

**CITY OF VALLEY SPRINGS
UNAPPROVED MINUTES
REGULAR SESSION
APRIL 14, 2020**

CALL TO ORDER

The Commissioners of the City of Valley Springs met in regular session on Tuesday, April 14, 2020 at 6:00 PM in the VS American Legion. 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, and Finance Officer Linda Hunnel.

Motion by Bauske to approve the April 14, 2020 Posted Agenda. Helgeson seconded the motion. Motion carried, all voting aye.

APPROVAL OF MINUTES

Motion by Staeffler to approve the March 10, 2020 and April 6, 2020 Minutes as presented. Bauske seconded the motion. Motion carried, all voting aye.

CLAIMS AND PAYROLL

Motion by Bauske to approve the April 14, 2020 Claims in the amount of \$86,350.01. Schmidt seconded the motion. Motion carried, all voting aye.

MONTHLY FINANCIAL REPORTS

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

PUBLIC COMMENT

There was no one present for open public speaking.

NEW BUSINESS

Resolution 2020-04 A Resolution in Support of Gov. Kristi Noem's Executive Order 2020-12
Staeffler made a motion to approve Res. 2020-04, a resolution supporting the governor's COVID-19 declaration of a health emergency and subsequent guidelines for the public. Schmidt seconded the motion. Motion carried, all voting aye.

Approval of the Final Plan of Homestead @ Valley View Addition

Bauske made a motion to approve the final plan of Homestead @ Valley View Addition, contingent on the City Engineer's review and acceptance. Helgeson seconded the motion. Motion carried, all voting aye.

PUBLIC HEARING Resolution 2020-03 A Resolution Approving the Final Plat of Lots 21-26, Block 1, Homestead @ Valley View Addition.

Motion by Bauske to approve the final plat of Lots 21-26, Block 1, Homestead @ Valley View Addition, contingent on the City Engineer's review and acceptance. Staeffler seconded the motion. Motion carried, all voting aye.

There was a public hearing at the Planning and Zoning Board's April 6, 2020 meeting for the rezoning of Lots 21-26, Block 1, Homestead @ Valley View Addition to R-1. The rezoning was approved. There will be a public hearing at the City Commission meeting on May 12, 2020 for this rezoning.

OLD BUSINESS

Hiring of Seasonal Help

The Commission discussed the need for a part time, seasonal employee to assist maintenance with mowing. Helgeson made a motion to hire Keith Staeffler for a part time, seasonal maintenance position at a wage of \$14 per hour. Schmidt seconded the motion. Motion carried: Helgeson, Schmidt and Bauske voting aye. Staeffler abstaining.

Swimming Lesson Status

Staeffler reported that the first two weeks in June have been reserved for transporting Valley Spring's youth to swimming lessons. There were 35 children registered last year. If this is not possible due to COVID-19, the date will be moved to later in the summer. Motion by Helgeson, second by Schmidt, to schedule and provide transportation for 2020 youth swimming lessons. Motion carried, all voting aye.

PUBLIC WORKS REPORT

City Maintenance Employee Ryan Nussbaum gave the April 14, 2020 Maintenance Report. Nussbaum's report also included the need for an alarm-type phone system to warn of problems at the wells, gravel for alleyways, a replacement culvert at Riley & Broadway, and stump removal at the park.

Nussbaum had spoken to City Engineer Gabe Laber concerning the DENR Board Meeting, now rescheduled for April 27, 2020. Funding information for the proposed water\sewer utility project will be announced at this meeting. Construction could take place in 2021. Due to the delayed board meeting, it is unclear whether the water tower coating project can take place this year.

FINANCE OFFICER REPORT

FO Hunnel gave a brief report from Jesse Morris of DGR regarding the timeline of the revised shared use path project. Morris is awaiting approval from the DOT to submit the revised plans, and is still hopeful that a June 3rd bid letting date will be possible.

The Pet Vaccination Clinic scheduled for April 30 has been cancelled due to COVID-19.

COMMISSION REPORTS

Mayor Moss informed the commission that the Community Club would like to replace trees at Legion Park. It was decided that 7-8 foot Maple trees would be purchased. Special thanks to the Community Club for their continued generosity.

ATTORNEY REPORT

City Attorney Patrick Glover spoke to the commission about his research in determining who has the responsibility of maintaining county roads within city limits. Glover has contacted the county concerning this and hopes to have more information by the next meeting.

7:00 Public Hearing Resolution 2020-02- Proposed Resolution of Necessity

The Public Hearing for the Proposed Resolution of Necessity was held due to the need to add a second lift of asphalt paving in the West Acres addition. This project would be assessed to the

property owners on Lynx Street and Dakota Circle. The first lift of asphalt was done in 2011 and assessed to property owners at that time. The hearing was originally moved to the American Legion to allow the public the space to social distance or attend by teleconference. As a result of Governor Noem's COVID-19 guidelines, the public was subsequently asked to attend the hearing by phone conference only. Property owners voiced their concern with the timing of the assessment, as some have been financially affected by COVID-19. Others stated that they were not informed there would be a future assessment when they purchased their homes. Also questioned was why the developer had not paid for the paving. City Attorney Patrick Glover stated that the initial paving was a matter between the developer and the lot owners, not the city. Property owners asked that the city wait one year before addressing the paving of West Acres. Helgeson made a motion to table the West Acres paving project for six months. Bauske seconded the motion. Motion carried, all voting aye. The issue will be revisited in October, 2020.

ADJOURN

There being no further business before the Commission, Staeffler made a motion to adjourn at 7:58 PM. Bauske seconded. Motion carried, all voting aye. The next regular meeting of the Valley Springs City Commission will be May 12, 2020 at 6 PM in the Valley Springs Finance Office.

Linda D. Hunnel, Finance Officer

Carl Moss, Mayor

CITY OF VALLEY SPRINGS APRIL 14, 2020 CLAIMS

| | | |
|--------------------------------|------------|--------------------------|
| EFTPS - U. S. DEPT OF TREASURY | \$1,080.94 | MARCH 12PR TAXES |
| EFTPS - U. S. DEPT OF TREASURY | \$1,258.64 | MAR 26 PR TAXES |
| FIRST NATIONAL BANK | \$400.86 | MARCH POS PURCH |
| MARV'S SANITARY, INC. | \$56.00 | MARCH GARBAGE SERVICE |
| EFTPS - U. S. DEPT OF TREASURY | \$953.06 | APRIL 9 PR TAXES |
| WELLMARK/BLUE CROSS | \$999.74 | APRIL HEALTH INS |
| US BANK TRUST N. A. | \$6,024.63 | SANITARY SEWER LOAN PAYT |
| NATIONAL RURAL WATER ASSOC | \$905.26 | APR WATER METER PAYT |
| LUNSTRA, JAY | \$501.76 | 031220 PR |
| LINDA HUNNEL | \$1,155.88 | 031220 PR |
| NUSSBAUM, RYAN | \$1,584.42 | 0312620 PAYROLL |
| NAMANNY, SANDRA | \$392.81 | 031220 PR |
| SD DIVISION OF MOTOR VEHICLES | \$21.20 | CHEV PU LICENSE/TITLE |
| COMMISSIONER BRIAN STAEFFLER | \$263.20 | 1ST QTR PR |
| MAYOR CARL MOSS | \$311.68 | 1ST QTR PR |
| COMMISSIONER DEAN HELGESON | \$263.20 | 1ST QTR PR |
| LUNSTRA, JAY | \$472.23 | 032620 PR |
| COMMISSIONER LANCE BAUSKE | \$263.20 | 1ST QTR PR |
| LINDA HUNNEL | \$1,124.61 | 032620 PR |
| COMMISSIONER LYNN G SCHMIDT | \$263.20 | 1ST QTR PR |
| NUSSBAUM, RYAN | \$1,577.46 | 032620 PAYROLL |

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|-------------------------------|--------------------|-----------------------------|
| NAMANNY, SANDRA | \$298.21 | 032620 PR |
| DEARBORN LIFE INSURANCE CO | \$69.30 | 2ND QTR LIFE INS |
| DELTA DENTAL OF SD | \$88.00 | APRIL DENTAL PREMIUM |
| SD RETIREMENT SYSTEM | \$854.44 | MARCH 2020 RETIREMENT |
| LUNSTRA, JAY | \$405.84 | 040920 PR |
| LINDA HUNNEL | \$1,021.75 | 04092020PR |
| NUSSBAUM, RYAN | \$1,570.49 | 040920 PAYROLL |
| NAMANNY, SANDRA | \$200.47 | 040920 PR |
| A & B BUSINESS SOLUTIONS | \$114.81 | APRIL COPIER LEASE |
| ALLIANCE COMMUNICATIONS | | |
| COOP | \$160.00 | MARCH TELEPHONE SERVICE |
| BANYON DATA SYSTEMS, INC | \$395.00 | UTILITY BILLING IT SUPPORT |
| BRANDON ACE HARDWARE | \$12.56 | SHOP & STREET MAINT |
| BRANDON LUMBER CO., INC | \$6.70 | PARK MAINT |
| BRANDON VALLEY SCHOOL | | |
| DISTRICT | \$109.15 | MARCH FUEL PURCHASE |
| BRUGGEMAN SIGNS | \$140.00 | VEHICLE SIGNAGE |
| BV JOURNAL | \$126.80 | MARCH PUBLICATIONS |
| CORE & MAIN LP | \$2,300.00 | WATER METER IT SUPPORT |
| D W PROEHL CONSTRUCTION INC. | \$12,100.00 | WATER TANK MAINT |
| DAVE PUTZKE WELL DRILLING INC | \$11,771.00 | WATER TOWER MAINT |
| DGR ENGINEERING CO | \$1,276.70 | WATER/SEWER PLANS |
| ELAN FINANCIAL SERVICES | \$219.12 | PARK MAINT |
| HAWKINS WATER TREATMENT | \$5.00 | WATER PURIFICATION |
| HDR ENGINEERING INC | \$4,972.16 | WS ENGINEERING FEES |
| HYDRO-KLEAN | \$6,300.00 | SEWER JETTING |
| JENSEN ELECTRIC, INC | \$1,680.12 | WATER TOWER MAINT |
| MED-STAR PARAMEDIC | | |
| AMBULANCE | \$5,000.00 | 2020 AMBULANCE CONTRIBUTION |
| MEIERHENRY SARGENT, LLP | \$732.00 | FEB-MARCH LEGAL SERVICES |
| MENARDS | \$201.15 | PARK MAINT |
| MIDAMERICAN ENERGY | \$231.45 | MARCH NATURAL GAS UTILITY |
| MINNEHAHA COUNTY SHERIFF | \$10,153.00 | 2ND QTR POLICE SERVICES |
| ONE CALL SYSTEMS, INC | \$4.48 | LOCATES JAN-MAR |
| PERFORMANCE PRESS, INC | \$427.00 | LOGO DESIGN |
| SANITATION PRODUCTS, INC | \$125.00 | STREET MAINTENANCE |
| SD PUBLIC HEALTH LABORATORY | \$28.00 | WATER TESTING |
| SDML WORKER'S COMP FUND | \$100.00 | WORK COMP CONTRIBUTION |
| SIOUX VALLEY ENERGY | \$2,701.02 | MARCH ELECTRICAL UTILITY |
| STURDEVANT'S AUTO PARTS | \$534.81 | VEHICLE MAINT |
| VERIZON WIRELESS | \$40.50 | APRIL CELL PHONE SERVICE |
| | \$86,350.01 | |