

REGULAR MEETING MINUTES - BALTIC CITY COUNCIL
SEPTEMBER 13, 2022, 7:00 PM
BALTIC CITY HALL
130 ST. OLAF AVENUE, BALTIC, SOUTH DAKOTA

I. CALL TO ORDER

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

II. ROLL CALL

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

III. PLEDGE OF ALLEGIANCE

Mayor Mclsaac led the meeting with the Pledge of Allegiance.

IV. APPROVAL OF MINUTES

08/09/22 Regular Monthly Meeting

Councilman Schreurs reported the following figures were incorrect in the 08/09 minutes regarding Resolution 2022-08: '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.' The Resolution should read, 'and allows taxation of 75% of the assessed value for the *fifth* and *sixth* year following construction, *and 100% of the assessed value for the seventh year following construction.*' Motion by Schreurs to amend Section 7.G. of the 08/09/22 minutes. Second by Oien. Motion carried, all voting aye. Motion by Schreurs, second by Sinding to approve the amended minutes. Motion carried, all voting aye.

09/07/22 Special Meeting

Motion by Sinding, second by Tidemann, to approve the 09/07/22 Special Meeting Minutes. Motion carried, all voting aye.

V. APPROVAL OF CLAIMS PAYABLE

Motion by Schreurs, second by Oien, to approve the September 13, 2022 Claims as presented. Motion carried, all voting aye. A resident asked why port-a-potties were rented for River Park. Mayor Mclsaac said the restrooms were locked to cut down on damage; there have been many incidents of vandalism in the past.

VI. PUBLIC TIME

Brian Hefty, Developer of Grant Park Capital, shared his concerns regarding the city requests for resolution. Mclsaac said the engineers have been communicating via email and although scheduling a meeting is feasible, the outstanding and unaddressed items on the DANR/Subdivision punch list must be completed. The parties agreed to meet. On another note, Fire Chief Koopman said there have been inquiries as to who owns the land north of the fire station and the answer is the Baltic Fire Department is the owner of that land.

Zach Nebben asked about the status of paving Fifth Street. Mayor Mclsaac said ISG has been surveying the street and the item is under evaluation.

Mayor Mclssac then asked for an EXECUTIVE SESSION Per SDCL 1-25-2 (1) for matters relating to personnel. Oien made a motion to enter Executive Session at 7:20 pm. Second by Tidemann.

All ayes, motion carried. Motion by Oien to end Executive Session at 7:35 pm. Second by Schreurs. Motion carried all voting aye. Councilman Tidemann asked the Council to accept his resignation due to increasing work obligations. He will stay on until October 31st if needed.

Mayor Mclssac thanked him for his service to the citizens of Baltic and said his efforts on City Council were appreciated by all; and a special note of appreciation to his willingness to stay on

until October 31. Schreurs motioned to accept his resignation effective October 31 pending finding a suitable replacement sooner. Sinding seconded. Motion carried, all voting aye.

VII. OLD BUSINESS

- a. P&Z UPDATE- Phillips Crossing & Grant Park Capital -Erosion Control No update was available at this time as the DANR checklist items have not been completed.
- b. UPDATE-Code Enforcement The City is investigating the best action for code enforcement: hiring an outside firm or individual, or having a city employee take over the duties.
- c. Sioux Metro Growth Alliance Advisory Board Appointment. Sinding made a motion to appoint Mayor Mclsaac to the SMGA Advisory Board. Second by Oien. Motion carried, all voting aye. Motion by Tidemann to appoint Councilman Ryan Sinding as alternate to the SMGA Advisory Board. Oien seconded the motion. Motion carried, all voting aye.
- d. SECOND READING ORD. 301 Motion by Schreurs, second by Sinding, to approve the second reading of Ordinance 301, A 2022 Supplemental Ordinance to the City of Baltic. Motion carried, all voting aye.
- e. SECOND READING ORD. 302 After discussion led by City Attorney John Hughes, Schreurs made a motion to amend ORD. 302, Section 91.16, currently 'All sidewalk construction shall be in conformity with the specifications of the city engineer.' Add to this statement: '*and shall not be less than four (4) foot in minimum width.*' Second by Oien to amend the Ordinance. Motion carried, all voting aye. Motion by Schreurs to approve the amended Ordinance 302. Second by Sinding. Motion carried, all voting aye.
- f. SECOND READING ORD. 303 Motion by Schreurs to approve Ordinance 303, Trees On or Near Public Property. Sinding seconded. Motion carried, all voting aye.
- g. PHONE ALLOWANCE BUILDING INSPECTOR Council once more discussed paying a phone allowance to Building Inspector Paul Clarke as he uses his personal cell phone for City of Baltic business. Sinding made a motion to give Paul Clarke \$50 per month for cell phone reimbursement, starting September 2022. Oien seconded. Motion carried, all voting aye.
- h. COUNCIL CHAMBERS UPDATE The city has spoken to one interested contractor to date that is interested in the meeting room expansion project. Contractors are urged to contact city hall.
- i. GARBAGE RATES WORKSHEET The Council reviewed garbage rate estimates detailing the profit margins from no rate increase (approximately a \$4000 loss per year) to a \$6 per month per customer increase (approximately \$29,776 gain per year). The city garbage contract will also increase \$4000 each April for the next 3 years. Motion by Sinding to raise garbage rates per customer, per month by \$5. Oien seconded. Motion carried, all voting aye. FO Hunnel will research the method of increasing rates and have the paperwork ready for the October meeting.

VIII. NEW BUSINESS

- a. UPDATE- ORDINANCE REVIEW Responsibility of Property Owners Homeowner Kiri Sells of Bonnies Circle was present to speak about the repair to the service line and subsequently, the street when her service line started leaking. Under City of Baltic Ordinances, this is the responsibility of the property owner. Sells, along with Fods, had examples of what other cities had for responsibility of property owners and there are many options. City Attorney John Hughes will investigate case law concerning this situation. No action was taken.
- b. ST. OLAF STREET CLOSURE Jessica Ostwald of First National Bank requested that part of St. Olaf Avenue from 2nd Street to the west edge of the Baltic Branch library be closed from 4:30 to approximately 7 PM for a Kindness First event. Motion by Tidemann, second by Schreurs, to allow the street closure of the eastern portion of St. Olaf Avenue. Motion carried, all voting aye.

- c. 7:30 PM BID OPENING Surplus Desk and Couch\ Advertised in the Shopping Guide and Argus Leader as surplus property per SDCL 6-13-4. FO Hunnel announced there was only one bid for each surplus item. Councilmen Schreurs and Tidemann opened the bids. The bid for the ergonomic desk was \$700 from Marc Tommeraasen of Baltic and the bid for the couch was \$200 from Marc Tommeraasen of Baltic. Motion by Oien to accept the bids of the Surplus Desk at \$700 and the Surplus Couch at \$200. Sinding seconded. Motion carried, all voting aye.
- d. 8:00 LIQUOR LICENSE TRANSFER\ Legal Property Definition Addition for Someday Café As the owners of the Someday Café were adding an adjoining property on to their existing Liquor License, a hearing for a Liquor License Transfer was required. Motion by Schreurs, second by Sinding, to approve the Liquor License Transfer of Someday Café, waiving the \$75 City Fee. Motion carried, all voting aye.
- e. 2023 MUNICIPAL APPROPRIATIONS BUDGET First Reading ORD 304 Council reviewed the 2023 appropriations budget that was discussed in detail during the September 7, 2022 Special Meeting\Budget Workshop. FO Hunnel brought up an item from that meeting of whether the city should be Cash Basis Accounting vs. Accrual Basis Accounting. Hunnel said cash basis would be easier to track and sufficient for a city this size. Motion by Schreurs to switch the City's method of accounting to cash basis. Sinding seconded. Motion carried, all voting aye. The second reading of Ord. 304 will be at the October 11, 2022 regularly scheduled meeting.
- f. FRONT FOOTAGE ASSESSMENT- Comparison FO Hunnel presented Council with assessment fees from municipalities around Baltic. Fees ranged from \$1 per front foot to \$2.50. Hunnel discovered that Resolution 2021-07 from last year had changed the rate from ninety cents to one dollar per front foot. However, the higher amount was not implemented. Council deferred approval until the October meeting in order to discuss the option of a flat fee per property and review parcels that are not on the assessment roll.
- g. WOODY HAUSER EARNEST MONEY No action can be taken until City Attorney John Hughes receives a Purchase Agreement to review from the parties involved.
- h. ZONING ADMINISTRATOR APPOINTMENT Motion by Schreurs, second by Oien, to appoint Ryan Fods as Zoning Administrator. Motion carried, all voting aye.

As there was no further business before Council, Sinding made a motion to adjourn at 9:28 PM. Second by Schreurs. Motion carried, all voting aye. The next regularly scheduled meeting of the Baltic City Council will be Tuesday, October 11, 2022 in the Baltic City Hall.

Respectfully Submitted,

Linda D. Hunnel\Finance Officer

Deborah McIsaac\Mayor