**CHAMBERLAIN CITY COMMISSION**

**​April 6, 2020**

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

Present: Mayor Mutziger, Commissioners Thomas, Ruhlman, Claussen and Soulek, City Engineer Greg Powell, Finance Officer Nicky Gaulke, and Police Chief Jason Handel.

Absent: None.

**Pledge of Allegiance**

**Adopt Agenda**

Motion by Ruhlman second by Thomas, all ayes and approved the agenda with the rescheduling of the street dance event application.

**Conflict of Interest**

It was noted that there was a conflict of interest on the summer seasonal hires with Mayor Mutziger and Commissioner Soulek.

​**Minutes**

Motion by Soulek second by Thomas, all ayes and approved the minutes from the last regular meeting, Board of Equalization on March 16, and special meetings on March 24, March 27 and April 2.

**Public Comments**

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

**Bills**

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

Adams Agency, Inc $11,296.66 Insurance; Chamberlain Chamber Of Commerce $3,200 Chamber; DENR $21,865.72 Principal; First Dakota $138,183.88 Principal; Handel,Jason $45 Phone; Hrabe Flying Service $900 Prof Serv; Lake Francis Case Development $4,250 LFCDC; Lamie, Kimberly $600 Prof Serv; Olesen,Kevin $45 Phone; Simonsen, Scott $45 Phone; American Family Life $240.60 Salaries; Central Storage $80 Econ Dev; SD Supplemental Retirement $380 Salaries; SD Retirement System $10,487.48 Salaries; Standard Insurance Company $160.36 Insurance; Sinkie, Melissa $1,000 Refund; Payroll Tax Payments $20,543.69 Salaries; Wellmark $16,680.41 Insurance; **General Fund:** Salaries $30,448.49Total $208,125.90; **Economic Development:** $7,530; **Summer Rec:** Salaries:$69.25 Total: $75.82 **Football:** $25; **Library:** Salaries: $2,432.11 Total $5,678.92; **Water:**  Salaries: $5,572.25 Total $15,367.19; **Waste Water:** Salaries: $6,431.49 Total $36,932.75; **Airport:** $1,146.42.

**Schedule Public Hearing – New Wine License – Transfer Malt Beverage/Liquor License**

Motion by Ruhlman second by Thomas, all ayes and approved to schedule a public hearing at 6:10 PM on April 20, 2020 for the following license applications: Transfer: from, T & G, LLC, North Park “C” Store, for package retail on-off sale malt beverage and SD Farm wine license at Lots 13-18, Block 10, H.J. Kings Addition to Melchert Properties LLC for package retail on-off sale malt beverage and SD Farm wine license at Lots 13-18, Block 10, H.J. Kings Addition. New License: Family Dollar Stores of South Dakota, LLC (#27918) for new retail on-off sale wine and cider license at Lot 5 except the North 12’, Lot 6, 7, 8, 9 Block 22, HJ King Addition.

**Bulk Bid Opening**

Motion by Thomas second by Soulek, all ayes and approved the lowest bids contingent upon Powell verifying that they meet specs: **Burke Oil heating fuel $1.559/gal,** propane $.895/gal; **Agtegra: propane $.89/gal,** heating fuel #2 $1.62/gal; Flint Hills, MC 3,000 oil at $2.33/gal, **Jebro**, **MC 3,000 oil at $2.2438/gal;** **Hawkins, Inc**., **chlorine gas $.93/lb, sodium hydroxide 30% $5.90/gal, sodium hydroxide 50% $7.94/gal, sodium hypochlorite $4.46/gal, and** C-5 liquid $.849/lb; **Pete Lien, Lime $163.67/T; WORX, LLC C-5 liquid $.7885/lb;** **Spencer Quarries, 3/8” crushed quartzite $24.95/T**; **Lloyd Priebe and Sons**, **¾” crushed aggregate $9.75/T; R&J Gravel**, **¾’ screened gravel $8.50/T,** ¾” crushed aggregate $10.00/T**.**

**Senior SKIP Day**

Mayor Mutziger stated that Senior SKIP day that was scheduled for May 8th has been cancelled.

**City-Wide Clean-Up**

The Council had agreed to schedule the city-wide clean-up for April 25 but with COVID-19 we will reschedule to a later date, possibly late summer or early fall.

**RLF Loan Payments**

Motion by Thomas second by Ruhlman, all ayes and approved to allow the RLF loan holders a three month hold on their loan payments upon their request. The terms of the loan will just extend three months. There are currently 16 loans but we are only going to give the deferred payments to the ones that request it. Mayor Mutziger stated that we felt that since government is asking banks to do this, we feel like this is something we should consider doing also. The Council agreed.

**Water/Wastewater Accounts**

It was asked if the City would be willing to waive late fees on the water and sewer bills. We will not waive or defer the bills, just the penalties and late fees. If nothing else, its an olive branch and we hope it may be able to help someone that may need it. Powell spoke with Northwestern Energy and they will implement it. It was asked if any customers have requested this and Powell noted that he has received two calls on it.

Motion by Soulek second by Thomas, all ayes and approved to waive all late fees and penalties on the water and wastewater billing for 90 days.

**SEH – Water Intake Contract**

Powell reported that he received a proposal from SEH on the water treatment plant intake for zebra mussels. He added that there are a number of things that they are investigating. We need to know what we can do, what the state will allow us to do, and what we can implement with the age of our plant. Powell said solutions range from a special kind of metal on the intake screen, or injecting a chemical at the point of intake which would cause the mussels to die or not fasten to the pipe. The contract is written as to not to exceed, $25,000.

Motion by Ruhlman second by Claussen, all ayes and approved the $25,000 professional services contract with SEH for research on the water intake and zebra mussels.

**Summer Hires**

Mayor Mutziger and Commissioner Soulek excused themselves from discussion on the summer hires. Powell read the list of potential hires for the parks, streets, summer recreation and swimming pool. Commissioner Thomas reminded the Council that we had discussed giving Joe Mason a larger raise. Mason has been with the City for over 10 years and they feel he should be paid more than the rest of the seasonal hires.

Commissioner Ruhlman stated that Kistler was brought back with special circumstances as he was previously the superintendent and with the City for over 20 years, but she does agree Mason should be paid more than he is. Powell stated that yes, when we did raises, we did talk about giving Mason a larger raise.

Motion by Claussen second by Ruhlman, Soulek and Mutziger abstain, Ruhlman aye, Thomas aye and Clauusen aye, and approved the following: pool manager Mady Handel $15.25, lifeguards Hadley Tichy $10.50, Gracie Swanson $11.50, Ella Byers $10.75, Hannah Warmbrand $10.25, Breckin Steilen $11.75, Garrett Ristau $10.25, Abby Hutmacher $11.25, Makenzie Sorenson $11.75, Randa Haak $10.00, Hayes Miller $10.00, Allison Hough $10.00, Lainey Urban $10.00, Noah Hutmacher $10.00, Meya Bohlen $10.00; Summer rec: Sofia Muruato Manager $14.00, Jackson Soulek $10.50, Trey Neilan $10.50, Megan Marone $10.25, Autumn Kurtz $10:00, Sellyck McManus $10.00, Chesney Mutziger $10.00; Parks: Karter Hyland $10.25, Joe Mason $17.00, Evan Engel $10.25, Brandon Jensen $10.00; Streets: Tre Antelope $10.00.

**Pine and Mott – Request for Partial Closure**

Powell stated that he has been asked if we would consider vacating parts of Pine and Mott off of Salebarn Road where Steckelberg keeps his horses. There are some open streets that still run through that property. It is zoned residential and Steckelberg has a grand-daughter that may be interested in building a house there. Steckeburg owns several lots on both sides of Pine Street and also Mott Street. The City would have to advertise for minimum of 30 days.

Motion by Thomas second by Soulek, all ayes and approved to schedule a public hearing on May 18th at 6:15 PM for a petition by Steckelberg to vacate parts of Pine Street and Mott Street (MORE DESCRIPTIVE?)

**Engineer Report**

Powell reported that the City has closed all of the playground equipment but the actual parks will remain open. We have also locked access to the basketball courts and tennis courts. He added that the employees are still staying busy with their regular duties also.

Commissioner Ruhlman let Powell know that the paint is chipping really bad on the street signs over by Kelly Drive.

Commissioner Soulek stated that he has been contacted about why we are closing the tennis courts because it is one of the only things that they have been able to do.

Mayor Mutziger stated that if you let just one, it makes it hard as then we start getting other requests.

Ruhlman asked if they can still play tennis and it was noted that they cannot as it is locked.

Mayor Mutziger stated that we have not established a date on closure on parks, so he recommends we just leave it closed and can revisit on our next council meeting.

Commissioner Ruhlman stated that by opening this up, you ruin the whole idea of social distancing.

Commissioner Soulek asked if we would want to look at some other way than caution tape to barricade the playground equipment. He added that the school used snow fence. Powell will see if we have enough snow fence

**Police Report**

Chief Handel informed the Council that his department is taking extra precautions with the necessary supplies. They have been getting some calls now and are trying to handle as much as possible over the phone. If the call is serious enough they will be there, but minor things they will handle over the phone. The K9 vehicle is in Platte getting the lights, camera, siren, etc. installed.

All of the officers are wearing new bullet proof vests that were received from a grant from the emergency manager. These new vests help bring some of the weight off their belts.

**Other Matters**

Commissioner Claussen noted that he has received a complaint about barking dogs and also concern that they own more than is allowed in the City. He will speak with Handel about this.

Commissioner Thomas stated that our sales tax is obviously going to be going down and asked if we have looked into what we need to cut back on. Powell stated that we typically do up to $50,000 in asphalt overlay per year that is budgeted and we will hold off on doing that. We will also defer any equipment purchases.

It was noted that we were doing good as of our last sales tax check so we are OK so far. Mayor Mutziger stated that we are still moving forward with the Priebe development as the state is still moving forward on the highway, we need that access also.

Mayor Mutziger spoke to Angie Hanzlik of the Chamber of Commerce and thanked her for getting all of the CARES ACT programs and information out to the businesses.

Commissioner Thomas asked if we have heard anything on the dredging over at American Creek.

Powell stated that he did probing on the bay and it ranges from two foot to eight foot of material in the bay. FEMA has said they will approve to remove sediment on the bay but Powell needs to come up with a formula to determine how much sediment could have been deposited since our last dredge ten years ago up to the flood in 2019. FEMA said that they will pay for anything above that. Powell had also asked about removing sediment above the marina and they are denying that, but have told us to appeal and told him how to fix it so that it may get approved.

Commissioner Thomas asked if we could put that material to the east of our boat parking lot to help that from flooding again. Powell stated that we could, but he has also been working on possibly putting it on the Priebe development.

Powell added that he would like to get this done this fall with a long reach excavator and trucks.

**Mayor’s Statement**

Mayor Mutziger stated that he would like to remind everyone that the times we are in are uncharted times and we have never been through anything like this before, as a community, state or country. He is asking everyone to just remember to be nice to each other. It’s easy to be frustrated and people are scared, he understands, but when it comes down to it, we are all in this together. We are a community and we care about each other. Don’t forget to be nice to everybody.

He went on to say that if he and the four Council members, Greg, Nick and Jason do not have all the answers, but we are doing the best we can with the information that we are provided from authority above us. We are doing the absolute best that we can do.

He went on to say that he understands that some people think we should be doing more and some think we should be doing less, but we are playing within the bounds we are dealt with. We want our community to be safe, and to be able to bounce back from this. But if we don’t treat each other well and are not nice to each other, unfortunately hard feelings harbor and we don’t want that. He added that for those that take a hard stance and think that we are making the wrong decisions all the time, he simply said that every summer there is an opportunity to put your name on the line and run for City Council or Mayor and we would surely welcome any of those. If you think you have a better solution, we love outside information.

Mayor Mutziger went on to say that when its all said and done, he is trying his best to be nice to people. He has received some pretty harsh text messages, calls and emails and he can handle it and will not hold a grudge. But he wanted to remind everyone we are all members of Chamberlain and live in this community together and the best we can do is when we work together.

**Adjourn**

Motion by Thomas second by Soulek, all ayes and approved to adjourn at 6:48 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 \_\_\_\_\_\_\_\_\_\_.