

**CITY OF VALLEY SPRINGS
UNAPPROVED MINUTES
REGULAR SESSION
DECEMBER 10, 2019**

CALL TO ORDER

The Commissioners of the City of Valley Springs met in regular session on Tuesday, December 10, 2019 at 6 PM in the City Finance Office. Mayor Carl Moss presided. Answering roll call were Commissioners Lance Bauske, Dean Helgeson, and Brian Staeffler. Lynn Schmidt was absent with notice. Also present was City Maintenance Ryan Nussbaum, City Attorney Patrick Glover, Jamie Hult from the Brandon Valley Journal, City Engineer Gabe Laber from HDR, and Finance Officer Linda Hunnel.

Motion by Bauske to approve the December 10, 2019 Posted Agenda. Helgeson seconded the motion. Motion carried, all voting aye.

APPROVAL OF MINUTES

Motion by Helgeson to approve the November 12, 2019 Minutes as Amended:

MAYOR\COMMISSION REPORTS 'Mayor Moss presented two prints of historic Valley Springs donated to the city; one from Cindy Moss and one from LaVerne Scholten. Special thanks to Cindy Moss and LaVerne Scholten for their generosity.'

Bauske seconded the motion to approve the amended minutes. Motion carried, all voting aye.

CLAIMS AND PAYROLL

Motion by Staeffler to approve the December 10, 2019 Claims in the amount of \$29,716.17. Bauske seconded the motion. Motion carried, all voting aye.

MONTHLY FINANCIAL REPORTS

The Commission reviewed the November Proof of Cash Report and the November YTD Budget Report, as submitted by the Finance Officer. Motion by Staeffler, second by Bauske, to approve the November 2019 Proof of Cash Report. Motion carried, all voting aye. Motion by Bauske, second by Helgeson, to approve the November YTD Budget Report. Motion carried, all voting aye.

PUBLIC COMMENT

There was no one present for open public speaking.

NEW BUSINESS

ORD. 346 2020 Supplemental Budget

Mayor Moss gave the first reading of Ordinance 346, a Supplement to the 2020 General Fund Budget. The second reading will take place at the end of year business meeting.

RESOLUTION 2019-03 2019 Contingency Transfer

Motion by Helgeson, second by Staeffler, to approve Res. 2019-03, 2019 General Fund Contingency Fund Transfer as follows: \$600 to LEGAL, \$2500 to BUILDING INSPECTION, \$500 to SOLID WASTE DISPOSAL, \$550 to HEALTH, \$200 to SPECTATOR RECREATION and \$50 to PLANNING AND ZONING. \$4400 TOTAL CONTINGENCY TRANSFER. Motion carried, all voting aye.

RESOLUTION 2019-04 Replat Certain Property

Motion by Bauske, second by Staeffler, to approve Res. 2019-04, A Resolution Re-platting Certain Property within the City of Valley Springs. Motion carried, all voting aye. The re-plat

involved a minor change to a property line between two lots, as agreed upon by the property owners.

2020 MUNICIPAL WATER\SEWER BUDGET

Staeffler made a motion to approve the 2020 Municipal Water\Sewer Budget as submitted by the Finance Officer. Bauske seconded the motion. Motion carried, all voting aye.

MINNEHAHA COUNTY POLICE SERVICES AGREEMENT

Staeffler made a motion to approve the 2020 Police Services Agreement between Minnehaha County and the City of Valley Springs. Helgeson seconded. Motion carried, all voting aye.

2020 SIOUX FALLS HUMANE SOCIETY

Bauske made a motion to approve the 2020 Sioux Falls Humane Society Contract. Staeffler seconded. Motion carried, all voting aye.

2020 GARBAGE HAULERS LICENSE RENEWAL CONTRACTS

Bolte's Sunrise Sanitary

Motion by Helgeson, second by Bauske, to approve the 2020 Garbage Haulers License Renewal of Bolte's Sunrise Sanitary. Motion Carried, all voting aye.

Waste Management

Motion by Bauske, second by Helgeson, to approve the 2020 Garbage Haulers License Renewal of Waste Management. Motion Carried, all voting aye.

Marv's Sanitary

Motion by Staeffler, second by Bauske, to approve the 2020 Garbage Haulers License Renewal of Marv's Sanitary. Motion Carried, all voting aye.

OLD BUSINESS

Legion Field Sprinkler Repair

The McClure Plumbing bill discussed at the November meeting was given to the ball association for 50% payment. Mayor Moss asked for confirmation that the bill has been paid at the next meeting.

PUBLIC WORKS REPORT

City Maintenance Employee Ryan Nussbaum gave the December 10th Maintenance Report. City Engineer Gabe Laber will meet with Nussbaum on Friday to view the creek drainage issue.

FINANCE OFFICER REPORT

FO Hunnel presented the Commission with a list of five water\sewer utility accounts to write off as bad debt. City Attorney Patrick Glover advised filing two of the older cases in Small Claims Court against the landlord of the properties. Hunnel will contact the owner of the properties to see if an agreement can be reached before the court filing. Staeffler made a motion to write off the delinquent balance of two accounts from 2018 in the amount of \$255. Helgeson seconded. Motion carried, all voting aye. Hunnel commented that delinquencies were extremely low in utility billing and overall payment collection was very good. December 26th at 5:30 PM was set as the End of Year Business Meeting for the City. Don Finstad, CPA had submitted a Letter of Engagement for the 2017 Annual Report. Motion by Bauske, second by Helgeson to approve hiring Don Finstad, CPA, to execute the 2017 Annual Report for the City of Valley Springs. Motion carried, all voting aye. The letterhead design contest winner was Logo #8, a navy blue and bright green color combination that received over 50% of the votes.

COMMISSION REPORTS

Commission Bauske commented on vehicles parked on city streets for long periods of times. Snow alert measures were discussed. City ordinance states that if 2 inches of snow falls, the City is in a 'Snow Alert', and ticketing will take place. As a courtesy, Hunnel will attempt to put the Snow Alert on KELO and the City Website. However, if the Finance Officer is unable to post the alert on social media, city ordinance still prevails and tickets will be issued.

Mayor Moss said that the Community Club has offered to purchase new basketball hoops for the park and to possibly bring electricity to some of the light poles for holiday decorations, etc. City Maintenance Ryan Nussbaum will work with the VS Community Club on these projects. Mayor Moss has been approached by Shannon Hansen, who would like to donate a tree in the park in honor of her late husband, Tim Hansen. Nussbaum will work out the details with Mrs. Hansen on her generous donation.

EXECUTIVE SESSION

Motion by Staeffler, second by Helgeson, to enter into Executive Session at 7:10PM to discuss Resolution 2019-05, 2020 Employee Wage Increase. The meeting was called back to order at 7:20. Motion by Staeffler, second by Helgeson, to approve Res. 2019-05, 2020 Employee Wage Increase. Motion carried, all voting aye. Wage increase for 2020 are as follows: Ryan Nussbaum and Linda Hunnel-\$1.00 per hour increase. Sandy Namanny, Jay Lunstra, John VerMeer and Julie Kirby-3% increase. Swimming lesson volunteers- 30 cents per hour increase.

ADJOURN

There being no further business before the Commission, Helgeson made a motion to adjourn at 7:22 PM. Bauske seconded. Motion carried, all voting aye. The next regular meeting of the Valley Springs City Commission will be January 14, 2020 at 6 pm in the Valley Springs Finance Office.

Linda D. Hunnel, Finance Officer

Carl Moss, Mayor

CITY OF VALLEY SPRINGS

DECEMBER 10, 2019 CLAIMS

EFTPS - U. S. DEPT OF TREASURY	\$1,021.74	11/21/19 PR TAXES
WELLMARK/BLUE CROSS	\$999.74	DEC HEALTH INS PREM
FIRST NATIONAL BANK	\$243.01	POS PURCHASES NOV
NATIONAL RURAL WATER ASSOC	\$905.26	NOV 2019 LOAN PAYMENT
EFTPS - U. S. DEPT OF TREASURY	\$1,029.56	DEC 5 PR TAXES
MARV'S SANITARY, INC.	\$56.00	NOV GARBAGE SERVICE
BROADWAY GAS LLC	\$875.00	PRORATE 2019 LIQUOR LIC
LUNSTRA, JAY	\$365.25	11212019 PR
VERMEER, JOHN	\$55.41	11212019 PR
LINDA HUNNEL	\$1,190.60	11212019 PR
NUSSBAUM, RYAN	\$1,475.60	11212019 PR
NAMANNY, SANDRA	\$330.15	11212019 PR
DELTA DENTAL OF SD	\$88.00	DEC DENTAL
GCC TECHNOLOGIES OF SD	\$676.75	COMPUTER SYSTEM CHANGEOVER
SD RETIREMENT SYSTEM	\$836.92	NOV 2019 RETIREMENT
LUNSTRA, JAY	\$358.09	12052019PR
VERMEER, JOHN	\$27.71	12052019PR
LINDA HUNNEL	\$1,190.60	12052019PR
NUSSBAUM, RYAN	\$1,641.56	12052019PR

NAMANNY, SANDRA	\$183.83	12052019PR
A & B BUSINESS SOLUTIONS	\$108.63	DECEMBER COPIER LEASE
ALLIANCE COMMUNICATIONS COOP	\$164.00	NOVEMBER PHONE UTILITY
BRANDON ACE HARDWARE	\$17.08	FO MAINT-KEYS
BRANDON VALLEY SCHOOL DISTRICT	\$109.70	NOV FUEL PURCHASE
BV CHAMBER OF COMMERCE	\$250.00	2020 MEMBERSHIP DUES
BV JOURNAL	\$121.27	NOVEMBER PUBLICATIONS
CAMPBELLS	\$19.95	VEHICLE MAINT
ELAN FINANCIAL SERVICES	\$67.33	TRAVEL & CONF
HAWKINS WATER TREATMENT	\$15.00	WATER PURIFICATION
MENARDS	\$95.04	STREET\PARK MAINT
MIDAMERICAN ENERGY	\$187.16	NATURAL GAS NOV
NATIONAL RURAL WATER ASSOC	\$905.25	WATER METER LOAN P&I
SD ASSOC. OF CODE ENFORCEMENT	\$40.00	2020 CODE ENF DUES
SD ASSOCIATION OF RURAL WATER	\$485.00	2020 SDARWS DUES
SD PUBLIC HEALTH LABORATORY	\$43.00	WATER TESTING
SD GOV'T FINANCE OFFICER'S	\$40.00	2020 FO ASSOC DUES
SD HUMAN RESOURCE ASSOCIATION3	\$25.00	2020 HUMAN RESOURCE DUES
SIOUX VALLEY ENERGY	\$2,569.76	NOV ELECTRICAL UTILITY
VALLEY SPRINGS FARMERS COOP	\$397.80	STREET MAINT-FUEL
VALLEY SPRINGS FIRE DEPARTMENT	\$10,000.00	2019 FIRE DEPT CONTRIBUTION
VANDER HAAGS, INC	\$463.80	STREETS-VEHICLE MAINT
VERIZON WIRELESS	\$40.62	NOV CELL PHONE
TOTAL CLAIMS	\$29,716.17	