

REGULAR MONTHLY UNAPPROVED MEETING MINUTES  
BALTIC CITY COUNCIL  
January 10, 2023 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 in the Baltic City Hall, 130 St Olaf Avenue.
- II. ROLL CALL Answering roll call were Councilpersons Oien, Sinding and Schreurs. Councilman McGreevy and Justin Heim of ISG were present by phone. Also in attendance was City Attorney John Hughes, Barry Sackett & Andy Grocott of Goosman Law Firm, Maintenance Supervisor Ryan Fods, Customer Relations Manager Lacey Branham.
- III. PLEDGE OF ALLEGIANCE Mayor Mclsaac led the meeting in the Pledge of Allegiance.
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES
  - a. December 20 Regular Minutes Zach Nebben would like it noted that additional information was available for the SMGA Consultant Discussion. Councilman Schreurs made a motion, seconded by Sinding, to approve the December 20 with the amendment. Motion carried, all voting aye.
  - b. December 27 End of Year Minutes Councilman Schreurs made a motion, seconded by Oien to approve the December 27 minutes. Motion carried, all voting aye.
- VI. APPROVAL OF CLAIMS PAYABLE Motion by Oien, second by Sinding, to pay the January 10 claims as presented by the finance officer.
- VII. PUBLIC TIME Addison Hendricks inquired on the process he would need follow to get an ordinance to allow chickens within city limits. He was asked to investigate guidelines from other cities, set up a policy and bring it back to council. Deb Qualseth asked that citizens be reminded to pick up after their dogs when out for a walk. Randy Marsh, Brian Twedt and Dana Keller raised concerns as to snow removal and lack of mail service in the Grant Park/Phillips Crossing Development.
- VIII. OLD BUSINESS
  - a. Resolution 2023-01 Fines & Fees Motion by Schreurs, second by Oien, made a motion to table the discussion until more comparisons can be investigated.
  - b. Employee Handbook Review Motion by Schreurs, second by McGreevy, made a motion to reexamine in May.
  - c. Resolution 2022-16 Necessity- Sidewalk, Curbs & Gutters Mayor recommended to send to send to Planning & Zoning to finalize with their technical knowledge. Councilman Schreurs made a motion, seconded by Sinding to refer the Resolution to Planning & Zoning.
- IX. NEW BUSINESS
  - a. Notice of Vacancy- Ward 2 position There will be a Councilman position open at the April 11<sup>th</sup> election. Interested parties can circulating a petition January 27 thru February

24: Election calendar with the deadlines is available on the State website and will be posted to ours.

- b. Excel Energy Grant            Zach Nebben with Baltic Area Development Foundation stated the grant was to be earmarked for a new sign at the West entrance of town. Nebben will work with Mclsaac to find information on previous quotes that have been obtained for the project.
  - c. City Hall expansion discussion    There has only been interest by one party in the Council Chambers expansion. Details will be presented when the plans are received.
  - d. Legion Contract consideration    After discussing the pros and cons of contract renewal, it was determined that City Hall is more suited for meetings. The Legion will be rented out on an as needed basis.
  - e. Capital Improvement Plan            Justin Heim with ISG informed the Council of a GOED Grant for capital improvement. Councilman Schreurs made a motion, seconded by McGreevy, to allocate \$15,000 for future capital improvements to meet a qualification for the grant. Heim will work with Mayor Mclsaac to complete the application.
  - f. Board of Adjustment            Meeting was held last week. Minutes are available on the website.
  - g. Snow removal costs            Hiring a 3<sup>rd</sup> party to haul snow out was discussed. Not only cost but availability of equipment would make the process difficult. Councilman Sinding felt a surcharge would be needed to help cover the cost. Maintenance Supervisor Fods recommended to leave the snow. Fire Chief Koopman asked citizens to do their part and help dig out the fire hydrants. Tiffany Keller suggested citizens take a picture of themselves digging out the hydrant and being entered in drawing. CRM Branham will put an event together. Maintenance Supervisor Fods added streets will not be cleared curb to curb and height of piles at intersections will be knocked down.
  - h. Summer Rec program – School Board proposal review & discussion            Talks have started to get a Summer Recreation program started. Would be open to children 7-13 years old. Hopes are to have an afternoon session. Help will be needed from community groups to help with a morning options in two-week sessions.
  - i. Parks & Rec Committee call to action            Invitation is open to join the Parks & Rec Committee. They will help organize the Summer Rec program. Website will be updated with Park & Rec Committee Ordinance.
  - j. Digital Communication Tool -            Mayor Mclsaac suggested adding Hubspot to our communication options. Councilman McGreevy motioned, seconded by Oien, to give the Mayor authorization to engage in a contract with HubSpot, with up to 3 authorized users, for up to \$60 a month. Motion passed, all ayes.
- X. Elected Official Facebook page            In opening communication lines, discussion has been had with Council to have a page separate from the City Facebook page. Councilman Schreurs motioned, seconded by Oien, to not pursue this.
- XI. MAINTENANCE UPDATE            All covered in earlier discussion.
- XII. CITY HALL UPDATE
- a. Finance

- b. Text my Gov update CRM Branham said there will be an invitation sent out citizens not already signed up for text notification. It will offer an opt in/out option. She explained service is to inform of emergencies as well as coming events. Recent change will allow for mapping notifications.

XIII. COUNCIL/MAYOR UPDATE

- XIV. EXECUTIVE SESSION pm per SDCL 1-25-2 SDCL 1-25-2 (1) Matters Relating to Personnel (3) for Matters Relating to Legal Counsel and SDCL 1-25-2 (4) for Matters Relating to Contract Negotiations.

Motion by Oien, second by Sinding, to enter executive session at 8:53 PM for the reasons listed above. Motion Carried, all voting aye.

Motion by Oien, second by Sinding, to come out of Executive Session at 9:18 PM.

- a. Employee Annual review process
- b. Elected & appointed official compensation discussion  
Upon legal advisement all wages will remain the same for elected and appointed officials. Employee review will take place on their hire date anniversary. Councilman Schreurs motioned, seconded by Sinding, to approve Resolution 22-15 to leave salaries as they are for employees and elected & appointed officials. Motion Carried, all voting aye.

XV. ADJOURNMENT

Councilman Sinding motioned, seconded by Schreurs, to adjourn at 9:24.

Respectfully Submitted,

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Lacey Branham, Customer Relations Manager

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Deborah McIsaac, Mayor