

**CITY OF VALLEY SPRINGS  
APPROVED MINUTES  
REGULAR SESSION  
SEPTEMBER 8, 2020**

**CALL TO ORDER**

The Commissioners of the City of Valley Springs met in regular session on Tuesday, September 8, 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 Dean Helgeson, Brian Staeffler and Lynn Schmidt. Absent with notice was Commissioner Lance Bauske. Also present was City Maintenance Ryan Nussbaum, Finance Officer Linda Hunnel, City Attorney Patrick Glover, City Engineers Gabe Laber and Kyle Lentsch, and Ardell Johnson from the Valley Springs Museum. Motion by Staeffler to approve the September 8, 2020 Posted Agenda. Helgeson seconded the motion. Motion carried, all voting aye.

**APPROVAL OF MINUTES**

Motion by Staeffler to approve the August 11, 2020 Minutes as presented. Schmidt seconded the motion. Motion carried, all voting aye.

**CLAIMS AND PAYROLL**

Motion by Helgeson to approve the September 8, 2020 Claims in the amount of \$46,276.45. Schmidt seconded the motion. Motion carried, all voting aye.

**MONTHLY FINANCIAL REPORTS**

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

**PUBLIC COMMENT**

Ardell Johnson praised Kayla Moss for her progress at the museum. Kayla has been painting, cleaning and organizing museum items.

**CITY ENGINEER REPORT**

City Engineers Gabe Laber and Kyle Lentsch gave a report on the progress of the Water Tank Recoating Project. The recoating project is going well: the outside is primed, the interior has been sandblasted, small holes in the tank will be repaired, and the crew will be working on the risers this week. Regular inspections have been taking place during the recoating. Laber said the surveyors are done with their field work for the upcoming water\sewer project. The City will advertise for bids after the first of the year.

Laber presented pay requests to the commission for work done to date on the contractor expenses for the tower project and engineering fees for the upcoming 2021 Water\Sewer Construction Project. Staeffler made a motion to approve the Drinking Water Pay Request of \$151,459. Helgeson seconded the motion. Motion carried, all voting aye. Helgeson made a motion to approve the Clean Water Pay Request of \$10,125. Staeffler seconded the motion. Motion carried, all voting aye.

**NEW BUSINESS**

OATH OF OFFICE

Finance Officer Hunnel took the Oath of Office. Motion by Staeffler, second by Helgeson, to approve the Appointment of Linda Hunnel as Municipal Finance Officer. Motion carried, all voting aye.

#### 2021 MUNICIPAL UTILITIES BUDGET

The Commission reviewed the 2021 Municipal Utilities Budget, as submitted by the finance officer. Motion by Staeffler, second by Helgeson, to approve the 2021 Municipal Utilities Budget. Motion carried, all voting aye.

#### **OLD BUSINESS**

##### ALLIANCE COMMUNICATIONS FRANCHISE FEE CONTRACT-ORD 349

Mayor Moss gave the First Reading of Ordinance 349-Alliance Communications Franchise Fee. The second reading will take place at the October 13<sup>th</sup> regular monthly meeting.

##### ORDINANCE 348-Second Reading Municipal Budget 2021

Staeffler made a motion to approve the second reading and adoption of Ord. 348-The 2021 Municipal Budget of the City of Valley Springs. Schmidt seconded the motion. Motion carried, all voting aye.

#### **PUBLIC WORKS REPORT**

##### AUGUST MAINTENANCE REPORT

Ryan Nussbaum, City Maintenance, went over the city maintenance report with the Commission. Nussbaum also reported that it is time to send out tree trimming notices. The Commissioners were pleased with the newly completed shared use path from Broadway to Southside. Staeffler asked Nussbaum if it would be possible to place rip rap around an inlet along the path. Nussbaum said he thought this would work, and will attempt to install rip rap at the inlet.

##### WEST ACRES PAVING

At the April 2020 meeting, the Commission agreed to revisit the issue of West Acres Paving in October 2020. Nussbaum has received prices on the second lift of asphalt paving, and the cost has gone up \$20K since April due to additional street repair needed on the first lift. Finance Officer Hunnel was asked to send a letter to each West Acres homeowner concerning the October 13<sup>th</sup> meeting.

#### **FINANCE OFFICER REPORT**

##### MUNICIPAL CD RENEWAL

Municipal CD's in the amount of \$93,064.44 and \$51,364.06 plus interest are up for renewal. As interest rates continue to be very low, Helgeson made a motion to cash in the CD's and place in the municipal savings account. Schmidt seconded. Motion carried, all voting aye. Hunnel also reported on code enforcement efforts, eBilling options, and Sept. 24 & 25 vacation days.

##### **CITY ATTORNEY REPORT** –No Report

##### **COMMISSIONER REPORTS** – No Report

#### **ADJOURN**

There being no further business before the Commission, Staeffler made a motion to adjourn at 6:55 PM. Schmidt seconded. Motion carried, all voting aye. The next regular meeting of the Valley Springs City Commission will be October 13, 2020 at 6 PM in the Valley Springs American Legion, 615 Broadway Avenue.

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Linda D. Hunnel, Finance Officer

Carl Moss, Mayor

**CITY OF VALLEY SPRINGS**

**SEPTEMBER 8, 2020 CLAIMS**

EFTPS - U. S. DEPT OF TREASURY	\$1,079.02	081320 PR TAXES
SIOUX VALLEY ENERGY	\$4,030.98	AUGUST ELECTRICAL UTILITY
A & B BUSINESS SOLUTIONS	\$129.83	AUGUST COPIER LEASE
EFTPS - U. S. DEPT OF TREASURY	\$1,011.04	082720 PR TAXES
DELTA DENTAL OF SD	\$88.00	SEPT DENTAL PREMIUM
FIRST NATIONAL BANK	\$495.28	POS PURCHASES AUGUST
VERIZON WIRELESS	\$42.32	AUG CELL PHONE-MAINT
MIDAMERICAN ENERGY	\$24.00	AUG NATURAL GAS UTILITY
ALLIANCE COMMUNICATIONS COOP	\$174.00	AUG PHONE, INTERNET EXPENSE
LUNSTRA, JAY	\$501.76	081320 PR
VERMEER, JOHN	\$114.14	081320 PR
JULIE KIRBY	\$128.41	081320 PR
KEITH STAEFFLER	\$129.29	081320 PR
LINDA HUNNEL	\$1,072.07	081320 PR
NUSSBAUM, RYAN	\$1,671.03	081320 PR
NAMANNY, SANDRA	\$205.74	081320 PR
LUNSTRA, JAY	\$479.62	082720 PR
JOHN VERMEER	\$114.15	082720 PR
JULIE KIRBY	\$128.42	082720 PR
KEITH STAEFFLER	\$90.50	082720 PR
LINDA HUNNEL	\$1,002.08	082720 PR
NUSSBAUM, RYAN	\$1,561.02	082720 PR
NAMANNY, SANDRA	\$200.47	082720 PR
HPSD	\$1,575.44	SEPT HEALTH INS PREMIUMS
SD RETIREMENT SYSTEM	\$829.76	AUG RETIREMENT CONTRIBUTION
BANYON DATA SYSTEMS, INC	\$795.00	UTILITY BILLING I.T. SUPPORT
BRANDON ACE HARDWARE	\$67.97	CITY MAINTENANCE
BRANDON VALLEY SCHOOL DISTRICT	\$100.02	AUGUST FUEL PURCHASE
BV JOURNAL	\$161.49	AUGUST PUBLICATIONS
CORE & MAIN LP	\$133.54	WATER PURIFICATION MAINT
ELAN FINANCIAL SERVICES	\$27.68	FO, PARK MAINT
HAWKINS WATER TREATMENT	\$1,368.23	WATER PURIFICATION
HDR ENGINEERING INC	\$1,012.05	AUG ENGINEERING FEES
MANLEY TIRE & OIL SERVICE	\$403.16	STREET SWEEPER TIRES
MARV'S SANITARY, INC.	\$56.00	AUG GARBAGE SERVICE
MEIERHENRY SARGENT, LLP	\$300.00	JULY LEGAL SERVICES
MENARDS	\$30.46	PARK MAINTENANCE
MONARCH SALES	\$115.02	EMPLOYEE UNIFORM EXP
REDI TOWING	\$250.00	REMOVE CAMPER- CITY STREET
RUNNINGS	\$35.85	CITY MAINT
SD PUBLIC HEALTH LABORATORY	\$28.00	WATER TESTING
SD DEPT OF TRANSPORTATION	\$6,185.02	SHARED USE PATH
DAVID A. SWIER	\$875.00	BUILDING INSPECTION YTD
THE ROAD GUY CONST. CO INC	\$14,455.16	CHIP SEALING PROJECT
USA BLUEBOOK	\$626.19	WATER PURIFICATION PUMP
VALLEY SPRINGS FARMERS COOP	\$332.25	AUGUST FUEL PURCHASE
VIKING GLASS	\$2,039.99	CITY HALL MAINT/VANDALISM
	<b><u>\$46,276.45</u></b>	