

MINUTES OF JANUARY 12, 2021 REGULAR SESSION

THE BALTIC CITY COUNCIL MET IN REGULAR SESSION ON JANUARY 12, 2021. Mayor Grunewaldt called the meeting to order at 7:00 PM. Present were Aldermen Tracy Petersen, Kiri Sells, Brendan Tidemann and Travis Schreurs. Also present were Maintenance Supervisor Johnson, Maintenance Assistant Hotzler, City Administrator Wulf, Finance Officer Hoefert and City Attorney Hughes. The meeting was held at the Baltic American Legion.

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

Petersen made a motion to approve the minutes for the December 8, 2020 Regular Session and the December 01, 2020 Special Session. Tidemann seconded. All ayes, motion passed.

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

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 Management 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	

December 2019 Salaries in gross amounts by Department: Council, \$15,085.54; Finance, \$5,213.68; Inspection, \$1,783.78; Streets, \$2,575.32; Parks, \$2,575.32; Econ Dev \$3,219.14; Water, \$4,071.2; Sewer, \$4,071.12; Total \$38,595.10.

Public Time. Jesse Fonkert, Director of MCEDA/LECDCA spoke of the services offered by the organization.

Police Report. No police report.

Maintenance Update. Hotzler reported that monthly water samples were submitted, the lift station pump in the trailer court was plugged twice in December, Hydro Kleen performed yearly pump station cleanouts. Holiday lights were place on the gazebo at Murphy's Pond. The lights on the flag poles along Lovely Avenue need to be replace. Hotzler also reported that he has passed the waste water certification.

Building Inspector Report. Pearson reported that there were 109 permits in 2020 valuing approximately \$4,800,000. Pearson has been participating in an insurance review that rates the city for insurance rates for individuals.

City Administrator/Economic Development Director Update. Wulf reported that she has been working on updating the employee handbook, policies, and job descriptions. She has been participating in the process to create and economic development board for the city. The housing study will be starting soon. The portable ice rink has arrived and setup will begin when weather allows.

City Hall Update. Financials were presented. Hoefert reported that she and other staff have been training on new software. A server and telephone system were installed in December to allow for remote working if necessary. All expenses for the CARES Act reimbursement have been submitted. Hoefert attended and Annual Report training webinar and has started on year end processes. Text My Gov, a system that allows mass notification to subscribed residents, has gone live with great response so far.

Attorney Remarks. City Attorney Hughes has prepared a draft of a maintenance agreement for the veteran's memorial property and has been working with city staff to help facilitate the economic development foundation.

Business.

- a. Christopher Drayer presented a drawing of the proposed Veteran’s Memorial and there was some discussion regarding safety, parking, etc.
- b. 2021 Elections – The election date is April 13, 2021 and the City will be combining with the School Board. There is 1 vacancy this year: Alderman Ward 1, 2-year term; Petitions may be taken out starting January 29, 2021 at City Hall.
- c. Mayor Grunewaldt gave the first reading of Ordinance 281 – Spending Authority. Second reading will be at the February 9, 2021 regular meeting.
- d. Mayor Grunewaldt read Resolution #2021-01 Residential Building Permit Valuation. Petersen made a motion, seconded by Sells, to adopt Resolution #2021-01. All ayes, motions carried.

At :50 p.m. Tideman made a motion to enter into Executive Session to discuss personnel matters. Second by Sells. All Ayes, motion passed.

At 11:04 p.m. Mayor Grundewaldt declared the Council out of Executive Session.

Pursuant to SDCL 6-1-10, Petersen made a motion to approve the following wages. Second by Sells. All ayes. Motion passed. Ken Johnson, Maintenance Supervisor, \$59,055.36/year; Dan Hotzler, Maintenance Assistant, \$37,296.30/year, Rebecca Wulf, City Administrator/Economic Development Director, \$61,200.00/year: Julia Hoefert, Finance Officer, \$46,008.59/year.

With no further business before the Council, at 11:06 p.m. Sells made a motion to adjourn the meeting. Motion seconded by Petersen. All ayes, motion passed.

Julia M. Hoefert
Municipal Finance Officer

Tracy Petersen
Mayor, City of Baltic

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