

**CITY OF VALLEY SPRINGS
APPROVED MINUTES
REGULAR SESSION
NOVEMBER 17, 2020**

CALL TO ORDER

The Commissioners of the City of Valley Springs met in regular session on Tuesday, November 17, 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. Commissioner Brian Staeffler presided. Answering roll call were Commissioners Dean Helgeson, Lance Bauske and Lynn Schmidt. Also present was City Maintenance Blaine Eilts, Finance Officer Linda Hunnel, City Attorney Patrick Glover, Jill Meier from the BV Journal, and City Engineers Gabe Laber and Kyle Lentsch. Mayor Carl Moss was absent with notice. Motion by Bauske to approve the November 17, 2020 Posted Agenda. Helgeson seconded the motion. Motion carried, all voting aye.

APPROVAL OF MINUTES

Motion by Helgeson to approve the October 13, 19, and 23, 2020 Minutes as presented. Schmidt seconded the motion. Motion carried, all voting aye.

CLAIMS AND PAYROLL

Motion by Bauske to approve the November 17, 2020 Claims in the amount of \$224,093.19. Schmidt seconded the motion. Motion carried, all voting aye.

MONTHLY FINANCIAL REPORTS

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

PUBLIC COMMENT

There was no one present for open public speaking.

CITY ENGINEER REPORT

City Engineers Gabe Laber and Kyle Lentsch gave a report on the upcoming street and utility improvements. The project intent is improving the sanitary sewer, reducing back-ups in basements during large rain events and replacing water mains along the sanitary sewer route. Laber and Lentsch discussed street design, sanitary sewer & water design, easements and the design\construction schedule with the commission. The project should go out for bid January\February and have a construction start date of April\May.

NEW BUSINESS

ORD 350-2020 SUPPLEMENTAL BUDGET

The Commission held the first reading of Ordinance 350-2020 Supplemental Budget. FO Hunnel explained that department overages were due to the storm drainage project, ambulance contribution, and city hall window vandalism. The unplanned COVID expenditures will be reimbursed through the CARE ACT FUND.

2021 LIQUOR LICENSE RENEWALS- Fun Times Inc. DBA Valley Corner Bar

Motion by Bauske to approve the Liquor License Renewals of Retail (on sale) Liquor and Package (off sale) Liquor for Fun Times, Inc. Helgeson seconded the motion. Motion carried, all voting aye.

RESOLUTION 2020-14 Authorizing the Execution of CARES ACT FUND

Helgeson made a motion to approve Resolution 2020-14 Authorizing the Execution of the CARES ACT FUND. Bauske seconded the motion. Motion carried, all voting aye.

SHARED USE PATH UPDATE

The SD Department of Transportation will meet via Teams Meetings with DGR Engineer Jesse Morris and Commissioner Staeffler on November 19th to present the application of the last phase of the Shared Use Path running from Southside to Skyline Drive.

Hunnel asked for clarification on the maintenance of the path, namely snow removal. The commission reiterated that the maintenance of the existing and the proposed path\sidewalk will be the responsibility of the property owner.

OLD BUSINESS

CCB-Credit Collections Bureau

Helgeson made a motion to hire Credit Collections Bureau to aid in the recovery of delinquent utility bills. These bills are a result of customers moving out of Valley Springs owing money.

Schmidt seconded the motion. Motion carried, all voting aye.

WEST ACRES UPDATE

City Attorney Patrick Glover discussed the Assurance Agreement between the city and the contractor in the West Acres development. Without a Bond, it is unlikely the City could collect from the developer. Glover stated that the City has no responsibility in paying for the paving of West Acres. Glover will finalize a draft of a new assurance agreement that will require bonding and should be used on all development in the future.

PUBLIC WORKS REPORT

New Maintenance Employee Blaine Ellts was welcomed by the commission and presented his monthly report. Items included: painting & residing the score tower, meetings with the engineer and contractor support teams, plowing snow, replacing a leaky curb stop, repairing the shop overhead door, routine maintenance & inspections, locates, etc. Ryan Nussbaum continues to assist the city with questions and testing. We appreciate Ryan's help with these matters.

Eilts discussed purchasing new water meters that can be shut off remotely for non-payment. He also discussed replacing the light in the shop with LED lights. Motion by Helgeson to approve the purchase of five meters and shop lights. Schmidt seconded. Motion carried, all voting aye.

FINANCE OFFICER REPORT

FO Hunnel spoke of the large percentage of utility customers who pay their bill late. She feels the ten dollar late charge is not enough incentive to pay on time. Hunnel will research what other cities are charging for a late fee.

HPSD Health Care Renewals

FO Hunnel reported that health care premiums were increasing 3.3% for 2021. Bauske made a motion to continue with the current Health Pool of SD plan. Schmidt seconded. Motion carried, all voting aye.

A Planning and Zoning Alternate Board Member is needed. Please apply at City Hall if interested.

CITY ATTORNEY REPORT –City Attorney Patrick Glover informed the Commission that a resolution needs to be drafted by July 1, 2020 regarding the new marijuana law and how it could impact the city. Glover will have more information on this at the December meeting.

COMMISSIONER REPORTS – No Reports

ADJOURN

There being no further business before the Commission, Helgeson made a motion to adjourn at 7:17 PM. Schmidt seconded. Motion carried, all voting aye. The next regular meeting of the Valley Springs City Commission will be December 8, 2020 at 6 PM in the Valley Springs American Legion, 615 Broadway Avenue.

Linda D. Hunnel, Finance Officer

Carl Moss, Mayor

CITY OF VALLEY SPRINGS NOVEMBER 17, 2020 CLAIMS

DELTA DENTAL OF SD	\$88.00	NOV DENTAL PREMIUM
EFTPS - U. S. DEPT OF TREASURY	\$620.30	102320 PR TAXES
A & B BUSINESS SOLUTIONS	\$107.79	NOV COPIER LEASE
SIOUX VALLEY ENERGY	\$4,074.26	OCTOBER ELECTRICAL USAGE
EFTPS - U. S. DEPT OF TREASURY	\$620.30	OCT PR TAX ADJ
FIRST NATIONAL BANK	\$481.72	OCT 2020 POS PURCH
FIRST NATIONAL BANK	\$10.00	OCT SCANNER FEES
MARV'S SANITARY, INC.	\$56.00	OCT GARBAGE SERVICE
MIDAMERICAN ENERGY	\$56.46	OCT NATURAL GAS PURCHASE
EFTPS - U. S. DEPT OF TREASURY	\$907.72	110520 PAYROLL TAXES
ALLIANCE COMMUNICATIONS COOP	\$309.00	NOV PHONE, INTERNET
VERIZON WIRELESS	\$92.78	OCTOBER CELL PHONE
MEIERHENRY SARGENT, LLP	\$408.00	SEPT LEGAL SERVICES
LUNSTRA, JAY	\$254.57	102320 PR
JOHN VERMEER	\$85.61	102320 PR
LINDA HUNNEL	\$1,139.74	102320 PR
NUSSBAUM, RYAN	\$505.99	102320 PR
NAMANNY, SANDRA	\$208.88	102320 PR
SD RETIREMENT SYSTEM	\$595.80	OCT RETIREMENT CONTR
BLAINE EILTS	\$422.65	110520 PR
LUNSTRA, JAY	\$1,187.32	110520 PR
JOHN VERMEER	\$85.62	110520 PR
KEITH STAEFFLER	\$16.17	110520 PR
LINDA HUNNEL	\$1,092.34	110520 PR
NUSSBAUM, RYAN	\$349.97	110520 PR
NAMANNY, SANDRA	\$208.88	110520 PR
HPSD	\$786.47	NOV HEALTH INS PREM
NUSSBAUM, RYAN	\$11.00	DENTAL PREMIUM ADJ
BRANDON ACE HARDWARE	\$23.94	WATER & PARK MAINT
BRANDON LUMBER CO., INC	\$25.09	PARK MAINT
BRANDON VALLEY SCHOOL DISTRICT	\$72.16	OCT GAS PURCHASE
BV JOURNAL	\$428.39	OCT PUBLICATIONS
ELAN FINANCIAL SERVICES	\$12.78	FO PROF FEES
HAWKINS WATER TREATMENT	\$1,006.14	WATER PURIFICATION

MEIERHENRY SARGENT, LLP	\$33,820.00	BOND COUNSEL FEES CONSTR PROJ
MENARDS	\$236.42	CITY MAINT
NORTH AMERICAN TRUCK & TRAILER	\$26.00	STREET VEHICLE MAINT
ONE CALL SYSTEMS, INC	\$56.00	JULY-SEPT UTILITY LOCATES
SD PUBLIC HEALTH LABORATORY	\$224.00	WATER TESTING
SDML WORKER'S COMP FUND	\$3,382.00	2021 WORK COMP RENEWAL
THOMPSON	\$5,246.93	PUMP HOUSE ELECTRICAL
VIKING INDUSTRIAL PAINTING	\$164,750.00	WATER TOWER PROJECT
	\$224,093.19	