

**CITY OF VALLEY SPRINGS
UNAPPROVED MINUTES
REGULAR SESSION
MARCH 10, 2020**

CALL TO ORDER

The Commissioners of the City of Valley Springs met in regular session on Tuesday, March 10, 2020 at 6:03 PM in the City Finance Office. Mayor Carl Moss presided. Answering roll call were Commissioners Lance Bauske, Dean Helgeson, Brian Staeffler and Lynn Schmidt. Also present was City Maintenance Ryan Nussbaum, Jamie Hult from the Brandon Valley Journal, City Engineer Gabe Laber from HDR, and Finance Officer Linda Hunnel.

Motion by Bauske to approve the March 10, 2020 Posted Agenda. Helgeson seconded the motion. Motion carried, all voting aye.

APPROVAL OF MINUTES

Motion by Staeffler to approve the February 11, 2020 Minutes as presented.

Bauske seconded the motion. Motion carried, all voting aye.

CLAIMS AND PAYROLL

Motion by Staeffler to approve the March 10, 2020 Claims in the amount of \$46,750.68.

Helgeson seconded the motion. Motion carried, all voting aye.

MONTHLY FINANCIAL REPORTS

The Commission reviewed the February Proof of Cash Report and the February YTD Budget Report, as submitted by the Finance Officer. Motion by Helgeson, second by Bauske, to approve the February 2020 Proof of Cash Report. Motion carried, all voting aye. Motion by Staeffler, second by Schmidt, to approve the February YTD Budget Report. Motion carried, all voting aye.

PUBLIC COMMENT

There was no one present for open public speaking.

NEW BUSINESS

Oath of Office-Dean Helgeson

Commissioner Dean Helgeson took the Oath of Office for Commissioner, 5 Year Term. Helgeson filed the only petition for the city commission vacancy.

Peddler Permit Requirements

Finance Officer Hunnel said she had informed an insurance salesman that he would need a peddlers permit to visit residents door to door in the municipality. After speaking to the company and the City Attorney, Hunnel learned that a peddler's permit is not needed when the salesman is state licensed and undergoes continuing education. This is according to Chapter 4.03 of the Municipal Code, 4.0304 Exceptions. The insurance company will furnish these documents to the Finance Office.

One Day Liquor License

Bauske made a motion to approve a One Day Liquor License to Brandy DeSollar for a May 9, 2020 event. Helgeson seconded. Motion carried, all voting aye.

OLD BUSINESS

Resolution 2020-1 Van Wyhe Addn Tract 2 Plat

Bauske made a motion to approve the Plat of Van Wyhe Addn Tract 2. Staeffler seconded. Motion carried, all voting aye.

Proposed Special Assessment-West Acres 2nd Lift Asphalt Paving

FO Hunnel asked the Commission to set the date for a special hearing, the terms of repayment and whether the City will collect the money under Plan One or Plan Two.

The Commission set the date for the special hearing of the proposed special assessment as 7 PM, April 14, 2020. Repayment of this assessment will be under Plan One; terms are six years at an interest rate of 10%. As construction costs are under the state bid limit of \$50,000, the city will not let bids for this project. West Acres property owners will be informed of the April 14th special hearing by certified mail and legal publication.

PUBLIC WORKS REPORT

City Maintenance Employee Ryan Nussbaum gave the March 10, 2020 Maintenance Report. Motion by Helgeson, second by Staefflert, to place into surplus a 2002 Dodge Ram 1500 pick up and three sets of tire chains. Motion carried, all voting aye. These items will be sold as surplus property at auction with Big Iron Auction.

Nussbaum informed the commission that a water tower pump will be replaced within the week and the valve repair will take place after that. He asked about hiring seasonal help for mowing. This item will be placed on the April 14 agenda. Nussbaum will have the new city logo and a bed cover put on the recently purchased maintenance pickup. He has spoken to contractors regarding the sidewalk replacement in front of the city office.

City Engineer Gabe Laber HDR

Laber is finalizing specs for the Water Tower Recoating Project. The DENR Board Meeting will be held on March 26. A city representative should attend the meeting in Pierre. Once funding is announced, design and bids could take place in 2020 with construction in 2021. Paint samples taken from the water tower have contained lead, therefore sand blasting will need to be contained. Nussbaum asked that the Booster Days celebration the second weekend in July be considered when setting a date for recoating the tower.

FINANCE OFFICER REPORT

FO Hunnel reminded the Commission that Equalization Hearings will be held on Monday, March 16th at 6pm in City Hall.

Hunnel gave an update of the February 13th P&Z meeting. There is a P&Z Meeting scheduled for March 12th to review the Preliminary Plan for Homestead @ Valley View Addn. The Commission reviewed the timeline for the final plat and rezoning of the Homestead @ Valley View Addition. Developer Ron Kuipers said the new addition will have 72 single and two family residential lots. Kuipers has also started construction on two houses on Lynx Street.

The Commission was asked if there was any interest in putting land line telephone numbers in the upcoming community guide. The Commission did not think this was necessary.

The 2019 Consumer Confidence Report for Valley Springs Drinking Water is available on the city's website www.cityofvalleysprings.com.

The annual pet vaccination clinic has been scheduled for April 30th, 5-7pm at the city maintenance shop, 308 Broadway Avenue.

2018 Annual Report-Hunnel reported that the accountant had not completed the 2018 Annual Report by the March meeting as planned.

COMMISSION REPORTS

Commissioner Staeffler said his wife has volunteered to organize summer swim lessons. Special thanks to Sylvia Staeffler!

ADJOURN

There being no further business before the Commission, Bauske made a motion to adjourn at 7:02 PM. Helgeson seconded. Motion carried, all voting aye. The next regular meeting of the Valley Springs City Commission will be April 14, 2020 at 6 PM in the Valley Springs Finance Office.

Linda D. Hunnel, Finance Officer

Carl Moss, Mayor

CITY OF VALLEY SPRINGS March 10, 2020 CLAIMS

| | | |
|--------------------------------|-------------|--------------------------------|
| EFTPS - U. S. DEPT OF TREASURY | \$915.38 | FEB 13 20 PR TAXES |
| EFTPS - U. S. DEPT OF TREASURY | \$1,007.71 | FEBRUARY 27 PR TAXES |
| WELLMARK/BLUE CROSS | \$999.74 | MARCH HEALTH PREMIUMS |
| FIRST NATIONAL BANK | \$4.00 | NSF FEES |
| FIRST NATIONAL BANK | \$188.10 | NSF CHK |
| NATIONAL RURAL WATER ASSOC | \$905.26 | WATER METER LOAN PAYT |
| FIRST NATIONAL BANK | \$17.50 | FEB 2020 POS |
| FIRST NATIONAL BANK | \$1.00 | NSF FEE |
| WELLMARK/BLUE CROSS | (\$999.74) | FEB 2020 ADJ |
| MARV'S SANITARY, INC. | \$56.00 | FEB GARBAGE SERVICE |
| NATIONAL RURAL WATER ASSOC | \$905.26 | MARCH WATER METER LOAN PAYT |
| LUNSTRA, JAY | \$509.14 | 021320 PR |
| LINDA HUNNEL | \$648.50 | 021320 PR |
| NUSSBAUM, RYAN | \$1,694.41 | 021320 PR |
| NAMANNY, SANDRA | \$455.98 | 021320 PR |
| LUNSTRA, JAY | \$494.37 | 022720 PR |
| LINDA HUNNEL | \$1,057.54 | 022720 PR |
| NUSSBAUM, RYAN | \$1,535.69 | 022720 PR |
| NAMANNY, SANDRA | \$288.60 | 022720 PR |
| BV JOURNAL | \$372.18 | JANUARY PUBLICATIONS |
| DELTA DENTAL OF SD | \$88.00 | MARCH DENTAL PREMIUM |
| SD RETIREMENT SYSTEM | \$769.76 | FEB RETIREMENT CONTR |
| HUBER CHEVROLET | \$16,219.00 | 2011 CHEV PICK UP |
| A & B BUSINESS SOLUTIONS | \$103.67 | MARCH COPIER LEASE |
| ALLIANCE COMMUNICATIONS COOP | \$165.00 | MARCH PHONE, INTERNET SERVICES |
| BRANDON LUMBER CO., INC | \$70.91 | PARK, SHOP SUPPLIES |
| BV SCHOOL DISTRICT | \$54.17 | FEBRUARY FUEL PURCHASE |
| BV JOURNAL | \$89.34 | FEBRUARY PUBLICATIONS |
| DEERE CREDIT, INC | \$5,366.14 | ANNUAL TRACTOR LEASE PAYT |
| ELAN FINANCIAL SERVICES | \$823.05 | FEBRUARY CC PURCHASES |
| HAWKINS WATER TREATMENT | \$1,653.98 | WATER PURIFICATION |
| ID&M SALES | \$6,598.40 | 2020 COUNTRY CLIPPER MOWER |
| LYLE SIGNS, INC | \$110.76 | STREET SIGNS |
| MENARDS | \$97.33 | SHOP, PARKS SUPPLIES |

| | | |
|-----------------------------|--------------------|-------------------------|
| MIDAMERICAN ENERGY | \$348.30 | FEB NATURAL GAS UTILITY |
| SD PUBLIC HEALTH LABORATORY | \$56.00 | WATER TESTING |
| SEAFOG | \$30.00 | 2020 SEAFOG DUES |
| SIOUX VALLEY ENERGY | \$2,817.28 | FEB ELECTRICAL UTILITY |
| STURDEVANT'S AUTO PARTS | \$192.47 | VEHICLE MAINT |
| VERIZON WIRELESS | \$40.50 | FEB MAINT-CELL PHONE |
| | \$46,750.68 | |