

**UNAPPROVED MINUTES  
REGULAR SESSION  
OCTOBER 11TH, 2022**

**CALL TO ORDER**

The Commissioners of the City of Valley Springs met in regular session on Tuesday, October 11th, 2022 at 6:00pm in the VS American Legion. Acting Mayor Rick Larsen called the meeting to order at 6:00pm. Answering roll call were Commissioners Sandy Severtson, Jeff Shawd & Dean Helgeson. Also present was Finance Officer Samantha Boyer, Public Works Director Blaine Eilts and City Attorney Patrick Glover.

**APPROVAL OF AGENDA**

Motion by Severtson to approve the October 11th, 2022 Proposed Agenda. Helgeson seconded the motion. All voting yes. Motion Carried.

**APPROVAL OF SEPTEMBER 20TH, 2022 MINUTES**

Motion by Helgeson to approve the September 20th, 2022 minutes as presented. Shawd seconded the motion. All voting yes. Motion Carried.

**APPROVAL OF SEPTEMBER CLAIMS AND PAYROLL**

Motion by Severtson to approve the September 2022 claims & payroll as presented in the amount of \$44,912.03. Helgeson seconded the motion. All voting yes. Motion Carried.

**APPROVAL OF CASH REPORT**

Motion by Shawd to approve the September cash report. Severtson seconded the motion. All voting yes. Motion Carried.

**PUBLIC COMMENT**

Nathan Wong asked why we can't shop banks for a better interest rate. Our Attorney let him know, we appoint a financial institute to work with so we can't shop around for better interest rates. The fence issue on Dakota Cir. was also brought up. The current residents took down a few panels but not the entire part that was supposed to be down by September 30<sup>th</sup>. Our Attorney will be sending a letter out on October 12<sup>th</sup> to the current residents.

**CITY ENGINEER REPORT**

The City Engineer, Gabe was present at the meeting to discuss the water & sewer project from last summer. Our warranty period is just about over. Gabe will speak to the landscaping company to see when they are planning to come back out to seed and see what the best option would be for seeding purposes. Gabe also spoke about the Well House Project next summer. They are moving forward with the drawings- they are just about done with the rough draft.

**OLD BUSINESS**

Motion by Helgeson to approve the 2<sup>nd</sup> Reading of the 2023 Appropriation Budget – Ordinance 361. Severtson seconded the motion. All voting yes. Motion Carried.

**NEW BUSINESS**

No New Business

**PUBLIC WORKS REPORT**

City Maintenance Supervisor Blaine gave his monthly maintenance report.

Blaine discussed starting a spec sheet for new developments. Our Attorney Patrick said we should do an ordinance to start a spec sheet. We will need to schedule a Planning and Zoning meeting.

Branch & Leaf Site- Discussed who can come to the site- only the City of Valley Springs Residents, No township residents are allowed at the site. We discussed a few options on ways to monitor the site.

Blaine let the board members know, Keith Staeffler is done mowing for the year.

Blaine was invited to a factory tour for Fire Hydrants with all expenses paid in Minneapolis. He plans on attending on December 6<sup>th</sup>.

**FINANCE OFFICER REPORT**

Samantha let the board members know the TAP (sidewalk) grant has been submitted. She also let the board members know she will be out of the office on the 24<sup>th</sup> and 25<sup>th</sup> of October.

**CITY ATTORNEY REPORT**

No Report

**COMMISSIONER REPORT**

No Report

**ADJOURN**

There being no further business before the Commission, Shawd made a motion to adjourn at 6:49pm. Helgeson seconded the motion. All voting yes. Motion Carried. The next regular meeting of the Valley Springs City Commission will be November 15th, 2022 at 6:00pm in the Valley Springs American Legion, 615 Broadway Avenue.

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Samantha Boyer, Finance Officer

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Rick Larsen, Acting Mayor

**September 2022 Payables**

A & B Business Solutions	\$119.83	8/21-9/20 Services
Alliance Communication	\$235.00	September Phone/Internet
Bryan Rock	\$3,085.24	Agrilime for Ball Field
BV Journal	\$142.30	Public Notices
BV School District	\$149.06	September Fuel
Core & Main	\$552.65	Maintenance Supplies
Culligan	\$43.75	Water for City Hall & Shop
Delta Dental	\$91.00	September Dental
EFPTS	\$1,121.65	September 9th Payroll Taxes
EFPTS	\$1,227.32	September 23rd Payroll Taxes
EFPTS	\$182.42	Quarter 3 Commissioners PR Taxes
First National Bank Credit Cards	\$1,205.09	Maint. Supp. & City Hall Supp.
GOV Office	\$288.00	Domain Listing
Hawkins	\$1,906.97	Water Supplies
HPSD	\$1,706.82	September Insurance Premiums
John Deere	\$5,603.18	Utility Tractor Lease Payment
Manley Tire	\$28.70	Mower Tire Repair
Marv's	\$83.00	September Trash
Meierhenry Sargent	\$285.00	September Legal Fees
Menards	\$200.35	Maintenance Supplies
MidAmerican Energy	\$25.02	September Gas Charges
Minnehaha County Sheriff	\$10,567.70	Quarter 4 Police Services
One Call Systems	\$50.40	Message Fees July-September 2022
SD Retirement	\$1,052.70	September Retirement
Sioux Falls Humane Society	\$60.90	September Services
Sioux Valley Energy	\$4,610.13	September Electricity
U Drive Technology	\$63.52	September Services
Valley Springs Coop	\$310.20	September Fuel
Verizon	\$92.85	Maintenance phone
	<b>\$35,090.75</b>	

## September Payroll

Samantha Boyer	\$1,699.46	9/9/22 Payroll
Blaine Eilts	\$1,777.90	9/9/22 Payroll
Jay Lunstra	\$315.42	9/9/22 Payroll
Sandy Namanny	\$393.80	9/9/22 Payroll
Keith Staeffler	\$336.25	9/9/22 Payroll
Samantha Boyer	\$1,764.91	9/23/22 Payroll
Blaine Eilts	\$1,777.90	9/23/22 Payroll
Jay Lunstra	\$687.84	9/23/22 Payroll
Sandy Namanny	\$566.34	9/23/22 Payroll
Keith Staeffler	\$189.77	9/23/22 Payroll
Carl Moss	\$311.69	3rd Quarter Payroll
Dean Helgeson	\$203.17	3rd Quarter Payroll
Sandy Severtson	\$263.20	3rd Quarter Payroll
Rick Larsen	\$263.20	3rd Quarter Payroll
Brian Staeffler	\$60.03	3rd Quarter Payroll
	<b>\$9,821.28</b>	