**CHAMBERLAIN CITY COMMISSION**

**December 20, 2021**

The Chamberlain City Commission held their second regular meeting on December 20, 2021at 6:00 PM.

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

Absent: Finance Officer Nicky Gaulke.

**Pledge of Allegiance**

**Adopt Agenda**

Motion by Ruhlman second by Thomas, all ayes and approved the agenda with the addition of an executive session for economic development and remove Karri Swenson-Cedar Heights lot.

**Conflict of Interest**

No conflicts of interest were noted.

**Minutes**

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

A&R Truck Equipment $200 Prof Serv; Ace Hardware $393.29 Supplies; Adams Agency, Inc $52 Insurance; Agtegra $490 Supplies; Amanda Konechne $213 Prof Serv; Automatic Building Controls $793 Prof Serv; B & L Communications $2,172.66 Equip; Baker & Taylor Company $766.41 Books; Brule County Lumber $446.75 Supplies; Card Services Center $3,368.59 Supplies; Carswap $107.59 Maint; Casa $500 Eco Dev; Cengage Learning $267.04 Books; Center Point Large Print $95.88 Books; Central Dakota Times $45 Publish; Central Electric Cooperative $1,534.68 Electric; Chamberlain Wholesale Grocery $125.50 Supplies; Colliers Securities $13,500 Prof Serv; Communications Center $39 Prof Serv; Concorde $665 Insurance; Core & Main $384.37 Maint; Cutler Lawfirm $1,168.75 Publish; Demco $314.26 Supplies; Dollar General $24.42 Supplies; Dozys Signs & Neon $906.36 Maint; Ethanol Products $3,305.50 Chemical; Fastenal Company $52.89 Supplies; Hawkins $62.90 Supplies; Hickey Heating & A/C $1,315.73 Maint; HNH, LLC $36,361.86 Eco Dev; Ingram Book Company $973.52 Books; Jones,Ryan $500 Deposit Refund; Kelsey, Kurt $192 Prof Serv; Northwest Pipe Fittings $530.72 Supplies; Northwestern Energy $19,654.49 Electric; Same Day Express $40 Prof Serv; SD Assoc Of Rural Water System $200 Prof Serv; SD Dept Of Health $749 Prof Serv; SD Dept Of Transportation $3,533.83 Gas; SD Firefighter Association $825 Prof Serv; S.E.H. $3,566.39 Prof Serv; Servall Uniform/Linen Company $99.46 Prof Serv; SD 811 $94.08 Prof Serv; Sturdevants Auto Parts $97.15 Supplies; The Library Store $278.99 Supplies; Verizon Wireless $161.11 Phone; Water & Environmental Engineer $122 Chemical. **General Fund: Salaries: $32,735.55; Total $108,634.84; Econ Dev: $500; Basketball: $58.93; Library: Salaries: $3,216.10; Total: 7,530.96; Water: Salaries: $,4946.44; Total: $14,971.51; Wastewater: Salaries: $8,012.88; Total: $16,441.59; Airport: $2,063.31.**

**Terence Hickey Plat**

City Administrator Mike Lauritsen presented the Council with a plat from Terence Hickey that is within the three miles of City limits. Planning and zoning recommended approval of the plat.

Motion by Soulek second by Claussen, all ayes and approved the following plat: A plat of lot U-1 of Sunrise Addition in the East ½ of the NW ¼ Section 31, T 104 N, R 70 W of the 5th P.M. Brule County South Dakota.

**City Administrator Report**

Lauritsen updated the Council stating that we had our first snow storm and that the City crew is like a well-oiled machine and did great. He added that they will also be filling the ice skate pond this week.

**Chief Handel Report**

Chief Handel informed the council that the first snow removal of the season went well with just a few tickets given. The officers have also handed out all of the Secret Santa funds that were donated by a private citizen.

**Employee Vacation Sell back**

Motion by Ruhlman second by Claussen, all ayes and approved the request from Melissa Hutmacher to sell back 40 hours of vacation leave.

**Public Hearing - First Reading Ordinance No. 562L – Rezone Request - Cliff Hickey**

Motion by Ruhlman second by Claussen, all ayes and approved to open a public hearing as the Board of Adjustment at 6:10 PM for public comments on the first reading of Ordinance No. 562L for a rezone request.

Lauritsen informed the Council that 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. Planning and Zoning recommended approval of the first reading of Ordinance No. 562L for a rezone request.

Mayor Mutziger asked for comments three times. With no further discussion, motion by Thomas second by Claussen, all ayes and approved to close the hearing as the Board of Adjustment at 6:11 PM.

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

Motion by Ruhlman second by Thomas, all ayes and approved to schedule the second reading of Ordinance No. 562L on January 3, 2022 at 6:10 PM.

**End of Year Meeting**

Motion by Thomas second by Ruhlman, all ayes and approved to schedule a special meeting for December 28, 2021 at 5:00 PM to pay the year end bills.

**Medical Cannabis Dispensary License**

A Medical Cannabis Dispensary license application was received from Smoking Bucks LLC at 221 West King Avenue. Mayor Mutziger noted that he has not been able to look at the application so he would like this application to be tabled at this time.

Motion by Ruhlman second by Thomas, all ayes and approved to table the Medical Cannabis Dispensary License application from Smoking Bucks LLC until the January 3, 2022 meeting.

**City Christmas Party**

Mayor Mutziger explained to the Council that for the yearly Christmas party the Council usually pays for the employees dinner and the employees pay for their spouses and drinks. This year was a little different as there was less than half the number of people so he proposed that the Council pay for the meals for everyone that attended. Motion by Ruhlman second by Soulek, all ayes and approved the Council to pay for all of the meals at the City Christmas party.

**Public Hearing - First Reading Ordinance No. 562M – Amend Transient Housing Zoning Ordinance**

Motion by Ruhlman second by Claussen, all ayes and approved to open a public hearing as the Board of Adjustment at 6:20 PM for public comments on the first reading of Ordinance No. 562M which amends the transient housing zoning ordinance.

Lauritsen informed the Council that this ordinance clarifies that the previous residents that were operating with transient housing will become grandfathered in with proof of previously operating. The Planning and Zoning Board recommended approval of the first reading of Ordinance No. 562M.

Mayor Mutziger asked for comments three times. With no further discussion, motion by Thomas second by Claussen, all ayes and approved to close the hearing as the Board of Adjustment at 6:23 PM.

Commissioner Claussen told the council that he would like to revisit this in a year.

Motion by Soulek second by Claussen, all ayes and approved the first reading of Ordinance No. 562M.

Motion by Ruhlman second by Soulek, all ayes and approved to schedule the second reading of Ordinance No. 562M on January 3, 2022 at 6:15 PM.

**Public Hearing - Second Reading Ordinance No. 562K – Rezone Request - Schweisow**

Lauritsen informed the Council that there have been no changes to the ordinance from the first reading.

Motion by Thomas second by Soulek, all ayes and approved the second reading of Ordinance No. 562K which rezones from Agriculture to Highway Commercial the following property: The East 87.07 Feet of Lot 2A, a Subdivision of a Portion of Block 1 and all of Block 2, Noteboom Industrial Tracts in the NW ¼ of Section 26, T 104 N, R71 W of the 5th P.M., City of Chamberlain, Brule County, South Dakota.

**Executive Session – Economic Development**

Motion by Soulek second by Claussen, all ayes and approved to open an executive session for economic development at 6:31 PM.

Motion by Ruhlman second by Thomas, all ayes and approved to close the executive session at 6:51 PM with no further action taking place.

**Adjourn**

Motion by Thomas second by Claussen, all ayes and approved to adjourn at 6:52 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 \_\_\_\_\_\_\_\_\_\_.