

Regular Meeting, Ethan Town Board, 8-13-18

The Town of Ethan board met in regular session on August 13, 2018, at the Ethan City Hall at 6:05 pm. Trustees present were Lisa Hjellum, Jason Koch, Megan Perry (arriving at 6:50), Nancy Schoenfelder and Gregg Thibodeau. City personnel present: Betty Raymond and Dave Duba. Also present, Jackson Powers, Puetz Construction with Terry Eckstaine joining the meeting at 7:45.

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 Schoenfelder, second by Thibodeau, after adding discussion of water line damage.

APPROVAL OF MINUTES:

Minutes from the July 9th meeting were approved on motion by Koch, second by Schoenfelder. There were no minutes from the Community Center.

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 \$1081.82; Public Works wages \$2470.02; Badger Meter, July bill \$124.09; SD Retirement \$539.02; Keith & Dawn Barse, refund \$68.09; Mark Logan, refund \$56.42; Aaron Electric, repair & new lighting \$195.84; Agland Co-op, fuel \$326.04; Badger Meter, August bill \$70.09; Betty Raymond, mileage \$98.70; Card Services, \$174.15; Clark Paving, patching \$139.74; CMC Excavation, water line break \$978.64; Daily Republic, publishing \$158.63; Dakota Supply, sewer caps \$22.12; Dennis Puepke, backhoe \$79.88; Maxwell & Bowar, insurance \$12.00; Menards, supplies \$119.00; Mike Royston, outdoor library \$154.08; Morgan Theeler, legal \$37.28; NorthWestern Energy, utilities \$1350.51; Santel, telephone \$159.16; SD Association of Rural Water, dues \$370.00; SD Department of Revenue, testing \$276.00; SD One Call, \$7.35; SPN, survey lots \$645.40; Steve Endres, deposit refund \$50.00; USA Blue Book, parts \$146.49; Weber Sanitation, garbage service \$1290.00; QuickBooks Payroll Services \$3551.84; SD Dept of Revenue, sales tax \$93.02; US Treasury, employment taxes \$1166.10; US Bank, loan payment, \$6399.24; USDA, loan payment \$1023.00; WorldPay, credit card machine charges \$37.86; Hanson Rural Water, tower/water \$5875.80.

FINANCIAL REPORTS:

Finance Officer discussed the current financials and reported that the budget vs actual expenses are on track so far. Also reported on the budget training session in Sioux Falls.

WATER/SEWER REPORT: Puetz Construction discussed the damage done to the water line and possible solutions. This was also discussed with Terry Eckstaine when he arrived. It was decided that the school would pay for replacing the line and moving it outside the construction zone and the city would cover the rest of the needed valves, etc. Dave reported on the wetland discharge and that the state had received a complaint about the discharge. DENR conducted a review and found no issues. Dave also reported on the water main break and that the water loss is about half now. He has been pressurizing lines and isolated areas where there may be leaks. Discussed the need for Dave to have a Hepatitis injection and the council concurred that he should do so.

CITIZEN INPUT: The museum repaired the mini-split unit. It was decided that the city would cover the cost since the museum is on city property.

OLD BUSINESS:

Community Center: Finance Officer presented 3 quotes for HVAC in the Community Center. Another company was suggested for a quote. Tabled until next month.

Park Board: No one from the Park Board was at the meeting, but the Finance Officer was given a list of items for their 2019 budget.

Nuisance Property: Discussed trees that are hanging too low in the street and are a problem for the garbage trucks and for the snowplow this winter. A list will be made of the trees needing to be cut back and letters will be sent to the property owners.

Housing Development: Finance Officer reported that payment was received for the 2 lots sold. Council decided to table discussion on the sale of additional lots.

Changes in Policy Manual: The updated policy manual was presented along with a new financial investment policy being added as was suggested by Legislative Audit. Approved on motion by Thibodeau, second by Perry.

Railroad Street: Discussed the land acquisition. The city still doesn't have all of the land needed. Discussed options. Finance Officer to check with SPN about varying the location of road slightly as an option.

NEW BUSINESS:

Grant Proceeds: Discussed what to do with the grant received from Verdesian. No decision made at this time.

Ordinances: Will check with District III about updating the ordinances. Tabled until more information is received.

Budget Discussion: Finance Officer presented a preliminary budget for discussion.

On-call Help: The council discussed a wage of \$15.00 per hour if extra help is needed for emergencies.

Old Pump House: Nancy requested funds for tuck-pointing the north side of the pump house at an estimated cost of \$3993. Approved on motion by Thibodeau, second by Hjellum.

EXECUTIVE SESSION (SDCL 1-25-3, 1 & 4, Personnel or Legal): Motion by Koch, second by Hjellum, to enter executive session at 8:50 for personnel reasons. Executive session declared over at 9:05 pm. On motion by Hjellum, second by Thibodeau, the wage for Maintenance Supervisor was increased to \$18.00 per hour. It was also decided that all performance reviews will be annually in August prior to budget discussion.

The next regular board meeting is September 10th at 6:00 pm.

Motion by Schoenfelder, second by Thibodeau to adjourn at 9:15 pm.

Betty Raymond
Finance Officer

Lisa Hjellum
Chairman

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