**CHAMBERLAIN CITY COMMISSION**

**November 1, 2021**

The Chamberlain City Commission held their first regular meeting on November 1, 2021 at 6:00 PM.

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

Absent: Commissioner Soulek.

**Pledge of Allegiance**

**Adopt Agenda**

Motion by Thomas second by Ruhlman, all ayes and approved the agenda with the addition of the Central Electric contract.

**Conflict of Interest**

No conflicts of interest were noted.

**Minutes**

Motion by Claussen second by Thomas, all ayes and approved the minutes from the last regular meeting.

**Public Comments**

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

**Bills**

Motion by Ruhlman second by Claussen, all ayes, approved to pay the following bills:

Standard Insurance Company $173.36 Insurance; American Family Life $240.60 Salaries; SDRS – SRP $430 Salaries; SD Retirement System $11,453.22 Salaries; Adams Agency $8,965.38 Insurance; Aqua-Pure Inc $1,764.08 Chemical; AT&T $75.58 Phone; Bomgaars $339.24 Supplies; Brite $1,020 Supplies; Burkhard, Canyon $60 Prof Serv; Central Dakota Times $429.40 Prof Serv; Chamberlain Building Supply $975.57 Eco Dev; Chamberlain Chamber Of Commerce $3,375 Chamber; Chamberlain Crisis Center $5,000 Crisiscenter; Chamberlain Senior Citizens $5,500 Prof Serv; Chamberlain Wholesale Grocery $746.80 Supplies; Communications Center $39 Prof Serv; Core & Main $375.83 Supplies; Cozine Electric $206.92 Maint; Cutler Lawfirm $2,357.50 Prof Serv; Donaldson Ditching $2,066.33 Maint; Handel,Jason $45 Phone; Harmon, Jeff $100 Prof Serv; Hopkins Plumbing Heating A/C $15.04 Supplies; Hrabe Flying Service $900 Prof Serv; JG Welding & Repair $316.80 Supplies; Lake Francis Case Development $3,900 LFCDC; Lamie, Kimberly $600 Prof Serv; Midstate Communications $1,893.05 Phone; Mohror,Brad $125.68 Supplies; Nalco $633.50 Chemical; Northwest Pipe Fittings, Inc  $1,447.52 Supplies; Office Products Center $187.68 Prof Serv; Olesen,Kevin $45 Phone; Quill Corporation $837.15 Supplies; Riverview Chevrolet Buick $166.44 Equip Maint; Same Day Express, Inc $40 Prof Serv; Schoenfish & Co Inc $9,000 Prof Serv; Schuh, Lana $35 Prof Serv; SD Dept Of Transportation $4,762.92 Gas; Simonsen, Scott $45 Phone; Soulek, Cruz $60 Prof Serv; Sparkle Committee $1,539.16 Supplies; Stallman Ditching $1,850 Maint; Water & Environmental Engineer $178 Chemical; Whitemouse, Eli $60 Prof Serv; Wellmark Blue Cross $17,343.85 Insurance; Civic Plus $125.51 Prof Serv; First Dakota $2.50 Prof Serv; Payroll Tax Payments $22,043.36 Salaries; Health Equity Inc $6,476.10 Insurance; Central Electric Cooperative $8,334 Principal; US Bank $8,293.66 Principal

**Swenson Lot Sales**

Motion by Ruhlman second by Claussen, all ayes and approved to purchase the following two lots: Lot 24 except the south 10’, block 45, third addition and Lot 25 except the south 10’, block 45, third addition, from Jim Swenson for $3,000.

**2020 Audit Report**

Finance Officer Nicky Gaulke presented the Council with the 2020 audit report. She noted that it was a good audit and we had the same note as every year with the lack of segregation of duties because we do not have enough employees. Gaulke stated that the auditor said we would need five or six employees in our office before we could ever get rid of that comment. Commissioner Claussen stated that Gaulke and Deputy Finance Officer Angel Stellwag have done a great job again.

**First Reading Ordinance No 645 – 2021 Supplemental Appropriations Ordinance**

Motion by Thomas second by Ruhlman, all ayes and approved the first reading of Ordinance No. 645 which is the 2021 supplemental appropriations.

Motion by Claussen second by Ruhlman, all ayes and approved to schedule the second reading for Ordinance No. 645 on November 15, 2021 at 6:15 PM.

**Operating Transfers**

Motion by Ruhlman second by Thomas, all ayes and approved the following transfers: $12,000 from general fund to summer rec fund, $5,500 from general fund to airport fund, and $16,588 from water fund to general fund.

**Central Electric Agreement**

City Administrator Mike Lauritsen informed the Council that he tried to negotiate the utilities for Smokey Groves with Central Electric. They have the jurisdiction on that part of Chamberlain and unlike northwestern who installs the line for free, Central Electric charges the developer to install the line. They gave us two options, to either pay the full cost of $257,000 and giving it back to us if all of the lots are sold within five years. Or we could pay $54,631 to have the section that we are working with right now and do other contracts once we proceed further with the development.

Motion by Thomas second by Claussen, all ayes and approved the contract with Central Electric in the amount of $54,631 for electric lines along Byron Boulevard in the Smokey Groves Development. They will start the construction in the Spring of 2022.

**Second Reading Ordinance No 562J**

Ordinance No 562J which amends the zoning ordinance for transient housing was presented for the second reading at 6:15.

Mayor Mutziger opened the floor for discussion.

Karri Swenson stated that she has three concerns. One being that the City stated we do not have housing available and she noted that she found eight that are currently for sale in our area. Next she said that there has always been short term housing and it was referred to as boarding houses in the past. She does not believe that these types of rentals compete with hotels. She also checked into current available rentals and she found three. Karri Swenson went on to state that what our city is lacking is entry level homes.

She added that in order to have good standing on these rental websites, you have to maintain the properties and the guests are also rated. She has been operating these for nine years and she has had one fire call and only one neighbor complaint.

She asked the Council to do not pass this ordinance tonight and to do some research to see how much these benefit the community and the visitors.

Commissioner Thomas asked if these properties are collecting BID tax and it was noted that the BID tax ordinance is restrictive to the hotels/motels that were operating when the ordinance was created. We would need to amend that ordinance to include these properties.

Mike Wise presented the Council with Chamberlain demographical, home value and wage histories. He stated that he moved here back in 2015 and it took him over six months to find a home in Chamberlain and they had to live in Kennebec. He added that all three of the banks wanted to charge him two points more than what he was able to get in Sioux Falls on his home purchase. He said that real estate taxes are also the highest in the region. He informed the Council that Platte South Dakota added over 600 camping sites to their area this year and they are at 100% capacity and they embrace them.

He asked why the City is now recognizing these rentals? He stated that the City is barking up the wrong tree with this transient housing and it is not going to fix the housing shortage by cancelling a few VRBO’s. Wise went on to state that we as a community got beat up pretty bad on the news and we got a bad reputation now. He stated that long term there is a better way to fix this and asked that we wait six months. The city has a new development with housing lots available.

Commissioner Ruhlman stated that the both made some good points, but our biggest issue surrounding this ordinance is to adjust the housing shortage. We are not going to disagree with the economic value to these rentals.

Mayor Mutziger stated that we can’t disagree that these properties are well maintained and bring people to town. But the issue is with housing. He added that he took the time to speak with some of the major employers in town this week and each one will tell you that the biggest problem is that when talking to potential employees they lose a good majority of them because there is no housing.

Susan Tarabetz stated that she has had family living in Chamberlain since the 50’s and there has been worse housing crunch than there is now. She stated that one of her cousins grew up when the dam was going in and she and her brother lived in their parents bedroom because they rented out the other two bedrooms, the attic and the basement and they called it a boarding house. Her grandparents also rented out their basement. She stated it was those boarding houses that solved the housing crunch so people could work in town back then.

Mayor Mutziger asked if these people just rented for the construction while they were working here and Tarabetz stated yes. Mayor Mutziger stated that its long term housing and VRBOs are only for 30 days or less. She added that she has three cousins that have vacation homes in town and she spoke with one that couldn’t make it tonight but she is also not in favor of this ordinance. She added that they allow friends to stay at these homes at no charge. She then asked how the City plans on enforcing it? It was noted that we can see them advertised online and if they are reported the zoning administrator will enforce it.

Commissioner Claussen stated that his point of view on this has changed since we had the first reading. He has visited with people on both sides of this and he would like to see us put this ordinance on hold for six months and go as is with the same stipulations we gave the other conditional uses. He added that maybe we could implement the BID tax on these properties and maybe an annual $200 registration fee to be a registered VRBO. He added that then we could do an annual review and see if there were any problems and if so, we could take them off the list and no longer allow them to operate as a VRBO. He added he would like to see this in commercial and residential.

Brenda Brown stated that they operate a vacation rental in their trailer court. They have 10 families who rent from them and one of the trailers is a vacation rental. She stated that in the summer, sometimes they will have workers in there for a month or two, but otherwise its vacationing people. In the winter she has been renting to nurses and is currently communicating with one that wants to rent from December through March. She stated that they do pay sales tax. She does not think that they are affecting the housing shortage. She went on to say that we have had the same population for 50 years, but we have added more houses to the City and this is not the problem. She likes the idea of waiting and seeing how things go and the annual fee.

Jim Swenson stated that they have been renting places in Chamberlain since 1984. He asked that when Smokey Groves comes up for auction, can a developer get the lots at the value and not pay for the lot until they have built the home and sold the property? He stated that we need to get some developing. The City can hold the deed to the property.

Mayor Mutziger stated that we currently have a three year requirement that a home be built on the property. City Administrator Mike Lauritsen added that if they are financing the construction of the home, they will have a problem getting that financing if they do not own the property that the home is being built on.

Jim Swenson stated that we should go to District III and get 10 governors homes and pay a developer to build the garages and driveways and the City can sell the houses. He stated that the City can get 10 or 20 or 30 homes and get them up there by next year. He added we need entry level housing available.

Jim Swenson added that the traveling nurses are for a few weeks, and if we do not have these properties available for them to rent, then they can’t come and work at our hospital and that affects our health and public safety. He likes the idea of charging a registration fee and reviewing annually like we do a liquor license and he is not apposed to the BID tax. Swenson stated to just allow this, give them a place to stay while they are here.

Commissioner Ruhlman stated that she does not disagree about what a VRBO offers. She stated that people that we are in a transition of retirees in this community and it is bringing a new wave of people here and there has to be a place to move to and it needs to be an easy transition. You are going to miss the qualified people to come work here because there is an issue with housing. She and her husband put a rental up a week ago and had 13 inquires the first day she advertised it. Commissioner Ruhlman added that when she bought her home, she bought it with the understanding that she would have one family living next her. In a residentially zoned property, I want to live in a neighborhood and she wants to know who is next door when her two young kids are riding their bike down the street. There are so many factors on both sides and both are right but she thinks this ordinance prioritize community members who are living here or want to live here. Our sales tax is great right now and not having more VRBO’s is not going to affect it. This is why we have zoning, if we didn’t have zoning then you could have a hotel next you. She added that in a residential space we want residential homes and in a commercial space, you can have a VRBO or a hotel and there is a spot in the community for it.

Mayor Mutziger stated that we are looking at creative ways to develop those lots in Smokey Groves and maybe we could give some special rates to a developer if they want to work with us. He added that we also see that when lots are available, current residents will sell their homes and build new in the development. If we never address the issue, it will never resolve itself. He does not want this to be a long term ordinance, but when you talk to major employers that tell you they lose qualified applicants because of the housing. We as the City want people to come here and enjoy the hunting and fishing and the shopping, we want them to come here.

He added that in our current ordinance and if you have a conditional use you are fine. He pointed out that like Commissioner Ruhlman stated if we have to have zoning and our current ordinance does not allow these VRBOS in R-1 and R-2.

Jim Swenson stated that he and Terrance Hickey did help write the zoning ordinance but they also helped write the comprehensive plan. And that says they don’t want residential properties in commercial zoned. Mayor Mutziger stated that you also probably didn’t want commercial in residential and Swenson stated that he did not read that far into the comprehensive plan.

Jim Swenson then stated that the City wants to allow it in C-1 and C-2 but not C-3.

Lauritsen stated that it is allowed in C-3 as a service establishment which covers other lodging.

Jim Swenson stated that C-3 currently allows hotels and motels and that it is where it needs to be allowed, not C-1 and C-2.

Lauritsen informed Swenson that it is allowed as a service establishment and went on to read the definition of a service establishment which included other lodging.

Jim Swenson stated that you want to take our commercial properties and turn them into residences and Mayor Mutziger stated that it goes the same as wanting to take a residential home and turn it into a commercial use.

Jim Swenson stated that its still a residence, there is one family there at a time.

Susan Tarabetz stated that a lot of the nurses that come in are here for three days and then back out of town, in and out. Mayor Mutziger asked if they stay in the same place when they are coming back and forth and she stated that she does not know. She added that if the weather is bad, they will get stuck here.

Mayor Mutziger stated that he is not opposed to rescinding the ordinance in the future to allow these during hunting season or the fourth of July. He added that was one of the things they discussed at the last meeting.

Tucker Petrak stated that the City wants to allow it for those periods, but that its not going to work. He stated that if he buys a house for income to rent it out, he cant ask a long term renter to leave just because its hunting season.

Commissioner Ruhlman stated that its more for short term rentals like you want to rent out your basement.

Mayor Mutziger stated that its not in question that VRBO’s are good rentals and that he himself has stayed at them. Chamberlain is a destination place and we appreciate everyone that comes here, but it’s a pretty neat place to live also. He wants it to keep it a great place to live. When he built his house, his kids were young and the neighbors had young kids, and now all the kids are old. Now they have a bunch of new neighbors with young kids and young families and that excites him. He added that he agrees we need affordable houses and $350,000 is not our market. He spoke with a realtor who said he could sell houses like hotcakes if they were $200,000 or lower and that is what we are hoping we can get at Smokey Groves.

We could look into doing model homes and be creative, we have some good ideas.

Cliff Hickey stated that he is working with someone that is building a governors house and that house with a garage with a basement and garage is $225,000 to $275,000. He added that they still have to get a builders loan and they need to get $25,000 down. He stated that they were selling their homes for $280,000 and now a governors home is even running you $225,000. The cost has went up $25,000 to $30,000. He added that there is also a big risk when you build a spec house and if you have to sit on it for a period of time before you get it sold. Mayor Mutziger stated that we appreciate developers like Hickey.

Hickey then asked when we are going to start saying that they cant rent out houses for over 30 days and Commissioner Ruhlman stated that we will never stop these long term rentals.

Mayor Mutziger added that he is not opposed to reviewing this ordinance again in the future.

Commissioner Ruhlman stated that she also hopes that this ordinance keeps those 8 homes that are for sale from being purchased by someone that just wants to use it as a VRBO.

Jim Swenson stated that if we are going to change the ordinance to allow a couple weeks for pheasant season, etc. do we have to rewrite it. Gaulke stated that it would require another hearing and reading.

Mike Wise asked if we could add to the ordinance that the City be required to review it in six months or a year and it was noted that we could.

Chad Mutziger stated that since this ordinance was presented, we have received several calls from people asking if they can get a conditional use before this ordinance takes effect.

Karri Swenson stated that this tells her that people want vacation homes and that option to do this. The second thing is that we don’t have to allow 500 homes, we could limit it.

Mayor Mutizger asked what happens if we limit it to sixteen and then number 17 comes in?

It was asked if we limit liquor licenses and it was noted that yes we do.

Tim Mertz stated that he thinks Monte Claussen had a good idea with the six month and fee. He added that we have had some bad press and maybe we should look into it more.

Karri Swenson stated that if this passes, do they have to kick out all of these people that already have reservations and Commissioner Ruhlman stated that there is a process and they are currently operating illegally.

Karri asked if we know how many there are currently operating with conditional uses and Ruhlman stated two. Gaulke pointed out that a lot of the calls she received from people asking to get conditional uses before this ordinance took affect were VRBO’s that are already currently operating without the conditional use, not new ones.

Karrie Swenson asked if they are supposed to tell someone that already has a booking that we are sorry but you can’t stay here any longer? She said to imagine the backlash from that.

Mayor Mutziger stated that we can do it effective January 1, 2022 but there are reservations a year in advance and how do you cancel those reservations?

Commissioner Ruhlman stated that she would apologize but inform them that the owner of that property was doing something illegal.

Swenson asked that the City honor the current reservations.

Ruhlman stated that she would need to more information about the property and reservations before she could yes to that.

It was asked again how we will enforce it and it was noted that it’s a violation of zoning and we will enforce it.

City Administrator Lauritsen stated that it is no different than if your weeds are too high, we see it or get a complaint and we go through the process of writing the notice and taking further steps if needed.

Susan Tarabetz stated that the City doesn’t do that, she has slum-lords in her back yard and the weeds are high.

Lachelle Olivier disagreed with Tarabetz stating that the City does write those nuisances because she has received them on some of their rental properties.

Commissioner Ruhlman informed Tarabetz to just call and let us know and we will write the nuisance if needed.

Tarabetz asked if that is the way the vacation rentals will work and she was informed that yes it is. She went on to state that she can bug the cops everyday then because she knows all sorts of people that have people staying in their homes. It was noted that you can have visitors or relative stay, we are discussing VRBO’s which is entirely different and Tarabetz asked how does she know if they are just family or friends?

Tucker Petrak stated that we are all adults here.

Brenda Brown asked what the difference between those available houses being purchased as vacation homes and closed up and unlived in during the winter. They are taking up homes also.

Commissioner Ruhlman stated that if someone buys a home as a second home and invest in that, then that is what it is, a second home, not a rental.

Brenda stated that we then have a vacant home for six months out of the year and still no available housing.

Rob Brown stated that maybe we should limit everyone to one house in town then.

Commissioner Claussen stated that if you were to buy five homes in town, then you believe you should be able to do whatever you want in those five houses. If I want to rent it I can, vacation, VRBO, and as a homeowner, maybe we have too much government control here. Commissioner Claussen suggested tabling the discussion for four months.

Lauritsen stated that we have a legal obligation to uphold the laws of this zoning ordinance so if someone is operating illegally we have to enforce it.

Commissioner Claussen stated that we can look at everyone that is doing it under the table then.

Commissioner Ruhlman stated that his ordinance is already in place and the new ordinance is just more specific.

Mike Wise stated that they need to be able to ask questions. He added that when he applied for his conditional use, he did have a little pushback from one neighbor but they mended fences and get along great.

Commissioner Claussen stated that we need to add to this ordinance that we need to review in six months.

Mayor Mutziger stated that we have an ordinance in place today that does not allow them in R-1 and R-2.

Mike Wise stated that this new ordinance is redundant then and Commissioner Ruhlman stated that it spells it out better.

Discussion was held on the current ordinance and that transient housing or VRBO’s are not allowed as a conditional use under R-1 and R-2.

Mayor Mutziger stated that if he buys a home in R-1 he wants to know what is next to him. He pointed out commercial activities that people would not want in their residential neighborhoods.

Commissioner Claussen stated that we have allowed these VRBO’s that were not in commercial so why not now.

Karri Swenson stated she got a conditional use in August with no complaints from the neighbors, and even had one come in support that Chamberlain is being more progressive.

Mike Wise stated that we need to find a common ground here.
Commissioner Ruhlman stated that for all of the people sitting here tonight, she has also received just as many calls this last week asking us to pass this ordinance.

Commissioner Claussen asked how many people plan on doing VRBOS in the future and nobody knows.

Merrill Ellis stated that he is going to retire and he cannot use his house, the asset that he has as he sees fit.

Mayor Mutziger stated that you want to turn a single-family home into a multifamily and its not allowed for that.

Merrill Ellis stated that he is here to listen and he has a lot of friends that are saying that this doesn’t seem right. He went on to ask that because we have a housing shortage, we want to limit these?

Mayor Mutziger stated that yes, that is part of it.

Ellis then asked if anyone knows how many of these there are in town and it was noted that the City does not, we do know there are two operating with a conditional use. He stated that OK, maybe we have seven in town right now, but some of those will decided they don’t want to do these VRBO’s anymore, it will always fluctuate. He added that we are sitting here talking about our housing shortage here and its like taking a five gallon bucket of water to a forest fire because this is not the answer. This is nowhere close to the answer for the housing shortage. He commented that the City needs to table this and get some research done.

Commissioner Ruhlman stated that we are also trying to keep the zoning as defined.

Ellis then asked if he could turn his restaurant into one of these and he was told that yes he could. He added that he knows people that own homes here that maybe stay in them 30 days a year, what about them? Lets limit them.

It was asked where you stop?

Lachelle Olivier stated that she was just interested in this ordinance so she came to listen. She stated that she is a teacher and new to the community. She added that our teachers cannot find housing. She does not think this argument is about there being a housing shortage, its that we want our residential to stay residential and our commercial to stay commercial and we want people to be legal. So if we can get everyone to be on board and be legal as people are moving in.

We are speaking out of two sides, we want economic growth and people to have jobs but we do not have any place to put them. Then we say we want VRBO’s for everyone that is coming, however we are also hearing that we have zoning to protect our residents. We have two legal people that came in and got the conditional uses. We need to get people legal and understand that we have zoning. Why don’t we go with what is on the books.

If you want to change the zoning, then ask to change it. But we are not going to accomplish anything when the Council is just trying to say we want to keep our residents safe, and we want our commercial to grow. We cant stop buying people from buying houses but we can express to the people that are operating VRBOS under the table that they need to be legal and should not be booking people.

Motion by Ruhlman second by Thomas, Ruhlman aye, Thomas aye, Mutziger aye, Claussen nay and approved the second reading of Ordinance No 562J with the condition of a requirement to review the status of transient housing in one year by November 1, 2022 and to allow the current existing operating VRBO’s/AIRBNB’s(transient housing) to apply for a conditional use by January 1, 2022.

**SEH – Airport Project**

Discussion was held on allowing rubble to be dumped along 13th Street up to the trailer court in order to help stabilize the road that is sliding. Mayor Mutziger stated that we will allow some dumping there but it will not be long term. We will start dumping on the lots purchased from Jim Swenson on Prospect.

SEH engineers Kaci Nowicki and Shawn McMahon presented the Council with a project update on the future airport expansion. They noted that in order to proceed, we need to do an overlay of the existing runway which will be used as the taxiway in the future. SDDOT Office of Aeronautics currently gives the status of the runway a score of 34 out of 100 on the pavement condition. The City receives entitlement funding in the amount of $150,000 per year and currently has $600,000 that we can use towards this pavement maintenance. The local share would be 6.5% of the project cost which would be approximately $42,250.

SEH then went over the schedule for the future project including the land acquisition, design, wetland mitigation, and runway and taxiway construction. With the addition of the overlay on the existing runway, the schedule has moved back one year with runway construction being in 2026 rather than 2025.

In order to proceed, we need to submit the grant initiation documentation request.

Motion by Thomas second by Ruhlman, all ayes and approved SEH to submit the grant initiation documentation request.

**City Administrator Report**

City Administrator Mike Lauritsen informed the Council that we have a leak in the airline for the digester at the wastewater plant. The cost to fix will be approximately $11,000.

Lauritsen is working with Game Fish and Parks on a Joint Powers Agreement to construct a new fish cleaning station.

SDDOT reported that it needs to be at least 40 degrees in order to pave. They think they should be able to finish next week with a deadline of thanksgiving. They will be back in the spring to complete the work.

Lauritsen asked for costs from two appraisers and $12,000 and $9,000. He was asked if he had checked with Gregg Hubner, whom the City has used for the last 20 years on Cedar Heights. Lauritsen stated that he had not contacted him but did get contact information from Finance Officer Gaulke.

Central Divers have started the zebra mussel mitigation project at the water plant.

**Police Chief Report**

Chief Handel presented the Council with the reports for October. Handel added that officer Scott Salter will graduate from LET on November 19th.

**Other Matters**

Commissioner Ruhlman informed the Council that she and Finance Officer Gaulke and Deputy Finance Officer Angel Stellwag will be decorating a Christmas tree at the court house this year.

Commissioner Claussen stated that they are negotiating on the two lots along the road to the national guard maintenance shop. He noted that they cannot purchase from a private individual and would like the City to acquire the lots so they can purchase from the City.

**Adjourn**

Motion by Soulek second by Thomas, all ayes and approved to adjourn at 9:02 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 \_\_\_\_\_\_\_\_\_\_.