

REGULAR MEETING MINUTES - BALTIC CITY COUNCIL  
AUGUST 9, 2022, 7:00 PM  
BALTIC CITY HALL  
130 ST. OLAF AVENUE, BALTIC, SOUTH DAKOTA

- I. CALL TO ORDER  
Mayor McIsaac called the meeting to order at 7:00 PM at the Baltic City Hall.
- II. ROLL CALL  
Answering roll call were Aldermen Ryan Sinding, Nikki Oien and Travis Schreurs. Brendan Tidemann was calling in later to the meeting. Also present was City Attorney John Hughes, Finance Officer Linda Hunnel and P&Z Chairman Ed Wilson.
- III. PLEDGE OF ALLEGIANCE  
Mayor McIsaac led the meeting with the Pledge of Allegiance.
- IV. APPROVAL OF MINUTES  
07/12/22 Regular Monthly Meeting  
Councilman Schreurs said that the motion was incorrect on the following item in the 7/12 minutes: "Motion to approve special meeting minutes from 6/29/22 was made by Schreurs. Seconded by Tidemann. Motion carried, all voting aye." Amended to: "Motion to approve special meeting minutes from 6/29/22 was made by Schreurs. Seconded by Sinding. Motion carried, all voting aye." Motion by Schreurs, second by Sinding to approve the amended minutes. Motion carried, all voting aye.
- V. APPROVAL OF CLAIMS PAYABLE  
Motion by Sinding, second by Schreurs, to approve the August 9, 2022 Claims as presented. Motion carried, all voting aye.
- VI. PUBLIC TIME  
Jerry Petersen of 520 S. 5<sup>th</sup> Street voiced concern over the condition of the flags on Lovely Avenue. The flags were replaced in May. Fods commented that the flags need to be replaced more often due to the poor quality of available flags; he is working on securing a product of better quality.  
Deb Qualseth of 416 Lovely spoke again on her concerns for the speeding on Lovely Avenue. The Mayor will contact the Sheriffs Department for feedback on this problem.
- VII. OLD BUSINESS  
Mayor McIsaac asked that item f. be moved to the top of the agenda for Old Business. Council agreed to this.
  - f. Council entered into Executive Session at 7:11 by unanimous consent under SDCL 1-25-2 (3) *Consulting with legal counsel or reviewing communications from legal counsel about proposed or pending litigation or contractual matters.* Mayor McIsaac called the meeting back to order at 7:23 PM. After reviewing the ISG Contract concerning the Grant Park\Phillips Crossing erosion control, Schreurs made a motion to designate the mayor to execute the contract. Oien seconded. Motion carried, all voting aye.
  - b. UPDATE -5<sup>th</sup> Street closure-erosion damage discussion  
ISG's professional services had been contracted for the 5<sup>th</sup> Street Improvement Project. This was in order to give the Council a more comprehensive analysis of the project than the last plan; dealing with right of ways, variances, etc. Oien made a motion to acknowledge an acceptance of ISG as the engineering firm for the 5<sup>th</sup> Street Improvement Project going forward. Sinding seconded. Motion carried, all voting aye.
  - a. UPDATE- Phillips Crossing & Grant Park Capital -Erosion Control

Ed Wilson, President of the Planning and Zoning Board, said that although Grant Park Capital was working on the erosion situation there was still issues to deal with, and that is why the P&Z Board halted building permits to the development. Brian Hefty of 216 7<sup>th</sup> Street asked the City to give permission to those who had purchased lots to build their houses now. Mr. Hefty maintained that they had been working diligently on the erosion control issue. Mr. Hefty said that the unusual 5-inch rain in one hour that happened July 5<sup>th</sup> had destroyed seeded blankets and moved dirt in the development. Mayor Mclsaac said that the drainage issues had been addressed by the DANR and had not been followed as promised. Mclsaac assured Hefty that the last thing she had wanted was for building to cease in the new development; but a solution had to be found for the constant dirt runoff. Wilson also stated that the DANR was not satisfied with the developments results and there was a definite lack of grading. Wilson also went over the City of Baltic's subdivision regulations regarding lot depth and setbacks. Mr. Hefty asked if a building permit issued before the P&Z Board's moratorium on permits could be approved. Mclsaac and Hunnel conferred with Fods on the date of the permit. Mayor Mclsaac then asked the Council to approve the specific permit. Approval was given due to the date of the permit being before the August 27<sup>th</sup> meeting. Mayor Mclsaac, Brian Hefty, Attorneys Hughes and Meadows, ISG, Banner and any other interested parties will schedule a meeting to discuss this matter further.

c. July 27<sup>th</sup> Planning and Zoning Meeting Update

Ed Wilson, P&Z Board President, reported on the first meeting of the new P&Z Board. Items discussed at the meeting were: ceasing the issuance of building permits in Grant Park Capital and Phillips Crossing developments due to erosion issues, the responsibility of the homeowner concerning right-of-way, establishing a tree board, and an ordinance to ban trees from being planted in the right of way. Wilson also said that a solution was needed on the 600 block of 4<sup>th</sup> Street regarding city infrastructure needs. It was decided that P&Z meetings would generally be held on the 4<sup>th</sup> Wednesday of the month.

d. UPDATE- Maintenance Assistant Position

Mayor Mclsaac announced that a Maintenance Assistant had been found. Ben Gruis of Dell Rapids has Code Enforcement, Building Inspection and CDL experience. Motion by Schreurs to hire Ben Gruis at a rate of \$25 per hour with full benefits and three weeks' vacation to start. Oien seconded. Motion carried, all voting aye.

g. Resolution 22-08-Commercial Residential Discretionary Formula -State Change

City Attorney John Hughes explained the changes made by the legislature in the restructuring of tax rebates for qualifying residential commercial structures from 5 years to 7 years. Motion by Schreurs to approve Resolution 22-08, which replaces the Resolution 2020-04, and allows taxation of 75% of the assessed value for the sixth- and seventh- year following construction. Sinding seconded. Motion carried, all voting aye.

h. UPDATE- Code Enforcement

Mayor Mclsaac spoke of the possibility of hiring a code enforcement company that covers 59 cities in South Dakota. Sinding asked if this could be tabled as a person with code enforcement experience had just been hired. Jesse Fonkert of Sioux Metro Growth Alliance said that they had considered this problem in the past and spoke of combining resources with other nearby cities to share a code enforcement officer. This will be discussed at the next meeting.

VIII. NEW BUSINESS

a. Baltic Area Development Foundation-Jesse Fonkert & Ryan Solberg

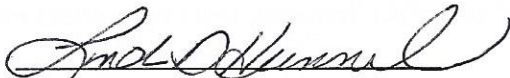
Fonkert and Solberg spoke of the steady growth of the Sioux Metro Growth Alliance since the early days as MCEDA and LCEDA. Fonkert also presented a brochure listing the services they offered to small communities.

- b. Appoint Member of SMGA Advisory Board Res. 22-09  
The search is on for a representative and alternate for the Advisory Board. The Board meets ten times a year.
- c. Surplus Office Equipment-Desk and Couch  
In accordance with SDCL 6-13-2, Mayor Mclsaac appointed three real property owners of the City of Baltic to appraise the surplus desk and couch: Deb Qualseth, Deb Murphy and Kristi Hembree will submit their appraisals to the finance office.
- d. Fireworks Permit-Dog Days Celebration August 12-14  
Allison Martinmaas of the Community Events Committee was present to request a firework display to be held during the Dawg Days celebrations on Friday August 12<sup>th</sup>. Motion by Schreurs, second by Sinding, to approve the Fireworks Permit. Motion carried, all voting aye.
- e. Set date for 2023 Municipal Budget Meetings  
The Baltic Council budget meeting was set for Wednesday, September 7<sup>th</sup> at 4:00 PM in the Baltic City Hall.
- f. Skid Loader Purchase Ord. 301 2022 Supplemental Budget  
Finance Officer Hunnel reported that due to several equipment purchases earlier in the year the municipal budget had to be supplemented; funds had not been budgeted for 2022. The supplement is as follows: Streets: \$60,136.43, Parks: \$39,396.43. Mayor Mclsaac asked Hunnel for a report on the audit performed by Schoenfish. Hunnel stated that although the audit has not yet been completed, the auditors had problems with missing documents and the bank statements had not been balanced the entire year of 2021. Hunnel said she wanted to make it clear that no dishonesty or theft had been reported to her; however, there were errors made, perhaps due to a lack of training.
- g. ORD 302 DRAFT Sidewalk Regulations  
City Attorney John Hughes presented a new sidewalk ordinance detailing the property owner's responsibility regarding sidewalk maintenance. The second reading of Ord. 302 will take place at the September 13<sup>th</sup> regular monthly meeting.
- h. MCWC price increase-water rates discussion  
Finance Officer Hunnel informed Council she had received notice from Minnehaha Community Water Corporation that water prices were going up fifteen cents per one thousand gallons in 2023. Hunnel did not see a reason to raise prices due to this small increase but will discuss it further at the budget meeting. Ryan Solberg with SMGA will contact MCWC concerning the rural water agreement.
- i. Phone Allowance for Building Inspector  
The Council discussed phone allowances for the current building inspector. Mayor Mclsaac notes that there had been a period earlier in the year where the city was paying for eight cell phone lines. This has been reduced to three at a cost savings of over \$200. The item was tabled until the September regular monthly meeting.
- j. Copier Purchase  
Finance Officer Hunnel presented the Council with two quotes for a copier. After reviewing the quotes, Sinding made a motion to approve the purchase of a Toshiba copier\scanner\fax for \$4950, with a three-year maintenance agreement of 50.17 per month from A&B Business. Schreurs seconded. Motion carried, all voting aye.
- k. Consideration of Council Chambers.  
Mayor Mclsaac asked Council to consider enlarging the meeting room at City Hall. Schreurs asked Mclsaac to get project blueprints and Council will consider this issue again at the September meeting.

IX. MAINTENANCE

- a. Badger Meter Update  
Fods is working with contractors to install the CAT 5 line necessary to update meter information.
  - b. Trees in ROW ORD 303  
City Attorney John Hughes gave the first reading of Ord. 303, Planting Trees in the Right of Way. The planting of trees in city right of way will be prohibited due to utility and maintenance issues. The second reading will be held at the September reading.
  - c. Dust Control  
Ed Wilson reported that he has had no response to his inquiries concerning dust control.
- X. COUNCIL/MAYOR UPDATES  
Councilman Sinding said he has been looking into the repair of a washout in River Park, using slurry seal instead of chip seal on city streets, and putting a splash park in Baltic. Mayor Mclsaac was also very interested in the splash park and has been researching the project.
- XI. ADJOURNMENT  
As there was no further business before Council, Sinding made a motion to adjourn at 10:09 PM. Second by Schreurs. Motion carried, all voting aye. The next regularly scheduled meeting of the Baltic City Council will be Tuesday, September 13 in the Baltic City Hall.

Respectfully Submitted,



Linda D. Hunnel  
Finance Officer



Deborah Mclsaac  
Mayor