

**REGULAR SESSION  
MARCH 8TH, 2022**

**CALL TO ORDER**

The Commissioners of the City of Valley Springs met in regular session on Tuesday, March 8th, 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 and Sandy Severtson. Also present was Finance Officer Samantha Boyer, Public Works Director Blaine Eilts, City Attorney Patrick Glover and City Engineer Gabe Laber.

**APPROVAL OF AGENDA**

Motion by Helgeson to approve the March 8th, 2022 Proposed Agenda. Staeffler seconded the motion. All voting yes. Motion carried.

**APPROVAL OF FEBRUARY 8<sup>TH</sup>, 2022 MINUTES**

Motion by Helgeson to approve the February 8<sup>th</sup>, 2022 minutes as presented. Severtson seconded the motion. All voting yes. Motion carried.

**APPROVAL OF FEBRUARY CLAIMS AND PAYROLL**

Motion by Staeffler to approve the February 2022 claims & payroll as presented in the amount of \$28,711.59. Helgeson seconded the motion. All voting yes. Motion carried.

**APPROVAL OF CASH REPORT**

Motion by Staeffler to approve the February cash report. Severtson seconded the motion. All voting yes. Motion carried.

**PUBLIC COMMENT**

We had a resident with a concern about the monument on Broadway. They will go to SD Historical Society to see what they can do. Automania was discussed.

**CITY ENGINEER REPORT**

Our City Engineer went over a packet for Water Distribution and Well Improvements. The council motioned last night to move forward with the water distribution improvements to include the well house and treatment. The total project cost estimate is \$3,605,000. This project over all will improve the quality of water and help extend the life of the distribution system.

**OLD BUSINESS**

- a) We did not get approved for the Transportation Alternatives grant. We were recommended to apply again in the future. I am going to ask when we can re-apply. Mayor Moss will reach out to see how much it would cost the City to put in a sidewalk.
- b) Revised- 2022 Salaries Resolution- Motion by Severtson to approve. Helgeson seconded the motion. All voting yes. Motion carried.

**NEW BUSINESS**

- a) Aaron Larsen is possibly purchasing property south of town and was wondering what he needs to do to get sewer out to his property. He was informed if he builds within city limits, he would need to have city water & sewer. He was also informed he would need to go to a Planning & Zoning meeting to talk to them about it first, then the commissions would be the next step. I will set up a Planning & Zoning meeting.
- b) Samantha asked if we should move some of our money is saving to a CD. We are currently getting .01% Interest on our savings account. Samantha presented the current interest rates for a CD to the commissioners. They want to wait until we know more about our next project.
- c) A motion was made by Severtson to approve the maintenance shop get a new computer. Helgeson seconded the motion. All voting yes. Motion carried.
- d) The 1<sup>st</sup> Reading of Ordinance No. 358 was held.

- e) The 1<sup>st</sup> Reading of Ordinance No. 359 was held.
- f) A motion was made by Severtson to approve the Letter of Engagement from Finstad to do our Annual Report. Staeffler seconded the motion. All voting yes. Motion carried.
- g) A motion was made to appoint Blaine Eilts as Zoning Administrator. Severtson seconded the motion. All voting yes. Motion carried
- h) Re-Appoint Planning & Zoning members for another 2 year term each. Mike Langner, Brad Top, Allen Severtson, Ron Kuipers, Scott Stegenga, Matt Wingert & Blaine Eilts. A motion was made by Helgeson to approve the Planning & Zoning members. Staeffler seconded the motion. All voting yes. Motion carried.
- i) Samantha brought a new Fire Department Roster. Severtson made a motion to approve the roster. Helgeson seconded the motion. All voting yes. Motion carried.

#### **PUBLIC WORKS REPORT**

City Maintenance Supervisor Blaine gave his monthly maintenance report. Blaine asked the commissioners if they would like to sign up for SDWARN. They would provide access to specialized resources needed to respond to emergencies that disrupt water and/or wastewater systems. It is no cost to us. Staeffler made a motion to approve signing up for SDWARN. Helgeson seconded the motion. All voting yes. Motion carried.

Blaine presented a few bids for patch jobs that need to be done on Broadway & Southside. Our City Engineer said he will reach out to ASCO to see if we can get added to a bid from a different city.

#### **FINANCE OFFICER REPORT**

Samantha reminded the commissioners about the Equalization Meeting on March 21<sup>st</sup>. Samantha also let everyone know there will be an election this year on April 12<sup>th</sup>. April 12<sup>th</sup> is when our monthly commissioners meeting would be. We decided on April 19<sup>th</sup> for our next meeting.

#### **CITY ATTORNEY REPORT**

No Report

#### **COMMISSIONER REPORT**

Staeffler informed us of Swimming Lessons on June 6<sup>th</sup>- June 16<sup>th</sup>. Helgeson made a motion to approve getting a bus driver for swimming lessons. Severtson seconded the motion. All voting yes. Motion carried

#### **ADJOURN**

There being no further business before the Commission, Staeffler made a motion to adjourn at 7:57pm. Severtson seconded the motion. Motion carried, all voting aye. The next regular meeting of the Valley Springs City Commission will be April 19<sup>th</sup>, 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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Carl Moss, Mayor

# February 2022

## Payables

A & B Business Solutions	\$112.32	1/21-2/20 Contract
Alliance Communication	\$245.00	February Phone/Internet
Banyon Data Systems	\$400.00	Training
Blue Valley Public Safety	\$1,935.00	Repairs on weather siren
Brandon Ace Hardware	\$58.14	Maintenance Supplies
BV School District	\$94.85	February Fuel
BV Journal	\$92.74	Public Notices
Dakota Stump Removal	\$400.00	Stump Removal
EFPTS	\$969.83	February 11th payroll taxes
EFPTS	\$958.93	February 25th payroll taxes
Elan Financial	\$876.72	Supplies
GCC Tech	\$364.44	Computer supplies & IT Support
GCC Tech	\$80.91	IT Support
Hawkins	\$10.00	Water Supplies
HDR Engineering	\$1,520.00	Street & Utility Improvements
HDR Engineering	\$907.50	Street & Utility Improvements
		March Health Insurance
HPSD	\$1,706.82	Premiums
J.P. Cooke	\$62.50	2022 Dog tags
Mac's	\$30.27	Maintenance Supplies
Marv's	\$34.00	February trash
McKinney Olson Insurance	\$50.00	Notary Bond
Meierhenry Sargent	\$825.00	Nov-Jan Legal fees
Menards	\$147.43	Maintenance Supplies
Menards	\$134.69	Maintenance Supplies
Midamerican Energy	\$948.32	February gas charges
Performance Press	\$129.80	Building permits
Runnings	\$57.46	Shop supplies
Sandy Severtson	\$896.75	February FO Consulting
SD Government FO's	\$40.00	Membership dues
SD Retirement	\$906.48	February retirement
SD Secretary of State	\$30.00	Notary filing fee
Sioux Falls Humane Society	\$61.82	Services
Sioux Valley Energy	\$3,685.07	February electricity
Staples	\$289.21	Office Supplies
Sturdevant's	\$111.54	Maintenance Supplies
Thompson	\$1,147.96	Repairs on weather siren
U Drive Technology	\$69.76	February services
Verizon Wireless	\$92.65	Maintenance phone
	<b>\$20,483.91</b>	

# Payroll

Samantha Boyer	\$1,459.89	2/11/22 Payroll
Blaine Eilts	\$1,518.39	2/11/22 Payroll
Jay Lunstra	\$488.71	2/11/22 Payroll
Sandy Namanny	\$682.03	2/11/22 Payroll
Samantha Boyer	\$1,554.15	2/25/22Payroll
Blaine Eilts	\$1,617.64	2/25/22Payroll
Jay Lunstra	\$494.02	2/25/22Payroll
Sandy Namanny	\$412.85	2/25/22Payroll
	<b>\$8,227.68</b>	