**CHAMBERLAIN CITY COMMISSION**

**November 15, 2021**

The Chamberlain City Commission held their first regular meeting on November 15, 2021 at 6:00 PM.

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

Absent: None.

**Pledge of Allegiance**

**Adopt Agenda**

Motion by Soulek second by Thomas, all ayes and approved the agenda with the addition of the appraiser hiring for Smokey Groves.

**Conflict of Interest**

No conflicts of interest were noted.

**Minutes**

Motion by Classen second by Ruhlman, all ayes and approved the minutes from the last regular meeting with the change on the adjournment from motion by Soulek to Motion by Ruhlman.

**Public Comments**

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

**Bills**

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

SD DANR $60 Travel; A&R Truck Equipment $1,492.45 Maint; Ace Hardware $160.97 Supplies; Agtegra $131.35 Supplies; Aqua-Pure Inc $1,373.28 Chemical; Aurora-Brule Rural Water $135 Water; Axon Enterprise $537.64 Supplies; Baker & Taylor Company $838.24 Books; Banyon Data Systems $1,785 Prof Serv; Bomgaars $557.36 Supplies; Brule County Lumber $95 Supplies; BSN Sports $3,339.57 Supplies; Burke Oil Company $1,734.30 Fuel; Byre Brothers $2,294 Prof Serv; C&B Operations $933.47 Supplies; Card Services Center $1,343.75 Supplies; Carswap $218.03 Supplies; Cengage Learning $437.05 Books; Center Point Large Print $98.55 Books; Central Electric Cooperative $1,757.61 Electric; Chamberlain Food Center $19.14 Supplies; Chamberlain Napa $166.93 Supplies; Chamberlain Redi Mix $921.25 Supplies; Commercial Asphalt Co $21,521.61 Oil/Asph; Core & Main $2,082.99 Maint; Daily Republic $236.55 Prof Serv; Dakota Milestones $250.76 Prof Serv; Dakota Pump & Control  $7,928.43 Maint; Dakota Pump $14,280.54 Maint; Dollar General $78.19 Supplies; Dozys Signs & Neon $1,224.49 Econ Dev; Electric Pump $3,749.32 Supplies; Feld Fire $1,718.66 Maint; Flower Barrel & Balloons $62.84 Supplies; Graham Tire Mitchell $520.04 Maint; Hawkins $1,451.60 Maint; Hopkins Plumbing Heating A/C $15.04 Supplies; Hrabe, Dusty $3,200 Supplies; Ingram Book Company $1,072.44 Books; JG Welding & Repair $16.34 Maint; Kelsey, Kurt $168 Prof Serv; Kennebec Telephone Company $1,836.74 Maint; King Street Garage $91.41 Maint; Lakeview Sinclair $40 Maint; Macqueen Emergency $3,781.18 Maint; Missouri Valley Horsemans Club $3,000 Econ Dev; Myers Collison Center $135 Prof Serv; Northwestern Energy $21,261.69 Electric; Oasis Pump N Pak $97.58 Diesel; Office Products Center $194.22 Supplies; Overdrive $2,500 Books; Quill Corporation $19.99 Supplies; Rocs Transit $10,000 Prof Serv; Ruhlman, Hannah $138.44 Supplies; Same Day Express $20 Prof Serv; Sanford Occupational Med $35 Prof Serv; S.E.H $7,559.72 Prof Serv; Servall Uniform/Linen Company $99.46 Supplies; Shields Embroidery & Design $2,473 Supplies; Sioux Nation Ag Center $186.78 Animal; Sturdevants Auto Parts $542.72 Supplies; The Library Store $500.37 Supplies; Transource $379.96 Supplies; Variety Plus $73.91 Supplies; Verizon Wireless $295.27 Phone; Water & Environmental Engineer $122 Chemical;**General Fund: Salaries: $63,967.17; Total $127,615.45; Econ Dev: $4,071.43; Summer Rec: $41.87; Football: $1,746.60; Basketball: $3,360.50; Library: Salaries: $5,066.42; Total: 11,662.91; Water: Salaries: $11,361.93; Total: $31,803.45; Wastewater: Salaries: $12,946.77; Total: $41,519.16; Airport: $6,913.14.**

**Lake Francis Case Development**

Lake Francis Case Director Chad Pinkelman addressed the Council about his interest in working with Planning and Development District III for a housing study. The cost would be $7,000 for the study and Pinkelman is applying for a grant with the South Dakota Housing Authority which would cover half of the cost. He spoke with The City of Oacoma and they have agreed to cost share. The fee is based on population so Oacoma’s share would be approximately $500 and he asked the City to consider contributing $3,250.

Motion by Ruhlman second by Soulek, all ayes and approved to contribute up to $3,500 and a letter of support to LFCD for a housing study.

**Revolving Loan Fund**

Commissioners were presented with an RLF loan fund application from Joseph Aesoph and Benjamin Hammell, The Boat Shop LLC in the amount of $35,000 to purchase Swenson Bros. Marina. Lake Francis Case Developments recommendation on the loan is $35,000 at 2.5% with a 15 year amortization schedule and a five year balloon. Motion by Soulek second by Claussen, all ayes and approved to give a $35,000 loan through the revolving loan fund at 2.5% with a 15 year amortization and a balloon at five years to Joseph Aesoph and Benjamin Hammell, The Boat Shop LLC for the purchase of Swenson Bros. Marine.

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

Finance Officer Nicky Gaulke informed the Council that there were two changes to the ordinance since the first read. $7,000 was added to the general fund recreation budget and $35,000 for the RLF loan to the revolving loan fund. Motion by Thomas second by Soulek, all ayes and approved the second reading of Ordinance No. 645 with changes at 6:15 PM which is the 2021 supplemental appropriations.

**Schedule Hearing for First Reading Ordinance 562K - Zoning Ordinance**

The City received a request to rezone a small section behind the storage units east of Pharmco from Agriculture to Commercial. Motion by Thomas second by Ruhlman, all ayes and approved to schedule a hearing for the first reading on Ordinance 562K on December 6 at 6:10 PM.

Motion by Ruhlman second by Claussen, all ayes and approved to schedule the second reading of Ordinance No. 562K on December 20 at 6:10 PM.

**Dispatch Agreement**

Commissioner Thomas who is on the 911 Board informed the Council that some of the Board members have been looking at possibly switching the dispatch to Winner. He noted that the first year it will be about $12,000 less but that does not account for switching over our equipment. After the first year, it would cost about the same as Mitchell.

Commissioner Soulek asked why they were looking into doing this and Commissioner Thomas stated that the cost has been increasing over the last few years and we are not getting what we are paying for. He added that they have tried to meet with the Director in Mitchell and they have declined meeting with them. There is another meeting in December scheduled. Thomas stated that they will see if they can get it worked out.

Chief of Police Jason Handel stated that when we first went to Mitchell they were surprised by the number of calls that we got. He also asked if Winner is our only option if we decide to do this.

It was noted that the Chamberlain Police Department, Sherriff’s Department and Chamberlain Oacoma Fire Department have not been involved in these discussions.

Commissioner Thomas stated that Pam Petrak and Katheryn Benton are the directors for the 911 Board and they are the ones looking into this.

It was asked who pays the highest contribution for the dispatch agreement and it is the City of Chamberlain. It is based on population but the County reduces their population by the individual cities populations. Further discussion will take place at the next regular meeting.

**Pull Type/Boat/Camper On-Street Parking**

Chief Handel stated that we have allowed pull type/recreational vehicles to park on the street through the year except the winter, but we do not have a definitive date on when to enforce this. He asked that the Council consider allowing them to enforce the ordinance from November 1 through April 1st in order to help with snow removal.

Motion by Ruhlman second by Claussen, all ayes and approved to enforce the no parking on the streets with pull type vehicles, campers, boats, trailers, etc from November 1 through April 1.

**Airport Beacon**

City Administrator Mike Lauritsen informed the Council that our beacon at the airport is not functioning and needs to be replaced. It will cost approximately $16,200 to have Muth Electric fix it. Lauritsen is working on a grant to help pay for it. Motion by Soulek second by Ruhlman, all ayes and approved Lauritsen to apply for a grant for $16,200 for the beacon at the airport.

**American Creek Campground**

Gaulke informed the Council that we have done an extension to the deadline for Shoreline Adventures in the past allowing them to pay their additional contract fee on February 15 rather than November 15 as to give them time to have their financials completed by their accountant. Motion by Soulek, second by Ruhlman, all ayes and approved to amend the contract to state this portion of the fee will no we due February 15 of the proceeding year.

**Chamber of Commerce**

Taryn Reidt, Chamber Director, asked the Council to consider closing Levee Street between Main Street and Courtland on November 26 from 5:00 PM to 8:00 PM for the parade of lights tree reveal. They are getting a group of people together for the tree lighting and would rather have them on the side street than Main Street. She added that there is also the annual Customer Appreciation Chili Feed that night at the Chamberlain community center.

Motion by Ruhlman second by Soulek, all ayes and approved to close Levee from Main Street to Courtland Street from 5:00 PM to 8:00 PM on November 26.

**Appraiser - Smoke Groves**

Motion by Thomas second by Ruhlman, all ayes and approved to hire Gregg Hubner at $1,500 to do the appraisal for the Smokey Groves Development lots that will be up for auction in 2022.

**City Administrator Report**

City Administrator Mike Lauritsen informed the Council he will going to Pierre on Monday with Greg Powell to discuss the hazard mitigation hydrology study.

Game Fish and Parks would like to expand their gun range on Brule Bottom and have asked the City to help with the project. Lauritsen has also been working on possibly getting some fishing pads along our shorelines in Chamberlain.

The signs are done at Smokey Groves for the lot sale advertisements.

Lauritsen reported that the parks and street department employees have been working hard to get the Christmas decorations up. The ice rink is also started.

Northwestern has set the electric pole for the new fish cleaning station.

We cut a hole on the side of the dredge pond to help get some of the water off before the freeze.

Lauritsen spoke with the contractors on the State Highway project and they will be completing the striping in the next couple days and will then be doing some dirt work and seeding.

**Community Thanksgiving**

Commissioner Ruhlman stated that they are doing the Community Thanksgiving again this year after cancelling it last year from COVID. There will not be a sit down option, but rather carry out and delivery. They received donations from the grocery stores and restaurants in town. She noted that this is available for anyone that would like to take advantage of this service.

**Other Matters**

Commissioner Claussen stated that the National Guard is working on the purchase of the Schoenfelder land and it will cost over $100,000. It was noted that this will be completed in 2022.

**Adjourn**

Motion by Thomas second by Ruhlman, all ayes and approved to adjourn at 6:51 PM.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Chad Mutziger, Mayor

Attest:

*SEAL*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Nicky Gaulke, Finance Officer

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