

Regular Meeting, Ethan Town Board, 4-6-09

The Town of Ethan board met in regular session on April 6, 2009 at the Town Hall at 7:30 p.m. Members present were Gary Stadlman, Robert Fitzgerald, Nancy Schoenfelder, Amy Moe and Terry Mathis. Others present were Sonya Hespe, Chad McGuire, Brett Scott, Dale Meinke, Gallus Thill, John Hart, Chris Lingemann, Justin Hofer and Josh Franks.

Chairman Stadlman called the meeting to order and led the pledge of allegiance.
All motions were unanimously voted as aye unless stated otherwise.

Additions to the agenda were made by Sonya Hespe, Brett Scott, Chris Lingemann and Amy Moe. Motion Schoenfelder, second Fitzgerald to approve the amended agenda.

OLD BUSINESS

The USDA annual report was reviewed by the board.

First reading of the revision to Ordinance 3.1.10 was read. This ordinance regards the amount charged for seasonal accounts. The rate is increased to \$15 to reflect the current surcharge rate. John Hart asked why it isn't changed to state that the rate is equal to the current surcharge rate. Hespe responded stating that several changes would have to be made so the ordinances are read that they can be changed by resolution. At this time the Finance Officer has not had enough time to research the procedure on making this change.

Moe and Schoenfelder are on the committee to uphold the junk car ordinance. They went through town and made a list of owners that have unlicensed, abandoned or junk vehicles. Currently there are five people that have unlicensed vehicles. One owner has 7 vehicles. Fitzgerald questioned if any of these vehicles were considered dangerous and the response was no. Schoenfelder mentioned that the race shop owned by Myers has dismantled cars at different times. She felt that they were not considered junk or abandoned because they never sit for a long period of time. A letter will be sent to the owners of these vehicles notifying them of the ordinance and how much time they have to take care of it.

Two quotes were received for the installation of the meter pits. Lemke Digging submitted a quote for \$1298.91 to dig in 6 meter pits. Brenner Plumbing submitted a quote of \$575 per unit for digging and installing. Brett Scott asked who is responsible for heat tape, fittings, etc if the old meter is still used when the pit is put in. Stadlman will clarify the quote from Lemke to see exactly what that quote includes and if the price was total or per unit. This will be discussed at the next meeting and a decision will be made on which quote is accepted.

Schoenfelder, Moe and Fitzgerald looked at the city shop. The floor in the back of the shop is not in good shape and needs repaired. Water drainage is a problem at this building. Schoenfelder stopped at Ethan Coop Lumber and was told it would cost approximately \$10,000 to lift the current shop and another \$6,000 – \$7,000 to put in a foundation. Robert Hoffman will come in and look at it and give the city more ideas and prices. Dale Meinke asked about who did Filter's house and if that company would be cheaper. Schoenfelder said the current community room is going to be limited on being rented out and there are concerns about liability once the addition is done on the fire hall. Stadlman said he would rather put the money into a new building instead of repairing the old one. A community information meeting will be held at a later date to get the public's opinion on different options for floor plans and structures for a new city building.

NEW BUSINESS

Justin Hofer asked the board for permission to block off part of Main Street for a street dance to be held in conjunction with the Fire Department's Community Appreciation Day on May 30th. Justin will be responsible for security, insurance and clean up and will provide the city with this information. Moe requested that better clean-up is done after the dance than last year. Motion by Mathis, second Schoenfelder to approve the blocking of Main Street for the dance.

Brett Scott will be contacting SD Rural Water (SDRW) to set up a time to do some testing on the flow meters. This is a free service by SDRW with only a cost for chlorine tablets if needed. Once the testing is completed they will provide the city and fire department with a map and listing of the results.

Stadlman has been using some product for treating the lagoon. A build up has been settling and there is another product that could clean it up a little better. Brett Scott will check into this.

A motion was made by Mathis, second by Moe to terminate the contract with Randy Wittstruck. A formal letter will be sent to Randy.

Hespe requested approval to attend Human Resource School and Finance Officers School in Pierre in June. Motion Moe, second Fitzgerald to pay for registration, travel and lodging.

A representative from Aflac will be meeting with town personnel about the different benefit options they offer. The town will have to have a separate checking account for this benefit. Motion Mathis, second Fitzgerald to have another checking account started.

Chris Lingemann expressed a concern about the Ash Street project and asked what is happening on this project. Stadlman told him that SPN will be starting at Third Street and evaluating the system from there to the ballpark and then advise the city on what steps to take. Lingemann wanted to state that he had heard some people were blaming him for how the project was completed before and that

he is not an engineer and did not make the final decision on the project. Mathis stated that the board is the one that approved the project and will take blame for any problems.

The fire department asked permission to use the fire hydrants and well for a pump operations training on April 25th. Permission was given.

Some cracks are developing on the streets again. Scott advised the board that this is the time of year to be filling the cracks. The project of filling the cracks has been completed but general maintenance is needed to keep the streets in good condition.

A new personnel manual is being created by the board. A manual was received from another town similar in size and is being revamped to fit the needs in Ethan. Changes will be made and reviewed by all board members before being adopted.

The copy machine in the city office is not copying right. The machine is old enough that parts can no longer be ordered for it. Hesper contacted four businesses to get quotes but only received two back. BPI turned in a quote of \$365 for a new Ricoh SP1000SF and \$555 for a new Ricoh SP3200SF. Williams Office Equipment turned in a quote of \$450 for a used Sharp AR336 and \$550 for a new Brother 8860DN. After reviewing the functions and specifications on each unit there was a motion by Mathis, second by Schoenfelder to purchase the Ricoh SP3200SF copier from BPI.

The 4-H Club requested to provide lunch at the city hall during the clean up day. The board approved their request.

The regular meeting for May was scheduled for Tuesday, May 12 at 7:30 pm.

APPROVAL OF MINUTES

Motion Mathis, second Moe to approve the minutes of the regular meeting and all special meetings from March 2009.

APPROVAL OF CLAIMS

Motion Mathis, second Schoenfelder to approve claims.

CLAIMS **April 6, 2009**

<u>General Fund</u>		
1	Amy Moe	salary \$166.23
2	Brett Scott	May 1 salary
3	Gary Stadlman	salary \$166.23
4	Nancy Schoenfelder	salary \$166.23
5	Robert Fitzgerald	salary \$166.23
6	Sonya Hesper	salary \$1487.79; mileage \$44.00 \$1,531.79
7	Terry Mathis	salary \$166.23
8	Agland Coop	fuel \$29.93
9	All Flags LLC	US flags \$84.61
10	BPI	office supplies \$184.20
11	Daily Republic	publishing \$1,118.06
12	Farmers State Bank	payroll taxes \$513.10
13	Henry's Waterworks Inc	fire hydrant markers \$656.96
14	Intuit	check blanks
15	Maxwell & Bowar Agency	surety bond \$50.00
16	McLeod's Printing	election forms \$41.91
17	Morgan Theeler LLP	legal fees \$243.00
18	NW Energy	street light 394.08; fire hall 8.00 \$402.08
19	Parkston Advance	publishing \$19.00
20	Santel	telephone \$100.47
21	SD Govt FO Assoc	finance office school registration \$75.00
22	SD HR School	human resource school registration \$25.00

23	Secretary of State	notary fee	\$25.00
24	USDA - RD	monthly loan payment	\$1,023.00
25	USDA - RD	monthly loan payment	\$368.27
26	US Postal Service	envelopes	
27	Wal-Mart	supplies	\$24.93
28	Weber Sanitation	garbage service	\$1,250.00
	*** previously approved claim Planning & Dev Dist III \$50.00		

Water Fund

1	Hanson Rural Water	April 2009 usage	
2	NW Energy	utilities	\$66.25
3	Falyn Pieschke	refund of water deposit	\$85.00
4	Brett Scott	May 1 salary	
5	Randy Wittstruck	March salary	\$411.75
6	SD Dept of Revenue	water testing	\$24.00
	*** previously approved claim Hanson Rural Water March usage \$1862.20		

Sewer Fund

1	NW Energy	utilities	\$58.58
2	Santel	telephone	\$30.06
3	Brett Scott	May 1 salary	
4	MARC	supplies	\$399.18

ADDITIONAL BUSINESS

A letter of resignation from town board was submitted by Amy Moe. She has accepted a job and will be moving to Winner.

Meeting adjourned.

Sonya Hespe
Finance Officer

Gary Stadlman
Chairman