

MINUTES OF MARCH 9, 2021 REGULAR SESSION

THE BALTIC CITY COUNCIL MET IN REGULAR SESSION ON MARCH 9, 2021. Mayor Petersen called the meeting to order at 7:02 PM. Present were Aldermen Kiri Sells, Brendan Tidemann and Travis Schreurs. Also present were Maintenance Supervisor Johnson, Maintenance Assistant Hotzler, and City Administrator Wulf. Finance Officer Hoefert was absent due to illness. The meeting was held at the Baltic American Legion.

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

Sells made a motion to approve the minutes for the January 12, 2021 Regular Session, the January 14, 2021 Special Session, the February 9, 2021 Regular Session, the March 1, 2021 Special Session and the March 3, 2021 Special Sessions. Second by Schreurs. All ayes, motion passed.

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

March 2021 Claims

Vendor	Amount	Comments
Alliance Communications	\$ 178.36	Utilities
Argus Leader Media	\$ 189.48	Legal
Banner Associates, Inc.	\$ 1,048.10	Service
Banyon Data Systems, Inc.	\$ 395.00	Utility Billing Support
City of Baltic	\$ 83.46	Utilities
City of Garretson	\$ 54.30	Building Inspections
Classic Corner	\$ 190.02	Gas
Dell Rapids Ace Hardware	\$ 13.99	Supplies
Direct Technologies	\$ 411.09	MIT Contract
DMI	\$ 1,032.01	Cutting Edges
Dust-Tex Service, Inc.	\$ 14.85	Rug service
EFTPS	\$ 2,517.20	Payroll 04 2021
EFTPS	\$ 2,347.68	Payroll 03-2021
FIRST NATIONAL BANK in SF	\$ 17.25	ACH Same Day Fees
FIRST NATIONAL BANK in SF	\$ 712.34	Dump Truck
Garbage N More	\$ 7,125.00	Service
Hughes Law Offices	\$ 1,521.41	Retainer
Interstate Office Products	\$ 73.62	Supplies
Kinetic Leasing	\$ 2,773.00	Oak/Douglas
Menard's	\$ 246.31	Supplies
MidAmerican Energy	\$ 525.19	Utilities
Minnehaha Community Water Corp	\$ 3,886.47	Water Purchase
SD Assoc. of Rural Water	\$ 565.00	Membership
SD DENR	\$ 10.00	Exam
SD One Call	\$ 59.85	Locates
SDRS	\$ 2,354.80	Retirement
SDRS	\$ 126.06	Late Fee
Stan Houston	\$ 22.40	Supplies
US Bank Equipment Finance	\$ 721.59	Truck/Plow

US Post Master	\$ 145.08	UB Mailing
Verizon Wireless	\$ 193.87	Utilities
Xcel Energy	\$ 2,422.71	Utilities
	\$ 31,977.49	

February 2021 Salaries in gross amounts by Department: Council, \$1,549.12; Finance, \$5,321.26; Inspection, \$1,919.55; Streets, \$2,659.24; Parks, \$2,659.24; Econ Dev \$3,275.96; Water, \$4,193.20; Sewer, \$4,193.04; Total \$25,770.61.

Public Time. No comments

Police Report. No police report.

Maintenance Update. Hotzler reported that monthly water samples were submitted and regular monthly maintenance items occurred. Some road patching occurred and tree trimming. The flags were flown at half-mast in honor of all those who passed from COVID. Hotzler passed the written tests and received his CDL permit.

Building Inspector Report. Pearson was absent due to medical leave. Wulf reported that Pearson is reviewing fees for 2021. He prepared a procedure for Code Enforcement. General Violations; 1st notice violation with 30 days to abate, 2nd notice with deadline and notice of fines/fees, 3rd notice of City Abatement. Pearson prepared a Contractors License Application. After review Schreurs made a motion to approve the Application, second by Tidemann. All ayes, motion passed.

City Administrator Update. Wulf reported that she had received a request for an extended camping reservation for a family medical situation. The request was for 4 weeks in June. After discussion, Tidemann made a motion to allow a 4-week special camping permit for this family medical situation. Second by Schreurs. All ayes, motion passed. Wulf stated that she has been working on COVID issues, Planning & Zoning, Board of Equalization and other committees. The Housing Study draft is complete with the final coming soon which will be followed by the development of a new Comprehensive Plan. She has been working with Banner Engineers on sidewalks, drainage. Paint SD information is on the Facebook page. It is a volunteer opportunity to help paint a house in town that is in need.

City Hall Update. Wulf reported that Hoefert has been working on the Election and gathering information from the Health Pool. Southeast Area Finance Officer's Group will be meeting on Wednesday, March 24, 2021. Plans are still underway for Finance Officer School in June in Pierre.

Attorney Remarks. City Attorney Hughes submitted his resignation to the Council via email. Schreurs made a motion to accept the resignation. Second by Tidemann. All ayes, motion passed.

Business.

- a. Mayor Petersen gave the 2nd reading of Ordinance #282 Wards & Voting Precincts. Sells made a motion, seconded by Schreurs to approve and adopt Ordinance #2812. All ayes, motion passed.
- b. There was discussion regarding the Petition for Annexation from Grant Park Capital; Resolution #2021-04. Tidemann made a motion to approve Resolution #2021-04 contingent upon the Council retaining legal counsel to review. Second by Schreurs. All ayes, motion passed. Drayer, from Planning & Zoning, stated that they recommended approval of the Final Preliminary Plats for Phillips Crossing and Grant Park.

At 7:45 p.m. Schreurs made a motion to enter into Executive Session to discuss personnel matters per SDCL 1-25-2. Second by Schreurs. All Ayes, motion passed.

At 10:20 p.m. Mayor Petersen declared the Council out of Executive Session.

Personnel: Tidemann made a motion to hire Myles Peterson and Brad Eggert as Maintenance Assistants at \$43,000 per year with benefits. Second by Schreurs. All ayes, motion passed.

Sells made a motion to direct Wulf to negotiate with Attorney Tom Frieberg a contract as Baltic City Attorney. Second by Schreurs. All ayes, motion passed.

With no further business before the Council, at 10:27 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 \$_____.

Tracy Petersen
Mayor, City of Baltic