

UNAPPROVED MINUTES
BALTIC CITY COUNCIL SPECIAL MEETING
FEBRUARY 11, 2025 7:00 PM BALTIC CITY HALL
130 ST. OLAF AVENUE BALTIC, SOUTH DAKOTA

Council President/Interim Mayor Brian McGreevy called the meeting to order at 7:01 PM in the Baltic City Hall, 130 St. Olaf Avenue. Answering roll call were Alderman Steve Boeve, Nikki Oien, Brian McGreevy, and City Attorney Mae Pochop. Also, in attendance was Public Works Supervisor Ryan Fods, Finance Officer Lacey Harrington and ISG Engineer Parker Hamann. Joining via Teams was ISG Engineer Justin Heim.

Brian McGreevy led the meeting in the Pledge of Allegiance.

The council reviewed the January 21, 2025 Regular Council Meeting minutes. Nikki Oien made a motion to approve the January 21st, 2025 minutes, Boeve seconded. All ayes, motion carried.

The council reviewed the January 24, 2025 Special Council Meeting minutes. Steve Boeve made a motion to approve the January 24th, 2025 minutes, Oien seconded. All ayes, motion carried.

The Council reviewed the Claims Payable. Oien made a motion to approve the Claims Payable, seconded by Boeve. All ayes, motion carried.

Public Time

Zach Nebben wanted to thank our Public Works employees for helping them with a waterline issue. Nebben also inquired about the 5th Street paving which we advised will be discussed later in the meeting.

Randy Marsh wanted to thank the City of Baltic for plowing the streets and bike path in the Grant Park and Phillips Crossing Developments. Marsh stated that it made them feel welcome and they appreciated the work that was done. Marsh also wanted to inquire on low water pressure. Fods explained that during the winter, MCWC lowers the water tower level to allow for warmer water to fill more often to avoid freezing but would improve in the spring.

Deb Qualseth stated that she is still dealing with barking dogs and speeding on Lovely Avenue. Qualseth also stated that water pressure is low at her home.

APPOINTMENT OF WARD 2 ALDERMAN

Brian McGreevy recommended appointing Edward Clark-Jessen as Ward 2 Alderman for the vacant spot. McGreevy noted Clark-Jessen's accomplishments and community/school involvement and felt he would be a great addition to the Council. Nikki Oien made a motion to appoint Edward Clark-Jessen as Ward 2 Alderman, Boeve seconded, all ayes, motion carried.

City Attorney Pochop swore Edward Clark-Jessen in as Ward 2 Alderman.

Alderman Nikki Oien moved to go into Executive Session at 7:14 pm

Alderman Steve Boeve called the Council back from Executive Session at 7:28 pm

OLD BUSINESS

MANAGED SERVICES CONTRACT

Finance Officer Harrington presented the Council with the flat-rate contract with Direct Technologies. Harrington listed the benefits and monthly cost for the contract. Harrington notes that previously the City was paying a contracted amount plus any calls, labor, updates, etc., which was unpredictable and costly. The flat-rate would be more predictable and provides unlimited calls, updates, server refreshes and much more. Clark-Jessen asked if our current software is up

to date. Harrington noted that we do have some server and hardware refreshes coming up and that labor would be included in the flat rate. Clark-Jessen made a motion to approve the new flat-rate contract with Direct Technologies, Boeve seconded. All ayes, motion carried.

GRANT PARK UPDATE

Brian McGreevy gave an update on the settlement agreement with Grant Park Development. McGreevy explained there were no changes to the agreement, just the agreement on the secondary site to the east of Murphy's Pond for the retention pond. Discussion on details of that process were had. Again, McGreevy reiterated that the goal of meeting with Brian Hefty was to come to an agreement on finishing the development.

NEW BUSINESS

EQUALIZATION MEETING

The Council discussed possible dates for the Board of Equalization meeting. McGreevy suggested Friday, March 21st, 2025 at 6:00 pm. Harrington explained the equalization process and advised that she has objection forms and guide packets on how to object a homeowner's property assessments available to pick up at City Hall and on the City of Baltic's website.

NEW BUSINESS

GRANT PARK UPDATE

Brian McGreevy stated that the Council has been working to complete the settlement agreement that was signed by both parties. This has been tabled until we have a new City Attorney.

5th STREET IMPROVEMENTS - REQUEST FOR PROPOSAL

Ryan Fods spoke to the Council regarding the need to pave 5th Street south of the new high school. Fods explained that over the years the city has paid for dust control and although that helps, it would be more cost effective to pave the road. Fods recommended ISG design a plan for paving 5th Street and allow them to go out for bids. Steve Boeve made a motion to have ISG work on a proposal and go out for bids on paving plan for 5th Street, Clark-Jessen seconded, all ayes, motion carried.

PROCUREMENT POLICY

Finance Officer Harrington presented the Council with a Procurement Policy that was suggested by Schoenfish in our audit which provides a policy on what we purchase and guidelines on purchasing. Nikki Oien made a motion to adopt the Procurement Policy, Boeve seconded, all ayes, motion carried.

INTERNAL CONTROL POLICY

Finance Officer Harrington presented the Council with an Internal Control Policy that was suggested by Schoenfish in our audit that provides a separation of duties. Edward Clark-Jessen made a motion to adopt the Internal Control, Oien seconded, all ayes, motion carried.

ENGINEERING UPDATE

Watermain Looping & Oak & Ash Project

Parker Hamann gave an update on the Watermain Looping Project. Hamann stated there are a few punch list items and then they can close this project out in the early spring. Hamann asked the Council to approve a Change Order #2 in the amount of \$65,685.82 (included in Pay Application #7) and the Pay Application #7 which will pay this project off in the amount of \$74,070.64. Clark-Jessen made a motion to approve Change Order #2 in the amount of \$65,685.82, Oien seconded, all ayes, motion carried. Clark-Jessen made a motion to approve Pay Application #7 in the amount of \$74,070.64, Boeve seconded, all ayes, motion carried.

Oak & Ash – Hamann stated there is no change here, they will be back in the spring to do seeding and restoration.

Main Lift Station – Hamann stated there are no updates here other than a pre-construction meeting will be scheduled soon.

Transportation Alternative Grant – Justin Heim reached out to the Transportation Commission, and they will be announcing the awarded TAP Grant at their end of February Meeting.

Public Works Update

Ryan Fods gave an update on snow removal. Fods told the Council that the BAA reached out to him that the City of Sioux Falls had surplus field groomers that they were donating. The City of Baltic was awarded two field groomers. Fods thanked Ryan Sinding for helping load the field groomers when Fods picked them up.

Finance Update

Finance Officer Harrington had no updates.

Community Relations Update

Baltic Citywide Rummage Sales will be held June 5-7, 2025.

Baltic Junk Cleanup Day will be held June 7, 2025.

Dog Days will be held August 8-10, 2025.

Legal/Council/Mayor Update

Brian McGreevy wanted to give a few updates. First, McGreevy attended the BADF Meeting. McGreevy wanted to note that it was a great meeting and to remind businesses that we have property for businesses to come to Baltic and we welcome and hope to bring more economic development into our city. McGreevy also wanted to let the Council know that he spoke with Mark Branham with the American Legion, and they would like to move forward with the Veteran's Memorial. McGreevy would like to see this done as soon as possible. McGreevy felt we should have a couple of our people working on that; Steve Boeve and Ryan Fods volunteered to head up that project with Mark Branham. The City of Baltic will add this to our next agenda in March.

With no further business to discuss, Boeve made a motion to adjourn at 8:04 pm. Seconded by Oien, all ayes, motion carried.

Respectfully submitted,

Lacey Harrington
Municipal Finance Officer

Brian McGreevy
Interim Mayor/Board President