

JOINT MEETING UNAPPROVED MINUTES
BALTIC CITY COUNCIL & PLANNING & ZONING BOARD
NOVEMBER 8, 2022, 7:00 PM
BALTIC CITY HALL
130 ST. OLAF AVENUE, BALTIC, SOUTH DAKOTA

I. CALL TO ORDER

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

II. ROLL CALL

Answering roll call were Alderman and P&Z Member Ryan Sinding, Alderwoman Nikki Oien, Alderman and P&Z Member Travis Schreurs, Alderman Brian McGreevy (by telephone), P&Z Chairman Ed Wilson, and P&Z members Debra Murphy and Nate Vrchota. Also present was City Attorney John Hughes, Finance Officer Linda Hunnel, Customer Relations Manager Lacey Branham, Maintenance Supervisor Ryan Fods, and ISG Engineer Justin Heim,

III. PLEDGE OF ALLEGIANCE

Mayor McIsaac led the meeting with the Pledge of Allegiance.

IV. APPROVAL OF JOINT MEETING AGENDA Approval of the meeting agenda's is not necessary, according to SDCL.

a. Grant Park\Phillips Crossing

i. Detention Pond

Chairman Wilson had reviewed the newly submitted detention pond design. ISG Engineer Justin Heim said minor grading is necessary outside the right of way and increased erosion control with sidewalks is needed along three lots. Schreurs made a motion to note approval based on revisions ISG has provided. Second by McGreevy. Motion carried, all voting aye. City Attorney John Hughes said core issues will be part of the upcoming developer's agreement, including the detention pond.

ii. Sidewalk Resolution

There was lengthy discussion on the requirement for a sidewalk along 5th Street, adjacent to the Grant Park development. Mayor McIsaac reported that 5th Street will run from the edge of city limits to the school, and there needs to be discussions on infrastructure (possible storm sewer and w\s mains) before curb and gutter or paving takes place. Chairman Wilson stated that the assessment process could affect adjacent landowners. Schreurs referred to Baltic Municipal Code. 91.18, which reads 'All new residential and commercial construction shall install curb and gutter, adjacent to the property where such construction occurs in conformity with the specifications of the city's engineer. The City Council shall reserve the right to direct that curb and gutter be constructed and the cost assessed against any abutting property owner.' This discussion was purely informational. Heim said if done, the project should be done in one phase. The developer's agreement is a work in progress. City Attorney Hughes is entering core items from Justin Heim: time frames, warranty periods, security, etc. Appointing a team to go through these items was discussed. Vrchota made a motion to give the Mayors approval to appoint a committee to review the developers agreement. Oien seconded. Motion carried, all voting aye. Motion by Sinding, second by Schreurs to adjourn the joint session of the city council and the planning and zoning board at 8:25 PM. Motion carried, all voting aye.

The Baltic City Council then held their regular monthly meeting.

V. APPROVAL OF MINUTES

10/11/22 Regular Monthly Meeting

Motion by Schreurs, second by Sinding to approve the 10/11/22 minutes. Motion carried, all voting aye.

10/26/22 Regular Monthly Meeting

Motion by Sinding, second by Oien to approve the 10/26/22 joint meeting minutes of the Baltic City Council and the P&Z Board. Motion carried, all voting aye.

VI. APPROVAL OF CLAIMS PAYABLE

Motion by Schreurs, second by Oien, to approve the November 8, 2022, Claims as presented. Motion carried, all voting aye.

VII. PUBLIC TIME

There was no one present for Public Time.

VIII. PUBLIC HEARING 8:00PM

a. Liquor License Operating Agreement

i. Someday Café – On Sale Motion by Schreurs, second by McGreevy, to approve Someday Café’s Operating Agreement. Motion carried, all voting aye.

ii. Joseph A. T. Moe – On Sale Motion by Schreurs, second by Sinding, to approve the Joseph A.T. Moe American Legion Operating Agreement. Motion carried, all voting aye.

iii. Classic Corner – Off Sale Motion by McGreevy, second by Oien, to approve Classic Corner’s Operating Agreement. Motion carried, all voting

Sinding made a motion to give the Mayor approval to sign the operating agreements for the three businesses voted upon. Oien seconded. Motion carried, all voting aye.

IX. OLD BUSINESS

a. Code Enforcement – Paul Clarke

Motion by Schreurs, second by Sinding, to hire Building Inspector Paul Clarke at his current pay to perform higher levels of code enforcement for the city. Motion carried, all voting aye.

b. Ice Skating Rink

City Attorney John Hughes referred to SDCL 20-9-13, ‘Landowner not obligated to keep land safe for outdoor recreation or agritourism or to give warning—Exception’, in regards to city liability for outdoor recreational activity. Hughes went over signage needs. The Mayor asked for city volunteers. Schreurs recommended the Park & Rec Board assist with the skating rink. Deb Qualseth had a contact for a free liner, which has been ordered. Thank you, Deb! Maintenance Supervisor Ryan Fods said although weather will be a factor for the ice, the brackets can be set up ahead of time. Fods will oversee when the rink is operational. Skate rental will be handled at the Bargain Thrift Store.

X. EXECUTIVE SESSION Motion by Oien, second by Sinding to enter Executive Session at 8:54 PM Per SDCL 1-25-2 SDCL 1-25-2 (3) for Matters Relating to Legal Counsel and SDCL 1-25-2 (4) for Matters Relating to Contract Negotiations. Sinding made a motion to come out of Executive Session at 10:18 PM. Second by Schreurs. Motion carried, all voting aye.

XI. NEW BUSINESS

a. SMGA Contract

- b. Gov Office Contract
- c. Text My Gov Contract
- d. Raztech Contract
- e. Digital Media

Concerning New Business Items a, b, c, d, e; Motion by McGreevy to give the mayor authorization to enter into and negotiate and evaluate alternative digital professional services with city staff, not to exceed current budget without Council approval. Sinding seconded the motion. Motion carried, all voting aye.

- f. Loose Dog With winter approaching, there has been much concern about a German Shepard at loose within the city. Expert resources has been contacted.
- g. Feral Cats There have been reports of feral cats. The Mayor discussed options of dealing with this problem.

XII. MAINTENANCE UPDATE Ryan Fods gave the monthly maintenance report. Items discussed: lift station dialers have been ordered, school crossing signs have been installed, a street repair done by homeowners on Bonnies Circle is not up to city specifications and will have to be repaired next spring, flags have been ordered, and Murphy’s Pond does not have adequate electrical for extensive lighting. Fods, along with Justin Heim of ISG, discussed water and sewer needs that will be met with the upcoming project. Heim went over a possible timeline for design (March), bidding (April) and construction (Fall 2023 or Spring 2024.) Fods also brought up lagoon options for wastewater. Motion by Schreurs, second by Sinding, to hire ISG to engineer the looping of the water mains. Motion carried, all voting aye. Schreurs asked about paving Lovely Avenue. The Mayor spoke of the need for a Capital Improvement Plan to prioritize the needs of the city.

XIII. FINANCE UPDATE

- i. SRF Funding
 - 1. Resolution 2022-14 Water Surcharge-tabled until Dec. 13th meeting.
 - 2. Resolution 2022-15 Sewer Surcharge-tabled until Dec. 13th meeting.
- ii. Garbage Forgiveness Request – Bargain Basement- tabled until Dec. 13th meeting.
- iii. Health Insurance Finance Officer Hunnel reported that the HPSD Health Insurance Premiums had gone up 4% for 2023.
- iv. Life Insurance Finance Officer Hunnel asked Council if city employees could purchase life insurance through the HPSD at the employee’s expense. Motion by Schreurs, second by McGreevy, to approve the purchase of life insurance through HPSD at the employee's expense by payroll deduction. Oien called the question. Motion carried, all voting aye.

XIV. COMMUNICATIONS UPDATE no report

XV. COUNCIL/MAYOR UPDATE no report

XVI. ADJOURNMENT There being no further business before council, Schreurs made a motion to adjourn at 11:10 PM. Second by McGreevy. Motion carried, all voting aye. The next regular meeting of the Baltic City Council will be Tuesday, December 13, 2022 at 7:00 PM in the Baltic City Hall.

Respectfully Submitted,

Linda D. Hunnel, Finance Officer

Deborah McIsaac, Mayor

Ed Wilson, Planning & Zoning Chairman