

Regular Meeting, Ethan Town Board, 1-14-19

The Town of Ethan board met in regular session on January 14, 2019, at 6:00 pm in the Ethan City Hall. Trustees present were Lisa Hjellum, Jason Koch, Nancy Schoenfelder, and Gregg Thibodeau; absent was Megan Perry. City personnel present: Betty Raymond and Dave Duba. Also present: Joe Schroeder, SPN, and Brett Scott.

Chairman Hjellum called the meeting to order and led the Pledge of Allegiance. All motions were unanimously voted as aye unless stated otherwise.

APPROVAL OF AGENDA: Hjellum noted that item "g" on the agenda for fire department billing was discussed last month. Motion made by Schoenfelder, second by Koch, to approve the agenda after removing item "g" under New Business.

APPROVAL OF MINUTES:

Minutes from the December 10th meeting were approved on motion by Koch, second by Thibodeau. Minutes from the Community Center were reviewed.

APPROVAL OF CLAIMS:

Motion Thibodeau, second Koch to approve the claims.

General, sewer, water, preservation and community center funds * employee and board wages – board wages \$415.56, Finance wages \$1221.17; Public Works wages, \$2766.58; Betty Raymond, finance bonus, \$200.00; Dave Duba, Public Works bonus, \$250.00; SD Retirement, \$676.32; Samantha Schlaffman, deposit refund \$76.21; Curtis Schmitz, deposit refund \$80.57; Randy Paulson, deposit refund \$10.20; Badger Meter, monthly charge \$124.09; Bender's Sewer & Drain, lagoon \$451.00; Betty Raymond, mileage \$46.20; Campbell Supply, supplies \$56.76; Card Services, misc \$374.12; CMC Excavation, install water main/hydrant \$15,885.71; Core & Main, supplies \$53.00; Daily Republic, publishing \$128.98; Dave Duba, mileage \$60.33; Davison County Auditor, patrol \$1800.00; Dennis Puepke, backhoe service \$31.95; Independent Viking Glass, repair window \$181.09; Menards, supplies \$59.49; Midwest Fire & Safety, extinguisher inspection \$146.00; Mike's Corner, fuel \$394.00; NorthWestern Energy, utilities \$1815.48; Pioneer Research Corp, \$296.38; Planning & Development District III, dues \$608.00; Santel, telephone \$160.06; SD Assoc of Rural Water Systems, dues \$300.00; SD DENR, fee \$350.00; SD Department of Health, testing \$352.00; SD Dept of Revenue, \$35.50; SD Federal Property, supplies \$112.00; SD One Call, fee \$18.90; Weber Sanitation, garbage service \$1310.00; QuickBooks Payroll Services \$3987.75; SD Dept of Revenue, sales tax \$99.51; US Treasury, employment taxes \$1443.16; USDA, loan payment \$1023.00; WorldPay, credit card charges \$43.77; Hanson Rural Water, tower/water \$3448.60.

FINANCIAL REPORTS:

Finance Officer discussed the current financials noting that at year end all funds were within budget.

WATER/SEWER REPORT: The Board reviewed and discussed the water loss report. Dave reported on his attendance at conference. Also, Dave reported a sewer issue at the Community Center for which Bender's was called.

CITIZEN INPUT: Brett Scott questioned the procedure by which the Fire District receives credit on their water bill. The Board will review the issue at the next meeting and discuss options.

OLD BUSINESS:

Community Center: Nothing to report other than the sewer issue.

Street Sweeper: Dave said that the City of Mt. Vernon contacted him and offered \$500 for the sweeper, which is about the same as the expected salvage price. After discussion, motion to sell for \$500 was made by Hjellum, second by Thibodeau. Dave will contact the Mt. Vernon maintenance department.

Collection Agencies: Finance Officer stated that only one account for a vacant property is currently in arrears. She further stated that at this time there was no need for a collection agency & that the cost would be from 17-35% of the bill, depending upon the agency chosen. She also asked the council to approve that the vacant property no longer be billed for surcharges, sewer and garbage. This was approved on motion by Thibodeau, second by Schoenfelder.

Ordinances: Finance Officer discussed the ordinances regarding junked, abandoned or excessive vehicles. The council asked her to find how other cities deal with the issue. Discussion tabled until the next meeting on motion by Thibodeau, second by Koch.

NEW BUSINESS:

Motion by Thibodeau, second by Hjellum, to approve the following designations for the year 2019: newspaper, Parkston Advance (with the Daily Republic to be used as needed); engineer, SPN & Associates; attorney, Morgan Theeler Law Firm; banks, Farmers State Bank and First National Bank; board pay, \$75.00 per meeting attended; chairman pay, \$100.00 per meeting attended; Finance Officer wages, \$15.00 per hour; Public Works wages, \$18.00 per hour; mileage rate \$0.42, established holiday closings.

State law allows the council to pre-approve expenditures to prevent late fees, and approve recurring payment items such as payroll and its corresponding liabilities. Motion by Schoenfelder, second by Thibodeau, to approve the Finance Officer to pay the recurring bills in a timely manner.

Discussed joint election with the school which will be April 9th. Approved on motion by Koch, second by Schoenfelder.

The Ethan Fire Department wants to relocate their signal repeater to a higher location and asked about the water tower. They will need to contact Hanson Rural Water since Ethan does not own the tower.

Community Grant Application: The Community Center submitted an application for matching funds for their Bingo event on January 27th at 2:00 pm. Approved on motion by Schoenfelder, second by Koch.

After Prom: A donation request was received from the After Prom Committee. The council stated they feel that taxpayer money should not be used for private donations.

Water Study: Joe Schroeder from SPN did a presentation on the water flow through the city and improvements that could be made. Several of the culverts and storm sewers pipes are under-sized and not handling excessive amounts of water. He discussed various areas of the City where water can collect and possible solutions. Also discussed were the 3rd Street area by the school and the area for the proposed Depot Street extension. No action will be taken at this time. The Council will discuss the proposal.

EXECUTIVE SESSION: none

The next regular board meeting is February 11th at 6:00 pm.

Motion by Thibodeau, second by Hjellum to adjourn at 8:15 pm.

Betty Raymond
Finance Officer

Lisa Hjellum
Chairman

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