

**CITY OF VALLEY SPRINGS
APPROVED MINUTES
REGULAR SESSION
SEPTEMBER 10, 2019**

CALL TO ORDER

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

APPROVAL OF AGENDA

Motion by Bauske to approve the September 10, 2019 Agenda as posted. Helgeson seconded the motion. Motion carried, all voting aye.

APPROVAL OF MINUTES

Motion by Helgeson to approve the August 13, 2019 Minutes. Schmidt seconded the motion. Motion carried, all voting aye.

CLAIMS AND PAYROLL

Motion by Staeffler to approve the September 10, 2019 Claims in the amount of \$20,399.10. Bauske 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 Bauske, second by Staeffler, to approve the August 2019 Proof of Cash Report. Motion carried, all voting aye. Motion by Staeffler, second by Helgeson, to approve the August YTD Budget Report. Motion carried, all voting aye.

PUBLIC COMMENT

There was no one present for open public speaking.

NEW BUSINESS

Valley Springs Community Club-Legion Field

Amy Moss of the VS Community Club talked to the commission about installing fiber optics at Legion Field in order to provide the Wi-Fi necessary for security equipment. Of the \$1200 cost involved, Alliance Communications will contribute \$600. The remaining six hundred will be split by the City of Valley Springs, the VSCC and the BVBA. Moss said four cameras will be purchased for surveillance of the park buildings and the grounds. Motion by Staeffler, second by Helgeson, to contribute \$200 towards the fiber optics project at Legion Field. Motion carried, all voting aye.

Brandon Valley Ball Association

Chris Brown of the BV Ball Association was present to inform the commission about upcoming projects at Legion Field. The BVBA is waiting for quotes on replacing light fixtures, the sprinklers are fixed and the area that was vandalized will be seeded. New projects at the little field include dugouts, tubing and wind screens. The big field is getting a new scoreboard. The \$9050 scoreboard is being financed with donations to the City of Valley Springs of \$4800 from the VS Community Club, \$1500 from American Legion Post 131 and \$2750 from the BV Ball Association. Special thanks to these groups for their support of area sports. Brown also talked about the ongoing maintenance and upkeep of the fields; agri-lime will be needed for the 2020 season.

Ellis Eastern Railroad Project

Dan Kiple and Clark Meyer of the Ellis and Eastern Railroad, spoke of plans to do a major rehabilitation to the main line in SD from the MN border, east of Valley Springs to Brandon. Ellis & Eastern is in the process of applying for a Consolidated Rail Infrastructure and Safety Improvements (CRISI) Federal Rail

Authority (FRA) Department of Transportation (DOT) grant and would appreciate a letter of support for the project from the City of Valley Springs. Mayor Moss expressed concern that there would be rail cars parked or stored along the line. Meyer said as this would be an active line, rail cars could not be parked on it. This rehabilitation will allow rail traffic to flow from Worthington, MN to Sioux Falls.

Certificate of Deposit Renewal

Bauske made a motion to renew a Municipal CD in the amount of \$51,158.86 for one year at First National Bank for a rate of 1.5%. Helgeson seconded. Motion carried, all voting aye.

OLD BUSINESS

DGR Engineering-Valley Springs Shared Use Path\Future Projects

Jesse Morris of DGR gave an update on the Shared Use Path. They are currently waiting for environmental response and are hoping to bid let in January 2020.

Trent Bruce of DGR went over preliminary plans for the proposed water\sewer improvement project and the water tower coating project. Bruce spoke of their qualifications with municipal engineering and their desire to continue as the city's engineering firm.

HDR Engineering-Upcoming Projects

Gabe Laber and Nick Van Wyhe of HDR also spoke of their qualifications with municipal engineering and asked the commission to consider hiring HDR for future needs. Gabe and Van Laber talked about the proposed water tower coating and water\sewer improvement projects.

Engineering Firm Decision

Bauske made a motion to hire HDR as the engineering firm for the upcoming water tower coating and water\sewer improvement projects. Helgeson seconded the motion. Motion carried, all voting aye.

Water Tower Painting Project

The Commission agreed to be placed on the October 1st State Water Plan in order to qualify for future funding. The application will combine the proposed water tower painting, or coating, and water\sewer improvement projects. This is the first step in the funding process.

511 Cliff Avenue Easement-Patrick Glover

City Attorney Patrick Glover presented for the Mayor's signature the paperwork necessary for an easement on a garage that encroaches on city property. Glover will forward the documents to the property owner with further instructions.

487th Avenue\Beaver Creek Bridge Update

City Attorney Patrick Glover updated the Commission concerning the 487th Avenue bridge. The engineering firm handling the platting will be contacted.

First Reading Ord. 345-2020 Annual Appropriation Budget

Mayor Moss gave the first reading of Ordinance 345. The second reading will take place at the October 8, 2019 meeting.

PUBLIC WORKS REPORT

City Maintenance Employee Ryan Nussbaum gave the September 10th Maintenance Report.

Nussbaum is still seeking estimates for drain tiling the creek through town. He has received one quote to date and this amount was over the state bid limit. The Legion Field parking lot agenda item was deferred until further notice. The Commission discussed the BJM Industrial water\sewer extension. Nussbaum will get some quotes on the proposed extension. The City will be flushing water hydrants October 3rd and 4th.

MAYOR & COMMISSION REPORTS

No reports.

FINANCE OFFICER REPORT

Finance Officer Hunnel is working on the city website, placing 2018 & 2019 minutes on the site and entering current news items. She has been assured the FaceBook page will be up and running shortly.

Hunnel presented a cost estimate of \$741.69 for a new finance office computer and installation. Bauske made a motion to approve the purchase of an updated computer for the finance office. Helgeson seconded. Motion carried, all voting aye.

Hunnel discussed moving water\sewer quarterly billing to monthly billing, and landlord responsibility with the commission. Hunnel asked that the office printer be updated to a printer\scanner\copier\ fax as the current equipment is ten years old and not cost effective. The Commission agreed to updating the lease.

There will be a one day liquor license hearing for the American Legion at the October meeting for their annual Feather Party.

ADJOURN

There being no further business before the Commission, Bauske made a motion to adjourn at 8:35 PM. Staeffler seconded. Motion carried, all voting aye. The next regular meeting of the Valley Springs City Commission will be October 8, 2019 at 6 pm in the Valley Springs Finance Office.

Linda D. Hunnel, Finance Officer

Carl Moss, Mayor

CITY OF VALLEY SPRINGS

SEPTEMBER 10, 2019 CLAIMS

EFTPS - U. S. DEPT OF TREASURY	\$1,146.54	August 15 PR TAXES
EFTPS - U. S. DEPT OF TREASURY	\$1,066.28	August 29 PR TAXES
WELLMARK/BLUE CROSS	\$1,005.99	Sept Health Premiums
FIRST NATIONAL BANK	\$306.12	POS Purchases August
FIRST NATIONAL BANK	\$1.00	NSF Fee
NATIONAL RURAL WATER ASSOC	\$905.26	August Water Meter Payt.
MARV'S SANITARY, INC.	\$86.00	August Garbage Service
LUNSTRA, JAY	\$479.85	August 15 Net Wages
VERMEER, JOHN	\$110.82	August 15 Net Wages
LINDA HUNNEL	\$1,190.60	August 15 Net Wages
NUSSBAUM, RYAN	\$1,550.15	August 15 Net Wages
NAMANNY, SANDRA	\$544.59	August 15 Net Wages
LINDA HUNNEL	\$1,201.60	August 29 Net Wages
LUNSTRA, JAY	\$490.57	August 29 Net Wages
VERMEER, JOHN	\$110.82	August 29 Net Wages
NUSSBAUM, RYAN	\$1,475.60	August 29 Net Wages
NAMANNY, SANDRA	\$375.88	August 29 Net Wages
DELTA DENTAL OF SD	\$88.00	Sept Health Premiums
SD RETIREMENT SYSTEM	\$1,271.66	August Retirement Contribution
A & B BUSINESS SOLUTIONS	\$63.23	Printer Contract Sept.
ACTION SYSTEMS INC	\$456.42	Repair Ball Field Lights
ALLIANCE COMMUNICATIONS COOP	\$163.00	Phone Expense August
BANYON DATA SYSTEMS, INC	\$795.00	Annual Software Support
BOSH TAMMY LYNN	\$70.00	Deposit Refund
BV JOURNAL	\$85.96	August Publications
DAKOTA FLUID POWER	\$374.49	Equipment Repair
ELAN FINANCIAL SERVICES	\$30.48	IT Services, Maintenance
GOODWILL OF THE GREAT PLAINS	\$78.00	Document Shred
HAWKINS WATER TREATMENT	\$15.00	Water Treatment
JANITOR'S CLOSET	\$91.65	Shop, Park Supplies
MAC'S	\$13.95	Shop Maintenance
MANLEY TIRE & OIL SERVICE	\$21.69	Tire Repair Lawnmower
MIDAMERICAN ENERGY	\$24.64	Natural Gas Utility
SIOUX VALLEY ENERGY	\$3,541.29	August Electrical Utility

TRI-STATE GARAGE DOOR	\$1,134.70	Shop Maintenance
VERIZON WIRELESS	\$32.27	Monthly Cellular Service
	\$20,399.10	