**CHAMBERLAIN CITY COMMISSION**

**August 16, 2021**

The Chamberlain City Commission held their second regular meeting on August 16, 2021 at 6:00 PM.

Present: Mayor Chad Mutziger, Commissioners Claussen, Ruhlman, Soulek and Thomas, Finance Officer Nicky Gaulke and Chief of Police Jason Handel.

Absent: None.

**Pledge of Allegiance**

**Adopt Agenda**

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

**Conflict of Interest**

No conflicts of interest were noted.

**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 Thomas second by Ruhlman, all ayes, approved to pay the following bills(Dredge America added):

Dollar General $48.93 Supplies; Dakota Pump And Control $1,198.98 Supplies; Dakota Milestones $273.75 Prof Serv; Fox Pointe Publishing Llp $134.52 Books; Feld Fire $2,700 Supplies; Hickey Heating & A/C $1,412.44 Repair; Hometown Handyman $9,081 Prof Serv; Hopkins Plumbing Heating A/C $539.02 Prof Serv; Hawkins $3,948.50 Chemical; Ingram Book Company $899.71 Books; Jacks Uniforms & Equipment $344.42 Supplies; JC Printing Inc $110 Supplies; Jebro Inc $57,351.55 Oil; JG Welding & Repair $123.77 Supplies; Civic Plus $4,961.25 Prof Serv; Dredge America $346,539.40 Dredging; Kennebec Telephone Company $1,092.30 Prof Serv; Kelsey, Kurt $192 Prof Serv; M&T Fire And Safety $275 Supplies; Midstate Communications $2,087.54 Phone; Mcleod Printing $129.62 Supplies; Northwest Pipe Fittings, Inc $611.79 Supplies; Foreman Charters $104.50 Eco Dev; North Western Energy $27,807.38 Electric; Oasis Pump N Pak $90.32 Fuel; Old 16 Trading Post, Llc $26.18 Supplies;  City Of Chamberlain $114.83 Supplies; Olson, Greg $1,000 Eco Dev; Overdrive $1,500 Books; Office Products Center $815.14 Supplies; Rons Service $618.58 Repair; Sioux Valley Environmental $750 Supplies; Swenson Brothers Marine $182.99 Supplies; Stallman Ditching $1,000 Prof Serv; Sanford Occupational Med $199 Prof Serv; Simonsen, Scott $190.64 Supplies; Servall Uniform/Linen Company $164.07 Prof Serv; South Dakota State Treasurer $20.71 Prof Serv; SD Dept Of Health $1,404 Prof Serv; Sturdevants Auto Parts $429.47 Supplies; S.E.H $10,530.25 Dredging; SD Assoc Of Rural Water System $100 Prof Serv; The Library Store $197.56 Supplies; Transource $1,217 Prof Serv; USA Bluebook $90.21 Supplies; Lake Francis Case Development $7,800 LFCDC; Variety Plus $107.21 Supplies; Water & Environmental Engineer $122 Chemical; Watch Guard Video $945 Supplies; Vets  Oil Company $140.86 Fuel; Willrodt Motor $976.95 Repair; Willrodt Ford $67.50 Equip Maint; Donaldson Ditching Llc $1,352.04 Repair; Cutler Lawfirm, Llp $2,087.50 Prof Serv; Same Day Express, Inc $40 Prof Serv; Sanford Health $52 Prof Serv; Bowling Dome $234 Prof Serv; Van Diest Supply Company $3,203.75 Chemical; A&R Truck Equipment $309.89 Repair; At&T $157.43 Phone; Ace Hardware $1,290.59 Supplies; Agtegra $159.30 Supplies; Aurora-Brule Rural Water $183.50 Water; Aqua-Pure Inc $2,327.44 Chemical; Axon Enterprise, Inc $1,163.09 Supplies; Burke Oil Company $3,510.75 Fuel; Baker & Taylor Company $822.34 Books; Argus Leader $439.70 Prof Serv; BSN Sports $150 Supplies; Byre Brothers, Inc $1,919 Prof Serv; Bomgaars $900.40 Supplies; Card Services Center $5,278.94 Supplies; Center Point Large Print $93.48 Books; Cengage Learning $241.39 Books; Chamberlain Napa $69.94 Supplies; Chamberlain Building Supply $328.69 Supplies; Chamberlain Food Center $1,628.44 Supplies; Cozine Electric $93.94 Maint; Cook Implement $86.31 Supplies; Chamberlain Wholesale Grocery $1,083.65 Supplies; Core & Main $1,445.82 Supplies; Central Dakota Times $376.03 Publish; Communications Center $39 Prof Serv; Commercial Asphalt Co, Inc $3,818.72 Asphalt/Oil; Central Electric Cooperative $1,555.20 Electric; Central Square $2,171.86 Prof Serv; Dozys Signs & Neon $290.82 Equip Maint; Design Solutions & Integration $5,313 Maint; Dustbusters Enterprises $5,408 Improv Other; Guest Plumbing, Heating & AC $275 Prof Serv;**General Fund: Salaries: $44,668.64, Total $526,100.32; Economic Development : $9,495.68; Summer Recreation: Salaries: $660.14, Total $2,276.93; Softball: $117.36; Baseball: $1,691.69; Library: Salaries: $2,704.58; Total: $10,025.06; Water: Salaries: $2,298.93, Total: $21,541.90; Wastewater: Salaries: $9,139.19; Total: $25,724.10; Airport: $5,167.23.**

**2022 Budget Requests**

**Cozard Library**

Head Librarian Melissa Hutmacher presented the Council with 2020 and 2021 library program information. She informed the Council that with COVID they did an online Facebook story hour and also did some of their activities at the Paws summer program and at the swim pool park as there was not enough room at the library to social distance. She was requesting $75,500 which was the same as last year.

**Lake Francis Case Development**

Chad Pinkelman, Lake Francis Case Development Director, informed the Council that they are requesting a budget of $55,000 for the year 2022. He presented financial statements and informed the Council that he has been visiting local businesses and taking tours of the community. Carson Pringle, LFCD Board President, stated that Chad has been with Lake Francis Case Development for two weeks now. They have been looking into two major issues in Chamberlain which are housing and daycares. Pinkelman stated that he is looking forward to what he can do for Lake Francis Case Development.

**Chamber of Commerce**

Taryn Reidt, Chamber Director, presented the Council with the 2021 annual report and informed the Council that they are not asking for an increase to their budget for 2022. Reidt went on to state that she has been following the revenues in Chamberlain and Brule County and numbers are looking good for 2021.

**Missouri Valley Crisis Center**

April Lebeau, Director of the Missouri Valley Crisis Center, informed the Council that they had received $5,000 in the past and she is not asking for an increase. She went on to inform the Council that one of their source of funds has been cut by $51,000 so they have had to do some budget adjustments.

**Scavengers Journey**

Greg Olson presented the Council with a balance sheet for the Scavengers Journey from the year 2021. He stated that they have added Platte and Winner to the route and they may be adding a couple more towns. They asked the Council to consider contributing $1,500 to the Scavengers Journey again.

**Chamberlain Country Club**

It was noted that Cliff Stone, who was unable to attend, had asked that the Council consider contributing $10,000 annually to the Country Club. In the past, Chamberlain has budgeted $5,000 for the Country Club that they could request the funds for. Todd Orth stated that when he was on the Board many years ago, it was understood that if they did not spend the funds, they would carry over and could be used in future years. He added that it has been many years since they have asked for these funds. Mayor Mutziger stated that he has no problem with the current $5,000 we budget and we can discuss increasing that another $5,000. It was noted that they are paying off one of their annual loans in the amount of $13,000 annually. Commissioner Thomas asked that if they are no longer paying that annual payment, they still want an additional $5,000 from the City? Commissioner Soulek stated that the golf course belongs to the City.

**Zebra Mussel Mitigation**

Water Wastewater Superintendent Brad Mohror informed the Council that he would recommend hiring Central Divers from Pierre for the water intake zebra mussel project. He added that they are doing other projects in the area and will be around. The contract also says that they will come back to inspect their work for two years. Motion by Claussen second by Soulek, all ayes and approved the Central Divers contract in the amount of $98,400 for the zebra mussel mitigation for the water treatment plant intake pipes.

**Special Meeting**

Motion by Claussen second by Soulek, all ayes and approved to schedule a special meeting with the Planning and Zoning Board on August 18 at 5:45 PM.

**Raffle - Jessica Betts - Rescue Network**

Motion by Soulek second by Ruhlman, all ayes and approved a raffle for Jessica Betts with the Rescue Network with the drawing being September 1st for a gift basket and pet grooming.

**Revolving Loan Fund Application**

An application and financials were presented for an RLF loan from J&M Enterprises, LLC, Kellen Meyerink and Brian Juhnke to purchase Ron’s Service. Council reviewed the documents. Lake Francis Case Development recommended a $75,000 loan at 2.5% with a 15-year amortization and a balloon at 5 years. Motion by Soulek second by Thomas, all ayes and approved a loan to

**Resolution No. 2021-04 - Pre-Disaster Mitigation Plan**

Motion by Soulek second by Ruhlman, all ayes and approved the following resolution no. 2021-04:

**RESOLUTION #2021-04**

**A resolution of the City Council of Chamberlain declaring its support for, and adoption of, the Brule County Multi-Jurisdiction Pre-Disaster Mitigation Plan.**

**WHEREAS** a Pre-Disaster Mitigation Plan for Brule County (the Plan) has been developed; and

**WHEREAS** the City of Chamberlain participated in the development of the Plan; and

**WHEREAS** the Plan will be used as a disaster mitigation planning tool as deemed appropriate by the Chamberlain City Council.

**NOW THEREFORE BE IT RESOLVED** that the Chamberlain City Council hereby adopts and supports the Plan, and will take action to ensure that the Plan is implemented successfully.

**Adopted and approved this 16th day of August 2021.**

SIGNED: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mr. Chad Mutziger, Mayor of Chamberlain

ATTEST: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Ms. Nicky Gaulke, Municipal Finance Officer

**Surplus Items**

Motion by Thomas second by Claussen, all ayes and approved to surplus the following items to be offered for sale at the Chisum Peterson auction: LG gas dryer, Toro push mower, glass display case and a walk behind concrete saw.

**Avenue of Flags Grandstand**

It was noted that Council had received pictures of damage to the grandstand. The only way to fix the grandstand would be to tear it down and rebuild. It was noted that they only time it is used anymore is for the burning of the letters at homecoming by the school. The Council agreed it is irreparable and to tear it down.

**Smokey Groves Lot Staking**

Mayor Mutziger stated that he received proposals from both SEH and BROSZ Engineering to have the first set of lots staked in Smokey Groves. SEH is $3,950 and BROSZ Engineering is $5,000. Motion by Thomas second by Ruhlman, all ayes and approved to hire SEH for $3,950 to stake the first set of Smokey Groves lots.

**Conditional Use, Variance and Re-zone Fees**

Mayor Mutziger stated that we did some research on what other cities charge for fees on condition use, variance and re-zone requests and he thinks maybe between $200 & $250 for the conditional uses and variances and $400 for re-zones. Discussion was held on the cost to the City for these hearings and Gaulke noted we have to publish the notices, send letters to the property owners within 150 feet of the request, post on the property, and pay the Planning and Zoning Board for their meeting. The cost to pay the board alone is $250 per meeting if there is a full Board present. Motion by Claussen second by Soulek, all ayes and approved to set the conditional use and variance request fee at $200 and a re-zone request fee at $400.

**Special Meeting - 2022 Budget**

Motion by Ruhlman second by Thomas, all ayes and approved to schedule a special meeting on August 30 for 2022 budget review.

**Scott Salter - Police Officer**

Chief Handel introduced new police officer Scott Salter to the Council. Salter stated that he went to the academy in Minnesota and was a certified police officer. He then worked at the state pen in Sioux Falls for three years so South Dakota is requiring him to go through certification here. He will start training on August 23rd and it is a 16-week program.

**Wellmark Parks Grant**

Commissioner Ruhlman informed the Council that the City of Chamberlain was awarded a $25,000 parks grant that we applied for back in May. The grant is for the proposed kid’s dinosaur park near the existing Mossasour. We now need to get the rest of the grant paperwork competed.

**Other Matters**

Mayor Mutziger stated that we currently have our radios for emergency personnel in a old shed by the water tower on Sorensen Drive. There is a heat lamp for the winter and a box fan for the summer to keep the equipment from over-heating or freezing. We will look into other options for this equipment.

Commissioner Ruhlman updated the Council on Recreation Coordinator Ron Lamies upcoming schedule. He will be running the glow in the dark volleyball tournament and the Kayak race at American Island Days. He also is getting flag football, tackle football and volleyball started for the season. He has raised the registration fee by $10 so they can continue to get t-shirts.

Mayor Mutziger met with Kevin Olesen about Rod Reuer possibly doing some dirt work at Smokey Groves. He can scrape it and make it level in a lot less time than the City employees can with the equipment we have. It was noted that this will cost approximately $10,000 to $15,000. Council agreed to hire Reuer to do this work.

**Executive Session - Personnel**

Motion by Ruhlman second by Soulek, all ayes and approved to enter executive session at 7:27 PM for personnel discussion.

Motion by Thomas second by Soulek, all ayes and approved to exit executive session at 7:59 PM.

Motion by Claussen second by Soulek, all ayes and approved to reduce the Recreation Credit Card limit to $1,000.

**Adjourn**

Motion by Soulek second by Thomas, all ayes and approved to adjourn at 7:59 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 \_\_\_\_\_\_\_\_\_\_.