of said appropriations; and

WHEREAS SDCL 9-21-6.1 provides that transfers be made by resolution of the board from the contingency appropriations established pursuant to SDCL 9-21-6.1 to other appropriations;

THREREFORE BE IT RESOLVED that the appropriation be transferred from the contingency budget to the following department budgets:

100-41410-422 Legal- Professional Fees	\$6,300.00
100-43110-424 Highway & Streets - Rent	\$16,100.00
100-43110-426 Highway & Streets – Supplies	\$10,000.00
100-45220-428 Parks – Utilities	\$600.00
100-45220-433 Parks – Improvements	<u>\$6,000.00</u>
	\$39,000.00

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Leland Treichel, President

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Attest: Nicole Bauman  
Finance Officer

The next regular meeting is Monday, October 7, 2024, @ 7:30 pm.

Hettick moved and Lehr seconded to adjourn. Motion carried.

Attest: Nicole Bauman  
Finance Officer

Leland Treichel  
President

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