

UNAPPROVED MINUTES  
 BALTIC CITY COUNCIL MEETING  
 November 12, 2024, 7:00 PM BALTIC CITY HALL  
 130 ST. OLAF AVENUE BALTIC, SOUTH DAKOTA

Mayor Deborah Mclsaac called the meeting to order at 7:00 PM in the Baltic City Hall, 130 St. Olaf Avenue. Answering roll call were Aldermen Ryan Sinding, Brian McGreevy, Mayor Deborah Mclsaac, Nikki Oien, and joining via Teams, Steve Boeve. City Attorney John Hughes was en route and joined the meeting at 7:10 pm. Also, in attendance were ISG Engineer Parker Hamann, Public Works Supervisor Ryan Fods and Finance Officer Lacey Harrington.

Mayor Mclsaac led the meeting in the Pledge of Allegiance.

Sinding motioned to go into executive session at 7:01 pm. Seconded by Oien. All ayes.

Sinding motioned to return from executive session at 7:08 pm. Seconded by McGreevy. All ayes.

The council reviewed the October 15, 2024 Regular Council Meeting minutes. Brian McGreevy made a motion to approve the October 15<sup>th</sup> minutes, Sinding seconded. All ayes, motion carried.

Council reviewed the Claims Payable. Ryan Sinding inquired on the Sverdrup invoice and the frequency. Fods confirmed this is billed when they blade the road and no specific schedule is in place. Sinding made a motion to approve the Claims Payable, Nikki Oien seconded. All ayes, motion carried.

<u>CITY OF BALTIC</u>	<u>CLAIMS</u>	<u>OCTOBER 16-NOVEMBER 12</u>
605 Companies	Pay Application #5	\$ 191,453.74
A&B	Printer/Copier Lease	\$ 256.02
Ace Hardware	Antifreeze for pickup, mouse traps, grease gun	\$ 293.47
Alliance	Phone & Internet Service	\$ 198.02
All Seasons, Inc.	Park sprinkler blowout	\$ 125.00
Badger	Water Meter Services	\$ 161.10
Bender Sewer & Drain	Sewer clean out	\$ 2,235.00
City of Baltic	Water, Sewer & Trash	\$ 200.86
City of Colton	Bussing for swimming pool transportation	\$ 2,084.87
City of Sioux Falls	Bacteria water testing	\$ 87.00
Classic Corner	Fuel	\$ 73.70
The Dakota Scout	Legal Publishing	\$ 338.96
Direct Technologies	IT Services	\$ 1,617.81
DSG	Water meter gasket	\$ 101.05
Dust Tex	Rug Service	\$ 34.73
Earthworks	Pay Application #5	\$ 271,169.94
EFTPS	October payroll taxes	\$ 3,344.16
First National Bank	Dump Truck	\$ 712.34
Garbage N More	Sanitation Service	\$ 9,833.33
gWorks	Annual Renewal	\$ 12,480.00
Health Pool of SD	Health Insurance	\$ 975.73
Hughes Law Office	Legal Services	
IRS	Interest on March 2021 Late EFTPS Payment	\$ 30.58
ISG	Engineering Services	\$ 245.00
iWorq	Textmygov & Permit Service	\$ 5,125.00

Kinetic Leasing	November Payment	\$	2,773.00
MCWC	Water Purchase	\$	7,321.52
MidAmerican	Natural Gas	\$	34.72
NAPA Auto Parts	Pickup door handle	\$	31.99
New Century Press	Shopper Ads	\$	500.00
Paul Clarke	Inspections, mileage & cell phone use	\$	432.50
SD Dept of Revenue	Garbage Tax	\$	899.54
SDRS	Retirement	\$	1,454.56
SDRS 2	Retirement	\$	100.00
SDML	Annual Dues	\$	6,077.00
Sensaphone	Lift Station Dialer	\$	598.80
USBank	CC Statement	\$	1,166.99
Xcel Energy	Electricity	\$	3,184.21
Beal Distributing	OP/AG Purchases	\$	5,724.84
Johnson Brothers	OP/AG Purchases	\$	6,362.18
Southern Glazier	OP/AG Purchases	\$	196.00
RNDC	OP/AG Purchases	\$	2,187.75
Dakota Beverage	OP/AG Purchases	\$	5,295.87
Employee Payroll	October Payroll	\$	13,627.99
	<b>TOTAL CLAIMS</b>	<b>\$</b>	<b>369,693.13</b>

Bruce Vollan	300 & 350 S 6th St. - Deposit Refund	\$	336.06
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#### Public Time

Nikki Oien spoke as a citizen to address the temporary fencing/Halloween decorations at a residence in Baltic. It was agreed by the Council that we will call this resident and/or send a letter.

#### OLD BUSINESS

##### Ordinance Review

Mayor Mclsaac reviewed the plans and status for updating Baltic's City Ordinances and Planning & Zoning Regulations. Mclsaac requested the Council and citizens turn in any list of requested changes by Thanksgiving 2024.

#### NEW BUSINESS

##### 99 Morefield Re-Plat

Ed Wilson, Chair of Planning & Zoning Commission, requested the Council approve re-plat request from Brian McGreevy for 99 Morefield Ave., Plat of Tract 2B of Baltic Farmers Elevator Addition. The Commission reviewed and approved the submitted plat mylars from Ehrhart, Griffin & Associated. McGreevy abstained from this vote due to his Alderman role. Sinding made the motion to approve the P&Z President's recommendation of the re-plat of Tract 2B of Baltic Farmers Elevator Addition and give Mayor Mclsaac approval to sign, Steve Boeve seconded, all ayes, motion carried.

##### Sioux Falls Area Humane Society Contract Renewal

Mayor Mclsaac presented the Council with the new contract that was given to the City for 2025 from the SFAHS. Finance Officer Harrington summarized the contract and informed the Council of the increase. Council requested Harrington asks if the contract is negotiable and reach out to area rescues, the Sioux Falls Police Department and any other options that may be available for the City regarding animal control. Harrington will do this research and will present the findings at the next meeting.

#### Donation Request

Finance Officer Harrington presented the Council with a donation request from the Sioux Empire Water Festival. Mayor

Mclsaac and the Council stated the City does not do donations but will put a bucket out for people to donate if they wish to do so.

#### SMGA Growth Summit

Finance Officer Harrington presented the Council with information on the SMGA Growth Summit and advised the Council if anyone wishes to attend, let Harrington know and she will sign them up and make the arrangements for them to attend.

#### Late Fee Increase

Finance Officer Harrington and Alderman Oien recommended raising late fees to address increased payment delinquencies. The Council debated using a percentage or fixed fee to ensure sufficient funds for City expenses and discussed establishing a clear policy on the grace period before account shut offs. Council agreed Harrington should do research on other cities in the area and what those cities charge and bring it to the next meeting.

#### ENGINEERING UPDATE

##### Watermain Looping Project

Parker with ISG stated the project is now substantially complete. The road is open and they have finished paving leaving some minor items left on the punch list. Seeding and restoration will be finished in the Spring. Parker asked for the Council to approve Pay Application 5 in the amount of \$191,453.74. McGreevy made a motion to approve Pay Application #5 in the amount of \$191,453.74 and allow Mclsaac to sign to be paid after all the requirements are met for payment, Sinding seconded, all ayes, motion carried.

##### Oak & Ash

Parker informed the Council that all utility work is complete. Paving is to be completed this week. All roads have bottom lift done and will complete this week. Seeding and restoration will be completed in the Spring. Oien made a motion to approve Pay Application #5 for \$271,169.94 for the Oak & Ash Project and allow Mclsaac to sign, to be paid after all the requirements are met for payment, McGreevy seconded, all ayes, motion carried.

##### Main Lift Station

Parker stated that they will be getting bids going in December for the lift station improvements.

##### Transportation Alternative Grant

Parker reminded the Council there is a 15-minute presentation tomorrow to the selection committee and hopefully will find out soon if we were awarded this grant.

#### PUBLIC WORKS UPDATE

Ryan Fods informed the Council that he is preparing the equipment for winter. He also updated them on the recent Lead Pipe Survey, stating that letters will be sent to residents about unknown service line types in certain areas in the streets. The City plans to identify these lines over the next two years.

#### FINANCE UPDATE

Lacey Harrington notified the Council that a Year End Appropriations Meeting needs to be scheduled to adjust any funds to ensure the City of Baltic have met the requirements for the budget. Harrington suggested this take place Monday, December 30, 2024. The Council agreed 6:00 pm on Monday, December 30<sup>th</sup> would be penciled in.

#### LEGAL/COUNIL/MAYOR/UPDATE – Nothing to report.

With no further business to discuss, Sinding made a motion to adjourn at 7:56 pm, seconded by Boeve, all ayes, motion carried.

Respectfully submitted,

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Lacey Harrington  
Municipal Finance Officer

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Deborah McIsaac  
Mayor