

UNAPPROVED MINUTES  
BALTIMORE CITY COUNCIL PUBLIC HEARING  
& SPECIAL MEETING  
March 28, 2023 6:00 PM BALTIMORE CITY HALL  
130. OLAF AVENUE BALTIMORE, SOUTH DAKOTA

Mayor Deborah McIsaac called the meeting to order to hold a Public Hearing and Special Meeting of the Baltimore City Council on March 28<sup>th</sup> at 6 PM in the Baltimore City Hall.

Answering roll call were Aldermen Sinding, Oien, McGreevy and Schreurs. Also present was City Attorney John Hughes, Maintenance Supervisor Ryan Fods, Community Relations Manager Lacey Branham and Finance Officer Linda Hunnel.

Mayor McIsaac led the meeting in the Pledge of Allegiance.

**PUBLIC HEARING 6:00PM**

Ordinance 308, 1<sup>st</sup> Reading, Amending 2010 Baltimore Revised Zoning Ordinance Chapter 3, Section 3.03 Lot and Yard Regulations

Ordinance 309, 1<sup>st</sup> Reading, Amending 2010 Revised Zoning Ordinance Chapter 12, Additional Use Regulations, Section 12.04 Off-Street Parking

Mayor McIsaac went over the proposed amendments to Ord. 308, which allows a zero front foot setback to schools in the NRC District. Ord. 309 allows the Authorized Official to adjust parking spaces to allow the Baltimore School District to come into compliance.

The first reading of Ordinances 308 and 309 was given. The second reading of these ordinances will be held on April 4, 2023 at 6 PM in the Baltimore City Hall.

Motion by Schreurs to adjourn the Public Hearing at 6:06 PM. Sinding seconded. Motion Carried all voting aye.

The Baltimore City Council special monthly meeting resumed.

**OLD BUSINESS**

**Proposed Summer Rec Program** Mayor McIsaac reported that the city is close to offering a full time children's program in conjunction with the YMCA for summer recreation in Baltimore. Special thanks were given to Marissa Whipple for her guidance and assistance. McIsaac hopes to have plans finalized by the April 4th Special Meeting.

**City Hall Expansion** The City has received a bid for the meeting room expansion project. Councilman Schreurs suggested that we should get more than one bid for the expansion. Hunnel said that city staff has advertised the project numerous times and contacted local contractors for quotes. M&L Construction was the sole contractor to provide a quote for the project. Sinding made a motion to approve the quote of M&L Construction at a price of \$34,991.05. Oien seconded the motion. Motion carried: Sinding, Oien, and McGreevy voting aye. Schreurs voting nay.

**NEW BUSINESS**

**April 11 Regular Monthly Meeting Date change\Municipal Election vote Canvas** Council had spoken of changing the date of the regular monthly meeting to April 13, 2022 at the last meeting as April 11 was the date of the Municipal Election. It was discovered that there was

a conflict for the April 13<sup>th</sup> date. April 12<sup>th</sup> was recommended as the new meeting date. McGreevy made a motion to set the Regular Monthly Meeting date for April as Wednesday, April 12, 2023, and to canvas the April 11 Municipal Election vote at that time. Oien seconded. Motion carried, all voting aye.

**Summer Sewer Rates** Council discussed extending summer sewer rates in utility billing for those who watered their lawns. Summer sewer rates average sewer usage from January to April, using this average to bill customers during the watering season, at a cost savings to the customer. Summer rates currently run from May meter reads to August meter reads. The change would be from May meter reads to September meter reads, as lawn watering typically runs later than August. The effect of the loss of income to the Sewer Fund was discussed. However, the new sewer surcharge is in place to cover the upcoming SRF loan payments. Motion by Schreurs to extend summer sewer rates to the September meter read, thereby effective May-September reads. McGreevy seconded the motion. Motion carried, all voting aye.

**Mainly Marathons Request** Mayor Mclsaac, who attended the marathon held at Baltic River Park last year, said people from all over the nation and from other countries as well attend this event in Baltic. Schreurs made a motion to shut River Park down the week of the May 18<sup>th</sup> race. Sinding seconded the motion. Motion carried, all voting aye.

**SD DOT Grant – City Contribution** Tabled until after executive session to give I&S Group Engineer Justin Heim time to review the documents.

**Engineering Update** I&S Group Engineer Justin Heim presented plans for Baltic Heights Park with new additions such as a splash park, community garden, pickleball, and a basketball court. Mayor Mclssac advised that this was a concept plan, an idea that could be incorporated over time. Councilman Schreurs agreed that the city should open conversations to the public to get ideas concerning park design.

**Veteran’s Memorial** Mayor Mclsaac has been in contact with the Baltic American Legion concerning placing the American Legion Veteran Memorial within the Avenue of Flags. The Legion would start with a few monuments or statues and add as they were able. Also discussed was having the area landscaped, preferably by volunteers, and installing a small parking lot and path to the memorial. Mclsaac asked the Council permission for American Legion Post 175 to place the monuments and initiate landscaping. Councilman Schreurs asked that the Legion first bring a visual representation of the project to a meeting.

**Council\Mayor** Councilman Brian McGreevy wished Baltic High School senior Briley Kick good luck at the National Power Lifting Contest in Myrtle Beach, South Carolina.

EXECUTIVE SESSION per SDCL 1-25-2 SDCL 1-25-2 (1) Matters Relating to Personnel (3) for Matters Relating to Legal Counsel and SDCL 1-25-2 (4) for Matters Relating to Contract Negotiations. Motion by Sinding to enter Executive Session at 7:19 PM. Schreurs seconded.

Motion carried, all voting aye. Oien motioned out of Executive Session at 7:50 PM. Sinding seconded. Motion carried, all voting aye.

SD DOT Grant – City Contribution *continued* Justin Heim of I&S Group had studied the grant documents and reported that the SD DOT would be performing the majority of the engineering. Heim said the city share of engineering would not go over \$5,000. Motion by Schreurs to approve the expenditure of up to \$5,000, if the grant is awarded. McGreevy seconded the motion. Motion carried, all voting aye.

City Hall Position Mayor Mclsaac announced that Baltic Finance Officer Linda Hunnel is planning on retiring this summer. Hunnel will stay on until her replacement is hired and trained. The Finance Officer position will be posted and will remain open until filled.

Employee Handbook Mayor Mclsaac and Council reviewed Section 4. Benefits, Item E. Holidays, of the Baltic Personnel Policy. The current policy book lists twelve paid holidays, but states that there are ten paid holidays. The twelve holidays listed will continue to be honored. Holidays officially declared by the Governor of South Dakota, the President of the United States, or the City Council will be observed. Two personal days were added on a yearly basis. These personal days need to be used in that calendar year or will be lost. The handbook will be revisited next month. The items listed above are effective immediately.

City Attorney Retainer Mayor Mclsaac recommended paying City Attorney John Hughes a retainer of up to \$3000 a month plus mileage at the IRS rate. Schreurs made a motion to designate the Mayor to negotiate the terms of the agreement. McGreevy seconded the motion. Motion carried, all voting aye.

ADJOURNMENT As there was no further business before Council, Schreurs moved to adjourn at 7:59 PM. Oien seconded. Motion carried, all voting aye. The next regular meeting of the Baltic City Council will be Wednesday April 12, 2022, at 7:00 PM in the Baltic City Hall, 130 St. Olaf Avenue.

Respectfully Submitted,

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Linda Hunnel  
Finance Officer

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Deborah Mclsaac  
Mayor