

Regular Meeting, Ethan Town Board, 8-14-17

The Town of Ethan board met in regular session on August 14, 2017, at the Ethan City Hall at 6:00 pm. Trustees present were Lisa Hjellum, Jason Koch, Megan Perry, and Nancy Schoenfelder (arriving at 6:20). City personnel present: Betty Raymond. Others present: Gregg Thibodeau

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: Approved on motion by Perry, second by Koch to accept the agenda as posted.

INSTALLATION OF COUNCIL MEMBER: Gregg Thibodeau was installed as a Trustee to complete the vacancy on the council. This will be for the remainder of a one year term.

APPROVAL OF MINUTES:

Motion Koch, second Perry to approve the minutes from the July 7th regular meeting and the July 18<sup>th</sup> and 25<sup>th</sup> special meetings. Motion approved. Community Center minutes from July 31<sup>st</sup> were reviewed.

APPROVAL OF CLAIMS:

Motion Koch, second Thibodeau to approve the claims.

General, sewer, water, preservation and community center funds \* employee and board wages – board wages \$1009.94, employee wages \$5217.31; SD Retirement \$706.50; Stack 'em High, water meter refund \$150.00; Agland Co-op, fuel \$89.59; Badger Meter, monthly charge \$70.09; Betty Raymond, mileage \$103.50; Card Services, postage \$41.36; Daily Republic, publishing \$171.97; NorthWestern Energy, utilities \$1121.39; Santel, telephone \$161.83; SD Assoc of Rural Water Systems, dues \$345.00; SD Department of Revenue, testing \$15.00; SD One Call, locate fees \$4.20; SPN, Maple St project \$4750.60; Weber Sanitation, garbage service \$1290.00; QuickBooks Payroll Services \$4593.82; Aflac, insurance \$73.12; SD Dept of Revenue, sales tax \$89.93; US Treasury, employment taxes \$1331.80; USDA, loan payment \$1023.00; WorldPay, credit card machine charges \$34.26; Hanson Rural Water, tower/water \$5194.00.

FINANCIAL REPORTS: The Finance Officer presented the current financial statements to the Board. No action needed.

WATER/SEWER REPORT: The Board reviewed the water report.

CITIZEN INPUT:

There were three complaints received since the last meeting, one of which has already been resolved. A complaint about was received about a dog running loose. This is the second complaint about this dog. After discussion Nancy Schoenfelder said she will speak with the owner of the dog. Another complaint was received about a large number of cats being allowed to run loose and into neighbor's yards. The Finance Officer will send a letter to the people along with a copy of the City Ordinance regarding pets.

OLD BUSINESS:

Community Center: No report

Discussion was held regarding nuisance properties and issues. Mowing seems to be the only issue at this time so no action is needed. Nancy Schoenfelder discussed installing bat houses near the cemetery to encourage the bats away from residential areas. She will contact a local 4-H group to see if there is an interest in building these are a project. Also discussed contacting the school about doing the houses as a shop project.

Finance Officer reviewed the changes made to the Employee Handbook as discussed at the previous meeting. A copy of the handbook will be printed for each Trustee and presented at the September meeting.

The security cameras will be tabled until next spring.

Discussed landscaping at the water tower park around the memorial and the gazebo. It was decided to wait until spring to do the landscaping.

NEW BUSINESS:

Discussed possibly doing an audit in 2018 for the 2017 fiscal year. Concern was expressed over the cost and the need. Discussed having in internal review done by the CPA firm instead. Betty will contact Legislative Audit to see when the state does their audit.

Briefly discussed 2018 budget items. Some additional items were suggested and the preliminary budget will be presented at the September regular meeting.

Nancy Schoenfelder asked about having a rabies vaccination clinic this fall. The Finance Officer was directed to put this on the website to see if there is any interest.

Nancy also presented a request to have repairs done to the old pump house. The roof needs replacing and walls are cracking. After discussion it was decided to add the repairs to the 2018 budget. The roof replacement was approved on motion by Thibodeau, second by Schoenfelder.

EXECUTIVE SESSION: None

There will be a special meeting on August 17<sup>th</sup> for employment interviews starting at 6:30 pm. This will be a closed executive session meeting. The next regular board meeting is September 11<sup>th</sup> at 6:00 pm.

Motion by Schoenfelder, second by Koch to adjourn at 7:58 pm.

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Betty Raymond  
Finance Officer

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Lisa Hjellum  
Chairman

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