

**Agenda for January 12, 2021 Regular Meeting 7:00 PM
Held at 210 St. Olaf Avenue
Baltic, SD**

<https://zoom.us/j/96455117136...>

Meeting ID: 964 5511 7136

Passcode: balticmtg

1. Call meeting to order
2. Pledge of Allegiance
3. Approval of the past minutes
4. Disbursements
5. Election of Officers
6. Public Time
 - a. Jesse Fonkert – LCEDA/MCEDA
7. Police Report
8. Maintenance Update
9. Building Inspector Update
10. City Administrator Update
11. City Hall Update
12. Attorney remarks
13. Business
 - a. American Legion Veterans Memorial
 - b. Election Date for 2021 – April 13, 2021
 - i. January 29, 2021 First day to begin circulating petitions
 - c. First Reading Ordinance 281 – Spending Authority
 - d. Resolution #2021-01 Residential Building Permit Valuation
14. Executive Session
15. 2021 Salary/Wage approval
16. Adjourn

MINUTES OF DECEMBER 8, 2020 REGULAR SESSION

THE BALTIMORE CITY COUNCIL MET IN REGULAR SESSION ON DECEMBER 8, 2020 at Baltic American Legion. Mayor Grunewaldt called the meeting to order at 7:04 PM. Present were Aldermen Tracy Petersen, Brendan Tidemann, Kiri Sells and Travis Schreurs. Also present were Maintenance Supervisor Johnson, Maintenance Assistant Hotzler, City Administrator Wulf, Finance Officer Hoefert, Building Official Pearson. City Attorney Hughes joined via Zoom.

Mayor Grunewaldt asked all present to rise and join in the Pledge of Allegiance to the Flag.

Petersen made a motion to approve the agenda. Second by Sells. All ayes, motion passed.

Petersen made a motion to approve the minutes for the November 10, 2020 Regular Session. Sells seconded. All ayes, motion passed.

Disbursements were reviewed. Petersen made a motion to approve the following disbursements. Second by Sells. All ayes, motion passed.

December 2020 Claims

Vendor	Amount	Comments
Alliance Communications	\$ 220.63	Utilities
AT Analytical	\$ 800.00	Transporting
Boyer Truck	\$ 39,030.00	Dump/Plow Truck
City of Baltic	\$ 83.46	Utilities
Classic Corner	\$ 171.02	Gas
Daniel Houck	\$ 140.00	Deposit Refund'
Derek Drenth	\$ 135.21	Deposit Refund
Direct Technologies	\$ 1,234.38	MIT Services
DSG	\$ 731.46	Meter Horns
Dust-Tex Service, Inc.	\$ 14.85	Rug Service
EFTPS	\$ 4,390.52	Payroll Taxes
First National Bank	\$ 12.50	Lien fee for Truck
First National Bank	\$ 712.34	Dump Truck
Garbage N More	\$ 7,125.00	Service
Getty Abstract	\$ 115,568.24	Land Purchase
Hughes Law Offices	\$ 1,521.41	Services
Interstate All Battery Center	\$ 121.95	Mower Battery
Interstate Office Products	\$ 120.43	Supplies
iWorkQ	\$ 13,875.00	Text My Gov
Kari Lynn Clark	\$ 66.24	Deposit Refund
Kinetic Leasing	\$ 2,773.00	Pickup Truck
Kyle Koopman	\$ 84.88	Deposit Refund
LG Everist	\$ 1,499.80	Salt/Sand
Menard's	\$ 334.79	Supplies
MidAmerican Energy	\$ 251.61	Utilities
Minnehaha Community Water Corp	\$ 3,496.35	Water Purchase
Pheasantland Industries	\$ 72.00	4 Way stop
SD DENR	\$ 10.00	Exam

SD Dept. of Revenue	\$ 632.29	Sales Tax
SD Water & Wastewaterr Assn	\$ 10.00	Membership
SDML Workers Comp	\$ 5,082.00	Renewal
SDRS	\$ 2,266.32	Retirement
Bryant Ahrendt	\$ 114.88	Deposit Refund
Sverdrup Township	\$ 60.00	Road Grading
US Bank Equipment Finance	\$ 721.59	Pickup Truck
US Post Master	\$ 144.20	UB Mailing
Verizon Wireless	\$ 274.65	Utilities
Xcel Energy	\$ 2,221.04	Utilities
	\$ 206,124.04	

November 2020 Salaries in gross amounts by Department: Council, \$3,051.43; Finance, \$5,082.78; Inspection, \$1,798.83; Streets, \$2,575.32; Parks, \$2,575.32; Econ Dev \$3,088.22; Water, \$4,071.20; Sewer, \$4,071.12; Total \$26,314.22.

Public Time. Hoefert relayed an anonymous message from a resident: The resident, who is in the high risk category for COVID, wanted to thank those that are wearing masks in public places in Baltic like the gas station and post office.

Police Report. No report

Maintenance Update. Hotzler reported that there was a sewer back up in the 2nd and Elm Street area that was fixed, Murphy's Pond dredging was completed and winterizing of equipment was done.

Building Inspector Update: Inspector Pearson reported that there are 3 more residential building permits pending and the valuation for 2020 is over \$4,000,000.

City Administrator/Economic Development Director Update. Wulf reported that the presentation for the Transportation Alternative Grant was done, results to be announced in January. The City office has been upgrading phone systems and computer systems. Murphy's Pond has been wired for electricity by Will Hubers and winter decorating will be done there. The City purchased a used dump/plow/sand truck and a plot of commercial land in Valley View Meadows. The 5th street drainage project is still in progress.

City Hall Update. Financials were presented. Hoefert reported that she is still working on CARES Act submissions, the SD Dept. of Legislative Audit accepted the 2018-2019 Audit, and the Housing Study Grant was approved. A special meeting of the City Council will be held December 30, 2020 at 6:30 p.m. to take care of any end of year issues.

Attorney Remarks. City Attorney Hughes deferred until Business and Executive Session

Business.

- a. The 5th Street Drainage Project is progressing. Macc's Excavating will return to complete.
- b. Petersen made a motion, seconded by Sells, to accept the 2021 Agreement with the Sioux Falls Area Humane Society. All ayes, motion passed.
- c. Tidemann made a motion, seconded by Petersen, to accept the 2021 Minnehaha County Sheriff Contract. All ayes, motion passed.

- d. Sells made a motion, seconded by Tidemann, to approve Resolution #2020-10: Plat lots 75, 76 & 77 of Valley View Addition. All ayes, motion passed.
- e. Petersen made a motion, seconded by Schreurs to approve Resolution #2020-11: Plat lots 1 through 4, inclusive, and lots 8 through 10, inclusive of Baltic Heights Addition. All ayes, motion passed.
- f. Mayor Grunewaldt gave the first reading of Ordinance #280 – 2020 Supplemental appropriations. Second reading will take place at the December 30, 2020 special meeting.
- g. City Council directed Attorney Hughes to work with SDPAA to prepare signage for the City Leaf/Tree drop site. This is to protect the City from liability due to injury.

At 7:40 p.m. Petersen made a motion to enter into Executive Session to discuss City business. Second by Tidemann. All ayes, motion passed.

At 8:20 p.m. Mayor Grunewaldt declared the Council out of Executive Session.

With no further business before the Council, at 8:21 p.m. Tidemann made a motion to adjourn the meeting. Motion seconded by Sells. All ayes, motion passed.

Julia M. Hoefert
Municipal Finance Officer
Published once at the approximate cost of \$_____.

Scott Grunewaldt
Mayor, City of Baltic

MINUTES OF DECEMBER 30, 2020 SPECIAL SESSION

THE BALTIMORE CITY COUNCIL MET IN SPECIAL SESSION ON DECEMBER 30, 2020. Mayor Grunewaldt called the meeting to order at 6:40 PM. Present were Aldermen Chris Hotzler, Kiri Sells, Tracy Petersen, Brendan Tidemann and Travis Schreurs. Also present was City Administrator Wulf and Finance Officer Hoefert. The meeting was held at the Baltimore City Hall.

Disbursements were reviewed: Tidemann made a motion to approve the year-end disbursements with second by Sells. All ayes, motion passed

December 30, 2020 Claims

Vendor	Amount	Comments
Amazon Capital Services	\$ 242.70	PPE
BALTIMORE FIRE DEPT	\$ 16,000.00	2020
Direct Technologies	\$ 30,121.37	Server, Phones, Laptops
Motorola Solutions	\$ 43,136.88	Radios
Schoenfish & Co.	\$ 11,000.00	2018-2019 Audit
Two Way Solutions	\$ 1,200.00	Radios for Fire
EFTPS	\$ 2,171.86	Payroll Taxes
Stryker Sales Corp	\$ 14,752.94	CPR Unit for Fire
	\$ 118,625.75	

Public Time – Mike Wendland of Grant Park Capital thanked the Council for all they do for the City.

Business

- a. Petersen made a motion to approve Ordinance 280 – 2020 Supplemental Appropriations. Second by Sells. All ayes, motion passed.
- b. Petersen made a motion to purchase a mobile ice rink, skates and accessories for not more than \$15,000. Second by Sells. All ayes, motion passed.

At 7:17 PM With no further business before the Council, Sells made a motion to adjourn the meeting. Second by Petersen. All Ayes, motion passed.

Julia Hoefert
Municipal Finance Officer
Published once at the approximate cost of \$_____.

Scott Grunewaldt
Mayor

January 2021 Claims

Vendor	Amount	Comments
Alliance Communications	\$ 171.06	Utilities
Amazon Capital Services	\$ 71.09	Supplies
Argus Leader Media	\$ 803.19	Legals
Badger Meter	\$ 54.00	Backhaul
City of Baltic	\$ 83.46	Utilities
Classic Corner	\$ 144.55	Gas
Direct Technologies	\$ 67.50	Service
Dust-Tex Service, Inc.	\$ 14.85	Rug Service
First National Bank	\$ 712.34	Dump Truck
Garbage N More	\$ 7,125.00	Service
Hughes Law Offices	\$ 1,521.41	Legal Service
Kinetic Leasing	\$ 2,773.00	Oak/Douglas
Menard's	\$ 433.87	Supplies
MidAmerican Energy	\$ 369.29	Utilities
Minnehaha Community Water Corp	\$ 3,521.70	Water Purchase
NAPA Auto Parts	\$ 3.98	Supplies
SD Dept. of Revenue	\$ 2.50	4th Qtr Unempl
SD Assn. of Code Enforcement	\$ 40.00	2021 Dues
SD Building Officials's Assoc.	\$ 50.00	2021 Dues
SD City Managment Association	\$ 150.00	2021 Dues
SD DENR	\$ 1,500.00	Discharge Permit
SD Dept. of Revenue	\$ 628.44	Sales Tax
SD Gov. Finance Officer Assoc.	\$ 40.00	2021 Dues
SD Municipal League	\$ 1,194.65	Dues
SD Municipal Street Maint.	\$ 35.00	2021 Dues
SDRS	\$ 2,293.96	Retirement
SDRS	\$ 115.66	Late Fee
SECOG	\$ 1,775.00	2021 Dues
SFAHS	\$ 1,223.91	Services
Sverdrup Township	\$ 120.00	Road Grading
Thomas Reuters - West	\$ 75.02	Subscription
US Bank	\$ 2,556.39	Supplies
US Bank Equipment Finance	\$ 721.59	Truck
US Bank SRF	\$ 34,259.65	Loans
US Post Master	\$ 109.90	UB Mailing
Verizon Wireless	\$ 93.22	Utilities
VIRG'S SERVICE	\$ 118.58	Service
Xcel Energy	\$ 2,348.94	Utilities
	\$ 67,322.70	

ORDINANCE NO. 281
CITY OF BALTIC, SOUTH DAKOTA
AN ORDINANCE TO AMEND CHAPTER 32.04 OF THE REVISED ORDINANCES OF
THE CITY OF BALTIC, SOUTH DAKOTA, TO PROVIDE FOR THE SPENDING AND
CONTRACT AUTHORITY OF DEPARTMENT HEADS

WHEREAS, Chapter 32 of the Revised Ordinances of the City of Baltic, South Dakota, establishes finance regulations for the City of Baltic, South Dakota; and

WHEREAS, The City of Baltic, South Dakota, desires to amend Chapter 32.04 of the Revised Ordinance of the City of Baltic, South Dakota, and in accordance with South Dakota law;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY
OF BALTIC, SOUTH DAKOTA:

Section 1. PURPOSE

The purpose of this ordinance is to amend and restate Chapter 32 of the Revised Ordinances of the City of Baltic, South Dakota, to provide for the spending and contract authority department heads.

Section 2. EFFECT

The following language, to be added to Chapter 32 of the Revised Ordinances of the City of Baltic, will state the limitations of the spending and contract authority of the department heads of the City of Baltic, South Dakota.

Section 3. VALIDITY

All ordinances or parts of ordinances in conflict herewith are hereby repealed. The invalidity of any section, clause, sentence or provision of the ordinance shall not affect the validity of any part of this ordinance which can be given effect without such invalid part or parts.

Section 4. THE ORDINANCE

32.03 CONTRACT OR PURCHASE AUTHORITY OF CITY ADMINISTRATOR.

(A) The City Administrator has the authority to enter into contracts and make purchases on behalf of the city for any amount not to exceed \$2,500.00.

(B) The City Administrator must obtain advance verbal approval from the Mayor to enter into any contract or make any purchase on behalf of the city exceeding \$2,500 up to \$5,000.

(C) The City Administrator must obtain advance approval by motion of the City Council, recorded in the minutes, to enter into any contract or make any purchase on behalf of the city for any amount exceeding \$5,000.

32.04 CONTRACT OR PURCHASE AUTHORITY OF DEPARTMENT HEADS.

(A) Department heads have the authority to enter into contracts and make purchases on behalf of the City for any amount not to exceed one thousand dollars (\$1,000.00).

(B) Department heads must obtain advance verbal approval from the City Administrator prior to entering into a contract or making any purchase on behalf of the City for any amount exceeding one thousand dollars (\$1,000.00), such approval of the City Administrator being subject to the limitations set forth herein.

First Reading: January 12, 2021

Second Reading: February 9, 2021

Passage and Adoption: February 9, 2021

Publication: _____

Effective Date:

Scott Grunewaldt, Mayor

ATTEST:

Julia Hoefert
Municipal Finance Officer
(SEAL)

RESOLUTION #2021-01

A RESOLUTION OF THE CITY OF BALTIC, SOUTH DAKOTA ESTABLISHING BUILDING PERMIT FEES

BE IT RESOLVED, by the City Council of the City of Baltic, South Dakota that pursuant to and in conformance with Section 16.02 of the 2010 Revised Baltic Zoning Regulations of the City of Baltic South Dakota that the following building permit fee schedule be adopted January 12, 2021 as follows:

2021 Residential Building Permit Valuation/Fee Schedule

The base valuation to determine permit fees is based upon a dollar per square foot schedule in accordance with the following. The bid price must be quoted for renovations or remodels. Work done by the resident (self-help) will be valued at triple the estimated cost of materials.

Dwellings – Single Family dwelling, duplexes, townhouses:

Finished habitable space	\$107.00 per square foot	} <i>Adjusted Amounts</i>
Finished basements	\$ 64.00 per square foot	
Unfinished space (basement or upper levels)	\$ 32.00 per square foot	
Attached garages	\$ 33.00 per square foot	
Detached garages	\$ 30.00 per square foot	
Garden sheds (less than 120 sq. feet)	\$ 18.00 per square foot	
Interior Remodeling	Contractors estimate or \$28.00 per square foot	
Wood Patio	\$10.00 per square foot	
Concrete flatwork	\$3.00 per square foot	

Apartment buildings and pole or storage sheds are commercial permits.

Residential Building Permit Fee Schedule

TOTAL VALUATION	FEE
\$1 - 1,000	\$20.00
\$1,101 – 2,000	\$10.00 for the first \$500 plus \$1.50 for each additional \$100 or fraction thereof, to and including \$2,000, for valuations in excess of \$1,100.
\$2,001 - 25,000	\$35.50 for the first \$2,000 plus \$6.00 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 - 50,000	\$170.50 for the first \$25,000 plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 - 100,000	\$283.00 for the first \$50,000 plus \$3.00 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 and up	\$433.00 for the first \$100,000 plus \$2.50 for each additional \$1,000 or fraction Thereof.

Certain 'non-valued' fees are adopted as follows:

Fence	\$20.00	Swimming pool fence enclosures	\$25.00
Reroofing	\$30.00	Window replacements (sashes only)	\$20.00
Residing	\$30.00	Razing	\$15.00

Other Inspection Fees:

Inspections outside normal business hours	\$70.00 per hour (Minimum charge of one hour)
Re-Inspection Fees	\$70.00 per hour (Minimum charge of one hour)

2021 Commercial Building Permit Valuation/Fee Schedule

COMMERCIAL PERMIT FEE SCHEDULE

The value to be used in computing the building permit fee for all commercial construction, remodeling, renovation, and repairs shall be the total value of all construction work for which the permit is issued as well as all finish work, painting, roofing, electrical, plumbing, heating, air-conditioning, elevators, fire extinguishing systems, and other permanent equipment exclusive of site improvements and parking lots costs.

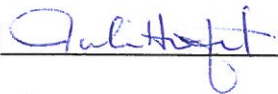
Total Valuation	Fee
\$1-700	\$20.00
\$701 - 2,000	\$15.00 for the first \$500 plus \$2.00 for each additional \$100 or fraction thereof, to and including \$2,000, for valuations in excess of \$701.01.
\$ 2,001 - 25,000	\$45.00 for the first \$2,000 plus \$9.00 for each additional \$1,000 or fraction thereof, to and including \$25,000.
\$ 25,001 - 50,000	\$252.00 for the first \$25,000 plus \$6.50 for each additional \$1,000 or fraction thereof, to and including \$50,000.
\$50,001 - 100,000	\$414.50 for the first \$50,000 plus \$4.50 for each additional \$1,000 or fraction thereof, to and including \$100,000.
\$100,001 - 500,000	\$639.50 for the first \$100,000 plus \$3.50 for each additional \$1,000 or fraction thereof, to and including \$500,000.
\$500,001 and up	\$2,039.50 for the first \$500,000 plus \$3.00 for each additional \$1,000 or fraction thereof.

Passed and Adopted this 12th day of January, 2021.

Signed _____

ATTEST:

Scott Grunewaldt
Mayor

Signed 

Julia Hoefert
Municipal Finance Officer

Published once at the cost of \$ _____