

City of Lake Norden

May 13, 2024

The council met in regular session at 7:00 PM. Mayor Layman presiding. Members present: Cameron Larson Janet Andrews, Dorene Lemme, Tom Swafford and Gordon Kangas.

Absent: Kim St. John

City employees present: Shari Layman, Kellee Dragt, Chief Tony Aas, Patrol Officer Cody Gregg, Dan Koistinen, and Roy Hauschildt.

Absent: K-9 Sgt. Michael Morgan

Others present: Teresa Wendling, Deni Wendling, Brady Jager, Ciara Jager and Larry Barnett

A request was made to add Park improvement to the agenda prior to approval.

Motion made by Larson and seconded by Kangas to approve the May 13th agenda, with addition of Park improvements added. All voted aye.

Motion made by Kangas and seconded by Lemme to approve the April 8th minutes, as presented. All voted aye.

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

Aas***6494	Apple.com	\$1.05	Services
Aas***6494	Microsoft	\$106.19	Services

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

Finance Office	\$6,611.30	Salary/Less Deductions
Govt. Buildings	\$78.39	Salary/Less Deductions
Police Department	\$10,910.46	Salary/Less Deductions
Sanitation	\$789.59	Salary/Less Deductions
Street Admin.	\$2,109.98	Salary/Less Deductions
Auditorium	\$1,050.39	Salary/Less Deductions
Water Administration	\$3,904.93	Salary/Less Deductions
Sewer Administration	\$607.60	Salary/Less Deductions
Sewer Maintenance	\$50.00	Salary/Less Deductions
AT&T Mobility	\$486.66	ACCT #28733887022/Services

Badger Oil Company	\$11,356.30	INV# 8251/Lawn Mower
Banner Associates	\$17,056.38	INV #42393; 57; 42104; 17/Services
Basin Construction & Drain Til	\$400,222.54	Pay App #6 Public Safety building & Pay App #8/North Lift Improv
Basin Construction & Drain Til	\$229,357.18	INV #22871/ (lost reissued check)
Boyd Law Firm, Prof. L.L.C.	\$2,321.88	Legal Fees
Brian's Glass & Door, LLC	\$638.66	INV #93144, 92964, 92963/Services
C & S Pest Control	\$165.00	INV #240541/Services
City of Lake Norden	\$225.00	LNCC Deposit Refund/Nebel Rent
Colonial Research Chemical Cor	\$811.18	INV #151944/Supplies
Complete Comfort	\$1,086.72	INV #1325; 26; 28; 29; 30; 31
Cook's Wastepaper & Recycling	\$2,812.17	Monthly Services (199)
Core & Main LP	\$6,245.42	INV #U420685/Supplies
Dakota Portable Toilets	\$160.00	INV #18824
Dakota Pump & Control	\$3,853.65	INV #29965
Dakota Supply Group	\$1,214.60	INV #S103532489.002; 003/Supplies
Department of Health	\$40.00	Testing/Police Department
Kellee Dragt	\$76.66	Reimbursement/Open House
Sara Duncan	\$350.00	LNCC Deposit Refund/Duncan
Eframson Electric Inc.	\$933.67	INV #17792/Services
Elite Drain & Sewer Cleaning	\$265.00	INV #58269030824/Services
ELO Prof. LLC	\$5,695.08	INV #78765/Services
Everbridge Inc.	\$2,625.00	INV #M81414/Services
Express Embroidery & Screen	\$11.59	City Shirts
Express Embroidery & Screen	\$85.96	INV #2998/Supplies
Galls, LLC	\$160.95	INV #27696496/Supplies
Goldstar Productions INC	\$3,798.10	INV #0079932-IN/Supplies
Great American Financial Svcs.	\$143.17	Lease Fees
Greenline Products	\$4,997.82	INV #G4387; G4433/Supplies
Hamlin Building Center	\$3,532.46	Supplies
Hamlin Co. Treasurer	\$438.56	Elevator Lot/#4968; #4820
Hamlin County Farmer's Coop	\$1,823.96	ID #101569
Hamlin County	\$525.25	Quarterly Payment
Hamlin County Publishing	\$505.78	Publications
Hawkins, INC	\$14,321.28	INV #6719150/Supplies
HD Electric Cooperative, INC	\$1,608.62	Acct. #8345, 35107, 35853
Hydro-Klean, LLC	\$5,235.00	INV #088468/Services
ISG	\$7,500	INV 104732, 103741/Capital Imp
ITC	\$927.61	Phone and Internet
Jack's Dakota Grill	\$6,800.00	INV #405/Public Safety
The JP Cooke Co.	\$106.75	INV #831500/Pet Tags
Kaiser Well Drilling, Inc	\$14,387.78	INV #42674/Replacement Well
Gerald Kasten	\$75.00	Water Deposit Refund/G. Kasten
KDM Equipment, INC	\$455.79	INV #39676/Services
Dan Koistinen	\$85.96	Reimbursement
Kones Korner	\$800.00	Rental Public Safety Building
Shari Layman	\$83.26	Reimbursement/Museum Supplies
Level Contracting LLC	\$7,250.00	INV #1831/Services

LL & Sons Excavating, Inc.	\$15,179.62	INV #13633/Services
LN Development Corporation	\$1,000.00	Monthly Donation
Maguire Iron, Inc.	\$146,970.00	Pay App #10/Water Tower
Medary Acres Greenhouses, Inc.	\$1,423.58	INV #5394, 5395/Supplies
Meierhenry Sargent LLP	\$5,000.00	INV #45804/Services
Menards	\$2,023.99	INV #7694, 7580, 7181, 7579
Midwest Alarm Company, Inc.	\$709.48	INV #375351/Services
Michael Morgan	\$203.20	Reimbursement
Heather Nebel	\$125.00	LNCC Deposit Refund
Nimble Wash, LLC	\$139.84	INV #1342/Services
Nitteberg Construction, Co.	\$2,245.10	INV #9948; 9917/Supplies
Brad Noem	\$503.00	Reimbursement
Northwestern Energy	\$1,740.11	ACCT #2540879-0/Water Treatment
ODP Business Solutions, LLC	\$2,899.79	INV #358668781001/Public Safety
Office Peeps	\$5,835.54	INV #1062990, 10562990, 1058296, 105994
Ottertail Power Company	\$4,800.13	14043299/Welcome Sign
Popham Construction	\$575.00	INV #10513/Services
Roy's Sport Shop	\$995.88	INV #184266/Supplies
Runnings Supply, Inc	\$415.83	INV #5959343, 1396450, 5938894
Sharp Automotive	\$165.25	INV #437611/Services
Star Laundry & Dry Cleaners	\$282.40	INV #3710; 01, 02/Services
Team Laboratory Chemical, LLC	\$5,792.80	INV #40754, 40891, 40690
Topkote INC	\$13,813.00	INV #7024/Services
Two Way Solutions	\$102.97	INV #133453/Supplies
TwoTrees Technologies	\$37.00	INV #38861/Services
Ultimate Services LLC	\$5,700.00	INV #2008/Services
US Postal Service	\$174.00	Utility Postage
Steven Ust	\$318.60	INV #2432/Services
Watertown Ford	\$80.15	INV #46573/Services
Westside Animal Clinic, P.C.	\$386.35	INV #274516/K-9 Koa
Milbank Winwater Works	\$1,117.61	INV #19041801/Supplies

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

Committee Reports:

Community Center: Nothing to report

Parks: Nothing to report

Police: Nothing to report

Streets: Nothing to report

Summer Youth: Nothing to report

Motion made by Lemme and seconded by Andrews to table the Revising of the Memorandum of Understanding, The revision would include extending the completion to December 31st with the possibility of an extension, drawings of project, progress reports , the lot has to be in compliance with Memorandum and signed by both parties before the Permit is issued. All voted aye.

Motion made by Larson and seconded by Andrews to approve the Lake Norden Fire Department's lease agreement for \$1,000 per month, pending corrections. Kangas and Swafford voted aye. Lemme abstained.

Motion made by Larson and seconded by Kangas to approve the Lake Norden Ambulance's lease agreement for \$2,000 per month, pending corrections. All voted aye.

The Finance Officer swore in Council Members Gordon Kangas Ward III, Dorene Lemme Ward II, and Thomas Swafford Ward I to 2-year terms.

Mayor Layman appointed Swafford to the police and summer youth committees.

Mayor Layman declared the council convened as a Planning and Zoning Commission and Zoning Board of Adjustments.

There was a notice of Public Hearing by the Board of Adjustment on a Conditional Use Permit as seen below:

Notice is hereby given pursuant to SDCL 11-4 that on **May 13, 2024, at 7 o'clock in the Lake Norden Community Center in the City of Lake Norden, South Dakota**, is the time and place when and where all persons interested therein may appear and be heard before the Planning and Zoning Commission and City Council concerning the proposed annexation and zoning the real property described as: **Lot 1 of Juntunen and Bartholow Addition in South Half of the Northeast Quarter (S ½ NE ¼), Government Lots 1 and 2, Section 21, Township 113 North, Range 53 West of the 5th P.M., Hamlin County, South Dakota, to the City of Lake Norden, Hamlin County, South Dakota**

All persons interested therein may appear and be heard before the Board of Adjustment at said hearing or may file written comments with the Finance Officer, 508 Main Avenue, Lake Norden, SD 57248-0213 prior to said Hearing.

Motion made by Kangas and seconded by Swafford to approve:

RESOLUTION NO. 03/05/2024

A Resolution Annexing Certain Real Property into the City of Lake Norden, Hamlin County, South Dakota

WHEREAS, John Layman, Mayor, on behalf of the City of Lake Norden, owner(s) of real property in Hamlin County, South Dakota, currently outside city limits and described as:

Lot 1 of Juntunen and Bartholow Addition in South Half of the Northeast Quarter (S ½ NE ¼), Government Lots 1 and 2, Section 21, Township 113 North, Range 53 West of the 5th P.M., Hamlin County, South Dakota, to the City of Lake Norden, Hamlin County, South Dakota did petition the Mayor and the City Council of the City of Lake Norden, Hamlin County, South Dakota, to include the said property within the limits of the City, pursuant to §9-4-1 SDCL 1967 and acts amendatory thereof; and,

WHEREAS, the City Planning and Zoning Commission of the City of Lake Norden, in its **Resolution No. 04/05/2024**, has recommended that the above described property be annexed into the city limits with "A" Agricultural zoning designation, and that an appropriate zoning designation be

assigned to said property upon recommendation of the Plan Commission and following a public hearing of the City Council; and

WHEREAS, there are no legal voters residing on the said property, and the property petitioned for annexation is contiguous to the City of Lake Norden and should be annexed thereto.

NOW, THEREFORE, BE IT RESOLVED by the City Council, City of Lake Norden, Hamlin County, South Dakota, that the petition of John Layman, Mayor, on behalf of the City of Lake Norden, is hereby approved and the above-described property is hereby declared to be annexed to the City of Lake Norden, South Dakota with "A" Agricultural zoning designation.

Dated at Lake Norden, South Dakota this 13th day of May 2024.

City of Lake Norden

Attest:

_____/S/_____

_____/S/_____

Mayor

Finance Officer

City of Lake Norden

City of Lake Norden

Published: May 22, 2024

All voted aye.

Teresa and Deni Wendling made a request to purchase a plot of land from the city. No action taken.

Motion made by Kangas and seconded by Andrews to approve:

RESOLUTION 04/05/2024

Be it resolved that the City of Lake Norden Planning and Zoning Commission recommends to the Lake Norden City Council that they approve and adopt **Resolution 03/05/2024**, A resolution to include certain real property into the Corporate Limits of the City of Lake Norden.

Signed this 13th day of May 2024.

_____/S/_____

Lake Norden Planning and Zoning Commission

Attest:

_____/S/_____

Finance Officer

All voted aye.

Mayor Layman declared the council reconvened as the Lake Norden City Council.

Motion made by Kangas and seconded by Swafford to approve Resolution 03/05/2024 (see above) All voted aye.

Motion made by Larson and seconded by Kangas to approve the second reading of Ordinance #385 regarding zoning of Juntunen and Bartholow Addition. All voted aye.

Motion made by Larson and seconded by Lemme to approve the 2023 Annual Report. All voted aye.

Motion made by Lemme and seconded by Andrews to approve the operation of the Park Drive-In by John and Nanci Dragt. All voted aye.

Motion made by Larson and seconded by Lemme to approve a new computer for the Maintenance Building. All voted aye.

Swafford presented his findings on the possibility of a speed limit change on HWY 28 from Jay Headly east to the council.

Discussion was had regarding offering Aflac to city employees at their own expense. A representative will meet with city employees to discuss it further at a later date.

Motion made by Lemme and seconded by Andrews to table the discussion regarding incorporating commercial zoning requirements and covenants on the Central Commercial District. All voted aye.

Motion made by Andrews and seconded by Kangas to approve the Ottertail's proposition for street lighting for the new Kangas addition. All voted aye.

Motion made by Larson and seconded by Swafford to approve the purchase of time clocks. All voted aye.

Brady Jager received permission to remove one of the flag poles that was donated by a family member from the old fire hall site.

Motion made by Lemme and seconded by Larson to approve Reimbursement Request #9 for the Water Tower Project - Drinking Water SRF (DWSRF) Loan # C462256-03 for \$1,296.00. All voted aye.

Motion made by Kangas and seconded by Larson to approve Reimbursement Request #10 for the Water Tower Project - Drinking Water SRF (DWSRF) Loan # C462256-03 for \$5,664.59. All voted aye.

Motion made by Andrews and seconded by Larson to approve Reimbursement Request #12 for the Wastewater Project - Clean Water SRF (CWSRF) Loan # C461256-03 for \$45,940.00. All voted aye.

Motion made by Kangas and seconded by Lemme to approve Reimbursement Request #12 for the Wastewater Project - Clean Water (CWFCP) Grant # 2022G-100 for \$36,686.10. All voted aye.

Motion made by Larson and seconded by Andrews to approve Reimbursement Request #12 for the Wastewater Project - Clean Water (CWFCP) Grant # 2022G-100 for \$23,709.93. All voted aye.

Motion made by Lemme and seconded by Kangas to approve Reimbursement Request #12 for the Wastewater Project - Clean Water (CWSRF) Loan #C461256-03 for \$29,690.00. All voted aye.

Motion made by Swafford and seconded by Larson to approve Pay App #10 to Maguire Iron for the Water Tower Project for \$146,970. All voted aye.

Motion made by Larson and seconded by Andrews to approve Pay App #8 to Basin Construction for the North Lift Station project for \$44,224.17. All voted aye.

Motion made by Larson and seconded by Kangas to approve Pay App #6 to Basin Construction for the Public Safety Facility for \$355,998. All voted aye.

Motion made by Larson and seconded by Swafford to approve the Police Report. All voted aye.

Motion made by Andrews and seconded by Larson to go into executive session per 1-25-2 Section 1&3 at 8:41pm. All voted aye.

Mayor Layman declared the council out of executive session at 8:53pm.

Motion made by Andrews and seconded by Larson to approve Area Lawn Works to make improvements to the ball field park play areas. Lemme and Swafford voted aye. Kangas abstained.

Motion made by Lemme and seconded by Kangas to approve hiring Jim Donnelly as part time summer help with the Maintenance Department at \$15.00 an hour. All voted aye.

Next council meeting will be held June 10th 2024, at 7:00pm in the Lake Norden Public Safety Building.

Motion made by Lemme and seconded by Kangas to adjourn at 8:59pm. All voted aye.

John Layman
Mayor

Shari Layman
Finance Officer



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

Publish once at an approximate cost of _____