

# City of Lake Norden

November 13th, 2023

The council met in regular session at 7:00 PM. Mayor Aho presiding. Members present: Janet Andrews, John Layman, Kim St. John, Doreen Lemme and Gordon Kangas. Absent: Cameron Larson

City employees present: Shari Layman, Kellee Dragt, Dan Koistinen, Roy Hauschildt and Chief Tony Aas. Absent Sgt. Michael Morgan, Cody Gregg and James Donnelly.

Others present: None

Motion made by Lemme and seconded by Andrews to approve the November 13<sup>th</sup> agenda, as presented. All voted aye.

Motion made by Layman and seconded by St. John to approve the October 19<sup>th</sup> minutes, as presented. All voted aye.

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

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

Aas***6494	Red Diamond Uniforms	\$266.95	Supplies
Aas***6494	Apple.com	\$1.05	Services
Aas***6494	USPS	\$62.00	Supplies
Hauschildt***2717	Cenex Gas	\$54.00	Supplies
Hauschildt***2717	Lakes Gas Co	\$70.00	Supplies
Hauschildt***2717	Harbor Freight	\$84.95	Services

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

Kyle O. Namken	\$900.41	Salary/Less Deductions
James Donnelly	\$3,082.79	Salary/Less Deductions
Tony Aas	\$3,882.73	Salary/Less Deductions
Dan L. Koistinen	\$3,469.73	Salary/Less Deductions
Stacy Hakeman	\$778.41	Salary/Less Deductions
Roy Hauschildt	\$2,512.48	Salary/Less Deductions
Michael J. Morgan	\$3,540.17	Salary/Less Deductions
Shari Layman	\$3,664.06	Salary/Less Deductions
Kellee Dragt	\$3,181.98	Salary/Less Deductions
A-OX Welding Supply	\$477.09	INV #1333250; 1333359
Tony Aas	\$1,183.15	Reimbursement/Supplies

Jason Aho	\$126.38	INV #111-5801284-1063469
Area, Inc	\$739.79	INV#14066; 13943; 13944; 13945
Aspen Tree Service	\$200.00	INV #2066/Services
Badge & Wallet	\$655.00	INV #565241/Supplies
Badger Oil Company	\$120.00	INV #0047546/Supplies
Banner Associates	\$31,099.90	INV #41116/Services
Boyd Law Firm, Prof. L.L.C.	\$2,814.50	Legal Fees
City of Lake Norden	\$180.23	Petty Cash Reimbursement
Colonial Research Chemical Cor	\$751.72	INV #151409/Supplies
Connecting Point Computer	\$911.60	INV #426782; 426676
Cook's Wastepaper & Recycling	\$3,063.30	Monthly Services (202)
Dakota Portable Toilets	\$208.00	INV #18034/Services
Dakota Pump & Control	\$1,033.68	INV #29440/Services
Dana Safety Supply, Inc	\$143.43	INV #874320/Supplies
Dauby's Sports Center	\$178.00	INV #45038/Supplies
Department of Health	\$384.00	INV #10612254/Testing
Eastside Equipment	\$2,500.00	INV #71588/Supplies
Efraimson Electric, Inc	\$289.03	INV #16954/Services
Galls, LLC	\$2,632.75	INV #026196367
Goldstar Products, Inc	\$1,692.60	INV #0078996-IN
Great American Financial Svcs.	\$143.17	Lease Fees
Greenline Products	\$2,498.91	INV #G4512/Supplies
Hamlin Building Center	\$1,687.93	Supplies
Hamlin County Sheriff's Office	\$370.00	Contracted Services
Hamlin County Publishing	\$524.54	Publications
Hamlin County Farmers Coop	\$1,878.73	ID #101569
Hawkins, INC	\$2,451.84	INV #6610641/Supplies
HD Electric Cooperative, INC	\$1,575.41	Acct #8346, 35107, 35853
Innovative Office Solutions	\$87.89	INV #164065-1/Supplies
ITC	\$760.87	City Phone/internet
Jutting's Grocery	\$16.28	Supplies
Kaiser Well Drilling, Inc	\$3,806.13	INV #42635
KDM Equipment, INC	\$198.20	INV #37885/Service
Kiesler Police Supply	\$296.35	INV #IN225473/Supplies
Dan Koistinen	\$16.68	Postage Reimbursement
LN Development Corporation	\$1,000.00	Monthly Donation
Macksteel Warehouse, INC	\$185.45	INV #PS1006791
Maguire Iron, INC	\$207,900.00	Pay Request #6 Water Tower
Menards	\$272.79	INV #99478/Supplies
Midwest Alarm Company, Inc	\$106.04	INV #359343/Services
Midwest Automotive, Inc	\$2,100.00	INV #2960
Motorola Solutions, INC	\$2,509.00	141102444/881511187/282160205
Northwest Energy	\$635.56	2747404-8
Office Peeps, Incorporated	\$251.34	INV #1044476/Supplies
Ottertail Power Company	\$157.07	INV #14049136 Memorial Park
Ottertail Power Company	\$4,740.81	INV #14049136 Memorial Park
Productivity Plus Acct. (Titan)	\$4,045.30	ACCT. #495685
Runnings Supply, Inc	\$1,899.00	INV #5817752/Supplies

SD Gov't Fin. Officers' Assoc.	\$40.00	Annual Dues 2024
SDML Street MT. Assoc. of SD	\$35.00	Annual Dues 2024
SD Municipal League	\$1,057.24	Annual Dues 2024
SD Police Chiefs Association	\$200.00	Annual Dues 2024
Sharp Industries	\$2,025.00	INV #15327
Star Laundry & Dry Cleaners	\$438.36	INV #3710-01:02/Services
Steffensen Insurance	\$28,644.00	New Insurance Co.
Stericycle, Inc	\$99.96	INV #8004968742
Team Laboratory Chemical, LLC.	\$4,928.50	INV #0038427; 0038529/Supplies
Town of Hayti	\$1,210.75	Reimbursement
Burt Tulson	\$45.88	INV #37336/Reimbursement
Two Way Solutions	\$850.98	INV #131265; 131200; 128071
US Postal Service	\$102.00	Utility / Letter Postage
Milbank Winwater Works	\$1,207.83	INV #187890
Zip & Stitch Sewing	\$78.00	INV #802288/Services

Motion made by Layman and seconded by St. John 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 St. John and seconded by Kangas to approve the Placement Agent Agreement with Colliers Securities, LLC. All voted aye.

Motion made by Kangas and seconded by Layman to approve the signing of the Municipal Advisor Rule Letter with Colliers Securities, LLC. All voted aye.

Motion made by St. John and seconded by Andrews to approve hiring ELO CPAs & Auditors out of Huron, SD as our new Auditor. All voted aye.

Motion made by Lemme and seconded by Layman to approve Pay App #6 for the Water Tower Project for \$207,900.00. All voted aye.

Motion made by St. John and seconded by Lemme to approve Change Order #5 for the Water Tower Project; with a savings of \$3,500 for using carbon steel vs. stainless steel for piping supports. All voted aye.

Motion made by St. John and seconded by Layman **to table** Banner's WWTF Improvements – Contract Amendment 3 for up to \$40,000 of additional construction phase services (360 additional hours). All voted aye.

Motion made by Lemme and seconded by St. John **to table** Banner’s Letter of Contract – Engineering Services for Mill and Overlay Design/Construction services for Jay Headley. All voted aye.

Motion made by Layman and seconded by Andrews **to table** ISG’s Opinion of Probable costs for Mill and Overlay Design/Construction services for Jay Headley. All voted aye.

Motion made by Andrews and seconded by St. John to approve the DWSRF Reimbursement Request #4 Lake Norden Water Tower Project for \$3,588.70. All voted aye.

Motion made by Kangas and seconded by Layman to approve CWSRF Reimbursement Request #9 for the Wastewater Project for \$107,924.00 All voted aye.

Motion made by Lemme and seconded by St. John to approve CWFCP Reimbursement Request #9 for the Wastewater Project for \$86,183.84. All voted aye.

Motion made by St. John and seconded by Layman **to table** the replacement of Well #2 with a new well until a water sample can be analyzed for the proposed new well site. All voted aye.

Motion made by Lemme and seconded by Andrews to approve a Facebook page and Instagram account for the city of Lake Norden, to promote upcoming events and tourism. All voted aye.

Motion made by St. John and seconded by Lemme to approve police report as presented. All voted aye.

Motion made by St. John and seconded by Layman to go into executive session per 1-25-2 Section 1&3 at 7:35pm. All voted aye.

Mayor Aho declared the council out of executive session at 7:44pm.

Motion made by Lemme and seconded by Kangas to adjourn at 7:45pm. All voted aye.

Jason Aho  
Mayor

Shari Layman  
Finance Officer



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