

Regular Meeting, Ethan Town Board, 2-10-2020

The Town of Ethan board met in regular session on February 10, 2020, at 6:15 pm in the Ethan City Hall. Trustees present were Lisa Hjellum, Gregg Thibodeau and Megan Perry. Absent were Jason Koch and Nancy Schoenfelder. City personnel present: Betty Raymond and Dave Duba.

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: Agenda was approved on motion by Thibodeau, second by Perry.

APPROVAL OF MINUTES:

Minutes from the January 13th meeting incorrectly stated the wage for Board Chairman at \$75.00 per meeting and should have been \$100.00 per meeting. Minutes approved as corrected on motion by Thibodeau, second by Perry. Community Center minutes were reviewed.

APPROVAL OF CLAIMS:

Motion by Perry, second by Thibodeau, to approve claims.

General, sewer, water, preservation and community center funds * employee and board wages – board wages \$300.16, Finance wages \$1100.47; Public Works wages, \$2909.38; Hanson Rural Water System, \$3718.25; Donald Clauson Estate, refund \$17.77; Micayla Bamberg, refund \$78.70; SD Retirement Systems \$611.72; Badger Meter, monthly fee \$70.95; Betty Raymond, mileage \$63.84; ClerkBooks, support \$400.00; Dakota Pump, repair \$136.78 Dave Duba, conference \$57.59; Mike's Corner, fuel \$246.20; NorthWestern Energy, utilities \$2042.85; Santel, telephone \$156.05; SD Department of Health, testing \$15.00; SD One Call, \$5.25; Weber Sanitation, garbage service \$1462.00; John Deere Financial, tractor payment \$640.51; QuickBooks Payroll Services \$4009.85; SD Dept of Revenue, sales tax \$99.62; US Treasury, employment taxes \$1422.46; US Bank, loan payment \$6399.24; USDA, loan payment \$1023.00.

FINANCIAL REPORTS:

Finance Officer discussed current financials and stated that the annual report would be done for next month's meeting. Requested permission to pay 2 invoices that were received late and need to be paid prior to next months meeting. Approved on motion by Thibodeau, second by Perry.

PUBLIC WORKS REPORT: Discussed water loss report. Dave showed council the video of a two-block section of sewer line which shows leaking in the laterals and around the gasket connecting the laterals to the main. This is causing a large quantity of surface water to enter the sewer line. Discussed getting quotes for repair before contacting home owners to inform them of their sewer leaks. Discussed the purchase of a portable pump.

CITIZEN INPUT: Discussed complaints regarding parking hazard on 2nd Street. Problem has been resolved.

OLD BUSINESS:

Community Center: The new contract which includes the rental and security deposit for the sound system was approved on motion by Thibodeau, second by Perry.

Chip Sealing: Discussed contract to be part of group of towns for chip sealing project. Approved to move forward with the contract on motion by Perry, second by Thibodeau.

Internal Audit: Finance Officer stated that we are on the schedule with Legislative Audit for an Internal Control Review.

Drainage Issues: Discussed water flow down Depot Street toward Elm. Issues have been discussed with SPN and District III to find solution and funding for storm sewer/drainage project. Also discussed 3rd Street on the east side of the school regarding drainage and the traffic flow when picking up/dropping off children. More information will be gathered.

Personnel Manual: A change in the holiday schedule was approved last meeting. Motion by Hjellum, second by Perry, to add the change to the personnel manual.

NEW BUSINESS

New Form: A new form was presented to be used when title companies request information on properties. Form was approved on motion by Thibodeau, second by Perry.

Boundary Change Form: This is a census form that required the council review and the signature of the president stating that no changes have been made to the city limits.

Annual Inspection: After discussion motion to approve having Dakota Pump do an annual inspection of all lagoon pumps was made by Thibodeau and seconded by Perry.

Transportation Study: Discussed an application for a transportation study to be done by the SD DOT this summer. Finance Officer was directed to complete the preliminary application and gather more information.

EXECUTIVE SESSION (per SDCL 1-25-2, 1): None

The next board meeting is March 9th at 6:00 pm.

Motion by Hjellum, second by Perry, to adjourn at 7:41 pm.

Betty Raymond
Finance Officer

Lisa Hjellum
Chairman

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