**CHAMBERLAIN CITY COMMISSION**

**May 3, 2021**

The Chamberlain City Commission held their first regular meeting on May 3, 2021 at 6:00 PM.

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

Absent: None.

**Pledge of Allegiance**

**Adopt Agenda**

Motion by Ruhlman second by Soulek, all ayes and approved the agenda with the addition of the FAA transfer of entitlements and a legal matter for executive session.

**Conflict of Interest**

No conflicts of interest were 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 Claussen, all ayes, approved to pay the following bills: Adams Agency, Inc $11,399.45 Insur; American Family Life Assur Co $240.60 Salaries; Briet & Boomsma Pc $164.20 Salaries; Chamberlain Chamber Of Commerce $3,375 Economic Development; Civic Plus $97.07 Prof Serv; First Dakota $2 Prof Serv; Hrabe Flying Service $900 Prof Serv; Handel, Jason $45 Phone; Lamie, Kimberly $600 Prof Serv; Lake Francis Case Development $3,900 Economic Development; Olesen, Kevin $45 Phone; Sophia Muruato $95.35 salaries; Jake Reimer $207.06; Payroll Tax Payments $21,966.48 Salaries; Standard Insurance Company $176.12 Insurance; SSRS – SRP $430 Salaries; South Dakota Retirement System $11,201.26 Retire; Simonsen, Scott $228.13 Phone; Wellmark Blue Cross And Blue $15,861.76 Insurance, SD Department of Transportation $3,616.26 gas, SD Department of Labor $25, Jake Reimer $207.06 travel, Sparkle Committee $234.28, SD Small Business Development Center $2,500

**Chamberlain School District – Research and Design Class**

Chamberlain High School science teacher Carrie Cox and her Research and Design Class students Avery Knecht and Shadia Dakam presented a class project by Knecht and Dakam and two other students, Lydia Krenke and Randa Haak, that were not able to attend the meeting. Coxx informed the Council that this program was created for students that are interest in scientific research. They were asked to pick a topic and complete research for the project. They chose to research the need for daycares and pre-schools in our area. Knecht and Dakam presented a power point presentation that the group created. They informed the Council that they found that there is inadequate amounts of child care available in our community. They went on to give statics, rates, and reasons as to why this is. They noted that this is a nationwide problem and the main problem is the daycares cannot find employees because the pay and benefits are not enough.

From the survey results, they stated that a majority of the responders worked away from home and most are happy with their daycare. It was noted that the parents did say that there are not many choices because there are limited daycares. When asking the parents what their opinion was as the biggest problem with daycares, all answered staff shortage. They added that three fourths of the responses were that having preschool available at the daycare is important but over half of them have to go elsewhere.

The girls stated that they found that travel and daycare cost was not a problem when they were working.

From the data collected, the parents in most need that are on a wait list have special needs children, a child newborn to age two, or are new members to the community. Knecht and Dakam stated that they think we need a preschool and we could have it attached to the school. They noted that some towns that have this already are Redfield, Lennex and Woonsocket. Knecht also stated that it would also help if the City listed the daycare providers our our website as it was not easy to find all of the providers by searching online.

Lake Francis Director Natalie Muarato stated that they have identified some of the same problems that the students found.

Cox stated that one of their last points, if a student were to want to do an internship or shadow at a daycare, it is very hard for them to get into. She added that you have to go through some sort of program to help at the daycares.

Mayor Mutziger told Knecht and Dakam that they did a great job on their presentation. He stated that they had talked about preschools attached to schools and asked if those were part of the school district or separate from the school?

Knecht stated that she is pretty sure they were operated by school employees.

Mayor Mutziger asked if the schools begindergarten program would be the same as this and Cox stated that no, you have to be 5 years old for this program. Cox stated that her mom was a teacher and at her school, they split the kindergarten classroom and added the 3-4 year old’s to half of the kindergarten class. She added that this has made it so much better for these children for learning and development when they do start kindergarten.

The Mayor and Council thanked the girls for their presentation.

**Special Event Application – Deb Ruiz Demo Derbys and Mud Runs**

Deb Ruiz presented a special event application for several mud runs and demo derbys. She currently has a lease with the city for just under 6 acres for the track in Smokey Groves development. She stated that the only thing she is asking the city for is water, otherwise they are self-sufficient.

Commissioner Ruhlman asked if these races will affect the development construction or lot sales and Powell indicated not right now. He noted that the track is back away from the lots that we will probably start selling this year.

Motion by Soulek second by Claussen, all ayes and approved the event application with the demo-mud runs taking place on May 22, June 12, July 24, August 28, September 11, September 25, and October 2.

**Speckels Plat**

Powell stated that this plat is for the Lila Speckels property where they are splitting out one lot. The property is not in city limits but is within the three miles.

Motion by Thomas second by Ruhlman, all ayes and approved the following plat: A plat of L.J. Speckels Tract 7, 1 Subdivision of the NE ¼ of Section 35, T 104 N, R 71 W of the 5th P.M., Brule County, South Dakota.

**Schedule Public Hearing – Brian Dahl, Variance Request**

Motion by Thomas second by Soulek, all ayes and approved to schedule a public hearing at 6:10 PM on June 7th for a variance request from Brian Dahl at the 313 E Glenn Ave to enclose the sides of a deck.

**Schedule Public Hearing – Nate McQuirk, Variance Request**

Motion by Claussen second by Thomas, all ayes and approved to schedule a public hearing at 6:15 PM on June 7th for a variance request from Nate McQuirk on the side setback of a corner lot at 100 Sorenson Drive.

**Schedule Public Hearing – Tim Rancour, Conditional Request**

Motion by Ruhlman second by Thomas, all ayes and approved to schedule a public hearing at 6:20 PM on June 7th for a conditional use request from Tim Rancour at 1006 S Sanborn for a duplex.

**Schedule Public Hearing – Trent Meyers Rezone Request**

Motion by Thomas second by Soulek, all ayes and approved to schedule a public hearing at 6:25 PM on June 7th for a rezone request from Trent Meyers at 416 N Sanborn from R-2 Residential to C-2 Commercial.

**Schedule Public Hearing – Bill Willrodt Road Closure Request**

Motion by Soulek second by Ruhlman, all ayes and approved to schedule a public hearing at 6:30 PM on June 7th for a road closure request from Bill Willrodt on Martin Street between Bock 25 & 26, HJ King Addition.

**Schedule Public Hearing – River City Grill – Malt Beverage License**

Motion by Ruhlman second by Thomas, all ayes and approved to schedule a public hearing at 6:15 PM on May 17th for a malt beverage and SD farm wine license application from 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.

**Miles Bradley – Request to close 13th Street, July 4th**

Powell stated that Miles Bradley contacted him and he would like to close 13th between River Street and Courtland on July 4th. He puts on a large fireworks show and would like to shoot off a several $1,000 worth of fireworks this year. Bradley told Powell that he spoke with his neighbors and they are all in favor of closing that entire block.

Mayor Mutziger stated that a lot of people go to River street to watch the fireworks show and asked if this would impose and who would be responsible for blocking the streets, etc. He also asked if we are setting a precedence for others to want to close the streets in front of their properties for this.

Motion by Soulek, second by Thomas, all ayes and approved to table the discussion until the May 17 meeting and ask Bradley to attend.

**First Reading – Ordinance No. 562H – Amend Zoning for Smokey Groves**

The Council reviewed the zoning as presented. Powell noted that there was some possible concern about having single family residential lots across the street from the commercial lots and the Council agreed to leave them as they are currently presented and we can change them later if we are not able to sell the lots.

Motion by Ruhlman second by Tomas, all ayes and approved the first reading of Ordinance No. 562H which amends the zoning on the new Smokey Grove addition from agriculture to residential single and multi-family, government and commercial.

Motion by Ruhlman second by Soulek, all aye sand approved to schedule the second reading of Ordinance No 562H for May 17 at 6:20 PM.

**Fishing for a Cure**

Kelli Potter has asked the Council to consider allowing a raffle for the Fishing for a Cure tournament. The tourney will be on June 26th and they would like to hold three or four raffles. Motion by Claussen second by Ruhlman, all ayes and approved Fishing for a Cure to hold raffles with the drawing being at the tournament on June 26th.

**City Wide Clean Up**

Powell reported that the City-wide cleanup went well but was slower than we were expecting. We had two roll-offs filled with metal, four garbage, a few wood, tires and appliances. He stated that we did have some people take some bikes. There were no volunteers this year so we had City summer kids helping.

**Dredge Report**

Powell reported that we modified what they are removing because of some rock etc. on the north side. They are removing 3-4 additional feet under the boat slips on the south side. They are moving about 1,000 yards a day and you can actually see the material in the disposal pond now. Powel added that if they continue at this rate they will be done in 75 days.

Powell also informed the Council that the City of Mitchell Mayor and a couple of his employees were here last week to see how it works.

Mayor Mutziger asked if we are getting weekly progress reports and Powell state that yes, we are and he has been rechecking their numbers. SEH also had to redraw what they had to remove with their program. The depth finder screen shows them where they are at and how far they need to go.

**Country Club Funds Request**

Mayor Mutziger reported that Powell, Gaulke and Commissioner Soulek met with the golf course board last Thursday as they had questions in regards to FEMA funding reimbursement and if money should be allocated to the country club.

Gaulke presented a spreadsheet to the Council with all of the expenses and revenue for both the upgrade project and flood. It was noted that the City out of pocket expenses for the upgrade project totaled at $467,304 and flood was $85,974 for a total of 553,278. The revenue included the loan proceeds to be paid back by future payments from the Barger grant of $240,000, Barger grant already received of $160,000 for a total of $400,000 for the project plus FEMA funds of $137,168 and a donation from Dave Schelle of $5,000 for a total of $542,168. That puts the City in the red by $11,110 overall for the project and flood.

Mayor Mutziger stated that FEMA had prepaid us for a cart path that was not complete yet, so he said that we agree to paying the $6,000 for the cart path.

It was noted that members of the Country Club Board asked the City to consider paying them back the $24,546 that they spent on flood expenses out of the FEMA funds.

Gaulke stated that right now the City is $11,111 in the red and will be paying another $6,000 bill for a total of $17,111 and the Country Club Board is currently $24,546 in the red for the flood portion of the expenses.

Commissioner Soulek, who also represents the City of Chamberlain on the Country Club Board stated that they are on a fixed budget and this amount really affects that budget. He added that with the commitments the City made to the bridge and the extra flood expenses were $13,635 to go to the Country Club and he believes they would be happy with that amount.

Mayor Mutziger stated that all of the funds that the Country Club Board is expending, is actually truly City dollars also as they are a branch of the City. It was noted that the city owns or leases all the land, the equipment, buildings, etc.

Powell stated that right now the new skid-steer that the City bought in December for $42,000 will be used 50% by the golf course. He added that whenever they need to borrow equipment or need help, we help them.

Commissioner Soulek stated that if the $13,000 would help their Board out, but the $24,546 that they spent would help them a lot more.

Motion by Thomas second by Claussen, all ayes and approved to give the Chamberlain Country Club Board $13,635 which is to include the $6,000 for the cart path to be constructed.

**2020 Annual Report**

Finance Officer Gaulke presented the 2020 Annual report and reported that the only big change in fund balance that you see is to General Fund and that was expected with the Smokey Groves development. There were also a couple recreation funds that were in the red because of lack of participation with COVID. Also, the library had received funds in the year prior to and spent them in 2020 for computers so that was just a difference of receiving funds one year and spending the next. She asked that they contact her if they have any further questions.

Powell stated that he recommends within the water and sewer funds, that we maintain a cash balance of a half a million dollars in each fund. He added that we need to keep some cash on hand in the general fund because if we do have an emergency like a water tower going down, general fund will have to help pay for it. He added that for instance the dredging will require $150,000 general fund cash, and the Smokey Groves and airport projects are also going to require more cash. He would like to see the Council continue to keep this cash balance up.

**Official Appointments**

Mayor Mutziger asked the Council if they would to explore other departments and boards or just leave as is and Soulek stated that he could take on more if Ruhlman wanted to give him some of her departments. Ruhlman stated that most of her departments are seasonal so she is fine with them.

Motion by Soulek second by Thomas, all others aye 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, Missouri Valley Ambulance and Chamberlain Golf Course; Hannah Ruhlman, Airport, Parks, Pool, Summer Rec; Monte Claussen, Finance and Streets; Zoning Administrator, Greg Powell; Hospital Board, Mayor Mutziger; City Engineer Greg Powell; Police Chief Jason Handel; Sergeant Catland Landegent, Finance Officer Nicky Gaulke; Housing Authority: Phil Carlson, Jason Stone, and Sharon Casey; Planning and Zoning: Jeanine Hickey-Reuer, Mark Benton, Tony Donovan, Doug Nelson; Official Newspaper, Central Dakota Times; Official Depositories, Great Western Bank, Wells Fargo Bank, First Dakota Bank and First National Bank.

**FAA Entitlement Transfer**

Powell stated that the FAA has asked us to consider doing an entitlement transfer to the City of Webster in the amount of $26,920. He added that we have done this in the past, we either transfer the funds or lose them and when we have a project, other cities will do the same thing for us.

Motion by Thomas second by Soulek, all ayes and approved the Mayor, Chad Mutziger to sign the FAA Entitlement transfer to the City of Webster.

**Natalie Muruato– LFCD**

Muruato informed the Council that she had gotten a hold of Frank Volmer in the past and again left him an extensive message about his options and directed him to District III and the Small Business Development Center.

**SENIOR SKIP DAY – Friday**

Mayor Mutziger stated that there is estimated to be approximately 45-50 students and advisors and 15 City people helping with the Senior SKIP day. Everyone will be meeting at the armory because the house they will be painting is near there. There will also be groups working on cleaning up the swim pool and city properties and painting parks equipment. He invited the Council to come help if they would like.

**Other Matters**

Powell reported that we had a broken sprinkler head in the gym at the community center this afternoon so we are currently trying to clean that up. He added that the water has sat in those pipes since 2013 so it does not smell good.

**Police Report**

Chief Handel reported that he emailed everyone three reports. He went on to state that he attended the Police Chiefs Association meeting in Deadwood.

**Executive Session – Economic Development and a Legal Matter**

Motion by Thomas second by Ruhlman, all ayes and approved to enter executive session for economic development and a legal matter at 7:19 PM.

Motion by Ruhlman second by Claussen, all ayes and approved to exit executive session at 7:54 PM.

**Exercise Option on North ½ of North ½ of Tract 1, Feltman Subdivision**

Motion by Ruhlman second by Claussen, Thomas nay, all other ayes and approved to award Terence Hickey the right to exercise an option on lots three and four on the North ½ of North ½ of Tract 1, Feltman Subdivision and to waive the water and sewer costs on those two lots.

**Adjourn**

Motion by Ruhlman second by Claussen, all ayes and approved to adjourn at 8:00 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 \_\_\_\_\_\_\_\_\_\_.