

Regular Meeting, Ethan Town Board, 6-14-2021

The Town of Ethan board met in regular session on June 4, 2021, at 6:02 pm in the Ethan City Hall. Trustees present were Jason Koch (left at 7:00), Gregg Thibodeau, Megan Perry, Bob Riggs and Raquel Nesheim. City personnel present: Betty Raymond and Dave Duba.

Chairman Thibodeau 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 corrected to remove "none" by Community Center, remove Ethan Baseball/Softball (they will attend next month's meeting) and add finance officer under new business. Corrected agenda approved on motion by Riggs, second by Nesheim.

APPROVAL OF MINUTES:

Minutes from the May 24th special meeting were approved on motion by Perry, second by Koch. There were no Community Center minutes.

APPROVAL OF CLAIMS:

Motion by Riggs, second by Nesheim, to approve claims.

General, sewer, water, preservation and community center funds * employee and board wages – board wages \$738.80, Finance wages \$918.39; Public Works wages, \$2721.10; SD Retirement System \$549.96; Eric & Christen Dickens, deposit refund \$8.39; Card Services, various expenses \$118.02; CMC Excavation, repair services \$841.60; Daily Republic, publishing \$77.19; Ethan Fire Department, donation \$500.00; Interstate Glass, repair ECC window \$190.16; KO Pest Control, spray buildings \$218.00; Melissa Koch, cleaning \$37.50; Menards, supplies \$11.18; Metering & Technology, new meter \$359.01; Mike's Corner, fuel & supplies \$202.39; NorthWestern Energy, utilities \$1094.07; Runnings, supplies \$261.92; Santel, telephone \$137.24; SD Department of Health, testing \$15.00; Weber Sanitation, garbage service + roll off fees \$3076.88; Century Business Products, copier lease \$96.44; John Deere Financial, tractor payment \$640.51; QuickBooks Payroll Services \$3639.49; SD Dept of Revenue, sales tax \$114.50; USDA, loan payment \$1023.00; US Treasury, employment taxes \$1165.96.

FINANCIAL REPORTS:

Finance Officer reviewed the financial reports from May. She advised the council that she will be gone June 24th. Presented a draft of an ordinance update letter to send with water bills next month and council agreed to sending the letter with some changes.

PUBLIC WORKS REPORT: Discussed water loss report and noted there is a possible leak that hasn't been identified as yet. Dave will be painting the handicap accessible curb by the bar and a part of a sidewalk at the park that is a tripping hazard. Dave advised the council that he purchased a trailer for the water tank.

CITIZEN INPUT: Council was advised that a request was made to have soap dispensers in the restrooms at the park. This has been done already.

OLD BUSINESS:

Community Center: Broken windows at the Community Center last weekend. The sheriff is aware and the renter's have been contacted letting them know that they will need to pay for the damages.

Housing Project: Gregg is still waiting to hear if Mitchell Tech is interested in building a house on city owned property in Ethan.

Snow Removal at School: The school had asked if the city was interested in plowing the school lots. Council expressed concern that this would result in overtime hours and might conflict with clearing city streets. Council denied the request on motion by Thibodeau, second by Riggs.

Ditch work on 3rd Street: The school had asked if the city would be willing to pay for half the resurfacing of the ditch by the school shop building to conform with the north part of the ditch. Motion made by Nesheim, second by Koch to pay half (estimated to be \$3366.28)

NEW BUSINESS

Medical Marijuana: Reviewed an example of an ordinance sent out by SD Municipal League. Finance Officer is to update the form for use in the Town of Ethan and present next month for further review.

Dog Attack: Dogs got loose from owner and attacked another dog. Owner has agreed to pay for expenses. Council asked that a letter be drafted to send to both parties advising that dogs must be kept on a leash when outside or in a fenced yard. If there is a further incident the council will then make a determination for the removal of the offending dogs.

Fence by northeast corner of park: Jared Nesheim asked the city to pay half of the fence repair done by him between his pasture and the city land. Motion by Riggs, second by Perry, and approved with Raquel Nesheim abstaining.

Employee manual review: Council requested that the employee manual be updated increasing the current vacation days. Motion made by Riggs, second by Nesheim, to increase PTO to 15 days for new hire, 20 days after 2 years and 25 days after 10 years. Motion approved. Manual will be updated and presented at the next meeting.

ELO authorization form: ELO asked if Town would like to do ACH payments for any fees for doing quarterly or annual reports. Finance officer advised waiting to see whether the new finance officer wants to do the reports herself or have them done. Will discuss next meeting.

District III services: Renewal with District III is coming due, and after discussion it was agreed to renew. Approved on motion by Riggs, second by Perry.

Mowing at Ethan Lake: Game, Fish & Parks has agreed to pay for the mowing being done; therefore, the person currently doing so will continue the job. He will contact the State to set this up.

New Finance Officer: Motion was made by Riggs, second by Nesheim, to hire Michele Pollreis as finance officer at the rate of \$16.00 per hour for 40 hours plus benefits.

Executive Session: None

The next board meeting is scheduled for Monday, July 12th at 6:00 pm.

Motion by Riggs, second by Perry, to adjourn at 7:30 pm.

Betty Raymond
Finance Officer

Gregg Thibodeau
Chairman

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