**CHAMBERLAIN CITY COMMISSION**

**​March 21, 2022**

The Chamberlain City Commission held their second regular meeting on March 21, at 6:00 PM.

Present: Mayor Mutziger, Commissioners Claussen, Soulek, Thomas 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 Ruhlman second by Claussen, all ayes and approved the agenda.

**Conflict of Interest**

A conflict of interest was noted for Mayor Mutziger and Commissioner Soulek on the summer seasonal hires.

​**Minutes**

Motion by Claussen second by Soulek, 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 Soulek second by Thomas, all ayes and approved the following bills:

A&R Truck Equipment $1,641.51 Maint; Ace Hardware $505.61 Supplies; Aqua-Pure Inc $1,568.27 Chemical; AT&T $259.10 Phone; Aurora-Brule Rural Water $45.50 Water; Baker & Taylor Company $551.89 Books; Ban-Koe Systems $530 Prof Serv; Bomgaars $753.40 Supplies; Brooks Applied Labs $550 Prof Serv; Brule County Lumber $284 Supplies; Burke Oil Company $5,299.05 Fuel; Byre Brothers, Inc $1,544 Prof Serv; C&B Operations $235.85 Supplies; Card Services Center $1,152.92 Supplies; Carswap $343.40 Supplies; Cengage Learning $331.17 Books; Center Point Large Print $191.76 Books; Central Dakota Times $313.03 Publish; Central Electric Cooperative $1,763.98 Electric; Chamberlain Building Supply $339.69 Supplies; Chamberlain Food Center $121.50 Supplies; Chamberlain Napa $144.33 Supplies; Chamberlain Redi Mix $180 Supplies; Chamberlain Wholesale Grocery $133.40 Supplies; Colonial Research $241.79 Supplies; Communications Center $39 Prof Serv; Cozine Electric $3,298.54 Supplies; Cutler Lawfirm $4,050 Prof Serv; Dakota Milestones $503.48 Prof Serv; Dakota Pump & Control $2,701.54 Maint; Dakota Pump $7,798.74 Maint; Dollar General $38.35 Supplies; Finance & Commerce $231.67 Prof Serv; First Dakota $53,458.76 Principal; Frontline Fire & Rescue $750 Prof Serv; Hawkins $871.29 Chemical; Ingram Book Company $881.92 Books; JC Printing Inc $217 Supplies; Jeremy Thomas Construction $857.50 Prof Serv; JG Welding & Repair $1,038 Supplies; Kelsey, Kurt $168 Prof Serv; Kennebec Telephone Company $4,302.57 Impro Other; King Street Garage $410.38 Supplies; Malloy Electric Bearing Supply $176.65 Maint; Michael Todd & Company Inc $66.41 Supplies; Midstate Communications $1,884.66 Phone; Midwest Fire & Safety $1,925.25 Prof Serv; Midwest Tape $233.10 Books; Northern Balance & Scale $1,934.43 Maint; Northwestern Energy $26,632.51 Electric; Office Products Center $270.45 Supplies; Onsite Service Solutions $685 Prof Serv; Pete Lien & Sons, Inc $4,201.12 Chemical; Productivity Plus Account $675.60 Supplies; R&J Gravel And Trucking $550 Prof Serv; Same Day Express $20 Prof Serv; SD Association Of Rural Water $100 Prof Serv; SD Dept Of Health $558 Prof Serv; SD Dept Of Transportation $4,039.08 Gas; SDML Workers Comp Fund $593 Work Comp; S.E.H $2,370.05 Prof Serv; Servall Uniform/Linen Company $166.26 Prof Serv; Sioux Nation Ag Center $221.85 Animal Control; Sioux Valley Environmental $2,784 Chemical; Stan Houston Equipment Co Inc $710.55 Supplies; Sturdevants Auto Parts $589.95 Supplies; Sunshine Filters Of Pinellas $715.77 Supplies; Texas Refinery Corp $283.48 Supplies; Transource $1,920.38 Maint; Tremco Products Inc $506.70 Mach&Equip; USA Bluebook $285.63 Maint; Variety Plus $4,880.65 Supplies; Verizon Wireless $161.04 Phone; Vets  Oil Company $195.93 Gas; Wagners Towing $450 Prof Serv; Zep Manufacturing Company $349.70 Supplies;**General Fund: Salaries: $69,147.18; Total $171,309.15; Summer Rec: $55.20; Basketball: $223.93; Library: Salaries: $5,257.66; Total: $13,895.86; Water: Salaries: $11,656.61; Total: $35,557.42; Wastewater: Salaries: $13,786.72; Total: $37,013.52; Airport: $3,562.18.**

**Board of Equalization**

At 6:00 PM Keith Reuer and Amos Isburg of the Chamberlain School Board joined the Council for the Board of Equalization meeting. (see official minutes for the Board of Equalization meeting)

At 6:01 PM the Council adjourned the Board of Equalization Meeting and proceeded with the regular City Council meeting.

**Brosz Engineering – Greg Powell**

Greg Powell of Brosz Engineering presented the Council with the list of projects and funding sources that he asked the Council if they want to proceed with grant and loan funding for. He added that we can use our ARPA funds towards the match on DANR grants. Projects include sewer replacement by St. Joes, water line replacement on Mott, a new water line from Byron to the AmericInn, upgrade the carbon dioxide treatment at the water plant, place screens on the intake lines, and a storm sewer at Smokey Groves. Funding would be the ARPA grant, DANR grants and DANR SRF loan. Total of the projects is approximately $3,100,000 with loan funds being $1,500,000 and matching $1,500,000 in grants. Powell stated that the City could also do an increase to water and sewer rates in the amount of $2 to $4 monthly each. Powell stated that in order to proceed we need to get the notices and resolutions completed.

Mayor Mutziger stated that we are well below the minimum that DANR requires on our minimum rates in order to qualify for grants, but with the ARPA funds they are not requiring those rates for these funds.

**Public Hearing – Rezone Request**

Motion by Soulek second by Thomas, all ayes and approved to open a hearing at 6:10 PM for a rezone request from Adam Donaldson for the old sale barn in order to construct a campground.

Lauritsen reported that Ordinance 562N amends the zoning ordinance to rezone at Storjahanns OL #1 NESE 15-104-71 PT of OL 24 & Lot 6 Other OL Chamberlain – FKA Chamberlain Livestock and Storjohann’s Outlot 2 14/15 104-71, City of Chamberlain, Brule County South Dakota from Commercial (C2) to Highway Commercial (HC).

Donaldson presented a map showing the proposed layout of the campground.

Lauritsen reported that Donaldson will also need to apply for a conditional use to put the campground on the property as per the zoning ordinance.

Planning and Zoning recommended approval of the rezone request.

Commissioner Ruhlman asked how many campsites Donaldson plans on having and he stated 91.

Commissioner Claussen asked if there is sufficient electricity to the property and Donaldson stated that yes, he will have three boxes and showed the locations on the map he had presented.

Alex Huff addressed the Council stating he is in favor of the campground and that he looks forward to new consumers and this can help with local housing also.

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 at 6:15 PM.

Motion by Soulek second by Ruhlman, all ayes and approved Ordinance No 562N which rezones Storjahanns OL #1 NESE 15-104-71 PT of OL 24 & Lot 6 Other OL Chamberlain – FKA Chamberlain Livestock and Storjohann’s Outlot 2 14/15 104-71, City of Chamberlain, Brule County South Dakota from Commercial (C2) to Highway Commercial (HC).

**Schedule Hearing – Comprehensive Water and Wastewater Improvements Plan**

Motion by Ruhlman second by Claussen, all ayes and approved to schedule a public hearing on April 18, 2022 at 6:15 PM to hear testimony on the proposal of the Chamberlain comprehensive water and wastewater improvements plan.

**Resolution No. 2022-02 – DANR Funding**

Motion by Soulek second by Thomas, all ayes and approved the following resolution:

**RESOLUTION NO. 2022-02**

RESOLUTION AUTHORIZING AN APPLICATION FOR FINANCIAL ASSISTANCE, AUTHORIZING THE EXECUTION AND SUBMITTAL OF THE APPLICATION, AND DESIGNATING AN AUTHORIZED REPRESENTATIVE TO CERTIFY AND SIGN PAYMENT REQUESTS.

WHEREAS, the City of Chamberlain (the “City”) has determined it is necessary to proceed with improvements to its Sanitary Sewer System, including but not limited to, Sanitary and Storm Sewer Improvements; and

WHEREAS, the City has determined that financial assistance will be necessary to undertake the Project and an application for financial assistance to the South Dakota Board of Water and Natural Resources (the “Board”) will be prepared; and

WHEREAS, it is necessary to designate an authorized representative to execute and submit the Application on behalf of the City and to certify and sign payment requests in the event financial assistance is awarded for the Project,

NOW THEREFORE BE IT RESOLVED by the City as follows:

1. The City hereby approves the submission of an Application for financial assistance in an amount not to exceed $2,300,000 to the South Dakota Board of Water and Natural Resources for the Project.
2. The City intends to apply to the Clean Water State Revolving Fund program for consideration of loan funds for a term up of 30 years at a rate of 2.125 %. The City also intends to request assistance in the form of principal forgiveness or grant funding to improve the financial feasibility of the project.
3. The Mayor is hereby authorized to execute the Application and submit it to the South Dakota Board of Water and Natural Resources, and to execute and deliver such other documents and perform all acts necessary to effectuate the Application for financial assistance.
4. The Mayor is hereby designated as the authorized representative of the City to do all things on its behalf to certify and sign payment requests in the event financial assistance is awarded for the Project.

 Adopted at Chamberlain, South Dakota, this 21 day of March, 2022.

 APPROVED:

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

 Mayor

 City of Chamberlain

(Seal)

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 City Finance Officer

**Resolution No. 2022-03**

Motion by Claussen second by Soulek, all ayes and approved the following resolution:

**RESOLUTION NO. 2022-03**

RESOLUTION AUTHORIZING AN APPLICATION FOR FINANCIAL ASSISTANCE, AUTHORIZING THE EXECUTION AND SUBMITTAL OF THE APPLICATION, AND DESIGNATING AN AUTHORIZED REPRESENTATIVE TO CERTIFY AND SIGN PAYMENT REQUESTS.

WHEREAS, the City of Chamberlain (the “City”) has determined it is necessary to proceed with improvements to its Water System, including but not limited to Water Improvements (the “Project); and

WHEREAS, the City has determined that financial assistance will be necessary to undertake the Project and an application for financial assistance to the South Dakota Board of Water and Natural Resources (the “Board”) will be prepared; and

WHEREAS, it is necessary to designate an authorized representative to execute and submit the Application on behalf of the City and to certify and sign payment requests in the event financial assistance is awarded for the Project,

NOW THEREFORE BE IT RESOLVED by the City as follows:

1. The City hereby approves the submission of an Application for financial assistance in an amount not to exceed $800,000 to the South Dakota Board of Water and Natural Resources for the Project.
2. The City intends to apply to the Drinking Water State Revolving Fund program for consideration of loan funds for a term up of 30 years at a rate of 1.875 %. The City also intends to request assistance in the form of principal forgiveness or grant funding to improve the financial feasibility of the Project.
3. The Mayor is hereby authorized to execute the Application and submit it to the South Dakota Board of Water and Natural Resources, and to execute and deliver such other documents and perform all acts necessary to effectuate the Application for financial assistance.
4. The Mayor is hereby designated as the authorized representative of the City to do all things on its behalf to certify and sign payment requests in the event financial assistance is awarded for the Project.

 Adopted at Chamberlain, South Dakota, this 21st day of March, 2022.

 APPROVED:

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

 Mayor

 City of Chamberlain

(Seal)

Attest: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 City Finance Officer

**Airport – Grant Request**

Lauritsen reported that there are new funds available as part of the Bilateral Infrastructure Law through the Airport Terminal Funding Program to upgrade and modernize airport terminals. Motion by Ruhlman second by Claussen, all ayes and approved to authorize the Mayor to sign the grant application with the FAA through the Airport Terminal Funding Program.

**2022 ARPA Grant Agreement**

Motion by Soulek second by Ruhlman, all ayes and approved to authorize the Mayor to execute the 2022 Airport Rescue Grant number 3-46-0071-013-2022 through the ARPA funds not to exceed $32,000.

**Veterans Park – Static Display Program**

Commissioner Tim Thomas informed the Council that he would like to apply for another piece of equipment to be displayed at the Veterans Park. He explained that they are called Static Displays and the process is a lot faster and easier if the City is the one applying for the display rather than the VFW or the Veterans Park Board.

He noted that he would like to apply for a helicopter through the US Army.

Motion by Soulek second by Ruhlman, all ayes and approved to apply for a Static Display for the Veterans Park through the US Army Donations Program.

**First Interstate Bank Credit Card Program**

Gaulke reported that she had a meeting with Dennis Krull about a cash rewards credit card program through their bank that other Cities have been using. Gaulke noted that she would be interested in switching our current cards to the First Interstate Bank program and use the same as we currently do with our credit cards and could possibly start making more payments through this program at a later date.

Motion by Thomas second by Claussen, all ayes and approved to sign up for the First Interstate Bank Credit Card program with the same balances as our cards are currently structured. Gaulke will cancel the current The Independent BankersBank cards once we get signed up and received the cards for this new program.

**2022 Summer Seasonal Hires**

Motion by Ruhlman second by Claussen, Soulek abstains on Jackson and Cruz Soulek and aye on all others, Mutziger abstains on Chesney Mutziger and aye on all others, Thomas, Claussen and Ruhlman all aye on all and approved the following summer seasonal hires: pool manager Jackson Soulek $15.00; lifeguards: Gunner Ristau $12.00, David Newton $12.00, Alexis Cronk $12.00, Jayna Handel $12.00, Hannah Warmbrand $12.50, Barrett Olivier $11.00, Madeline Ingle $11.00, Britni Hickey $11.00, Levi Miller $11.00, William Hanzlik $11.00, Magyn Hopkins $11.00, Abigal Warmbrand $11.00, Lael Middletent $11.00, Si Butzin $11.00; summer rec manager Brooke Eidsness $14.00, summer rec coaches: Cruz Soulek $11.25, Megan Marone $11.75,  Brenna Ritcher $11.25,  Chesney Mutziger $11.50, Ember Pease $11.00, Canyon Burkard $11.00, parks: Joe Mason $17.75, Sawyer Donovan $10.75, Noah Bury $10.75, street department: Evan Engel $11.25.

**Chamberlain Senior Citizens Center**

The Chamberlain Senior Citizens have asked the City to cost share and install a new automatic door with remote paddles at the center. The door will cost $3,575 with the Senior Center contributing approximately $1,600 and the City cover the remaining $1,975.

**Schedule Public Hearing – Conditional Use**

Motion by Ruhlman second by Claussen, all ayes and approved to schedule a public hearing on April 18 at 6:10 PM for a conditional use from Adam Donaldson to construct a campground on an highway commercially zoned property(old salebarn).

**Executive Session – Economic Development**

Motion by Soulek second by Claussen, all ayes and approved to enter executive session at 6:29 PM to discuss economic development.

Motion by Claussen second by Soulek, all ayes and approved to exit executive session at 7:20 PM.

**Adjourn**

Motion by Ruhlman second by Thomas, all ayes and approved to adjourn at 7:21 PM.

​

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

Chad Mutziger, Mayor

​Attest:

*SEAL*

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

Nicky Gaulke, Finance Officer

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