

MINUTES OF NOVEMBER 13, 2018 REGULAR SESSION

THE BALTIC CITY COUNCIL MET IN REGULAR SESSION ON November 13, 2018. Mayor Grunewaldt called the meeting to order at 7:00 PM. Present were Aldermen Ron Jenks, Chris Hotzler, Christopher Drayer and Tracy Petersen. Also present were City Administrator Wendland, Maintenance Assistant Hotzler, Finance Officer Hoefert, City Attorney John Hughes and Scott Mohror from Banner Engineering.

Mayor Grunewaldt asked all present to rise and join in the Pledge of Allegiance to the Flag.

Agenda: Hoefert added Resolution 2018-06 Plat to the agenda. Jenks made a motion to accept the amended agenda. Second by Petersen. All ayes, motion passed.

Drayer made a motion to approve the minutes from the October 9, 2018 Regular Session. Second by Jenks. All ayes. Motion passed.

Scott Mohror of Banner Engineering presented Change Order #4 for the Oak/Douglas street project. Petersen made a motion to accept Change Order #4. Second by Drayer. All ayes. Motion passed.

Mohror presented Pay Request #4 for the Oak/Douglas street project. Drayer made a motion to approve Pay Request #4 for \$26,964.45. Second by Petersen. All ayes. Motion passed.

Mohror presented the Certificate of Substantial Completion. Jenks made a motion to approve the Certificate of Substantial Completion. Second by Hotzler. All ayes. Motion Passed.

Disbursements were reviewed. Jenks made a motion to approve the following disbursements. Second by Petersen. All ayes. Motion passed.

November 2018 Claims

Vendor	Amount	Comments
Alliance Communications	\$ 169.18	Utilities
Andrew Schultz	\$ 100.00	Deposit Refund
Ashley's Landscaping, Inc.	\$ 329.00	Fertilize RP Ballfield
Banner Associates, Inc.	\$ 7,745.18	Services
Banyon Data Systems, Inc.	\$ 195.00	Fixed Asset Support
City of Baltic	\$ 71.56	Utilities
City of Sioux Falls	\$ 87.00	Testing
Classic Corner	\$ 162.31	Gas
Dell Rapids Lumber Company	\$ 73.69	Supplies
Devin Paulsen	\$ 7.92	Deposit Refund
Direct Automation	\$ 16.34	Backup/Storage
Double H Paving	\$ 26,964.45	Street Project
Dust-Tex Service, Inc.	\$ 14.28	Rug Service
EFTPS	\$ 4,517.16	Payroll Taxes
Garbage N More	\$ 6,991.67	Garbage Service

Hughes Law Offices	\$	1,433.98	Legal Service
International Code Council	\$	135.00	Membership
Josh Thill	\$	18.02	Deposit Refund
Kinetic Leasing	\$	2,773.00	Oak/Douglas
Marco	\$	143.52	Service Agreement
Menard's	\$	208.75	Supplies
Metering & Technology Solution	\$	853.46	Meters
MidAmerican Energy	\$	56.00	Utilities
Midway Service	\$	659.05	Diesel
Minnehaha Community Water Corp	\$	3,520.80	Water Purchase
NAPA Auto Parts	\$	112.91	Supplies
RDO Equipment	\$	2.72	Supplies
RevTrak	\$	120.34	CC Fees
SD Dept. of Revenue	\$	7.08	3rd Quarter 2018 Unemployment
SD Dept. of Health	\$	181.00	Testing
SD Dept. of Revenue	\$	607.41	Sales Tax
SD One Call	\$	73.50	Locates
SDRS	\$	2,244.92	Retirement
Sverdrup Township	\$	60.00	Grading
US Bank	\$	475.93	Supplies
US Bank Equipment Finance	\$	852.95	Sweeper
US Post Master	\$	140.35	UB Postage
Verizon Wireless	\$	114.28	Utilities
Virg's Service	\$	114.71	Chainsaw
Xcel Energy	\$	2,307.60	Utilities
	\$	64,662.02	

October 2018 Salaries in gross amounts by Department: Council, \$0.00; Finance, \$5,310.54; Inspection, \$48.45; Streets, \$2,426.74; Parks, \$2,426.74; Economic Dev, \$3,444.88; Liquor, \$0.00; Water, \$3,825.96; Sewer, \$3,826.12; Total \$21,309.43.

Public Comment. none

Police Report: There were no Deputies present.

Maintenance Update. Maintenance Assistant Hotzler gave the report: some potholes were repaired, a culvert was flushed and drainage area repaired, more winterizing accomplished. Safety training was attended.

City Administrator/Economic Development. Wendland reported that 2 grants he applied for were awarded to the City: Excel Energy's Economic Development Grant of \$5,000 and Capacity Building for Success Grant from SD Office of Chronic Disease and Health Promotion of \$2,000. He also gave an update on his monthly activities.

City Hall Update. Hoefert gave the report: Direct Deposit for payroll will be available soon, reviewed new credit card processing company. Hoefert will be attending the Lincoln/Minnehaha Hazard Mitigation Plan annual review meeting. Drayer made a motion to refund a customer's credit balance with the stipulation that it will be a one-time, special circumstance refund. Second by Petersen. There were 3 ayes and 1 nay. Motion passed.

Attorney Remarks. City Attorney Hughes deferred comment at this time.

Business.

The City Council expressed appreciation to Bud Skancke for submitting original water and sewer maps from the 1940's and 1960's, among others, to the City.

Hotzler made a motion to approve Resolution 2018-07 Front Foot Assessment. Second by Petersen. All Ayes. Motion passed.

Mayor Grunewaldt gave the first reading of the following Ordinances:

Ordinance 263 – Water rates

Ordinance 264 – Sewer Rates

Ordinance 265 – Unmuffled Dynamic Brakes

Ordinance 266 – Supplemental Appropriations

Second readings will be at December 11, 2018 Regular Session.

Drayer made a motion to amend the personnel handbook with an updated Holidays section. Second by Petersen. Hotzler abstained from voting. All ayes. Motion passed.

Jenks made a motion to install heaters in the Maintenance Shop, not to exceed \$7,000. Second by Petersen. Hotzler abstained from voting. All ayes. Motion passed.

Drayer made a motion to approve Resolution 2018-06 Plat of Lots 10A & 11A Block 6 of Baltic Heights Addition. Second by Petersen. All ayes. Motion passed.

At 9:08 p.m. with no further business before the Council, Hotzler made a motion to adjourn. Second by Drayer. All ayes. Motion passed.

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Julia Hoefert

Municipal Finance Officer

Published once at the approximate cost of \$\_\_\_\_\_.

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Scott Grunewaldt

Mayor