

**UNAPPROVED MINUTES
REGULAR SESSION
MAY 10TH, 2022**

CALL TO ORDER

The Commissioners of the City of Valley Springs met in regular session on Tuesday, May 10th, 2022 at 6:00pm in the VS American Legion. Mayor Carl Moss called the meeting to order at 6:00pm. Answering roll call were Commissioners Dean Helgeson, Brian Staeffler, Lynn Schmidt and Sandy Severtson. Also present was Finance Officer Samantha Boyer, Public Works Director Blaine Eilts and City Attorney Patrick Glover.

APPROVAL OF AGENDA

Motion by Helgeson to approve the May 10th, 2022 Proposed Agenda. Staeffler seconded the motion. All voting yes. Motion carried.

APPROVAL OF APRIL 19TH, 2022 MINUTES

Motion by Staeffler to approve the April 19th, 2022 minutes as presented. Severtson seconded the motion. All voting yes. Motion carried.

APPROVAL OF APRIL CLAIMS AND PAYROLL

Motion by Severtson to approve the April 2022 claims & payroll as presented in the amount of \$24,426.65. Schmidt seconded the motion. All voting yes. Motion carried.

APPROVAL OF CASH REPORT

Motion by Helgeson to approve the April cash report. Staeffler seconded the motion. All voting yes. Motion carried.

PUBLIC COMMENT

Tasha with On The Rocks presented a map for parking and car show. Automania will be in Valley Springs on June 25th from 11:00am-4:00pm. Music and food will be available until around 9:00pm that night. She asked the board members if Broadway Ave can be changed to Automania Blvd for the day. Mayor Moss made a proclamation to approve the name change for the day.

Michael Herding is wondering if we have an update on the Fence issue on Dakota Cir. We decided we are going to send that resident a letter to fix the fence within 30 days. Herding also discussed some mowing and weed eating concerns he has. City wide clean-up day was briefly discussed. Blaine will send out a text alert about cleaning up but the city will NOT be providing dumpsters.

Mayor Moss discussed a city park on Sundance St. Ron Kuipers is willing to sell us a lot for \$40,000 to put the park. Samantha will put it in the Summer Newsletter to see if anyone would like to make donations towards the land or equipment. The park will be discussed at the next meeting in June.

OLD BUSINESS

No old business

CHANGE IN COMMISSION

Mayor Moss, on behalf of the Citizens of Valley Springs, thanked Commissioner Lynn Schmidt for his service to the city.

Rick Larsen read the Oath of Office for Commissioner, five year term, and took his place on the Board. Samantha Boyer read the Oath of Office for Finance Officer.

ADJOURN

A motion was made by Staeffler, seconded by Helgeson to adjourn and reconvene under the new Commission. All Voting yes. Motion Carried.

CALL TO ORDER

Present: Commissioners Helgeson, Staeffler, Severtson, Larsen and Mayor Moss.

NEW BUSINESS

The following appointments were made for 2022:

Motion by Severtson, seconded by Staeffler to appoint Samantha Boyer as Finance Officer. All voting yes. Motion Carried.

Motion by Helgeson, seconded by Staeffler to appoint Brandon Valley Journal as our newspaper. All voting yes. Motion Carried.

Motion by Severtson, seconded by Staeffler to appoint First National Bank of Sioux Falls as our Financial Institution. All voting yes. Motion Carried.

Motion by Staeffler, seconded by Severtson to appoint Patrick Glover as our City Attorney. All voting yes. Motion Carried.

Motion by Larsen, seconded by Severtson to appoint Brian Staeffler as our Acting Mayor in the event Mayor Moss is absent. All voting yes. Motion Carried.

Motion by Helgeson, seconded by Severtson to appoint Rick Larsen as Public Works Commissioner. All voting yes. Motion Carried.

Motion by Staeffler, seconded by Larsen to appoint Dean Helgeson as Utilities Commissioner. All voting yes. Motion carried.

Motion by Helgeson, seconded by Staeffler to appoint Sandy Severtson as Finance & Revenue Commissioner. All voting yes. Motion Carried.

Motion by Severtson, seconded by Helgeson to appoint Brian Staeffler as Publics Safety Commissioner. All voting yes. Motion Carried.

Erin Filipek came to speak to the council about her parking situation. Erin wants to know where they can park their cars if they can't park on the grass and their cars are too long to park in the driveway without parking on the sidewalk. The council said she can park on her grass as long as she makes it a permanent parking spot with gravel, rock or concrete. Council agreed to give her some time to get that done.

Brian Donahoe with Donahoe Law Firm was present to speak on behalf of The Zomer Farm. They are requesting a waiver to put up another building. John Zomer also discussed the building they would like to put up. Donahoe brought a Resolution, Mayor Moss is going to read it over and discuss it further at the next regular meeting in June.

Motion by Severtson to approve the 2022 Garbage Haulers License Renewal of Marv's Sanitary Inc. Seconded by Helgeson. All voting yes. Motion Carried.

Motion by Staeffler to approve our Media Policy. Seconded by Larsen. All voting yes. Motion Carried.

Motion by Helgeson to approve our Conflict of Interest Policy. Seconded by Severtson. All voting yes. Motion Carried.

Motion by Staeffler to approve the Volunteer Fire Department Roster Policy. Seconded by Severtson. All voting yes. Motion Carried.

Motion by Severtson to approve the Volunteer Fire Department Roster as of May 2nd, 2022. Seconded by Helgeson. All voting yes. Motion Carried.

PUBLIC WORKS REPORT

City Maintenance Supervisor Blaine gave his monthly maintenance report.

Blaine asked the Board Members about purchasing a new street sweeper. He was told to try to use the one we have a little while longer until it doesn't work anymore.

Blaine brought a picture of the street drain on the corner of Broadway & Elm, there is a hole in the top. Blaine will get it scheduled to get repaired.

A street bid was discussed. The Board members agreed to table the discussion about the street bid until the next regular meeting on June 14th.

FINANCE OFFICER REPORT

We have a CD up for renewal- Samantha asked the board members if they would like to renew it for another year or longer. We discussed options. Samantha is going to call the bank to talk about a few options.

Samantha confirmed we have a bus reserved for Swimming Lessons on June 6th-16th.

Laurie Kuyper with Lou Ba's Lunch wagon came in to City Hall to talk with Samantha about where she can park her food truck during lunch. The board discussed a few options, a motion was made by Helgeson to allow her to park on the west side of City Hall. Seconded by Severtson. All voting yes. Motion Carried.

CITY ATTORNEY REPORT

No Report

**COMMISSIONER REPORT
ADJOURN**

There being no further business before the Commission, Helgeson made a motion to adjourn at 7:45pm. Severtson seconded the motion. Motion carried, all voting aye. The next regular meeting of the Valley Springs City Commission will be June 14th, 2022 at 6:00pm in the Valley Springs American Legion, 615 Broadway Avenue.

Samantha Boyer, Finance Officer

Carl Moss, Mayor

April 2022 Payables		
A & B Business Solutions	\$126.99	03/21-04/20 Contract
Alliance Communication	\$239.00	April Phone/Internet
Automatic Building Controls	\$240.00	Annual Alarm Fee 5/1/22-4/30/23
Brandon Ace Hardware	\$14.37	City Hall Supplies
BV Journal	\$264.90	Public Notices
BV School District	\$235.87	April Fuel
Core & Main	\$2,300.00	Support 5/4/22-5/3/23
Delta Dental	\$91.00	April Dental
EFPTS	\$1,013.73	April 11th Payroll Taxes
EFPTS	\$978.53	April 22nd Payroll Taxes
EFPTS	\$15.30	April 28th Payroll Taxes
Hawkins	\$1,240.40	Water Supplies
HPSD	\$1,706.82	May Insurance Premiums
Hydro Klean	\$950.00	Sewer Clean
Marv's	\$34.00	April Trash
Meierhenry Sargent	\$525.00	February & March Legal Fees
Menards	\$153.01	Maintenance Supplies
Michael Dorenkamper	\$70.00	Water Deposit Refund
MidAmerican Energy	\$324.89	April Gas Charges
One Call System	\$12.32	Locate Tickets
Robyn Lynde	\$70.00	Water Deposit Refund
Ron Kuipers	\$70.00	Water Deposit Refund
Sandy Severtson	\$433.50	April FO Consulting
SD Retirement	\$971.59	April Retirement
Sioux Valley Energy	\$3,500.85	April electricity
U Drive Technology	\$50.60	April services
USA Bluebook	\$109.43	Water Supplies
Verizon	\$92.65	Maintenance phone
	\$15,834.75	

Payroll

Samantha Boyer	\$1,404.10	4/8/222 Payroll
Blaine Eilts	\$1,697.86	4/8/222 Payroll
Jay Lunstra	\$703.80	4/8/222 Payroll
Sandy Namanny	\$560.41	4/8/222 Payroll
Samantha Boyer	\$1,613.51	4/22/22 Payroll
Blaine Eilts	\$1,602.86	4/22/22 Payroll
Jay Lunstra	\$380.02	4/22/22 Payroll
Sandy Namanny	\$478.21	4/22/22 Payroll
John Vermeer	\$58.79	4/22/22 Payroll
Julie Kirby	\$92.35	April Payroll
	\$8,591.91	