**CHAMBERLAIN CITY COMMISSION**

**​August 3, 2020**

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

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

Absent: Commissioner Soulek.

**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 Thomas second by Claussen, all ayes and approved the minutes.

**Public Comments**

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

**Bills**

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**2021 – Budget Requests**

**Chamber of Commerce**

Angela Hanzlik presented the Council with the Chamber of Commerce 2021 budget request and financials She stated that because of COVID their membership is down a little but they still have some coming in. Hanzlik reported that they are not asking for any additional funding in 2021 and would like to stay the same as they got in 2020. Commissioner Thomas asked about the salaries line in their budget and Hanzlik reported that the entire staff is budgeted under the Chamber of Commerce and then LFCD reimburses them for Natalie Murato’s wage. Mayor Mutizger asked what the line was for $17,500 for an assistant. Murato stated that they had a part time assistant that that budget line was for, and they now have some fill in positions that help also. Hanzlik stated that if they also have to hire out some work like web design, etc. they will use that line also.

**Lake Francis Case Development**

Natalie Murato presented the 2021 Lake Francis Case Development budget and stated that they are also not asking for an increase to their budget. Murato reminded the Council that this is the last year that Oacoma will cover Chamberlains $30,000 so she did add that to our contribution line on the budget. She stated that they are down around $3,000 in membership dues. They are also almost done with their 501 C3 filing status so that they can qualify for more grants. Murato went over some of the grants received and applied for.

It was noted that the Barger Foundation had set aside $30,000 to LCDC who are in return working on scheduling training, etc. for programs such as daycare and pre-school.

**Missouri Valley Crisis Center**

April Lebeau, director of the Missouri Valley Crisis Center informed the Council that she they are not asking for an increase in their 2021 budget request. Lebeau went on to inform the Council of the services provided by the Center and the numbers of people they have serviced.

**Cozard Memorial Library**

Melissa Hutmacher, head librarian, presented the Council with their 2021 budget request stating that they are asking for the standard 3% cost of living increase as the rest of the City departments also see.

Hutmacher went on to list what the library provides to the public including 273 programs for all ages, most of which are free to the citizens to participate.

Commissioner Ruhlman stated that we have discussed several times about getting the library staff a little higher wages as they are a lot lower than the rest of our employees. She added that she would like to see us budget a 10% increase across the line for these employees and this will be an approximate $8,500 overall budget increase. It was discussed that we have to be careful about giving preference to one set of employees, but we have also done this for other employees that were lower on the pay scales.

**Public Hearing Conditional Use Request – Morey Monk**

Motion by Thomas second by Ruhlman, all ayes approved to open the public hearing at 6:32 PM for Mr. Morey Monk’s request for a conditional use to add a third living quarters on a duplex, at 213 lakeview Dr., Chamberlain, SD. The legal description of the property is Lot 5, Block 4, Night Martin Addition. Powell reported that they Planning and Zoning Board recommended that we deny this request for the conditional use. Mr. Monk was unable to attend that meeting and has since asked that we withdraw his request for the conditional use.

Mayor Mutziger asked for public comment three times. With no further discussion, motion by Ruhlman second by Claussen, all ayes and approved to close the hearing at 6:35 PM.

Motion by Thomas second by Ruhlman, all ayes and approved to deny the Morey Monk conditional request as per the Planning and Zoning Board recommendation and Monk’s request to withdraw the request.

**Public Hearing Conditional Use – Theresa Maule**

Motion by Thomas second by Claussen, all ayes approved to open public hearing at 6:35 PM for Theresa Maule’s request for a conditional use for a residential dwelling, at 120 North Main Street, Chamberlain, SD. The legal description of the property is the West 74 of lot 15, Block 10, Original Town.

Powell reported that the Planning and Zoning Board recommended approval of the conditional use request. He stated that Maule would like to turn her main floor offices into an apartment to be rented as a residence. In downtown Main Street, this is not allowed, we only allow business activity on the main levels. There will be off-street parking available off of both Main Street and Beebe. Powell stated that there will be an entrance to this apartment off of Beebe Avenue but he’s not sure if there will be one on Main Street also. Commissioner Thomas stated that he recalls denying a request like this in the past, but nobody else remembers this.

Mayor Mutziger asked for public comment three times. With no further discussion, motion by Thomas second by Ruhlman, all ayes and approved to close the hearing at 6:45 PM.

Motion by Thomas second by Claussen, all ayes and approved the conditional use request from Theresa Maule for a residential dwelling, at 120 North Main Street, Chamberlain, SD. The legal description of the property is the West 74 of lot 15, Block 10, Original Town.

**Fireworks Permit Application – Speckels Wedding**

The City had previously approved an event application for the Speckels wedding on August 15th and have now been asked that the City approve them to light fireworks at the wedding.

Motion by Claussen second by Thomas, all ayes and approved the Speckels wedding fireworks permit for August 15th contingent upon the fire chiefs approval.

**Tri-County Landfill Tire Program**

The Tri-County Landfill received a grant again for the disposal of fireworks. Powell stated that the local share is $10,000 and Larry McMannus of the landfill has stated that they plan on charging the customers the share that is not covered by the grant.

**Country Club Debt**

It was noted that we are receiving Barger funds for two more years to pay for the Country Club that was acquired by the City for the project. Because interest collected on our funds is so low now, we would like to pay off this debt which we are paying 3.25% on. It was asked if we would still get the Barger funds for paying off the debt and Powell stated that yes, we have a written agreement with the Country Club that these funds have to come back to the City for the debt payments.

Motion by Thomas second by Ruhlman, all ayes and approved to the remaining balance on the Country Club debt with First Dakota Bank.

**Engineer Report**

Powell reported that chip sealing went really well this year. He added that we did a couple of more difficult streets because of the traffic so we had a few extras out there helping. Powell ran some figures on what we would pay to have the chip sealing done by a private contractor versus us doing it ourselves and we save the City approximately $75,000 by having the City employees do it.

We have lost a couple drives and a motor at the water plant that had to be replaced. Powell stated that he suspects part of it could be because of the power surges, but we can’t prove that.

The Boy Scouts will work on the bridge sign with our city employees on Thursday.

**Police Report**

Chief Handel presented the police report. Handel showed the Council a package stating that they are the seeds from China that are all over the news. He added that if anyone receives them they are asked to not plant them and to either turn them into our local police or the USDA.

**Other Matters**

It was asked if we have heard anything from that man-camp that had talked about coming to the area a few years ago and Powell stated that he has not heard from them in three to five years.

Commissioner Ruhlman stated that there is a slide by the Super 8 Hotel and asked if that is being looked at. Powell stated that they have blocked the area that is sliding, but until it finishes sliding and levels itself out, they really cant do much else yet.

**Executive Session – Personnel**

Motion by Ruhlman second by Thomas, all ayes and approved to enter executive session at 7:20 PM for personnel.

Motion by Ruhlman second by Claussen, all ayes and approved to exit executive session at 7:34 PM.

**Adjourn**

Motion by Claussen second by Ruhlman, all ayes and approved to adjourn at 7:34 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 \_\_\_\_\_\_\_\_\_\_.