

UNAPPROVED MINUTES
BALTIC CITY COUNCIL MEETING
November 21, 2023 7:00 PM BALTIC CITY HALL
130 ST. OLAF AVENUE BALTIC, SOUTH DAKOTA

CALL TO ORDER

Mayor Mclsaac called the meeting to order at 7:00 PM in the Baltic City Hall, 130 St Olaf Avenue. Answering roll call were Aldermen Sinding, Schreurs, Oien, and McGreevy via Teams. Also, in attendance City Attorney John Hughes, Public Works Supervisor Ryan Fods, Finance Officer Lacey Branham, and joining via Teams, Justin Heim of ISG and Community Relations Manager Lacey Harrington.

PLEDGE OF ALLEGIANCE

Mayor Mclsaac led the meeting in the Pledge of Allegiance.

APPROVAL OF MINUTES

Mayor Mclsaac presented the minutes from the October 17th meeting. Schreurs made a motion to approve with no changes. Oien seconded, all ayes, motion carried.

CLAIMS PAYABLE

Mayor Mclsaac communicated edits due to payable deadlines. Those changes were enclosed in the packet. Sinding made a motion to approve claims as presented. Oien seconded, all ayes, motion carried.

PUBLIC TIME

Jason Breyer introduced himself and plans to take part in the water discussion later in this meeting. No others came forward.

OLD BUSINESS

OPERATING AGREEMENTS - Council needs to decide how to handle video lottery and operating agreements. There are more details and discussions to have so more time is needed. John and Mayor Mclsaac want to prepare more information before making any decisions. Sinding made a motion to table until the next meeting. Schreurs seconded, all ayes, motion carried.

MCWC RATE INCREASE WORKSHEET - Branham presented the MCWC Rate Increase Worksheet breakdown of the MCWC increase which is going up 15%. This increase goes into effect January 1st, 2024. Schreurs made a motion to approve the increase as a pass through expense. Oien seconded, all ayes, motion carried.

CHICKENS - Attorney Hughes presented Ordinance No. 313. Mayor Mclsaac urges all citizens to review the new ordinance and become familiar with the size of coop, location and daily operations, as all citizens may be impacted by those who have chickens as well as their neighbors. Schreurs made a motion to approve the chicken Ordinance 313. McGreevy seconded, all ayes, motion carried.

SETTLEMENT AGREEMENT – Sinding made a motion to move the settlement agreement item to the end of the meeting after Mayor Update. Oien seconded, all ayes, motion carried.

NEW BUSINESS

CONTRACT RENEWALS

- i. SMGA – The renewal of the 2024 annual agreement is increased to \$3,909 annually. Branham has received two project ideas from the BADF, requiring substantial utilities that Baltic simply does not have or will have in the near future. No members of the BADF were present to speak to SMGA benefits, it was noted that economic development groups are eligible for membership with SMGA. Oien feels SMGA has value but does not for Baltic right now. Sinding made a motion to not renew our membership with SMGA. Oien seconded. Schreurs opposed. Mayor McIsaac asked for roll call. Answering “aye”: Oien, McGreevy and Sinding. Answering “nay”: Schreurs.
- ii. SFAHS – Sioux Falls Area Humane Society – Standard contract year-over-year. Same contract. McGreevy made a motion to continue this contract and authorize the Mayor to sign. Schreurs seconded. All ayes, motion passed.
- iii. SECOG – Southeastern Council of Governments – Mayor McIsaac presented what SECOG does and the benefits it provides such as grant finding, CIPs, and municipal advisement. Membership dues for 2024 are \$2263. Schreurs made a motion to continue this contract and authorize the Mayor to sign. Oien seconded, all ayes, motion passed.
- iv. Municipal League – Mayor McIsaac discussed this membership and how beneficial it has been this year. This membership supports municipalities in its entire capacity. The 2024 dues \$1,408.73. Specific association fees were also included. McGreevy made a motion to continue this contract and other fees associated with it and authorize the Mayor to sign. Schreurs seconded, all ayes, motion passed.
- v. Minnehaha County Sheriff – Schreurs made a motion to approve the county sheriff’s contract. McGreevy seconded, all ayes, motion carried.

NIELSEN & GNP LOT – Mayor McIsaac discussed a letter we received regarding this lot. The county took ownership due to non-payment of taxes. Mayor McIsaac recommended we have Attorney Hughes send a letter to seek out ownership options for the city. Schreurs made a motion to have John Hughes send a letter requesting the city acquire that lot, McGreevy seconded, all ayes, motion carried.

SNOW REMOVAL DISCUSSION – Moved lower into agenda.

ICE RINK DISCUSSION – Mayor McIsaac said ice rink season is here. In years past, Bargain Basement has been point-of-contact for skates. A discussion with Bargain Basement is needed to confirm this again. Council gave Branham permission to reach out to Bargain Basement.

CODE ENFORCEMENT – Mayor McIsaac presented Code Enforcement Service. It is a third party company, serving many cities currently, who take on the responsibility of code enforcement. The contract is \$1,500 annually plus \$75/hr after \$1,500 and \$0.60 per mile. We decide when and how often they come. There is a 60 day

termination notice. Sinding feels a one year trial makes sense. Sinding made a motion to approve the code enforcement contract. Oien seconded, all ayes, motion carried.

2024 COMMITTEE DISCUSSION – Mayor Mclsaac presented a concept of how we can widen the net to get citizens more involved. The success of the Sidewalk Carnival and Casserole Cookoff shows that people want to be involved. The Mayor would like to go out and talk to other cities and see what has worked and implement some groups to get some planning going.

FINES, FEES & RESOLUTIONS – There is a strategic management issues with fees attached to ordinances. It takes a lot of time to change an ordinance. Mclsaac recommended to the council that we rewrite any ordinances with inset fees, moving into a fines and fees resolution to allow the city to be more agile. Schreurs made a motion to grant fines and fees to a resolution. Sinding seconded, all ayes, motion carried. Mayor Mclsaac asked that a councilperson volunteer to head this up. Sinding was suggested and appointed.

PART TIME WORKER DISCUSSION – With a lean staff at City Hall, Mayor Mclsaac recommended backup plans. McGreevy made a motion to hire someone to \$15.00 per hour for office backup, and \$5,000 bucket for Ryan Fods to use for snow services. Sinding seconded, all ayes, motion carried.

2024 ELECTION DISCUSSION – Sinding made a motion to table this conversation to a later date, Oien seconded.

BUILDING CODE ORDINANCES – Branham is auditing ordinances as we have found some had not completed the process through execution. Mayor stated the city must ensure all ordinances are up to date and legally executed.

ENGINEERING UPDATE – All comments noted in attached report.

MAINTENANCE UPDATE

- a. Streetlight Study – Fods presented his findings on streetlights. Presented a map that showed lights that are out and where we need lights in dark areas. Heim mentioned working that into the 5-year capital improvement plan. Discussed sidewalks, concrete and grants and funding. Schreurs made a motion to move forward with this project, Sinding seconded, all ayes, motion carried.
- b. Infant Swing Update – They will be shipped this week or next week.
- c. Commercial Listing Sign update – Fods presented photos and solar vs LED option. Solar panels were recommended.
- d. Sewer Grates – Elm Ave storm sewer grates have been popping off lately. Have put 3 back on within the last year. These are 150-200 lbs. Looked like the one they fixed today had to be from a car driving too fast or someone picking them up and dropping them in. Fods is working on finding a bolt solution or something to keep this from happening.
- e. School/St. Olaf Sign– Council gave permission to remove sign as to avoid damage by newer and larger snow equipment. Fods will work with school as to new location.

FINANCE OFFICE UPDATE

Branham moved ahead with finance software with gWorks. Already sent over information needed. Nothing further to update.

COMMUNITY RELATIONS UPDATE

Casserole cook-off winners, thanking all participants and judges. Santa Days is tabled for this year, unless another community group would like to oversee. A new community event will be planned for next year. Nothing further to discuss.

LEGAL UPDATES: None

COUNCIL/MAYOR UPDATES: None

Sinding made a motion to move into Executive Session at 9:51 pm, Oien seconded. All ayes, motion carried.

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

Back from Executive Session at 10:32 PM.

Mayor Mclsaac announced no action taken.

ADJOURNMENT

Schreurs made a motion to adjourn at 10:33 pm. Oien seconded, all ayes, meeting adjourned at 10:33 pm.

Respectfully submitted,

Lacey Harrington
Community Relations Manager

Deborah Mclsaac
Mayor