

CITY OF LAKE NORDEN

November 4, 2019

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

City employees present: Tony Aas, George Gibbons, Delores Kangas, Dan Koistinen and Roy Hauschildt. Absent: None.

Others present: Jenna Aderhold-Herald Enterprise, and Dave Miller-Code Enforcement-SDML.

Motion made by Andrews and seconded by St. John to approve the agenda, with the addition of discussion concerning a Housing Needs Study in conjunction with the City of Bryant. All voted aye.

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

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

Aas***5494	APL*ITUNES	1.05	CLOUD BACKUP
AAS***5494	CALENDARWIZ	9.00	SERVICES
AAS***5494	EBAY INC.	2.21	SUPPLIES
AAS***5494	Mark Supply	54.75	SUPPLIES
AAS***5494	Pro 2 A Sol	33.99	SUPPLIES
AAS***5494	EBAY INC.	3.56	SUPPLIES
AAS***5494	Post Office	52.00	SUPPLIES
AAS***5494	HOTELS.COM	314.63	TRAVEL
AAS***5494	COUNTY FAIR	17.64	MISC
HAUSCHILDT***2717	Millborn Seeds Inc.	439.31	SUPPLIES

All Voted Aye. Thus, motion carried.

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

KYLE NAMKEN	338.88	SALARY/LESS DEDUCTIONS
TONY AAS	2786.19	SALARY/LESS DEDUCTIONS
DAN L. KOISTINEN	3313.56	SALARY/LESS DEDUCTIONS
STACY HAKEMAN	253.30	SALARY/LESS DEDUCTIONS
ROY HAUSCHILDT	2565.83	SALARY/LESS DEDUCTIONS
DELORES KANGAS	2490.45	SALARY/LESS DEDUCTIONS
HEALTH POOL OF SD	870.13	EMPLOYER MONTHLY PREMIUMS
SD RETIREMENT SYSTEM	1744.12	EMPLOYEE-EMPLOYER PER-CENT
DENTAL NETWORK OF AMERICA	181.00	EMPLOYER MONTHLY PREMIUMS

SD SUPPLEMENTAL RETIREMENT	150.00	EMPLOYEE CONTRIBUTIONS
EFTPS	3928.06	DEDUCTIONS DEPOSIT
AREA, INC.	280.61	INV. #10370/SERVICES
BADGER OIL COMPANY	55.26	INV. #18713/SUPPLIES
BANNER ASSOCIATES	16873.15	INV. #31669;97;706 SERVICES
BRIAN'S GLASS & DOOR	500.01	INV. #79474/SERVICES
BUILDING SPRINKLER INC.	428.23	INV. #77681/SERVICES
COLONIAL RESEARCH CHEMICAL COR	612.46	INV. #144244/SUPPLIES
CONNECTING POINT COMPUTER	35.00	INV. #408821/SERVICES
COOK'S WASTEPAPER & RECYCLING	2361.00	MONTHLY SERVICE(187) DUMPSTER
CORE & MAIN LP	396.46	INV. L440626/SUPPLIES
COUNTRY STORE	375.37	ACCOUNT 101569
DAKOTA PORTABLE TOILETS	125.00	INV. 9184/SERVICES
DEPARTMENT OF HEALTH	2096.00	INV. #10590423/TESTING
GALLS, LLC	943.88	INV.13899496;964913/SUPPLIES
GREAT AMERICAN FINICIAL SVCS.	110.76	LEASE FEES
HALME INC	7875.00	PAY REQUEST #1
HAMLIN BUILDING CENTER	556.52	SUPPLIES
HAMLIN COUNTY PUBLISHING	150.44	PUBLICATIONS
HAWKINS, INC	7276.55	INV. #4591994;8048/SUPPLIES
HD ELECTRIC COOPERATIVE, INC.	56.31	834635107/SERVICES
ITC	534.48	ACCT. #00040683-9
JUTTING'S GROCERY	72.90	SUPPLIES
DELORES KANGAS	31.94	REIMBURSEMENT
KDM EQUIPMENT, INC.	554.72	INV. #6837;97/SERVICES
LL & SONS EXCAVATING, INC.	2463.16	INV. #11006;007/SERVICES
LN DEVELOPMENT CORPORATION	1000.00	MONTHLY DONATION
NITTEBERG CONSTRUCTION CO.	2579.20	INV. 6244/SUPPLIES
NORDEN MOTOR COMPANY	475.75	SUPPLIES
NORTHWESTERN ENERGY	125.92	2540703;879/2747404/2948926
OFFICE PEEPS, INCORPORATED	104.82	INV. #869890/870362;2675
OTTER TAIL POWER COMPANY	2188.45	CUSTOMER #1332/SUPPLIES
OTTERTAIL POWER COMPANY	3147.22	14030562/SEWER LIFT NS
PRINT 'EM NOW	130.00	INV. #74662/SUPPLIES
RUNNINGS SUPPLY INC.	39.99	INV. #4653559/SUPPLIES
SD ONE CALL	8.40	SD19-2609/SERVICES
STAR LAUNDRY & DRY CLEANERS	70.99	ACCOUNT 3710/SERVICES
STEFFENSEN INSURANCE	23285.00	#0000221885/COMMERCIAL PROP.
TEAM LABORATORY CHEMICAL, LLC.	2441.50	INV0018277;396/SUPPLIES
US POSTAL SERVICE	180.00	FO/UTILITY POSTAGE
FIRST NET	52.03	WIRELESS SERVICE
AT&T	130.91	MONTHLY SERVICE
SD DEPARTMENT OF REVENUE	149.66	SALES TAX RETURN
FIRST PREMIER BANK	43.50	BANK CHARGES
REVTRAK CHARGE	73.09	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 Larson and seconded by Andrews to issue warrants and pay the bills. All voted aye.

Public Comment: No Public Comment.

Dave Miller with the South Dakota Municipal League Regional Code Enforcement Program (SDML-RCE) presented information regarding the services SDML-RCE provides to cities throughout SD for code enforcement. Code enforcement, put simply, is the investigation of code/ordinance violations.

Motion made by St. John and seconded by Jacobsen to authorize Mayor Aho to sign an agreement between the South Dakota Municipal League Regional Code Enforcement Program and the City of Lake Norden for code/ordinance enforcement services from SDML-RCE, as presented. All voted aye.

Motion made by Jacobsen and seconded by St. John to approve Change Order #1 for Wellfield and Raw Water Line - Bid Package 2, as presented. All voted aye.

Motion made by Andrews and seconded by Jacobsen to approve Water Systems Improvement Project - Pay Request #10 - SRF Loan \$17,546.00 and Interim Financing \$3938.15. Said request includes Contractor Pay Request #1-Bid Pkg. 2 \$7,875.00; Banner \$13,609.15; contingent upon funding agency approval. All voted aye.

Motion made by Larson and seconded by Andrews to approve the Waste Water Systems Improvement Project - Pay Request #16 -- SRF Loan \$2442.00 - Grant \$610.50, contingent upon funding agency approval. All voted aye.

Discussion concerning request to the Lake Norden Community Center kitchen on a day to day basis by Alida Botha. Motion made by Jacobsen and seconded by Larson to table action until further details of the request are presented to the Council. All voted aye.

Motion made by Jacobsen and seconded by Larson to authorize the Mayor and the Finance Officer to sign an easement request from Otter Tail Power Company, as presented, contingent upon Mayor Aho contacting Otter Tail Power Company to discuss if the easement would affect the power source at the City's Well #9. All voted aye.

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

RESOLUTION 8/11/2019

BE IT RESOLVED THAT THE LAKE NORDEN CITY COUNCIL authorizes the disbursement of \$4848.00 (four thousand eight hundred forty eight dollars and zero cents) from Contingency Funds (101 411.1 411.50) to the following line item budgets:

\$4848.00 (four thousand eight hundred forty eight and zero cents)
Government Buildings: Improvements 101 419.2 432.00

ADOPTED THIS FOURTH DAY OF NOVEMBER 2019 AT THE MEETING OF THE LAKE NORDEN CITY COUNCIL.

CITY OF LAKE NORDEN
Jason Aho, Mayor

ATTEST:

Delores Kangas, Finance Officer

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

Motion made by St. John and seconded by Larson to approve the First Reading of Ordinance #355 "A Supplemental Budget for the City of Lake Norden for the year ending December 31, 2019." All voted aye.

Discussion and review of the City of Lake Norden's Employee Policy Manual. Not action was taken.

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

Motion made by Larson and seconded by Andrews to authorize participation in an equal cost share with the City of Bryant for a Housing Needs Study. The study is designed for cities with less than a population of 10,000 with grant funding for up to 50% of the cost of the Study with a maximum grant of \$5000.00. The program is available through the SD Housing Development Authority. All voted aye.

Motion made by St. John and seconded by Andrews to go into executive session per SDCL 1-25-2 Section 1 at 8:20 PM. All voted aye.

Mayor Aho declared the council out of executive session at 8:33 PM.

Motion made by Jacobsen and seconded by Layman to adjourn at 8:33 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 _____.