

City of Baltic  
Regular Meeting Minutes  
July 12, 2022 7:00 PM

I. CALL TO ORDER

Mayor Mclsaac called the meeting to order at 7:00 PM in the Baltic City Hall.

II. ROLL CALL

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

III. PLEDGE OF ALLEGIANCE

Mayor Mclsaac led the audience in the Pledge of Allegiance.

IV. APPROVAL OF MINUTES

Motion to approve meeting minutes from 6/14/22 was made by Schreurs. Seconded by Oien. Motion carried; Schreurs, Oien and Sinding voting aye. Tidemann abstained due to absence from that meeting. Motion to approve special meeting minutes from 6/29/22 was made by Schreurs. Seconded by Tidemann. Motion carried, all voting aye.

V. CLAIMS PAYABLE

Motion to approve the July 12, 2022 claims was made by Schreurs. Seconded by Tidemann. Motion carried, all voting aye.

VI. PUBLIC TIME

R. Shawn Tornow, Attorney for Dave & Michelle Siemonsma, put Council on notice for drainage issues to his client's property allegedly due to the Grant Park Capital addition.

Jane Ackerman expressed concern of how the side of her yard connected to the Grant Park Capital Addition has been damaged. She asked for status on the form mentioned in the last meeting to start the process of getting their property restored. Mayor Mclsaac said since the last meeting the City has been advised that the issue is to be handled thru the Developer and property owner. Mayor Mclsaac shared with Ackerman that her concern will be addressed as noted in the agenda.

John Sinding asked how the erosion issue on 4<sup>th</sup> Street will be addressed. Mayor Mclsaac said that after the flooding on July 5<sup>th</sup>, fill dirt was packed into the washout areas. The project is on the calendar to be taken care of before the snow falls.

Kristi Hembree expressed concern of the removal of rear access of her home. Mayor Mclsaac stated her rear driveway is part of the 5<sup>th</sup> Street project. Kristi asked for clarification of who she needs to contact for updates. Mayor Mclsaac advised if they felt damage was caused by erosion it would be the Developer; the city will be evaluating the 5<sup>th</sup> street project as to next steps.

VII. OLD BUSINESS

a. Phillips Crossing & Grant Park Capital – Erosion Control

Mayor Mclsaac requested an update from Planning & Zoning President Ed Wilson. He has been in contact with the SD DANR regarding the list of drainage/erosion items to be corrected. Wilson has asked the DANR for a complete list of issues and the completion deadlines. Wilson stated that the Developer has started work on the list. Wilson said the expectations of the DANR were made clear and that they were the best point of reference. He will send the report to Council once it's received. Citizens who would like to file a grievance for damage done by lack of erosion control are to contact the Developer,

ask for a meeting, show them your property, establish a plan of how it will be corrected, and give them an opportunity to get it corrected. If citizens have questions on the process, they may contact the SD DANR. The DANR has asked that citizens have documentation on each step completed. The contact at DANR is Jill Riedel.

Due to the July 5<sup>th</sup> storm erosion, Mayor Mclsaac had a brief conversation with Baltic School Superintendent Bob Sittig. A long-term solution needs to be addressed to evaluate water flow from the development to the river. Superintendent Sittig suggested a group meeting with stakeholders (Developer, City Council, Superintendent, Engineer, adjacent landowners, taxpayers). The school and developer will most likely select Banner Associates as their Engineer in this discussion. Mayor Mclsaac suggested a 3<sup>rd</sup> party engineer to view the situation, recommending ISG. Councilman Sinding stated given the current situation, a second point of view was a good idea. Council agreed. Council asked Mayor Mclsaac to obtain more information from ISG for the council to review.

b. 5<sup>th</sup> Street Closure - erosion damage discussion

Mayor Mclsaac provided facts uncovered that led to the 5<sup>th</sup> Street project. City Attorney Hughes said state statute was not followed for altering a municipal street. There is a specific process to ensure the project is handled correctly. Mayor Mclsaac again asked for and was granted permission to speak with ISG on representation.

Kristi Hembree asked for clarification if the Council did or did not approve the shaving of 5<sup>th</sup> Street. Mayor Mclsaac said her understanding is there is nothing in the minutes stating the work was approved by council. Metro was directed to do the work by the developer.

Ryan Fods was asked about dust control. He received a quote from Dells Materials: it will cost \$2100 to apply to 5<sup>th</sup> Street. After looking at the road it was determined that there is a need to spread gravel first so the product has something to stick to. This will add an additional \$2000-\$2500 in expense, making the project around \$5000. Mayor Mclsaac asked Ed Wilson to share information regarding a caramelized water product. The cost is minimal and they have been having good luck with the product sticking to the gravel. Council asked Ed to get more information. He will report his finding to Maintenance Supervisor Ryan Fods.

c. Mowing Service-additional quote

All Seasons has been currently handling the mowing of city parks. The maintenance cost is \$1875 a week. Another company recently quoted \$2480 a week. Mayor Mclsaac asked for Council's approval to finish the season with All Seasons at \$1875 a week. In addition, Ryan Fods has reached out to see what the cost would be to have All Seasons handle all mowing so he could take care of other immediate issues. Councilman Tidemann made a motion to allow All Seasons to mow city properties in addition to the parks. Councilman Sinding seconded. Motion carried, all voting aye.

d. Utility Billing-Report

Customer Relations Manager Lacey Branham reported account concerns have improved since last month. Very few people have called to report that they did not receive a statement. Sixteen disconnect notices were issued last Friday. By Monday morning 11 accounts were paid in full and the rest had paid partial payments with payment arrangement made. Mayor Mclsaac explained we currently have 4 ways utility bill payment come in: check, auto pay, online pay & bill pay from your bank. Office management is looking to consolidate the ways to make payments a more efficient process.

e. American Legion Contract

Per a previous council meeting, the contract with the Legion is invalid as it was never signed by an American Legion representative. The Council decided to honor the contract and other committees will meet there sporadically. This year's agreement has already been paid in full. City Attorney Hughes drew up a basic agreement to present to the Legion. Councilman Schreurs made a motion to revisit the agreement in December. Seconded by Tidemann. All Motioned aye.

f. Maintenance Assistant Position  
Position is still open. Please tell your friends!

## VIII. NEW BUSINESS

### a. Baltic School

There has been ongoing discussions concerning a land swap between the Baltic School District and the City of Baltic. Documentation from 1974 was reviewed. The matter was tabled until further research is done.

### b. Resolution-Commercial Residential Discretionary Formula -State Change

Finance Officer Hunnel requested help from City Attorney Hughes to draw up a resolution as the State of SD has changed the rules for the commercial-residential discretionary tax rebate formula. We have a 6-year formula, which is still legally binding for those structures currently in place. New commercial-residential housing will change to 7 years of tax rebates per new guidelines.

### c. Open Additional Bank Account(s)

Finance Officer Hunnel explained the need for two accounts to hold City funds. Auditors recommend this practice. At this time there is no cost to open a savings account. Hunnel reported additional savings accounts should be opened for Water and Sewer Project SRF funds in the future. Council Tidemann made a motion to open a First National Bank savings account and have the signees listed as on the current account. Councilwoman Oien seconded. Motion carried, all voting aye.

### d. Garbage Utility Rate Discussion

Hunnel presented a spread sheet of the increased rates from Garbage-N-More due to the new contract and an increase in fuel prices. The City has started losing money every month at our current rates. Price increases will be discussed in August.

### e. Upcoming MCWC Rate Negotiations

A Water\Sewer Rate Survey will be reviewed prior to MCWC negotiations.

### f. Surplus Office Equipment-Desk and Couch

Councilman Schreurs motioned to table the surplus of the couch and desk until more information is found on the best way to sell these items. Councilman Sinding seconded. Motion carried, all voting aye.

### g. Dog Days Discussion

The Dog Days Committee requested an open-container permit for Saturday August 13 and Sunday August 14, from 1<sup>st</sup> to 3<sup>rd</sup> Street on St. Olaf Ave., on walkways & the street, 7am -2am plus Baltic Heights Park on Saturday August 13, 7am-2am. Councilman Schreurs made a motion to approve an open container permit for the Dog Days Event. Councilman Sinding seconded. Motion carried, all voting aye.

City barricades will be delivered to designated locations for committee volunteers to set up.

Dog Days is looking for volunteers for this event. Please contact Kiri at 605-553-7363.

Per previous conversations, Council had approved an option for a larger ad in the Shopping Guide during special events. Mayor Mclsaac asked that Dog Days be considered as one of those times. Council gave its verbal agreement to place the larger Dog Days advertisement in the city ad space.

### h. Part Time temporary mowing employee

This issue was settled with the expansion of All Seasons duties.

### i. Two Year Municipal Audit begins July 28<sup>th</sup>

### j. Volunteer Recognition

Councilman Ryan Sinding volunteered to help with mowing on his days off. Adam Planter also volunteered for City duties. Special thanks were given to Nikki Oien for maintaining the flower bed outside City Hall, Doug Nohova for mowing, and those who picked up branches after the storm. As

always, a thank you to the Baltic Athletic Association for all that they do to maintain the city parks. John Sinding thanked the Mayor for her efforts in making the Community Guide a success; she attributed the success to a team effort of city staff and BADF working with AGE media.

#### ADJOURNMENT

With no further business before Council, Councilman Tidemann motioned to adjourn at 9:06pm.  
Seconded by Sinding. Motion carried, all voting aye.

The next regularly scheduled meeting of the Baltic City Council will be at 7PM Tuesday, August 9, 2022 in the Baltic City Hall.

Respectfully Submitted,



Linda D. Hunnel  
Finance Officer



Mayor Deborah McIsaac  
City of Baltic