

**CITY OF LAKE NORDEN**

**May 8<sup>th</sup> 2023**

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

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

Others present: Christi Koistinen, Ciara Jager, Jennifer Hallstrom, Christina Smith, Mason Reddig, Alisha Reddig, Rusty Antonen, Eric Smith, and Kyle Kangas.

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

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

AAS***6494	APPLE.COM	1.05	SERVICES
AAS***6494	MICROSOFT	106.49	SERVICES
AAS***6494	USPS PO	22.98	SERVICES

All Voted Aye. Thus, motion carried.

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

KYLE NAMKEN	526.39	SALARY/LESS DEDUCTIONS
JAMES DONNELLY	3082.79	SALARY/LESS DEDUCTIONS
TONY AAS	3882.72	SALARY/LESS DEDUCTIONS
DAN L. KOISTINEN	3450.58	SALARY/LESS DEDUCTIONS
STACY HAKEMAN	759.39	SALARY/LESS DEDUCTIONS
ROY HAUSCHILDT	3049.75	SALARY/LESS DEDUCTIONS
DELORES KANGAS	1048.42	SALARY/LESS DEDUCTIONS
MICHAEL J. MORGAN	3374.47	SALARY/LESS DEDUCTIONS
SHARI LAYMAN	3098.31	SALARY/LESS DEDUCTIONS
ABRA	52.50	RT#14800/SERVICES
BADGER OIL COMPANY	1129.53	INV#2000,2001,43300

JAKE BAILY	38.93	WTR DPST REFUND/JOE BAILY
BANNER ASSOCIATES	66459.44	INV#39502,39544,39495
BASIN CONSTRUCTION	285396.78	BID SCHED #2/PAY REQUEST
DAVE BESTIE	250.00	UMP 4/29 TWO GAMES
BOYD LAW FIRM, PROF. L.L.C.	1083.64	LEGAL FEES
BRITE	6611.00	INV#29217/SUPPLIES
NORMA CARLSON	100.00	WTR DPST REFUND/JUNE CARLSON
COLONIAL RESEARCH CHEMICAL COR	1423.46	150347/SUPPLIES
CONNECTING POINT COMPUTER	74.00	INV#423839
COOK'S WASTEPAPER AND RECYCLING	2967.29	MONTHLY 199
CREATIVE SERV. OF NEW ENGLAND	390.95	INV#23-2704/SUPPLIES
DAKOTA PORTABLE TOILETS	155.00	INV#16581/SERVICES
DAKOTA PUMP & CONTROL	742.86	INV#28913/SUPPLIES
DAKOTA SUPPLY GROUP	1816.52	INV#S102633641.002/SERVICES
DEPARTMENT OF REVENUE	300.00	ALCHOL LICENCING RENEWAL
DEPARTMENT OF HEALTH	28.00	INV#10609539/TESTING
ES OPCO USA LLC	502.14	INV#IN-4120260/SUPPLIES
GALLS, LLC	252.83	INV#024119279,024095473/SUPPL
GOPHER SIGN COMPANY	953.74	INV#112339
GREAT AMERICAN FINACIAL SVCS.	143.17	LEASE FEES
HAMLIN BUILDING CENTER	7259.15	SUPPLIES
HAMLIN COUNTY SHERIFF'S OFFICE	310.00	CONTRACTED SHERIFF SERVICES
HAMLIN COUNTY	525.25	NON-EMERGENCY CALL CONTRACT
HAMLIN COUNTY PUBLISHING	459.44	PUBLICATIONS
HAMLIN COUNTY FAMERS COOP	1220.31	ID#101569
HAWKINS, INC	40.00	INV#6447527/SUPPLIES
HD ELECTRIC COOPERATIVE, INC.	1572.10	ACCT#8436/35107/35853
HYVEE FLORAL SHOP	105.00	FLOWERS FOR FUNERAL
HYDRO-KEAN, LLC	5285.00	INV#083199/SERVICES
INNOVATIVE OFFICE SOLUTIONS	175.00	INV 152859-1/SUPPLIES
ITC	840.37	ACCT#00040683-9
THE JP COOKE CO.	71.80	INV#777657/SUPPLIES
JUTTING'S GROCERY	266.38	INV#524663;890-52606/SUPPLIES
KDM EQUIPMENT, INC.	1246.14	INV#35049/SERVICES
JOHN LAYMAN	196.90	GOED CONDERENCE SF
LN DEVELOPMENT CORPORATION	1000.00	MONTHLY DONATION
MENARDS	200.62	ACCT#30970407/SUPPLIES
MIDWEST ALARM COMPANY INC.	559.28	INV#73366/SERVICES
NITTBERG CONTRUCTION CO.	5815.80	INV#9138/SUPPLIES
BRAD NOEM	488.00	LEGION BASEBALL FEES
NORTHWESTERN ENERGY	2278.96	ACCT#2540703-2/LN FIREHALL
OFFICE PEEPS, ICORPORATED	385.93	INV#1025003-0;-1
OTTERTAIL POWER COMPANY	7026.07	INV#53395
OVERHEAD DOOR	10900.00	INV#0041408-IN
PHEASENTLAND INDUSTRIES	183.05	INV#087012/SUPPLIES
POPHAM CONSTRUCTION	400.00	INV#9534
PRINT 'EM NOW	47.00	INV#77877/SUPPLIES
PRODUCTIVITY PLUS ACCT. (TITAN)	15.27	ACCT#495685
ROY'S SPORT SHOP	269.98	INV#003646,180106
SD MUNCIPALE LEAGUE	75.00	FINANCE OFFICER SCHOOL
SD MUNCIPALE LEAGUE	30.00	BUDGET TRAINING CLASS
SIG SIVERTSON	600.00	INV#002/SERVICES
SOUTH DAKOTA 811	3.15	INV#SD23-00482

STAR LAUNDAR AND DRY CLEANERS	313.84	INV#3710:01:02:03
JACOB STEFFENSEN	250.00	UMP 04/29 TWO GAMES
CHARLES STRANDE	2768.80	PROPERTY PYMT
AARON SWANSON	25.00	WATER DEPOSIT REFUND
TEAM LABATORY CHEMICAL, LLC.	6287.50	INV#003531/SUPPLIES
TOPKOTE INC.	15463.72	INV#6923
TOWN OF HAYTI	1807.08	REIMBURSEMENT
TRAFFIC SOLUTIONS INC.	101.47	INV#DR22-668/SUPPLIES
TWO WAY SOLUTIONS	265.96	INV#12651;128674/
US POSTAL SERVICE	96.00	UTILITY POSTAGE
DENI OR TERESA WENDLING	100.00	WATER DEPOSIT REFUND
WITT CONSTRUCTION	548.10	INV#5411;5423/SERVICES

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

Motion was made by Andrews to accept Mayor Aho appointment of Gordon Kangas for the vacancy in Ward II for a 1-year term. Motion was seconded by Lemme. All voted aye.

The following qualified for office by signing the *Oath of Office*: Jason Aho - Mayor - 2-year term; Kim St. John - Ward 1 - 2-year term; Cameron Larson - Ward II - 2-year term; and Janet Andrews - Ward III - 2-year term.

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.

#### **NOTICE OF PUBLIC HEARING BY THE BOARD OF ADJUSTMENT ON THREE VARIANCES**

Notice is hereby given that a Public Hearing will be held on May 8, 2023, at 7:00 PM at the Lake Norden Community Center located at 520 Main Avenue, Lake Norden, SD to consider in full or in part the following proposed conditional use permit:

Permit #02/04/23 by Eric and Carina Smith for three variances. The request, if granted, the variances permit the applicant to use the following property S 86' of Lot 1 Block 6 in the City of Lake Norden, Hamlin County, South Dakota which street address is 515 Main Avenue, Lake Norden, SD in the following manner: Construction of a 60'x 20' five-unit office building. The applicant is requesting a 17' rear yard variance along the West property line. A 23' front yard variance along the East property line. Furthermore, the applicant is requesting a 5' side variance along the North property line.

Council imposed modifications to the exterior of the building and will revisit the variance request at the next meeting.

Mayor Aho declared council reconvenes acting as the Lake Norden City Council.

Mayor Aho appointed the following committees:

Community Center: Andrews, Larson, Lemme

Parks: Larson, Kangas, Lemme

Police Larson, Layman, St. John  
Streets: Andrews, St. John, Kangas  
Summer Youth: Layman, St. John,

Motion made by Lemme and seconded by Andrews to approve the Mayor's committee appointments. All voted aye.

Motion made by St. John and seconded by Layman to nominate Cameron Larson to serve as Council President. All voted aye.

Motion made by St. John and seconded by Lemme to nominate John Layman to serve as Council of Vice President. All voted aye.

Mayor Aho appointed Shari Layman to serve as Finance Officer for a 1-year term. Motion made by St. John and seconded by Andrews to approve Mayor Aho's appointment. All voted aye.

Motion made by St. John and seconded by Larson to approve the Contractor's Application for Payment #3 for Lift Station and Gravity Sewer Project for Basin Construction. Approval of pay application #3 for \$263,940.92 to be paid out of funding package and \$33,041.96 out of City funds for non-funded portion of project for a total of \$296,982.88. Contingent upon funding agency's approval. All voted aye.

Motion made by St. John and seconded by Laymon to approve a Change order #3 for Tower Project. Deduction of \$5,500.00 to switch from an articulated concrete mattress to a concrete pad for the water hydrant discharge. All voted aye.

Motion made by Larson and seconded by Layman to approve the Annual Report for the year ending December 31, 2022. All voted aye.

Motion made by Layman and seconded by St. John to approve opening an account for donations towards the city and police department at First Premiere Bank in Lake Norden. All voted aye.

Motion made by Lemme and seconded by Larson to appoint Dan Koistinen as the coordinator for *Rabies Clinic* for pets which is scheduled for Saturday, June 3, 2023, from 9:00 AM until noon at the Lake Norden Maintenance Building at 304 Burlington Street. Lake Area Veterinary staff will be on site to administer the rabies shots. All voted aye.

Motion made by Andrews and seconded by Layman to authorize John and Nanci Dragt to operate their business at the Lake Park located at 45092 SD HSWY 28 for the 2023 season. All voted aye.

Motion made by St. John and seconded by Lemme to approve the Re-issuance of Alcoholic Beverage License #RB-2529 - Retail (on-off sale) Malt Beverage & SD Farm Wine for the Bullpen Restaurant, LLC for the year 2022-2023. Voting aye: Andrews, Lemme and St. John. Voting nay: None. Abstaining: Larson, Layman, and Kangas.

Motion made by St. John and seconded by Layman to approve the Re-issuance of Alcoholic Beverage License #RB-25211 - Retail (off sale) Malt Beverage & SD Farm Wine for the Hamlin Country Farmers Coop for the year 2022-2023. Voting aye: Andrews, Layman, Lemme and St. John. Voting nay: None. Abstaining: Larson and Kangas Thus, motion carried.

Motion made by Lemme and seconded by Larson to approve the first quarter 2023 South Dakota Re-employment EFFT payment for \$413.06 (four hundred thirteen dollars and six cents). All voted aye.

Motion made by Lemme and seconded by Larson to approve changing City Attorney Tood Boyd's hourly rate from \$180.00 to \$225.00 per hour. All voted aye.

Motion made by Layman and seconded by St. John to approve corrections to summer wages. Jackson Noem \$11.20, Dawson Noem \$11.00, and Zac VanMeeteren \$10.80. Burt Tulson will get a 3% raise for a one-time payment of \$2060.00. All voted aye.

Motion made by Andrews and seconded by Layman to approve a \$2.00 per hour pay raise for Michael Morgan's promotion to Sargeant retroactive to March 2023. All voted aye.

Motion made by Larson and seconded by Andrews to change the date of the monthly council meetings from the first Monday of the month to the second Monday of the month. An Ordinance will be presented at the next council meeting in order to move forward. All voted aye.

Council discussed concerns pertaining to the Lake Norden Community Center. The concern was referred to the Community Center Committee.

Motion made by Larson and seconded by St. John to approve the May 2023 Police Reports, as presented. All voted aye.

Motion made by Larson and seconded by Layman to go into executive session per SDCL 1-25-2 Section 3 at 8:17 PM. All voted aye.

Mayor Aho declared the Council out of executive session at 9:29 PM.

Motion made by St. John seconded by Layman to pay balance owed on the City Maintenance Building to Charles Strande. All voted aye.

Council discussed early-stage planning on a new municipal building. Subject was tabled.

Motion made by Lemme and seconded by Andrews to adjourn at 9:34 PM. All voted aye.

Jason Aho  
Mayor

Shari Layman  
Finance Officer

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

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

