**CHAMBERLAIN CITY COMMISSION**

**​January 3, 2022**

The Chamberlain City Commission held their first regular meeting on January 3, at 6:00 PM.

Present: Mayor Mutziger, Commissioners Claussen, Thomas, Soulek and Ruhlman, City Administrator Mike Lauritsen and Finance Officer Nicky Gaulke and Police Chief Jason Handel.

Absent: None.

**Pledge of Allegiance**

**Adopt Agenda**

Motion by Thomas second by Soulek, all ayes and approved the agenda with an addition of an executive session for personnel and to move the next regular meeting.

**Conflict of Interest**

No conflict of interest was noted.

​**Minutes**

Motion by Ruhlman second by Claussen, all ayes and approved the minutes from the last regular meeting and the December 28th meeting.

**Public Comments**

The floor was opened for public comments with none being received.

**Bills**

Motion by Claussen second by Ruhlman, all ayes and approved to pay the bills as presented less the Chamber of Commerce and Lake Francis Case Development: Adams Agency $13,142.44 Insurance; Central Electric Cooperative $8,334 Principal; Chamberlain Chamber Of Commerce $3,150 Chamber; First Dakota $53,458.76 Principal; First National Bank $14,908.07 Principal; Handel,Jason $45 Phone; Hrabe Flying Service $900 Prof Serv; Lake Francis Case Development $4,150 LFCD; Lamie, Kimberly $600 Prof Serv; Olesen,Kevin $45 Phone; SD Dept of Environment & Natural $2,500 Prof Serv; SD Municipal League- HRA $25 Prof Serv; SD Municipal League-GFOA $70 Prof Serv; Simonsen, Scott $45 Phone.

**Brock Sundall – Greig Field**

Brock Sundall addressed the Council about lights at Greig baseball field. He noted that ten of the 44 total lights are currently needing replaced and he suggested we replace all of them. Sundall went on to state that they are 1,500 watt bulbs and good for 3,000 hours. Sundall received a quote for just the bulbs at $65 each and noted that we do not have a local contractor that will change the bulbs.

Commissioner Thomas questioned if we should look into replacing the lights with LED. Mayor Mutziger stated that we should get quotes for that. Lauritsen will work with Sundall on getting these numbers. Gaulke stated that in 2013 when we replaced all the bulbs, the total cost for bulbs and installation was $6,500.

Mayor Mutziger stated that the baseball association also received funds from the Barger Foundation for netting along the backstop of the baseball field. Sundall stated that that they will have a three foot wood fence at the base of the backstop and then seven 15’ sections of netting. He added that if there is any damage to the netting, they can just replace an individual section rather than the entire thing by doing it this way.

**Second Reading Ordinance No. 562L – Rezone Request - Cliff Hickey**

Lauritsen informed the Council that there has been no changes to the ordinance since the first reading. The property is located at Block 22, Lots 10, 11 & 12 all in HJ Kings Addition and currently zoned residential. Cliff Hickey would like to rezone the property to Commercial to start a vacation rental and use as storage for the slow part of the year.

Motion by Soulek second by Thomas, all ayes and approved the second reading of Ordinance No. 562L at 6:14 PM for a rezone request at Block 22, Lots 10, 11 & 12 all in HJ Kings Addition.

**Second Reading Ordinance No. 562M – Amend Transient Housing Zoning Ordinance**

With no changes to the ordinance since the first reading, it was noted that this ordinance clarifies that the previous residents that were operating with transient housing will become grandfathered in with proof of previously operating.

Motion by Ruhlman second by Soulek, all ayes and approved the second reading of Ordinance No. 562M at 6:15 PM which amends the transient housing zoning ordinance.

**Water – Wastewater Rates 2022**

After discussion about grant eligibility and needing our water and sewer rates to be a little higher, motion by Thomas second by Soulek, all ayes and approved a 4% annual increase to the water/wastewater minimum rates for the year 2022.

**SEH Contract – Airport**

Motion by Claussen second by Ruhlman, all ayes and approved a $66,000 contract with SEH Engineering for the $650,000 concrete rehab project at the airport. The Cities share on this project will be approximately $45,000 and it was noted that we should be able to use part of our COVID funds towards our share.

**Re-Schedule Meeting**

Motion by Ruhlman second by Claussen, all ayes and approved to reschedule the next regular meeting from January 17th to January 19th.

**Administrator Report**

Lauritsen reported that the appraiser for Smokey Groves will be looking at the property tomorrow so he and Jeff Williamson will join him. He also informed the Council that we have had some turbidity issues at the water plant. He noted that it is the clarity of the water, but we have gotten it taken care of. He is also working on public nuisances.

**Police Report**

Chief Handel presented the Council with the year-end police report and went over the numbers.

**Financials**

Finance Officer Gaulke presented the Council with the year end 2021 bank reconciliation, and revenue and expense totals.

**Other Matters**

Commissioner Claussen stated that he would like to see some repairs done at the street shop. He noted that he would like to see windows and the furnace replaced and ventilation installed. Kevin Olesen is working on getting estimates for this work.

**Executive Session – Personnel –Economic Development**

Motion by Soulek second by Ruhlman, all ayes and approved to enter executive session at 6:28 PM for personnel and economic development.

Motion by Thomas second by Ruhlman, all ayes and approved to exit executive session at 7:30 PM.

**2021 Wages**

Motion by Soulek second by Thomas, all ayes and approved the following rates of pay: Kevin Olesen $27.55/hour, Scott Simonsen $25.03/hour, Bruce Dobberstein $20.33/hour, Jeff Priebe $18.92/hour, Jerry Kistler $23.17/hour, Monte Leiferman $20.33/hour, Brad Mohror $32.02/hour, James Duvall $28.00/hour, Jeff Harmon $23.51, Darren Odens $23.72/hour, Clayton Waugh $21.16/hour, Garrett Harmon $24.12/hour, Catland Landegent $25.70/hour, Teil Glaus $21.87/hour, Jason Handel $65,032.64/year, Jacob Reimer $23.07/hour, John Haugaard $20.10/hour(after successfully completing probation), Scott Salter $20.34/hour(after successfully completing probation), Ron Lamie $46,665.03/year, Mike Lauritsen $94,640/year(after successfully completing probation), Nicky Gaulke $70,834.56/year and a one time $1,000 stipend for extra duties performed, Angel Stellwag $16.99/hour, Jeff Williamson $23.17/hour, Mellissa Hutmacher $41,665.40/year, Kim Butler $13.53/hour, Amia Byers $11.44/hour , Ella Byers $12.30/hour, Doris Juhnke $12.89/hour, Amy Byers $12.17/hour, Debra Johnson $11.44/hour, Lydia Krenke $11.44/hour, Mayor $6,672.00/year, City Council $5,034.00/year and $50 per extra meeting and Planning and Zoning $50 per meeting.

**Contract Negotiation – American Creek Campground**

Motion by Thomas second by Soulek, all ayes and approved the updated rates for camping at the American Creek Campground.

**Adjourn**

Motion by Claussen second by Ruhlman, all ayes and approved to adjourn at 7:35 PM.

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Chad Mutziger, Mayor

​Attest:

*SEAL*

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Nicky Gaulke, Finance Officer

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