**CHAMBERLAIN CITY COMMISSION**

**​May 2, 2022**

The Chamberlain City Commission held their first regular meeting on May 2, at 6:00 PM.

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

Absent: Commissioner Claussen and Finance Officer Gaulke.

**Pledge of Allegiance**

**Adopt Agenda**

Motion by Soulek second by Thomas, all ayes and approved the agenda.

**Conflict of Interest**

No conflict of interest was noted.

​**Minutes**

Motion by Thomas second by Ruhlman, 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: Adams Agency $5,074.70 Insurance; American Family Life Assur $240.60 Salaries; Central Electric Cooperative $8,334 Principal; Chamberlain Chamber Of Commerce $3,200 Chamber; Civic Plus $191.41 Prof Serv; First Dakota $8.50 Prof Serv; Handel,Jason $45 Phone; Herbst, Jerry $40 Salaries; Hrabe Flying Service $900 Prof Serv; Health Equity $6,008.64 Insurance; Lake Francis Case Development $4,250 LFCDC; Lamie, Kimberly $600 Prof Serv; Olesen,Kevin $45 Phone; Odens,Darren $175 Travel; Payroll Tax Payments $22,810.85 Salaries; SD Department Of Revenue $300 Alcohol Licence; Simonsen, Scott $45 Phone; SDRS – SRP $490 Salaries; SD Retirement System $11,657.60 Retire; Standard Insurance Company $173.36 Insurance; Us Bank $8,293.66 Principal; Wellmark $15,513.24 Insurance.

**Lake Francis Case Development-Chad Pinkelman Update**

Pinkleman gave a tree planting update telling the council that 15 of their 28 trees have arrived and they got those planted around town. He added that it turned out to be a really cool event because we had first and second graders from the elementary school help plant, they had a lot of fun. The kids helped them at ave of Flags, Saukerson Field, Explorers Field, Krebs Park and Barger Park. He continued stating that Smokey Groves residential lots are progressing along and there were two winners that were unable to complete the process and have verbally returned the lots before signing anything. Nine of them are cresting threw and they have quite a few already sending purchase agreements and closing dates set.

**Bid Openings Smokey Groves Commercial Lots**

No bids were received for the Smokey Groves commercial lots.

**Smokey Groves Engineer Bids**

Lauritsen informed the Council that the city has received two proposals for engineering at Smokey Groves for a drainage plan. SPN submitted a proposal for $25,000 and S.E.H for $24,622. Alec Boyce with S.E.H. informed the council that after it is resurveyed it would take approximately a month and a half for completion. He continued stating that he would follow up and get the City a time line. Motion by Soulek second by Ruhlman, all ayes and approved to accept the S.E.H. proposal which is not to exceed $24,622.00.

**Public Hearing-Transfer Schoeney Malt Beverage Licence**

Motion by Thomas second by Ruhlman, all ayes and approved to open the publish hearing at 6:10 PM for the Schoeney & Doney malt beverage license transfer.

The license application is to transfer from Schoeney & Doney, LLC River City Grill for retail on-off sale malt beverage and SD farm wine at East 50 feet of the South 100’ of the Chicago, Milwakee St. Paul and Pacific Railroad right of way between Blocks 61 and 64 of the Second Addition Chamberlain to the R/W Tracts & Lots 7-11, Block 64, Second Addition Chamberlain to Schoeney & Doney, LLC, River City Grill for retail on-off sale malt beverage and SD farm wine at R/W Tracts & Lots 7-11, Block 64, Second Addition Chamberlain. This will open the application up to the entire property so they can sell alcohol from the hotel as they no longer have a food truck.

Ruhlman asked what they do for other hotels and Mutziger stated that this is how it is for other hotels with malt beverage or liquor licenses.

With no further discussion, motion by Ruhlman second by Soulek, all ayes and approved to close the hearing at 6:12 PM.

Motion by Soulek second by Thomas, all ayes and approved the following license application: Transfer: from Schoeney & Doney, LLC River City Grill for retail on-off sale malt beverage and SD farm wine at East 50 feet of the South 100’ of the Chicago, Milwakee St. Paul and Pacific Railroad right of way between Blocks 61 and 64 of the Second Addition Chamberlain to the R/W Tracts & Lots 7-11, Block 64, Second Addition Chamberlain to Schoeney & Doney, LLC, River City Grill for retail on-off sale malt beverage and SD farm wine at R/W Tracts & Lots 7-11, Block 64, Second Addition Chamberlain.

**Malt Beverage License Renewals - BFF Sip and Shop & Schoeney & Doney**

Motion by Soulek second by Thomas, all ayes and approved the following on-off retail malt beverage and SD Farm Wine licenses renewals contingent upon all license applications being completed and property and sales taxes being current: Schoeney & Doney, LLC at R/W Tracts & Lots 7-11, Block 64, Second Addition Chamberlain, and BFF’s Sip & Shop Boutique at Lots 7 and 8 Block 7, Original Chamberlain.

**Official Appointments**Motion by Thomas second by Soulek all ayes and approved the following official appointments: Commissioners: Tim Thomas, Chairman in Mayors absence, Utilities and Tri-County Landfill, National Guard Armory, Public Safety and 911 Board; Clint Soulek, Police and Chamberlain Golf Course; Hannah Ruhlman, Airport, Parks, Pool, Summer Rec; Monte Claussen, Finance, Streets, and Missouri Valley Ambulance; Zoning Administrator, Mike Lauritsen; Hospital Board, Mayor Mutziger; City Administrator Mike Lauritsen; Finance Officer Nicky Gaulke; Police Chief Jason Handel; Sergeant Catland Landegent; Housing Authority: Phil Carlson, Jason Stone, and Sharon Casey; Planning and Zoning: Jeanine Hickey-Reuer, Mark Benton, Tony Donovan, Doug Nelson and Judy Ketron; BID Board: Will Haugen, Angie Hanzlik, John Hloucha, Todd Orth and Steve Schoenhard; Official Newspaper, Central Dakota Times; Official Depositories, First Interstate Bank, Wells Fargo Bank, First Dakota Bank and First National Bank. (Checking to see if Carlson is eligible to be on Housing Board as he now lives in Oacoma.)

**City Wide Clean-up**Lauritsen informed the council that it was a cold, rainy, busy day with five roll offs being hauled out.

**Senior SCIP Day**

Mayor Mutziger reminded the Council that Senior SCIP Day is on May 6th and the kids will be painting Mike Sherwood’s property and some painting at the park. The City was approved for the paint South Dakota grant which will pay for the paint. They are working with Sherwood to choose paint colors.

**2021 Annual Report**

The 2021 Annual was presented. Finance Officer Gaulke had reported that the only big change in fund balance that you see is to General Fund because of the $1,000,000 loan from Central Electric for Smokey Groves being received in 2021 with most of the costs being incurred in prior years. Council was asked to contact Gaulke if they have any further questions.

**City Administrator Report**

City Administrator Lauritsen reported that on May 4th the contractors on the highway50/King Street project will be re-working intersection to prepare for paving. The paving of this intersection will start on Thursday, May 5th and continue into the rest of the week. May 9th through May 13th they will be starting the last lift of asphalt on the entire project which includes the railroad bridge to the interstate. There will be an oil overlay that seals the asphalt which they then throw sand over to absorb the excess oil. Striping and thermal plastic on crosswalks, erosion control on the adjoining land, and asphalt driveways along highway 50. Estimated time for completion, weather permitting will be the end of May.

**Police Report**

Chief Handel presented the April police report and informed the Council that we will have two new hires at our next regular meeting.

**Adjourn**

Motion by Thomas second by Ruhlman, all ayes and approved to adjourn at 6:30 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 \_\_\_\_\_\_\_\_\_\_.