

**CITY OF VALLEY SPRINGS
APPROVED MINUTES
REGULAR SESSION
AUGUST 11, 2020**

CALL TO ORDER

The Commissioners of the City of Valley Springs met in regular session on Tuesday, August 11, 2020 at 6:00 PM in the VS American Legion. Due to COVID-19, audience members and commissioners were required to practice social distancing within the legion meeting room. Mayor Carl Moss presided. Answering roll call were Commissioners Lance Bauske, Brian Staeffler and Lynn Schmidt. Absent with notice was Commissioner Dean Helgeson. Also present was City Maintenance Ryan Nussbaum, Finance Officer Linda Hunnel, City Attorney Patrick Glover, Jill Meier from the Brandon Valley Journal and citizen's Ardell Johnson and Jeff Prickett. Motion by Bauske to approve the August 11, 2020 Posted Agenda. Schmidt seconded the motion. Motion carried, all voting aye.

APPROVAL OF MINUTES

Motion by Staeffler to approve the July 14, 2020 Minutes as presented. Schmidt seconded the motion. Motion carried, all voting aye.

CLAIMS AND PAYROLL

Motion by Staeffler to approve the August 11, 2020 Claims in the amount of \$85,405.67. Bauske seconded the motion. Motion carried, all voting aye.

MONTHLY FINANCIAL REPORTS

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

PUBLIC COMMENT

Jess Fonkert, Executive Director of MCEDA, introduced himself to the Commission and briefly discussed upcoming projects in the area. Mr. Fonkert offered his assistance in economic\community development.

Jeff Prickett of Dakota Circle had questions concerning drainage in West Acres.

Art Aadland inquired into filling in his front yard ditch as mowing was becoming difficult. He planned on adding drains and using 12 inch culvert. Nussbaum commented that he had never seen water standing in the ditch. Motion by Staeffler, second by Bauske to approve Art Aadland's plans of filling in the front yard ditch on his property. Motion carried, all voting aye.

NEW BUSINESS

MUSEUM VOLUNTEER

Kayla Moss of Valley Springs approached the Commission about volunteering to open the museum one Sunday a month. Ardell Johnson, head of the Valley Springs Museum, thought it was a great idea that Ms. Moss was interested in sharing the history of Valley Springs. Mayor Moss asked Ms. Johnson if she would be willing to orientate Kayla on the contents of the museum. Ms. Johnson agreed to meet with Kayla this week. Museum hours will be posted on the city website.

VALLEY SPRINGS FIRE DEPT. ROSTER JULY 2020

The V.S. Fire Department Roster, July 2020, had the following changes: Add Cole Powell, Delete Barb Kirkpatrick, Angela Nussbaum and Staci McKinney. Motion by Staeffler, second by Schmidt to approve the July 2020 VS Fire Dept. Roster. Motion carried, all voting aye.

ORDINANCE 348-First Reading Municipal Budget 2021

Finance Officer Hunnel went over the proposed 2021 municipal budget with the Commission. 2021 projects were discussed. The Commission will study the department line items of the proposed budget and bring questions or suggestions to the September 8th meeting.

ALLIANCE COMMUNICATIONS FRANCHISE FEE CONTRACT

The Commission discussed whether or not to cease collection of the 3% cable television franchise fee. It was decided the fee would remain as revenue from this fee amounts to over \$3400 per year.

OLD BUSINESS

CODE ENFORCEMENT UPDATE

FO Hunnel went over a spreadsheet of sent code enforcement letters with the Commission. She had recently received a list from the Minnehaha County Sheriff of abandoned or unlicensed vehicles. Hunnel said there were quite a few of these in town. The Commission gave her the go ahead to begin contacting the owners concerning removing these vehicles. An old camper that was abandoned on Boxelder off Broadway was towed last week. Any information given on the owner of the camper would be appreciated.

MUNICIPAL AUDIT REPORT

2017-2018 Audit Reports, prepared by Schoenfish & Co., were distributed to the Mayor and Commission.

SAFETY BENEFITS - Loss Control Survey

Hunnel and Nussbaum had recently visited with Safety Benefit concerning ways to make the city and its employees safer. The city currently has an excellent loss control ratio. Recommendations on employee and equipment safety, along with a timeline to complete these recommendations, will be sent to the finance office.

PUBLIC WORKS REPORT

JULY MAINTENANCE REPORT

Ryan Nussbaum, City Maintenance, went over the city maintenance report with the Commission. Nussbaum also reported that the street sweeper needs new tires, the drain tile project has started and chip sealing will take place on Riley Street, Riley Circle, Valley View Avenue and Maple Street the week of August 17th.

SHARED USE PATH UPDATE

Phase Two of the Shared Use Path will be done this week, according to the D.O.T. engineers present at the site visit last week. Nussbaum presented information on extending the path for Phase Three from Lynx Street to a new street in Homestead Addition, Skyline Drive. If the grant application is approved, the cost to the City of Valley Springs would be \$13,257. Nussbaum said that letters of support were needed for the project from school students and citizens. Staeffler made a motion to amend the grant application to include the extension. Bauske seconded. Motion carried, all voting aye.

Bauske made a motion to approve Resolution 2020-12, Transportation Alternatives Grant Application to the SD Department of Transportation. Schmidt seconded the motion. Motion carried, all voting aye.

WEST WELL ELECTRICAL MAINTENANCE

Nussbaum spoke of the need to update the aging electrical system in the water tower. The electrical contacts have continuously tripped and have ruined the chlorine pump and several humidifiers. When this occurs the tower does not fill. Nussbaum told the commission that an alarm system was needed to warn him early, before damage is done. Nussbaum now checks on the tower several times a day. Bauske made a motion to approve the cost estimate of \$20,206 from Thompson Electric to rewire the tower and to add a SCADA alarm system. Staeffler seconded the motion. Motion carried, all voting aye. Nussbaum will try to schedule this work at the same time the water tower is being coated. Water pressure will be lower during the recoating and the fire department will call for mutual aid with surrounding departments during this time.

FINANCE OFFICER REPORT

MUNICIPAL CD RENEWAL

A Municipal CD in the amount of \$143,401.01 plus interest is up for renewal. Bauske made a motion to renew the CD for a period of one year at a rate of .27%. Staeffler seconded. Motion carried, all voting aye.

MUNICIPAL BANK ACCOUNTS

Hunnel asked the commission to consider moving the majority of funds in the municipal checking account into a savings account and keeping a minimum of funds in the checking account for security reasons. Staeffler made a motion to open a Savings Account at First National Bank for municipal funds. Bauske seconded the motion. Motion carried, all voting aye.

PROPERTY MAINTENANCE FEE EXEMPTIONS

Hunnel is finalizing the worksheet to send Minnehaha County concerning the Property Maintenance Fee passed by resolution at the last meeting. Government property will be exempted from this fee.

CITY HALL VANDALISM

A front glass panel was broken at City Hall on July 16, 2020 as a result of vandalism. The glass has been replaced at a cost of \$1800. If you have any information about this incident, please contact the Finance Office, a member of the City Commission, or the Minnehaha County Sheriff.

CITY ATTORNEY REPORT –No Report

COMMISSIONER REPORTS – No Report

Jill Meier from the Brandon Valley Journal told the Commission that she will be working on the Community Guide; which has been on hold due to the pandemic.

ADJOURN

There being no further business before the Commission, Staeffler made a motion to adjourn at 7:16 PM. Bauske seconded. Motion carried, all voting aye. The next regular meeting of the Valley Springs City Commission will be September 8, 2020 at 6 PM in the Valley Springs City Hall, 401 Broadway.

Linda D. Hunnel, Finance Officer

Carl Moss, Mayor

CITY OF VALLEY SPRINGS

AUGUST 11, 2020 CLAIMS

EFTPS - U. S. DEPT OF TREASURY	\$1,109.14	JULY 16 2020 PR TAXES
EFTPS - U. S. DEPT OF TREASURY	\$1,076.08	073020 PAYROLL TAXES
SD DEPT OF LABOR UNEMPLOYMENT	\$40.07	2ND QTR RE-EMPLOYMENT
FIRST NATIONAL BANK	\$470.76	JULY POS PURCHASES
FIRST NATIONAL BANK	\$10.00	SCANNER FEE
MIDAMERICAN ENERGY	(\$57.23)	ADJ 7/8 BILLING
MARV'S SANITARY, INC.	\$70.00	JULY GARBAGE
ALLIANCE COMMUNICATIONS COOP	\$171.00	JULY PHONE
MIDAMERICAN ENERGY	\$81.95	NATURAL GAS UTILITY
DELTA DENTAL OF SD	\$4,118.87	JULY ELECTRIC UTILITY
A & B BUSINESS SOLUTIONS	\$144.47	MAINT CELL PHONE
NATIONAL RURAL WATER ASSOC	\$905.26	AUG WATER METER PAYT
FIRST NATIONAL BANK	\$10.00	SCANNER FEE AUGUST
LUNSTRA, JAY	\$509.13	071620 PR
VERMEER, JOHN	\$114.15	071620PR
KEITH STAEFFLER	\$329.70	071620 PR
LINDA HUNNEL	\$1,080.74	071620PR
NUSSBAUM, RYAN	\$1,694.84	071620PR
NAMANNY, SANDRA	\$200.48	071620PR
RUDY MILLBRANDT	\$173.90	UTILITY BILL OVERPAYT
MENARDS	\$39.99	PARK MAINT
DANIEL/CINDY LARSEN	\$21.62	DEPOSIT REFUND
GINA MICHELS	\$45.50	DEPOSIT REFUND UB
LUNSTRA, JAY	\$512.83	073020 PR
VERMEER, JOHN	\$114.14	073020 PR
KEITH STAEFFLER	\$226.25	073020 PR
LINDA HUNNEL	\$1,029.82	073020 PR
NUSSBAUM, RYAN	\$1,533.19	073020 PR
NAMANNY, SANDRA	\$390.66	073020 PR
HPSD	\$1,575.44	AUGUST HEALTH INS PREMIUM
SD RETIREMENT SYSTEM	\$1,239.08	JULY RETIREMENT CONTRIBUTION
BRANDON ACE HARDWARE	\$14.97	PARK MAINT
BRANDON VALLEY SCHOOL DISTRICT	\$110.26	JULY FUEL PURCHASE
BRUGGEMAN SIGNS	\$72.88	CITY ID DECALS
BV JOURNAL	\$240.80	JULY PUBLICATIONS
CORE & MAIN LP	\$247.39	WATER MAINT
ELAN FINANCIAL SERVICES	\$29.68	CITY MAINT
GOVOFFICE	\$570.00	ANNUAL WEBSITE SUPPORT
HAWKINS WATER TREATMENT	\$59.01	WATER PURIFICATION
HEIMAN, INC	\$135.00	FIRE EXTINGUISHER MAINT
J.P. COOKE CO.	\$67.55	PET LICENSE
JENSEN ELECTRIC, INC	\$938.05	WATER TOWER MAINT
MEIERHENRY SARGENT, LLP	\$348.00	JUNE LEGAL SERVICES
MENARDS	\$366.04	CITY MAINT
MYRL & ROY'S PAVING, INC	\$49,099.52	STREET ASPHALT REPAIR
RUNNINGS	\$16.52	WATER MAINT
SCHOENFISH & CO.	\$13,041.00	2017-2018 AUDIT
SD ASSOCIATION OF RURAL WATER	\$225.00	WATER MAINT
SD PUBLIC HEALTH LABORATORY	\$42.00	WATER TESTING
SIOUX FALLS HUMANE SOCIETY	\$72.82	ANIMAL CONTROL SERVICE
STURDEVANT'S AUTO PARTS	\$29.28	MOWER MAINT
USA BLUEBOOK	\$51.92	WATER MAINT
VALLEY SPRINGS COMMUNITY CLUB	\$500.00	FIREWORKS DONATION
VALLEY SPRINGS FARMERS COOP	\$146.15	JULY FUEL PURCHASE
	\$85,405.67	

