

**CITY OF LAKE NORDEN**

**APRIL 6, 2020**

Council met in regular session at 7:00 PM. Mayor Aho presiding. Members present: Jason Aho, Janet Andrews, Brian Jacobsen, Kim St. John Cameron Larson, John Layman and Dorene Lemme. Absent: None.

City employees present: George Gibbons, Delores Kangas, Dan Koistinen and Roy Hauschildt. Absent: Tony Aas.

Others present: Jenna Aderhold-Herald Enterprise.

Motion made by Andrews and seconded by Larson to approve the agenda with the addition of discussion concerning tree branch pickup for city residents. All voted aye.

Motion made by Lemme and seconded by St. John to approve the previous minutes. All voted aye.

Motion made by Larson and seconded by Layman to approve the following financial reports: Fund Cash Balance; Budget Expenditure Totals, Fiscal Revenue (Detail) and General Ledger Activity List, as presented. All voted aye.

Motion made by Jacobsen and seconded by Layman to approve the monthly reconciliation report, as presented. All voted aye.

Motion made by Andrews and seconded by Lemme to approve the itemized credit card payments, as follows:

|            |                |        |              |
|------------|----------------|--------|--------------|
| AAS***6494 | APL*ITUNES     | 1.05   | CLOUD BACKUP |
| AAS***6494 | VERMILLION INN | 256.14 | TRAVEL       |

All Voted Aye. Thus, motion carried.

Motion made by Larson and seconded by Layman to approve the quarterly loan report, as presented. All voted aye.

The finance officer submitted the following bills with verified vouchers for payment:

|                            |          |                            |
|----------------------------|----------|----------------------------|
| GEORGE GIBBONS             | 2167.37  | SALARY/LESS DEDUCTIONS     |
| TONY AAS                   | 2623.58  | SALARY/LESS DEDUCTIONS     |
| DAN L. KOISTINEN           | 3082.02  | SALARY/LESS DEDUCTIONS     |
| STACY HAKEMAN              | 128.59   | SALARY/LESS DEDUCTIONS     |
| ROY HAUSCHILDT             | 2698.22  | SALARY/LESS DEDUCTIONS     |
| DELORES KANGAS             | 2991.24  | SALARY/LESS DEDUCTIONS     |
| SD DEPARTMENT OF REVENUE   | 149.66   | SALES TAX PAYMENT          |
| HEALTH POOL OF SD          | 917.12   | EMPLOYER MONTHLY PREMIUMS  |
| SD RETIREMENT SYSTEM       | 2133.40  | EMPLOYEE-EMPLOYER PER-CENT |
| DENTAL NETWORK OF AMERICA  | 271.50   | EMPLOYER MONTHLY PREMIUMS  |
| SD SUPPLEMENTAL RETIREMENT | 175.00   | EMPLOYEE CONTRIBUTIONS     |
| EFTPS                      | 4363.26  | DEDUCTIONS DEPOSIT         |
| BADGER OIL COMPANY         | 731.05   | INV. 7020/SERVICES         |
| BANGS MCCULLEN LAW FIRM    | 163.30   | LEGAL FEES                 |
| BANNER ASSOCIATES          | 37281.60 | INV. #32414/SERVICES       |

|                                |           |                                |
|--------------------------------|-----------|--------------------------------|
| BANNER ASSOCIATES              | 5920.00   | INV. #32557;582/SERVICES       |
| BOYD LAW FIRM, PROF. L.L.C.    | 504.00    | LEGAL FEES                     |
| COLONIAL RESEARCH CHEMICAL COR | 1644.92   | 144937/144941;42/145011;147    |
| CONNECTING POINT COMPUTER      | 35.00     | INV. #410878/SERVICES          |
| COOK'S WASTEPAPER & RECYCLING  | 2328.75   | MONTHLY SERVICE (184) DUMPSTER |
| KENYON COPONEN                 | 100.00    | WATER DEPOSIT REFUND           |
| CORE & MAIN LP                 | 368.12    | INV. #M131022/SUPPLIES         |
| COUNTRY STORE                  | 335.17    | ACCT. 101569/SUPPLIES          |
| DEARBORN LIFE INSURANCE CO.    | 207.00    | W857220000-1/INSURANCE         |
| DEPARTMENT OF HEALTH           | 28.00     | INV. 10593443/TESTING          |
| EFRAIMSON ELECTRIC INC.        | 2600.02   | INV. #11670/SERVICES           |
| GALLS, LLC                     | 343.95    | INV. #15140147;15107855        |
| GLASS PRODUCTS INC.            | 157.20    | INV. #22997/REPAIRS            |
| GOLDSTAR PRODUCTS INC.         | 620.80    | INV. #0073824/SUPPLIES         |
| GOVERNMENT BRANDS SHARED REV.  | 1524.00   | INV #11471/ANNUAL FEES         |
| GREAT AMERICAN FINICIAL SVCS.  | 110.76    | INV. #26763445/LEASE FEES      |
| HALME INC                      | 147594.47 | PAY REQUEST #3/BID PKG.2       |
| HAMLIN BUILDING CENTER         | 419.74    | SUPPLIES                       |
| HAMLIN COUNTY SHERIFF'S OFFICE | 15.00     | CONTRACTED SHERIFF SERVICE     |
| HAMLIN COUNTY HWY. DEPARTMENT  | 2156.00   | CUSTOMER #21/SUPPLIES          |
| HAMLIN COUNTY PUBLISHING       | 381.39    | PUBLICATIONS                   |
| HAWKINS, INC                   | 9279.15   | 4676095;2447/4684451/SUPPLIES  |
| HD ELECTRIC COOPERATIVE, INC.  | 59.19     | 8346/35107/SERVICES            |
| JUDI HUTTEMANN                 | 100.00    | WATER DEPOSIT REFUND           |
| ITC                            | 572.46    | ACCOUNT #00040683-9            |
| JUTTING'S GROCERY              | 66.36     | SUPPLIES                       |
| KAISER WELL DRILLING, INC.     | 2908.17   | INV. #1387/SERVICES            |
| DELORES KANGAS                 | 32.76     | REIMBURSEMENT                  |
| DAN KOISTINEN                  | 87.36     | REIMBURSEMENT                  |
| KONES KORNER                   | 665.00    | SUPPLIES                       |
| LL & SONS EXCAVATING, INC.     | 510.21    | INV. #11234/SERVICES           |
| LN DEVELOPMENT CORPORATION     | 1000.00   | MONTHLY DONATION               |
| MIDWEST ALARM COMPANY, INC.    | 462.00    | INV. #244860/SERVICES          |
| KONRAD NIEMELA                 | 100.00    | WATER DEPOSIT REFUND           |
| NITTEBERG CONSTRUCTION CO.     | 3121.20   | INV. #6493/SUPPLIES            |
| NORDEN MOTOR COMPANY           | 828.59    | SUPPLIES                       |
| NORTHWESTERN ENERGY            | 1010.25   | 2540879;703/2948926/2747404    |
| OFFICE PEEPS, INCORPORATED     | 423.23    | 888407;396;941/889886/891405   |
| OTTERTAIL POWER COMPANY        | 6659.39   | 14047492/EAST SEWER LIFT       |
| PRINT 'EM NOW                  | 174.00    | INV. #74985/SUPPLIES           |
| PRODUCTIVITY PLUS ACCT(TITAN)  | 1933.40   | 4860681A/4844700A              |
| RUNNINGS SUPPLY INC.           | 913.76    | INV. 4756984/4767472           |
| ABBY SCHULTZ                   | 200.00    | LNCC DEPOSIT REFUND            |
| SD DENR                        | 100.00    | WELLFIELD & RAW WATER TRANS.   |
| SD ONE CALL                    | 4.20      | SD20-0284/SERVICES             |
| SDML WORKERS COMPENSATION FUND | 1610.00   | INV. #18764/AUDIT              |
| STAR LAUNDRY & DRY CLEANERS    | 101.76    | INV. #116260/259/SERVICES      |
| TEAM LABORATORY CHEMICAL, LLC. | 1647.50   | INV0019990/20022/SUPPLIES      |
| TOWN OF HAYTI                  | 542.87    | REIMBURSEMENT                  |
| US POSTAL SERVICE              | 70.00     | UTILITY POSTAGE                |
| MILBANK WINWATER WORKS         | 2485.76   | INV. #163971/METERS            |
| XT ALTERATIONS                 | 36.00     | SERVICES                       |
| FIRST NET                      | 103.96    | WIRELESS SERVICE               |
| AT&T                           | -35.29    | MONTHLY SERVICE                |

|                          |         |                          |
|--------------------------|---------|--------------------------|
| SD DEPARTMENT OF REVENUE | 147.26  | SALES TAX RETURN         |
| FIRST PREMIER BANK       | 19.26   | BANK CHARGES             |
| REVTRAK CHARGE           | 71.50   | SERVICE CHARGE           |
| REED                     | 2712.02 | AUTO-LOAN PAYMENT        |
| RURAL DEVELOPMENT        | 3597.00 | AUTO-LOAN #91-01 PAYMENT |
| RURAL DEVELOPMENT        | 1678.70 | AUTO-LOAN #91-03 PAYMENT |
| RURAL DEVELOPMENT        | 1939.00 | AUTO-LOAN #97-06 PAYMENT |

Motion made by Layman and seconded by Larson to issue warrants and pay the bills. All voted aye.

Motion made by Jacobsen and seconded by Layman to table action on the purchase of a new city pickup for the maintenance department until the August 2020 council meeting. All voted aye.

Motion made by St. John and seconded by Layman to table action regarding construction of a skateboard park at Ray Antonen Field until the July 2020 council meeting. All voted aye.

Motion made by Layman and seconded by Jacobsen to table action on the purchase of a new awning for Klassy Kuts until the May 2020 council meeting. All voted aye.

Motion made by St. John and seconded by Jacobsen to hire Kirby Antonen at \$9.40 per hour, Ryan MacDonell at \$9.35 per hour, Jacob MacDonell at \$9.35 per hour and Austin Hakeman at \$9.35 per hour as part-time summer help. All voted aye.

Motion made by Jacobsen and seconded by Larson to hire Kirby Antonen at \$9.40 per hour and Austin Hakeman at \$9.35 per hour for back-up help for the Water Treatment Plant. All voted aye.

Motion made by Dorene and seconded by Layman to table action concerning hiring of personnel for the Summer Youth Program. All voted aye.

Discussion held concerning a Public Hearing for the proposed Wastewater Project. Motion made by Layman and seconded by Larson to set Monday, April 27, 2020 at 7:00 PM at the Lake Norden Community Center located at 520 Main Avenue as the time and place for the hearing. Residents and/or concerned individuals will also be able to access the meeting via ZOOM. All voted aye.

Council member Jacobsen introduced the following resolution and moved that the same is passed.

RESOLUTION NO. 05/04/2020

RESOLUTION AUTHORIZING AN APPLICATION FOR FINANCIAL ASSISTANCE, AUTHORIZING THE EXECUTION AND SUBMITTAL OF THE APPLICATION, AND DESIGNATING AN AUTHORIZED REPRESENTATIVE TO CERTIFY AND SIGN PAYMENT REQUESTS.

WHEREAS, the City of Lake Norden (the "City") has determined it is necessary to proceed with improvements to its Wastewater System, including but not limited to installation of a new lift station, installing a force main, installing a new gravity sewer line and/or generator installation (the "Project"); and

WHEREAS, the City has determined that financial assistance will be necessary to undertake the Project and an application for financial assistance to the South Dakota Board of Water and Natural Resources (the "Board") will be prepared; and

WHEREAS, it is necessary to designate an authorized representative to execute and submit the Application on behalf of the City and to certify and sign payment requests in the event financial assistance is awarded for the Project,

NOW THEREFORE BE IT RESOLVED by the City as follows:

1. The City hereby approves the submission of an Application for financial assistance in an amount not to exceed \$1,000,000 to the South Dakota Board of Water and Natural Resources for the Project.

2. The Mayor is hereby authorized to execute the Application and submit it to the South Dakota Board of Water and Natural Resources, and to execute and deliver such other documents and perform all acts necessary to effectuate the Application for financial assistance.

3. The Mayor is hereby designated as the authorized representative of the City to do all things on its behalf to certify and sign payment requests in the event financial assistance is awarded for the Project.

Adopted at Lake Norden, South Dakota, this 6<sup>th</sup> day of April 2020.

APPROVED: 4/6/2020

Jason Aho, Mayor  
City of Lake Norden

(Seal)

Attest:

Delores Kangas, City Finance Officer

The foregoing resolution was duly seconded by Larson. All voted aye. Thus, resolution is duly passed and adopted.

Motion made by Jacobsen and seconded by Andrews to approve Change Order #3 for the Water Project Bid Package II, contingent upon funding agency approval. All voted aye.

Motion made by Andrews and seconded by Larson to approve Water Systems Improvement Project - Pay Request #15 - SRF Loan \$111,079.00 and Interim Financing \$73,797.07, contingent upon funding agency approval. Said request includes Banner \$37,281.60 and Halme Inc. Pay Request #3, Bid Package II \$147,594.47. All voted aye.

Mayor Aho gave an update regarding the ponds located at the City's Wastewater System.

Motion made by St. John and seconded by Lemme to approve the Engineering Contract with Banner Associates for the Sewer Lift and Main Project, as presented. All voted aye.

Discussion held concerning the contract between the City of Lake Norden and South Dakota Municipal League - Code Enforcement. David H. Miller, Regional Code Enforcement Specialist, with the SDML-Code Enforcement shall commence inspections of Lake Norden between the last two weeks of April and during the month of May. Miller shall send letters to those residents and/or business in violation requesting compliance with city ordinances. If compliance is not achieved, the abatement process shall follow with the next step for non-compliance being removal of said nuisance.

Motion made by Layman set the following dates and guidelines for the annual City Wide Cleanup with the following guidelines:

- No curbside pick-up will be conducted by city employees or Cook's Wastepaper and Recycling due to concerns relating to COVID-19;
- Dates are Monday through Thursday, May 11-14, 2020;
- Roll offs shall be placed on the property located across from the Fire Hall (corner of Main Avenue and Burlington Street);
- Utilizing their own resources, residents must transport all items to the roll offs
- Residents must place all items within the roll offs;
- No tires, batteries or paint is allowed.

Motion was seconded by Larson. All voted aye. Thus, motion passed.

Council set the dates for pickup of tree branches for Monday and Tuesday, May 18 & 19, 2020. Residents may place branches on the street side of their property and city employees will pick up.

Motion made by Jacobsen and seconded by St. John to approve the March Police Report, as presented. All voted aye.

Motion made by Lemme and seconded by Larson to adjourn at 8:14 PM. All voted aye.

Jason Aho  
Mayor

Delores Kangas  
Finance Officer

 "This institution is an equal opportunity provider, and employer."

Publish once at an approximate cost of \_\_\_\_\_.