

**CITY OF LAKE NORDEN**

**February 7, 2022**

Council met in regular session at 7:00 PM. Mayor Aho presiding. Members present: Jason Aho, Janet Andrews, Brian Jacobsen, Cameron Larson, and Kim St. John. Absent: John Layman and Dorene Lemme.

City employees present: Tony Aas, Dan Koistinen, Kendra Rickard. Absent: Roy Hauschildt.

Others present: Jenna Aderhold-Herald Enterprise.

Motion made by St. John and seconded by Larson to approve the agenda, as presented. All voted aye.

Motion made by Larson and seconded by Andrews to approve the previous minutes, as presented. All voted aye.

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

Motion made by Larson and seconded by Jacobsen to approve the itemized credit card payment, as follows:

AAS***6494	APPLE.COM	1.05	SERVICES
HAUSCHILDT***2717	UPS STORE	18.52	SERVICES
KOISTINEN ***2733	USA BLUE BOOK	436.65	SUPPLIES
KOISTINEN ***2733	LIGHTBULBSCOM	44.49	SUPPLIES

All Voted Aye. Thus, motion carried.

The finance officer submitted the following bills with verified vouchers for payment of January's bills:

KENDRA RICKARD	3295.03	SALARY/LESS DEDUCTIONS
JAMES DONNELLY	2800.63	SALARY/LESS DEDUCTIONS
TONY AAS	3476.82	SALARY/LESS DEDUCTIONS
DAN L. KOISTINEN	3400.84	SALARY/LESS DEDUCTIONS
STACY HAKEMAN	237.59	SALARY/LESS DEDUCTIONS
ROY HAUSCHILDT	3359.39	SALARY/LESS DEDUCTIONS
BANNER ASSOCIATES	8553.20	INV.#36401;45/SERVICES
BOYD LAW FIRM, PROF. L.L.C.	504.00	LEGAL FEES
BUILDING SPRINKLER INC.	428.23	INV.#85599/SERVICES
COLONIAL RESEARCH CHEMICAL COR	658.68	INV.#148261/SUPPLIES
CONNECTING POINT COMPUTER	35.00	INV.#418497/SERVICES
DAKOTA PUMP & CONTROL	1301.02	INV.#27570;27584;27599/SERVICE
DAKOTA PUMP INC	1502.75	INV.#15187/CONTRACT RENEWAL
DEPARTMENT OF HEALTH	56.00	INV.#10602394/SERVICES
FIRST PREMIER BANK	6.25	BANK COLLECTIONS

GREAT AMERICAN FINICIAL SVCS.	110.76	LEASE FEES
HALME INC	53703.16	INV.#3228/SERVICES
HAMLIN BUILDING CENTER	655.70	CUSTOMER CODE: LAKNOR3
HAMLIN COUNTY SHERIFF'S OFFICE	210.00	CONTRACTED SHERIFF'S SERVICE
HAMLIN COUNTY HWY. DEPARTMENT	1611.00	CUST#:21/SERVICES
HAMLIN COUNTY PUBLISHING	282.16	PUBLICATIONS
HAWKINS, INC	8167.08	6084650
HD ELECTRIC COOPERATIVE, INC.	1479.48	ACCT#:8346/35107/35853
HOLIDAY OUTDOOR DECOR	908.09	INV2017/SUPPLIES
INNOVATIVE OFFICE SOLUTIONS	169.00	INV.#117024-1/SUPPLIES
ITC	630.89	ACCT#:00040683-9
JJJ PROPERTIES, LLC	1020.00	STORAGE UNIT RENTAL
KDM EQUIPMENT, INC.	1548.26	STATEMENT#:2831/SERVICES
DAN KOISTINEN	377.58	REIMBURSEMENT
LN DEVELOPMENT CORPORATION	1000.00	MONTHLY DONATION
MENARDS	1157.73	ACCT.#30970407/SUPPLIES
NITTEBERG CONSTRUCTION CO.	669.60	INV.#8207/SERVICES
NORTHWESTERN ENERGY	2898.19	STATEMENT
OFFICE PEEPS, INCORPORATED	380.38	970979;10;10-1;860;967544;6624
OTTERTAIL POWER COMPANY	4560.99	CUSTOMER #:00566
RUNNINGS SUPPLY INC.	251.32	ACCT#2810088
SD DANR-BOARD OF OPERATOR CERT	60.00	CERTIFICATION EXAM APPLICATION
SD DANR - FISCAL OFFICE	50.00	INV0000228/ENVIRONMENTAL FEES
SD ONE CALL	25.05	SD21-03549
STAR LAUNDRY & DRY CLEANERS	111.21	INV.#144166;67/SERVICES
TEAM LABORATORY CHEMICAL, LLC.	2446.00	INV0028547/SUPPLIES
TOWN OF HAYTI	664.11	MONTHLY FEES
US POSTAL SERVICE	138.00	UTILITY POSTAGE
VESSCO, INC.	597.09	INV.#086236/SUPPLIES
SD DEPARTMENT OF REVENUE	144.40	SALES TAX PAYMENT
FIRST NET	151.41	SERVICES
REVTRAK CHARGE	84.55	SERVICE CHARGE
RURAL DEVELOPMENT	1939.00	AUTO-LOAN #97-06 PAYMENT

Motion made by St. John and seconded by Andrews to issue warrants and pay the bills for the month of January. All voted aye.

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

KENDRA RICKARD	3354.34	SALARY/LESS DEDUCTIONS
JAMES DONNELLY	3036.92	SALARY/LESS DEDUCTIONS
TONY AAS	4170.74	SALARY/LESS DEDUCTIONS
DAN L. KOISTINEN	3616.60	SALARY/LESS DEDUCTIONS
STACY HAKEMAN	377.62	SALARY/LESS DEDUCTIONS
ROY HAUSCHILDT	3090.57	SALARY/LESS DEDUCTIONS
JASON AHO	59.64	REIMBURSEMENT
BANNER ASSOCIATES	12068.00	INV#36597;36660/SERVICES
BOYD LAW FIRM, PROF. L.L.C.	630.00	LEGAL FEES
COLONIAL RESEARCH CHEMICAL COR	658.88	INV.#148378/SUPPLIES
CONNECTING POINT COMPUTER	37.00	INV.#418860/SERVICES
COOK'S WASTEPAPER & RECYCLING	2587.83	MONTHLY STATEMENT
CORE & MAIN LP	887.32	INV.#Q320532/SUPPLIES
DEPARTMENT OF HEALTH	56.00	INV.#10602799/SERVICE

ELECTRICAL ENGINEERING & EQUIP	425.00	INV.#917330-00/SERVICE
FIRST DISTRICT	595.43	2022 MUNICIPAL DUES
GREAT AMERICAN FINICIAL SVCS.	110.76	LEASE FEES
HALME INC	3830.91	INV.#3245/SERVICES
HAMLIN BUILDING CENTER	160.18	CUSTOMER CODE: LAKNOR3
HAMLIN COUNTY SHERIFF'S OFFICE	127.50	CONTRACTED SHERIFF SERVICE
HAMLIN COUNTY PUBLISHING	92.89	PUBLICATIONS
HAMLIN COUNTY FARMERS COOP	1397.52	ID#101569/MONTHLY STATEMENT
HAWKINS, INC	3646.07	INV.#6107285;6112034/SUPPLIES
HD ELECTRIC COOPERATIVE, INC.	1496.52	ACCT#8346/35107/35853
HEIMAN, INC.	130.00	INV.#39309/SERVICES
INTERNATIONAL ASSOC. OF POLICE	190.00	RENEWAL DUES
ITC	633.73	ACCT.#00040683-9
JUTTING'S GROCERY	192.93	CUST#13/SUPPLIES
KDM EQUIPMENT, INC.	224.40	STATEMENT#2939/SERVICES
KING BROS HEATING & COOLING	263.75	SANFORD CLINIC REPAIRS
LN DEVELOPMENT CORPORATION	1000.00	MONTHLY DONATION
MIDWEST ALARM COMPANY, INC.	89.25	INV.#301371/SERVICES
MINN-KOTA PEST SERVICES, INC.	410.40	INV.#101589/SERVICES
NORTHWESTERN ENERGY	3401.20	MONTHLY SERVICE
OFFICE PEEPS, INCORPORATED	85.11	INV#972752;4098;3636/SUPPLIES
OTTERTAIL POWER COMPANY	5976.43	CUST#00566/MONTHLY SERVICE
SD ONE CALL	7.35	INV#SD21-03795/SERVICE
SDRS	113.90	PENALTY FEE
STAR LAUNDRY & DRY CLEANERS	140.16	INV.#145342;341/SERVICES
TEAM LABORATORY CHEMICAL, LLC.	2332.36	INV.#0028889/SUPPLIES
TOWN OF HAYTI	243.11	MONTHLY FEES
US POSTAL SERVICE	80.00	UTILITY POSTAGE
SOUTH DAKOTA RETIREMENT	2638.14	EMPLOYER/EMPLOYEE 6%
DENTAL NETWORK OF AMERICA	181.00	EMPLOYEE PREMIUM
SD SUPPLEMENTAL RETIREMENT	300.00	EMPLOYEE CONTRIBUTIONS
EFTPS	6309.03	DEDUCTIONS DEPOSIT
SD DEPARTMENT OF REVENUE	156.44	SALES TAX PAYMENT
FIRST NET	151.41	SERVICES
REVTRAK CHARGE	76.87	SERVICE CHARGE
RURAL DEVELOPMENT	1939.00	AUTO-LOAN #97-06 PAYMENT
WATER SYSTEM REVENUE PLEDGE BOND	45708.23	CW-01 LOAN PAYMENT

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

Motion made by Jacobsen and seconded by Larson to approve the corrected salaries for municipal employees and elected/appointed official of the City of Lake Norden for the year 2022, as presented. All voted aye.

### **2022 Salaries**

- ❖ Mayor -- \$175.00 per council meeting;
- ❖ Council members -- \$100.00 per council meeting;
- ❖ City employees and/or officials attending meetings in behalf of the City --\$100.00 per whole workday meeting/\$50.00 per one-half workday meeting;
- ❖ Kyle Namken/part-time City Landfill -- \$10.73 per hour, \$50.00 Christmas bonus;

- ❖ Kendra Rickard/Finance Officer \$46,350.00 annually/\$50.00 for special council meetings/ In lieu of insurance ½ Employee Health insurance monthly premium (\$473.69) as wage compensation /Life Insurance (\$41.40 quarterly)/In lieu of insurance ½ Dental Insurance premium (\$12.95 monthly)as wage compensation /6% City contribution for SD Retirement /\$50.00 phone reimbursement/\$250.00 Christmas Bonus;
- ❖ Roy Hauschildt/City Maintenance --\$19.57 per hour/ In lieu of insurance ½ Employee Health insurance monthly premium (\$473.69) as wage compensation /Life Insurance (\$41.40 quarterly)/ Family Dental Insurance (\$90.50 monthly)/6% City contribution for SD Retirement/\$50.00 phone reimbursement/\$250.00 Christmas Bonus;
- ❖ Dan Koistinen/City Maintenance -- \$22.66 per hour/In lieu of insurance ½ Employee Health insurance monthly premium (\$473.69) as wage compensation/Life Insurance (\$41.40 quarterly)/In lieu of insurance ½ Dental Insurance premium (\$12.95 monthly)as wage compensation/6% City contribution for SD Retirement/\$50.00 phone reimbursement/\$250.00 Christmas Bonus;
- ❖ Tony Aas/Police Chief -- \$22.66 per hour/ In lieu of insurance ½ Employee Health insurance monthly premium (\$473.69) as wage compensation /Life Insurance (\$41.40 quarterly)/In lieu of insurance ½ Dental Insurance premium (\$12.95 monthly)as wage compensation /8% City contribution for SD Retirement/\$250.00 Christmas Bonus;
- ❖ James Donnelly/Police Officer -- \$19.06 per hour/ In lieu of insurance ½ Employee Health insurance monthly premium (\$473.69) as wage compensation /Life Insurance (\$41.40 quarterly)/ Family Dental Insurance (\$90.50 monthly)/8% City contribution for SD Retirement/\$250.00 Christmas Bonus;
- ❖ Stacy Hakeman part-time Janitor for LNCC and Fire Hall -- \$17.40 per hour, \$50.00 Christmas bonus;
- ❖ Summer Youth Program
  - Coaching -- \$550.00 per team;
  - Concession Stand Manager -- \$225.00 per team;
  - VFW Umpiring -- \$50.00 for non-certified umpires and \$100.00 for certified umpires per game;
  - Summer Youth Umpiring -- \$25.00 per game

Public comment made regarding the odor in town.

Motion made by Jacobsen and seconded by Larson to accept the submitted bid on the 2008 Dodge Durango AWD. All voted aye.

Motion made by Jacobsen and seconded by Andrews to approve the annual donation requests as follows:

- Lake Norden Senior Citizens Association for \$1000.00 (one thousand dollars)
- Lake Norden Historical Society for \$1000.00 (one thousand dollars)
- Lake Norden Association for \$2000.00 (two thousand dollars)

All voted aye.

Motion made by Larson and seconded by Jacobsen to approve the address change request at 809 Main Avenue. All voted aye.

Motion made by St. John and seconded by Andrews to approve the price increase request from Cook's Wastepaper and Recycling. All voted aye.

Motion made by Andrews and seconded by St. John to table the renewal of Code Enforcement Specialists, LLC contract. All voted aye.

Motion made by Larson and seconded by St. John to approve Resolution 01/02/2022 as follows:

**RESOLUTION NO. 01/02/2022**

BE IT ORDAINED by the City Council of the City of Lake Norden that Ordinance #306 A - An Ordinance Regarding Voting Wards be amended as follows:

WHEREAS, the City Council of Lake Norden, South Dakota, has determined that it would be in the best interests of the City of Lake Norden if the voting wards were amended to provide a more equitable distribution of voters based upon population; and

WHEREAS, the proposed redistricting based upon the 2020 census would provide each ward with approximately the following number of voters:

Ward One - 193 voters  
Ward Two - 177 Voters  
Ward Three - 184 voters

NOW THEREFORE, BE IT HEREBY ORDAINED by the City Council of the City of Lake Norden that Ordinance 306A be amended as follows regarding the boundaries for Wards I, II and III:

**Ward I**

Ward "I" shall comprise all of that tract located within the corporate city limits lying south of Main Avenue, and furthermore, shall include Block Three (3) and Block Four (4) of Martha Olson's Second Addition to the City of Lake Norden, and shall also include all blocks located west of Jay Headley Avenue; and

**Ward II**

Ward "II" shall comprise all of that tract located within the corporate city limits lying west and north from the corner of Main Avenue and Burlington Street, but shall exclude Blocks Three (3) and Four (4) of Martha Olson's Second Addition to the City of Lake Norden and east of Jay Headley Avenue; and

**Ward III**

Ward "III" shall comprise all of that tract located within the corporate city limits lying east and north of the corner of Main Avenue and Burlington Street in the City of Lake Norden.



Motion made by St. John and seconded by Jacobsen to table the first reading of Ordinance 370- AN ORDINACE REGARDING VOTING DISTRICTS/WARDS. All voted aye.

Motion made by Larson and seconded by Jacobsen to approve the January Police Report, as presented. All voted aye.

Motion made by Larson and seconded by St. John to adjourn at 7:21 PM. All voted aye.

Jason Aho  
Mayor

Kendra Rickard  
Finance Officer

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

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