

CITY OF LAKE NORDEN

July 5, 2022

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

City employees present: Tony Aas, Roy Hauschildt, Delores Kangas, Dan Koistinen and Shari Layman. Absent: James Donnelly

Others present: Rusty Antonen - LNDC, Carmelita Carlson, EJ Drake, Gregg Jorgensen - Banner Associates, Gordon Kangas - LNDC and Terry Kasten.

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

Motion made by Lemme and seconded by St. John to approve the previous minutes with the following correction: Motion made by St. John and seconded by Layman to set the wage for Jackson Noem at \$10.00 per hour. All voted aye.

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

Motion made by Lemme and seconded by St. John to approve the itemized credit card payment, as follows:

AAS***6494	APPLE.COM	1.05	SERVICES
AAS***6494	ZERO9 HOLSTERS	269.70	SUPPLIES
AAS***6494	ALSVILLE CROSSING	56.47	FUEL
KOISTINEN ***2733	CENEX -BRYANT	175.00	FUEL
KOISTINEN ***2733	CENEX -BRYANT	31.73	FUEL
HAUSCHILD***2717	CENEX -BRYANT	82.00	FUEL
HAUSCHILD***2717	CENEX -BRYANT	53.00	FUEL

All Voted Aye. Thus, motion carried.

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

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

KENDRA RICKARD	6491.83	FINAL PAYOUT/LESS DEDUCTIONS
KYLE NAMKEN	624.28	HOURLY WAGES/LESS DEDUCTIONS
JAMES DONNELLY	2897.14	HOURLY WAGES/LESS DEDUCTIONS
TONY AAS	3378.05	HOURLY WAGES/LESS DEDUCTIONS
DAN L. KOISTINEN	3479.97	HOURLY WAGES/LESS DEDUCTIONS
STACY HAKEMAN	1011.23	SALARY-HRLY.WAGES/LESS DEDUCTIONS
ROY HAUSCHILD	3040.99	HOURLY WAGES/LESS DEDUCTIONS
DELORES KANGAS (MAY&JUNE)	5833.81	HOULY WAGES/LESS DEDUCTIONS

DAWSON NOEM	1082.56	HOURLY WAGES/LESS DEDUCTIONS
AUSTIN HAKEMAN	804.68	HOURLY WAGESLESS DEDUCTIONS
JACKSON NOEM	748.03	HOURLY WAGES/LESS DEDUCTIONS
SHARI LAYMAN	1615.33	HOURLY WAGES/LESS DEDUCTIONS
SOUTH DAKOTA RETIREMENT	2017.18	EMPLOYER/EMPLOYEE 6%
SD SUPPLEMENTAL RETIREMENT	350.00	EMPLOYEE CONTRIBUTIONS
EFTPS	8478.16	DEDCUTIONS DEPOSIT
EFTPS	2786.59	DEDUCTIONS DEPOSIT/RICKARD PAYOUT
BADGER OIL COMPANY	629.40	35641;829;697;138/36018
BANNER ASSOCIATES	46508.50	INV. #37545;656/SERVICES
BASIN CONSTRUCTION & DRAIN TIL	10704.08	INV. #20595/SERVICES
DAVE BESTIE	100.00	UMPIRE 5/28
BLACK RIVER HOLDINGS	1276.92	UTILITY REFUND/ACCT 400/500
BOUNCE AROUND INFLATABLES, LLC	1183.05	INV. #25111/SERVICES
BOYD LAW FIRM, PROF. L.L.C.	1152.00	LEGAL FEES
CITY OF BROOKINGSNDFILL	294.75	INV. #84218/SERVICES
COLONIAL RESEARCH CHEMICAL COR	664.78	INV. #149011/SUPPLIES
CONNECTING POINT COMPUTER	1312.00	INV. #420459;554;820
COOK'S WASTEPAPER & RECYCLING	2713.62	MONTHLY (195) WITH CORRECTIONS
CATHY CORDREY	75.00	WATER DEPOSIT REFUND
CORE & MAIN LP	161.56	INV. #R068365/SUPPLIES
DAKOTA PORTABLE TOILETS	130.00	INV. #14667/SERVICES
DAKOTA PUMP & CONTROL	363.78	INV. #28060/SERVICES
DAKOTA PUMP INC	829.08	INV. #15709/SERVICES
DEPARTMENT OF HEALTH	28.00	INV. #10604816/TESTING
EFRAIMSON ELECTRIC INC.	12499.90	INV. #2063/LIGHT POLE REPLACEM
GALLS, LLC	193.20	ORDER #20931911-1/UNIFORMS
GREAT AMERICAN FINICIAL SVCS.	110.76	INV. #31918644/LEASE PYMT
HAMLIN BUILDING CENTER	632.16	CUST.CODE LAKENOR3
HAMLIN COUNTY SHERIFF'S OFFICE	310.00	CONTRACTED SHERIFF'S SERVICE
HAMLIN COUNTY PUBLISHING	630.81	PUBLICATIONS
HAMLIN COUNTY FARMERS COOP	3206.04	ID#101569
HAMLIN SCHOOL DISTRICT NO.28-3	45.00	SWIM/BUS INSURANCE
HAWKINS, INC	3145.53	6211546;22897;24029
HYDRO-KLEAN, LLC	1311.25	INV. #078340/SERVICES
ITC	651.11	ACCT#00040683-9
DELORES KANGAS	712.35	REIMBURSEMENT/ENVELOPES
KDM EQUIPMENT, INC.	735.00	INV. #31634;640;559;577
JEFF KRUSE	499.80	REIMBURSEMENT
LN DEVELOPMENT CORPORATION	75000.00	ECONOMIC DEVELOPMENT
LN DEVELOPMENT CORPORATION	1000.00	MONTHLY DONATION
MENARDS	89.91	ACCT. #30970407/SUPPLIES
BRYAN NELSON	300.00	UMPIRE 6/26;6/9
KONRAD NIEMELA	200.00	LNCC DEPOSIT REFUND
NITTEBERG CONSTRUCTION CO.	1570.70	INV. #8434;77/SUPPLIES
BRAD NOEM	1056.80	REIMBURSEMENT
NORTHWESTERN ENERGY	1019.33	ACCT. 25040879/WATER TREATMENT
NEVAH ODLE	25.00	WATER METER DEPOSIT
OFFICE PEEPS, INCORPORATED	77.86	INV. #987483-0;9019-0/SUPPLIES
OTTERTAIL POWER COMPANY	5647.74	1430025/TENNIS COURT
RYAN PECKENPAUGH	100.00	UMPIRE 6/27
PRAIRIE LAKES WELLNESS CENTER	1485.00	SWIM - LAKE NORDEN
ROY'S SPORT SHOP	14.99	INV. #62323
SD DANR - FISCAL OFFICE	230.00	INV0000228/0187/SDG860068

STAR LAUNDRY & DRY CLEANERS	330.63	ACCT#3710;0002;00003
MATTHEW STEFFENSEN	200.00	UMPIRE 6/7
JACOB STEFFENSEN	600.00	UMPIRE 5/26;5/2;6/7;6/9
MATTHEW STEFFENSEN	200.00	UMPIRE 7/6
JACOB STEFFENSEN	200.00	UMPIRE 7/6
MATTHEW STEFFENSEN	200.00	UMPIRE 6/24
JACOB STEFFENSEN	400.00	UMPIRE 6/24 & 6/27
CHELIE SWEENEY	500.00	SWIM BUS DRIVER
SHANNON SYMENS	75.46	REIMBURSEMENT
TEAM LABORATORY CHEMICAL, LLC.	3592.00	INV0030997;31189
TOWN OF HAYTI	293.59	REIMBURSEMENT
US POSTAL SERVICE	88.00	UTILITY POSTAGE
MILBANK WINWATER WORKS	662.44	INV.17820903;914001
SD DEPARTMENT OF REVENUE	179.98	SALES TAX PAYMENT/with CORRECTIONS
FIRST NET	151.30	SERVICES
REVTRAK CHARGE	100.14	SERVICE CHARGE
BANK CHARGES	54.17	SERVICE CHARGES
RURAL DEVELOPMENT	1939.00	AUTO-LOAN #97-06 PAYMENT
EFTPS	7343.88	Q4/2021 DED.DEPOSIT & PENALTIES

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

Public comment made by the following individuals: Carmelita Carlson.

Alderman Brian Jacobsen - Ward II did not file a Petition of Nomination. Thus, a vacancy exists in Ward II. No Council action was taken.

Discussion was held concerning *Black River Holdings, LLC* 's request for creation of a TIF District for the property located at 502 Main Avenue. Mayor Aho consulted Toby Morris. The opinion of Morris is because construction is almost complete on the above-mentioned property does not qualify for a Tif District.

EJ Drake representing *Black River Holdings, LLC* presented a request for partial or full payment of the approved funding as stated in the Memorandum of Understanding dated December 16, 2021. Motion made by Lemme and seconded by Andrews to authorize disbursement \$75,000.00 (seventy-five thousand dollars) to the Lake Norden Development Corporation for economic development of the City of Lake Norden for the above-mentioned request. Voting aye: Andrews, Lemme and Larson. Voting nay: St. John. Absent: Layman. Thus, motion carried.

Motion made by Larson and seconded St. John to table action regarding the proposal from Eframson Electric for a generator for the Lake Norden Fire Hall until the August 1, 2022 meeting. All voted aye.

Motion made by St. John and seconded by Andrews to approve a change to Eframson Electric June 1, 2022 original quote as follows: - Item B. Lights installed shall be 4 LED 500W lights. All voted aye.

Discussion held concerning paving proposals from Kissner Paving, as presented. No action was taken.

Motion made by St. John and seconded by Lemme to authorize the purchase of a cell booster to the City Office Building. All voted aye.

Motion made by Andrews and seconded by Larson to approve the following correction to December 6, 2021 minutes as follows: Motion to approve the Warranty Deed for the sale of property to Black River Holdings, LLC with the agreed upon value of property being \$1.00 (one dollar). All voted aye.

Mayor Aho declared the council convene jointly acting as the Lake Norden City Council and as a Planning and Zoning Commission and Zoning Board of Adjustments

Isaac Seppanen requested to address the council regarding the moved-in garage at his residence located at 710 2nd Avenue South. Seppanen did not appear for the meeting. Discussion was held regarding the permit for the above-mentioned property. Because the permit was incorrectly authorized it is not a valid permit. Mayor Aho shall contact Seppanen concerning the permit and the need for a variance request.

Terry Kasten addressed the Council regarding mowing violations and the parking of vehicles on the 400 block of Main Avenue.

Motion made by Larson and seconded by St. John to charge the 6/25/2022 renter of the Lake Norden Community Center \$500.00 (five hundred dollars) for excess cleaning hours and damages at the Community Center. All voted aye.

Council reviewed the lease agreement for the Lake Norden Community Center. Motion made by Larson and seconded by St. John to increase the rental fee to \$200.00 (the rental fee shall now include both the Meeting Room and the Main Hall) and the deposit fee to \$350.00. All voted aye.

Motion made by Lemme and seconded by Andrews to approve the quote from Brookings Auto Mall for a 2023 Chevrolet Silverado 2500HD crew Cab 172" Work Truck, as presented. All voted aye.

Motion made by Andrews and seconded by Larson to approve the quote from Dakota Storage Buildings for a 8' X 10' shed for the City's *Restricted Use Solid Waste Facility*, as presented. All voted aye.

Motion made by St. John and seconded by Lemme to accept the quote from *Independent Audit Services - Benjamin Elliot, CPA* for a financial audit of the City records for the year ending December 31, 2021, as presented. All voted aye.

Motion made by Lemme and second by Larson to authorize the transfer of fund from Sewer Restricted Cash Fund 604 00 107.50 to Sewer Cash 604 00 101.00 in the amount of \$115,000.00 (one hundred fifteen thousand dollars) to cover project expenses. All voted aye.

Rusty Antonen and Gordon Kangas representing the Lake Norden Development Corporation presented a request for financial support from the City to the LNDC for a new business wanting to relocate in Lake Norden. No action was taken.

Motion made by Lemme and seconded by Andrews to authorize the purchase of two new computers for the Lake Norden City Office from Ultra Inc. All voted aye.

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

RESOLUTION #07/07/2022

A RESOLUTION APPROVING AN AMENDMENT TO ORDINANCE #357 SECTION VI - RATES AND CHARGES FOR SERVICES OF THE WASTEWATER SYSTEM

WHEREAS,

In addition to other sewer charges, the City of Lake Norden hereby establishes a surcharge of \$13.15 payable by each customer of its system who receives or benefits from the services of the project financed by the CW-03 - loan with the borrower bond. The collection of the surcharge shall start on January 1, 2023. The surcharge shall remain in effect until such time as the borrower bond is paid in full, it shall be collected at the same times as other charges of the system, and establish a surcharge account to segregate the income from other system income for book keeping purposes to be pledged to the South Dakota Conservancy District. The surcharge shall be reviewed from year to year and modified in order to provide the required 110 percent debt coverage.

THEREFORE, THIS RESOLUTION IS PASSED AND ADOPTED THIS 5th DAY OF JULY, 2022.

ATTEST:
Delores Kangas
Finance Office
City of Lake Norden

City of Lake Norden
Jason Aho, Mayor

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

Motion made by St. John and seconded by Larson to go into executive session per SDCL 1-25-2 Section 1 at 8:31 PM. All voted aye.

Mayor Aho declared the Council out of executive session at 8:51 PM.

Motion made by Larson and seconded by St. John to approve June 2022 Police Reports, as presented. All voted aye.

Motion made by Larson and seconded by St. John to authorize Police Chief Aas to hire a part-time police officer to be shared with the Town of Hayti. Furthermore, said wage shall be \$20.00 (twenty dollars) per hour with hours capped at 30 (thirty) hours per week. All voted aye.

Motion made by Larson and seconded by St. John to authorize Chief Aas to purchase 1 (one) camera system as presented in quote #1802202. All voted aye.

Motion made by St. John and seconded by Andrews to approve a *Leave of Absence* for James Donnelly, Police Officer, until a review is conducted by the *SD Law Enforcement Commission* regarding Donnelly's certification. All voted aye.

Motion made by Andrews and seconded by St. John to accept Finance Officer Kendra Rickard's letter of resignation, effective July 1, 2022. All voted aye.

Motion made by Larson and seconded by St. John to authorize payment to Kendra Rickard with her current monthly salary through the end of July 2022. Furthermore, all sick and vacation time shall be paid. Also, the payout is not subject to the following benefits: South Dakota Retirement; Dental Insurance reimbursement, Health Insurance reimbursement or cell phone reimbursement. All voted aye.

Council reviewed the current Finance Officer Job Description. Motion made by Andrews and seconded by Lemme to approve the following changes:

- a) Finance Officer no longer responsible for coordinating events at the Lake Norden Fire Hall or stocking cleaning supplies and paper products;
- b) Finance Officer no longer responsible to order and stock cleaning supplies, paper products and other necessary supplies for the Lake Norden Community Center.;
- c) Finance Officer position shall be full-time based on a 40-hour work week
- d) Finance Office Posted Hours shall 8:00 AM until 5:00 PM

Motion made by St. John and seconded by Lemme to appoint Delores Kangas as Deputy Finance Officer on a temporary basis. All voted aye.

Motion made by St. John and seconded by Larson to adjourn at 8:55 PM. All voted aye.

Jason Aho
Mayor

Delores Kangas
Deputy Finance Officer

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

Publish once at an approximate cost of _____.