

**REGULAR SESSION  
FEBRUARY 8TH, 2022**

**CALL TO ORDER**

The Commissioners of the City of Valley Springs met in regular session on Tuesday, February 8th, 2022 at 6:00pm in the VS American Legion. Mayor Carl Moss presided. Answering roll call were Commissioners Dean Helgeson, Brian Staeffler, Lynn Schmitt and Sandy Severtson. Also present was Finance Officer Samantha Boyer, Public Works Director Blaine Eilts, City Attorney Patrick Glover. Motion by Helgeson to approve the January 11<sup>th</sup>, 2022 Posted Agenda. Staeffler seconded the motion. Motion carried, all voted aye.

**APPROVAL OF AGENDA**

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

**APPROVAL OF JANUARY 11<sup>TH</sup>, 2022 MINUTES**

Motion by Staeffler to approve the January 11<sup>th</sup>, 2022 minutes as presented. Severtson seconded the motion. All voting yes. Motion carried.

**APPROVAL OF JANUARY CLAIMS AND PAYROLL**

Motion by Helgeson to approve the January 2022 claims & payroll as presented in the amount of \$116,373.37. Schmidt seconded the motion. All voting yes. Motion carried.

**APPROVAL OF CASH REPORT**

Motion by Schmidt to approve the January cash report. Helgeson seconded the motion. All voting yes. Motion carried.

**PUBLIC COMMENT**

Our text alerts for snow removal are appreciated by residents.

A resident asked when the fence will be moved. The Mayor said it will be moved in the spring.

We were asked if we are planning on cleaning up our city before Automania, as in- cars in yards, trash being picked up, and things hanging off of houses, per our ordinances. Patrick, our attorney said it's typically a neighbor that'll make a complaint to City Hall, then City Hall will deal with it. If any resident has a complaint, they can file it with City Hall. A clean-up day in the spring was suggested.

Are we going to re-strip up and down Broadway in the near future? Blaine said patch works need to be done before we could re-strip. Patch work is not scheduled at the time.

**CITY ENGINEER REPORT**

No report

**OLD BUSINESS**

- (a) Closing City Hall for inclement weather- Motion by Helgeson to approve if school closes early for inclement weather, Samantha closes City Hall and goes home. Schmidt seconded the motion. All voting yes. Motion carried.
- (b) Closing City Hall for Holidays- Motion by Severtson to approve mirroring the state recognized holidays and taking out floating holiday out of our handbook. Staeffler seconded the motion. All voting yes. Motioned carried.

**NEW BUSINESS**

- (a) Gravel at intersections during winter storms- Blaine is sanding at every intersection. He did say with the rain storm we got in December, it diluted the salt in sand pile so it's not as effective. He will make sure he continues to put gravel at every intersection.
- (b) Cleaning sidewalks at City Hall during winter- we received a complaint about sidewalks not being cleaned while it's snowing. Blaine said he will make sure to keep up on shoveling at City Hall.

- (c) 2022 Minnehaha County Sheriff's contract- Motion by Severtson to approve the contract in the amount of \$42,270.80 for 22 hours per week. Helgeson seconded the motion. All voting yes. Motion carried.
- (d) Local board of equalization meeting dates- Motion by Severtson to approve meeting on March 21<sup>st</sup> and March 22<sup>nd</sup> as an alternative date. Staeffler seconded the motion. All voting yes. Motion carried.
- (e) 2022 Salaries Resolution- Motion by Schmidt to approve. Helgeson seconded the motion. All voting yes. Motion carried.
- (f) Abatement for 112 Lynx St.- Motion by Helgeson to approve abatement for 112 Lynx St. in the amount of \$849.18. Staeffler seconded the motion. All voting yes. Motion carried.

#### **PUBLIC WORKS REPORT**

Maintenance Employee Blaine Eilts presented his monthly report. Items included: Blaine gave an update on the grant process for the west siren. He has applied for the grant, the grant process takes about 15 months.

Acso called Blaine to ask about renting our tree dump for \$200/month for Brandon tree removal project they are hoping to get. Could be several months long. A motion was made by Schmidt to approve \$1,000/month for the first 4 months then it goes up to \$2,000/month. That amount starts as soon as the 1<sup>st</sup> tree or chip pile gets there. Staeffler seconded the motion. All voting yes. Blaine will update ASCO on our terms. If they still want to continue, Patrick, our City Attorney will help get an agreement put together. Motion carried.

Blaine let the board members know he has been summoned for Jury Duty. Since he is the only full time maintenance employee for Valley Springs, he might not have to do it. He will look in to it and let the board members know.

#### **FINANCE OFFICER REPORT**

All city invoices are caught up and water bills are straightened out. First month of being Finance Officer is going great.

#### **CITY ATTORNEY REPORT**

Patrick gave an update on the Street Dance for Automania. Per ordinance 4.0201- if the city council approves the application for a license to operate a public dance, the applicant shall pay a fee of \$50.00. A one- night dance license fee of \$10.00 is also required. Applicant must have license at least 30 days before the event. Public dance shall be conducted by a non-profit organizations only. Applicant must show liability insurance.

City Council will approve when and where open containers are allowed the night of Automania.

During the street dance, anyone under the age of 16 years old must be accompanied by his or her parent or legal guardian.

#### **COMMISSIONER REPORT**

A motion by Severtson to approve \$1,000.00 credit limits for Credit Cards for Samantha- Finance Officer, Blaine- Public Works & Carl- Mayor. Helgeson seconded the motion. All voting yes.

All receipts need to be turned in for everything charged to the card. Helgeson amends the 1<sup>st</sup> motion. Schmidt seconded the amended motion. All voting yes. Motion carried.

#### **ADJOURN**

There being no further business before the Commission, Staeffler made a motion to adjourn at 7:15pm. Helgeson seconded the motion. Motion carried, all voting aye. The next regular meeting of the Valley Springs City Commission will be March 8<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

## January 2022 Payables

A & B Business Solutions	\$112.00	1/21-2/20 Contract
A & B Business Solutions	\$112.32	11/21-12/20 Contract
Alliance Communication	\$233.00	January Phone/Internet
Alliance Communication	\$245.00	February Phone/Interest
Banyon Data Systems	\$3,269.00	Support & UB Module
Bob's Lock & Key	\$291.92	Re-Key City Hall
Brandon Ace Hardware	\$36.96	Maintenance Supplies
BV School District	\$140.67	December Fuel
BV School District	\$114.73	January Fuel
BV Chamber of Commerce	\$250.00	Membership dues
BV Journal	\$134.10	Public Notices
Concrete Materials	\$22,196.95	Repairs by elementary school & Dunham
Core & Main	\$650.00	Water Maintenance
Culligan	\$27.50	Drinking water
Delta Dental	\$44.00	Dental Premium
Denise Hanson	\$457.59	PO Consuling EOM & EOY
DMI Diesel Machinery	\$158.46	Maintenance Supplies
EFPTS	\$1,842.22	January PR Taxes
EFPTS	\$1,110.04	December PR Taxes
EFPTS	\$2,078.60	December PR Taxes
Elan Financial	\$678.26	Supplies
GCC Tech	\$664.90	IT Support & Monitor Set-up
Geotek	\$1,538.50	Street/Utility Improvements
GovOffice	\$220.00	Domain name
Grainger	\$247.49	City Maintenance
Hawkins	\$2,205.51	Water Supplies
HDR Engineering	\$18,413.93	Street & Utility Improvement
Heiman	\$470.00	Fire Extinguishers
HPSD	\$40.08	December Health Insurance Premiums
HPSD	\$1,706.82	February Health Insurance Premiums
Manley Tire	\$689.18	Tires & Alignment for truck
Marv's	\$34.00	December Trash
Marv's	\$34.00	January Trash
McLeod's	\$81.67	Election Supplies

Med-Star	\$7,500.00	2022 Services
Menards	\$161.53	Maintenance Supplies
Midamerican Energy	\$769.46	December Gas Charges
Midamerican Energy	\$948.32	January Gas Charges
Monarch Sales	\$116.75	Employee Uniform
One Call Systems	\$42.56	Oct-Dec Message Fees
Sandy Severtson	\$1,670.25	FO Consulting
Sensaphone	\$71.40	Renewal Fees
Runnings	\$1.39	Shop Supplies
SD Dept of AG. & Nat. Resources	\$750.00	2022 Waste Water Fee
SD Dept of Labor- Unemployment	\$8.89	Quarterly Unemployment
SD Public Health Laboratory	\$28.00	Water tests
SD Human Resource Association	\$40.00	2022 Dues
SD Human Resource Association	\$25.00	2022 Dues
SD Municipal League	\$1,377.00	Payroll Software
SD Public Assurance Alliance	\$9,840.66	Renewal Fees
SD Retirement System	\$791.27	January Retirement
SDLM Worker's Comp Fund	\$3,362.00	2022 Work Comp Renewal
Sioux Falls Humane Society	\$182.83	Nov & Dec Services
Sioux Metro	\$1,825.00	Membership dues
Sioux Valley Energy	\$5,796.97	Dec & Jan Electricity
Staples	\$28.52	Office Supplies
Sturdevant's	\$78.13	Maintenance Supplies
U Drive Technology	\$200.96	Oct-Jan Services
USA Bluebook	\$777.21	Maintenance Supplies
Verizon Wireless	\$92.74	Maintenance Phone
Valley Springs Farmers Coop	\$488.81	January Fuel
	<b>\$97,505.05</b>	

## Payroll

Blaine Eilts	\$1,497.08	12/2/21 Payroll
Ginger Miller	\$903.21	12/2/21 Payroll
Jay Lunstra	\$642.24	12/2/21 Payroll
Linda Hunnell	\$393.05	12/2/21 Payroll
Romario Rodriguez	\$66.48	12/2/21 Payroll
Sandra Namanny	\$215.79	12/2/21 Payroll
Blaine Eilts	\$1,484.22	12/17/21 Payroll
Jay Lunstra	\$520.63	12/17/21 Payroll
Linda Hunnell	\$148.77	12/17/21 Payroll
Sandra Namanny	\$460.34	12/17/21 Payroll
Blaine Eilts	\$1,560.31	12/30/21 Payroll
Jay Lunstra	\$475.03	12/30/21 Payroll
Sandra Namanny	\$535.54	12/30/21 Payroll
Blaine Eilts	\$813.35	Paid out vacation time
Brian Staeffler	\$323.23	12/31/21 Payroll

Carl Moss	\$380.95	12/31/21 Payroll
Dean Helgeson	\$263.19	12/31/21 Payroll
Lynn Schmidt	\$263.20	12/31/21 Payroll
Sandy Severtson	\$263.20	12/31/21 Payroll
Samantha Boyer	\$461.97	01/14/22 Payroll
Sandra Namanny	\$807.03	01/14/22 Payroll
Blaine Eilts	\$1,556.40	01/14/22 Payroll
Jay Lunstra	\$494.02	01/14/22 Payroll
Samantha Boyer	\$1,473.35	01/28/22 Payroll
Sandra Namanny	\$764.23	01/28/22 Payroll
Blaine Eilts	\$1,630.29	01/28/22 Payroll
Jay Lunstra	\$471.22	01/28/22 Payroll
	<b>\$18,868.32</b>	