

CITY OF BALTIC
REGULAR MONTHLY MINUTES
MAY 10, 2022
7 PM BALTIC AMERICAN LEGION

- I. THE BALTIC CITY COUNCIL MET IN REGULAR SESSION ON MAY 10, 2022. Mayor Petersen called the meeting to order at 7:00 PM.
- II. ROLL CALL: Present were Mayor Tracy Petersen and Aldermen Travis Schreurs, Kiri Sells, and Brendan Tidemann. Also present were Maintenance Supervisor Brad Eggert, Administrative Assistant Dan Hotzler, Finance Officer Sara Smith, Building Inspector Bill Pearson and City Attorney Thomas Frieberg. Alderman Senner was absent. The meeting was held at the Baltic American Legion.
- III. PLEDGE OF ALLEGIANCE: Mayor Petersen asked all present to rise and join in the Pledge of Allegiance to the Flag.
- IV. APPROVAL OF AGENDA: Motion by Schreurs to approve the agenda as amended to include video recording of the meeting. Tideman seconded. All ayes, motion passed.
Motion by Schreurs to approve recording meetings by video. Sells seconded. Motion carried, all voting aye.
- V. APPROVAL OF APRIL 19, 2022 MINUTES: Schreurs made a motion to approve the minutes for the April 19, 2022 Regular Session. 2nd by Tidemann. Motion carried, all voting aye.
- VI. APPROVAL OF May 10, 2022 CLAIMS PAYABLE: Tidemann made a motion to approve the May 10, 2022 disbursements. 2nd by Schreurs. Motion carried, all voting aye. (see Payables at end of document)
- VII. OLD BUSINESS
2nd Reading of ORD. 299- International Property Maintenance Code
Motion by Sells, second by Schreurs, to approve Ord. 299-The 2021 International Property Maintenance Code. Motion carried, all voting aye.
- VIII. EXECUTIVE SESSION:
 - a. Per SDCL 1-25-2 (1) for matters relating to personnel. Tidemann made a motion to enter Executive Session at 7:06 pm. Second by Schreurs. All ayes, motion carried. Mayor Petersen declared end of Executive Session at 7:13 pm. No action was taken.
- IX. ADDITIONAL BUSINESS:
Mayor Peterson asked the audience if anyone would like to address her. Mayor Elect Mclsaac thanked all outgoing leadership for their service to the City of Baltic.
- X. ADJOURNMENT: Schreurs made a motion to adjourn at 7:17 pm. 2nd by Sells. All ayes, motion carried. Meeting adjourned.

Taken from the notes of Alderman Tidemann.

- XI. CALL TO ORDER
The meeting was reconvened under the newly elected Council.
- XII. ROLL CALL Answering Roll Call were Aldermen Schreurs and Tidemann, Mayor-Elect Deborah Mclsaac, Alderman -Elect Ryan Sinding, and Alderwoman-Elect Nikki Oien.
- XIII. Mayor-Elect Deborah Mclsaac, Alderman -Elect Ryan Sinding, and Alderwoman-Elect Nikki Oien took their oaths of office.
- XIV. VISITORS TO BE HEARD Mclsaac, Sinding and Oien were asked why they ran for office and what plans they had for city government. Answers to these questions included fiscal responsibility, better communication, a non-cronyism objective, transparent government for a people's government, to be pro-active, and positive change.
- XV. EXECUTIVE SESSION Motion by Schreurs, second by Sinding, to enter Executive Session per SDCL 1-25-2(1) for matters relating to personnel and SDCL 1-25-2 (3) Matters Relating to Legal Counsel. Mayor Mclsaac called the meeting back to order at 8:10 PM.
- XVI. RESIGNATIONS Motion by Oien, second by Sinding, to accept the resignation of Finance Officer Sara Smith, effective immediately. Motion carried, all voting aye.
Motion by Schroers, second by Tidemann, to accept the resignation of Maintenance Superintendent Brad Eggert, effective immediately. Motion carried, all voting aye.

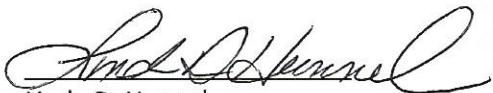
Motion by Sinding, second by Oien, to accept the resignation of Maintenance /Administrative Assistant Dan Hotzler, effective immediately. Motion carried, all voting aye.

XVII. NEW BUSINESS

- a. Appointment of Finance Officer Mayor Mclsaac recommended the appointment of Linda Hunnel as Finance Officer at a wage of \$25 per hour for 32 hours per week with full benefits as outlined in the Baltic Employee Handbook. Motion by Sinding, second by Oien, to appoint Linda Hunnel as City Finance Officer at a wage of \$25 per hour for 32 hours per week with full benefits. Motion carried, all voting aye. John Hughes gave Linda Hunnel the Oath of Office.
- b. Designation of City Attorney. Mayor Mclsaac recommended appointing John Hughes as City Attorney, along with a Letter of Agreement of services for \$3000 per month. The Letter of Agreement was included in the Council packet for the meeting. Motion by Tidemann, second by Schreurs to table the appointment of the City Attorney for another month. The motion did not carry as Oien and Sinding voted nay. The tie was broken by Mayor Mclsaac with a nay vote. Motion by Sinding, second by Oien, to appoint John Hughes as the City Attorney for the City of Baltic. The motion carried: Sinding and Oien voting aye, Tidemann and Schreurs voting nay, and Mayor Mclsaac breaking the tie with an aye vote.
- c. John Hughes then stated that there needed to be a Resolution allowing the mayor to sign the legal services contract. Schreurs recommended amending the motion in order to allow the mayor to sign the Contract of Representation for the City of Baltic. Oien seconded. Motion of the amendment carried: Sinding, Oien and Schreurs voting aye. Tideman voting nay. Sinding then made a motion to hire John Hughes as City Attorney and to allow Mayor Mclsaac the authority of representation in regard to the legal services contract. Oien seconded. Motion carried: Sinding and Oien voting aye, Schreurs and Tideman voting nay, and Mayor Mclsaac breaking the tie with an aye vote. FO Hunnel gave John Hughes his Oath of Office.
- d. Appointment of Maintenance Supervisor Mayor Mclsaac recommended the appointment of Ryan Fods as Maintenance Superintendent at a wage of \$70,000 per year with full benefits, including three weeks of vacation, and reinstating his length of service in regard to his benefits. Motion by Tidemann, second by Sinding, to hire Ryan Fods as Maintenance Supervisor for the City of Baltic at a wage of \$70,000 per year with full benefits in accordance with the Employee Handbook including three weeks' vacation and reinstating his length of service in regard to his benefits. Motion carried, all voting aye. FO Hunnel then gave Ryan Fods his Oath of Office. Welcome back Ryan!
- e. Appointment of Community Relations Position Due to the resignation of Maintenance\ Administrative Assistant Hotzler, Mayor Mclsaac proposed the creation of a new position, Community Relations. A motion of unanimous consent to amend the agenda to add the position of a Community Relations Person was made by Schreurs. Second by Tidemann. Motion carried, all voting aye. Mayor Mclsaac recommended hiring Lacey Branham for the Community Relations position at a wage of \$50,000 per year with full benefits in accordance with the employee Handbook. Motion by Sinding, second by Schreurs, to hire Lacey Branham to the position of Community Relations at \$50,000 per year with full benefits. Motion carried, all voting aye.
- f. Election of Council President Tideman recommended to Council the election of Travis Schreurs as Council President. Motion by Tidemann, second by Sinding, to elect Councilman Travis Schreurs as Council President. Motion carried, all voting aye.
- g. Election of Council Vice President Sinding recommended to Council the election of Nikki Oien as Council Vice President. Motion by Sinding, second by Tidemann, to elect Councilwoman Nikki Oien as Council Vice President. Motion carried, all voting aye.
- h. Designate Legal Paper, Bank and Attorney Mclsaac recommended the designation of the Dells City Journal as the City's Legal Newspaper. Motion by Sinding, second by Oien to designate the Dells City Journal as the Legal Newspaper for the City of Baltic. Motion carried, all voting aye.
- i. Mayor Mclsaac recommended the designation of First National Bank as the City's Legal Financial Institution. Motion by Schreurs, second by Tidemann, to designate First National Bank as the Legal Financial Institution for the City of Baltic. Motion carried, all voting aye.
- j. Sewer Televising Results and Water Usage-Banner Engineering Sara Pankonin of
 - i. Banner Engineering gave a report on the sewer televising done recently. There were areas of mineral encrustation, roots in the joints and cracks in the sewer main. Ms. Pankonin spoke on a

- 20-year estimate report of water usage: she also notified the Council that the MCWC contract would be up for renewal at the end of the year and information on water usage will need to be obtained.
- ii. Ryan Solberg-Business Retention and Expansion Report Baltic Economic Development and Sioux Metro Growth Alliance employee Ryan Solberg gave a detailed report on present business in and around the city and also future projections of these businesses.
- k. Planning and Zoning Appointments
- i. Mayor Mclsaac recommended the appointment of Ed Wilson as President of Planning and Zoning for the City of Baltic. Motion by Sinding, Second by Oien, to appoint Ed Wilson as the City of Baltic P&Z President. Motion carried, all voting aye.
 - ii. Mayor Mclsaac recommended the appointment of Nathan Vrchota to the Planning and Zoning Board. Motion by Schreurs, second by Sinding, to appoint Nathan Vrchota To the P&Z Board. Motion carried, all voting aye.
 - iii. A third person is needed for the P&Z Board. This position will be advertised on the city website. Mayor Mclsaac also asked citizens to recommend people who they feel would be qualified for this position. Please contact Mayor Mclsaac or City Hall for more information.
 - iv. Mayor Mclsaac appointed Councilmen Schreurs and Sinding to sit on the P&Z Board.
- l. Water Meters-Mayor Mclsaac Said she is aware of the complaints concerning water billing and the city will be working towards a resolution of these concerns.
- m. Councilman Sinding would like to review the Municipal Ordinance regarding Water Disputes. This item will be on the June agenda.
- n. Jane Ackerman was present to speak of the consequences of the blowing dirt on homes and lawns. Mayor Mclsaac said they are also aware of the situation and will be investigating how to resolve this problem.
- o. Review 2021 Annual Report The 2021 Annual Report, compiled by Schoenfish &Co. Inc. was reviewed by Council. Motion by Oien, second by Sinding, to accept the 2021 Annual Report for the City of Baltic upon the correction of the template errors noting other cities than Baltic. Motion carried, all voting aye.
- p. Re-discuss Previously Approved Ordinance 295-Code of Conduct
- q. Mayor Mclsaac asked Council to enter into Executive Session to discuss legal matters in accordance with SDCL 1-25-2 (3). Motion By Sinding, second by Schreurs, to enter executive session at 9:19 PM. Motion carried, all voting aye. Motion to come out of Executive Session at 10:35 by Sinding, second by Schreurs. Motion carried. Mayor Mclsaac called the meeting back to order at 10:35 PM. Motion by Sinding to give Mayor Mclsaac and Councilwoman Oien authority to discuss mutually acceptable terms for the City Administrator position to be eliminated. Second by Oien. Motion carried, all voting aye.

There being no further business before Council, Sinding motioned to adjourn at 10:36. Second by Schreurs. Motion carried, all voting aye. The next regularly scheduled meeting of the Baltic City Council will be 7 PM Tuesday, June 14, 2022 in the Baltic American Legion.


Linda D. Hunnel
Finance Officer


Deborah Mclsaac
Mayor, City of Baltic

CITY OF BALTIC CLAIMS

Amount

April 20-May 10

EFTPS	\$ 2,935.96	04/29/2022 Payroll Tax
EFTPS	\$ 754.48	Council PR Tax
SD Dept. of Revenue	\$ 633.55	April Sanitation Sales Tax
MCWC	\$ 78.88	Balance Due April
Alliance Communications	\$ 216.00	Phone, Internet Services
AFLAC	\$ 559.64	employee paid insurance
EFTPS	\$ 2,632.10	Payroll Tax Payment
EFTPS	\$ 543.84	Payroll Tax Payment
BADGER METER INC	\$ 155.50	Beacon Meter
BRAD EGGERT	\$ 510.67	SDARWS Expo
		Reimburse for Municipal Legislative
DAN HOTZLER	\$ 367.93	Day in Pierre
DELL RAPIDS ACE	\$ 136.95	Ball Field Maint
DIRECT TECHNOLOGIES	\$ 1,169.86	IT service
FIRST NATIONAL BANK	\$ 15.00	Scanner Fee
FIRST NATIONAL BANK	\$ 712.34	Dump Truck Payt
FRED THE FIXER	\$ 32.00	Keys and Padlock
HEALTH POOL OF SD	\$ 4,531.66	May 2022 Group Ins
HEIMAN FIRE EQUIPMENT	\$ 166.00	Fire Extinguisher Insp
INTERSTATE OFFICE PRODUCTS	\$ 46.22	Printer Paper
MCWC	\$ 5,059.92	Water Purchase
MENARD S INC	\$ 218.63	Misc Park supplies
NEW CENTURY PRESS	\$ 2,308.81	April Publications
REBECCA WULF	\$ 427.93	Reimb Fee, Pierre
ROTO ROOTER	\$ 23,016.84	Cleaned and inspected sewer
SDRS	\$ 2,830.04	April Retirement
US BANCORP	\$ 721.59	Vehicle Lease
US BANK	\$ 2,819.21	Maint, Supplies, TV
US BANKL	\$ 30,142.61	SRF Loan Payt
USPS	\$ 155.60	Postage
VERIZON WIRELESS	\$ 404.17	Employee Cell Service
XCEL ENERGY	\$ 2,426.72	BH Sewer Lift
CITY OF BALTIC	\$ 78.04	City Utility Bill - April
CLASSIC CORNER	\$ 218.84	Fuel Expense
GARBAGE N MORE	\$ 20,716.67	Garbage Service
MOPPIN MAMAS CLEANING LLC	\$ 204.00	City Hall Cleaning
Franchuk, Sallie	\$ 55.41	Election
BANNER ASSOCIATES INC	\$ 1,726.00	GIS
FRIEBERG, NELSON, & ASK	\$ 1,847.00	Attorney Services
REBECCA WULF	\$ 652.79	GOSCOMA Spring Conference -
SCHOENFISH & CO., INC	\$ 3,500.00	2021 Annual Report
SDRS	\$ 138.36	Penalty/Interest for ACH payment
SVERDRUP TOWNSHIP	\$ 60.00	Road Grading
Eggert, Bradley	\$ 1,793.67	5/10/22 PR
Hotzler, Dan	\$ 1,588.98	5/10/22 PR
Pearson, Bill	\$ 888.79	5/10/22 PR
Peterson, Myles	\$ 783.63	5/10/22 PR
Smith, Sara	\$ 2,001.87	5/10/22 PR
Wulf, Rebecca	\$ 2,279.03	5/10/22 PR
Eggert, Bradley	\$ 1,401.30	5/10/22 PR
Peterson, Myles	\$ 769.69	5/10/22 PR
Smith, Sara	\$ 231.79	5/10/22 PR
Eggert, Bradley	\$ 1,707.42	4/26/2022PR
Hotzler, Dan	\$ 1,605.61	4/26/2022PR
Pearson, Bill	\$ 1,193.49	4/26/2022PR

Peterson, Myles	\$ 1,051.00	4/26/2022PR
Smith, Sara	\$ 1,051.06	4/26/2022PR
Wulf, Rebecca	\$ 2,279.03	4/26/2022PR
Smith, Sara	\$ 2,001.87	4/26/2022PR
Tracy Peterson	\$ 2,090.85	Mayor PR Jan-May
Kiri Sells	\$ 1,231.53	Council PR Jan-May
Aaron Senner	\$ 1,231.53	Council PR Jan-May
	\$ 143,109.90	