

CITY OF LAKE NORDEN

September 11th, 2023

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

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

Others present: Jason Koistinen (Basin), Burt Tulson, Brady Jager, and Ciara Jager

Motion made by Larson and seconded by St. John to approve the September 11th agenda, as presented. All voted aye.

Motion made by Kangas and seconded by Layman to approve the August 14th minutes, as presented. 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 Larson and seconded by St. John to approve the monthly reconciliation report, as presented. All voted aye.

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

AAS***6494	APPLE.COM	1.05	SERVICES
HAUSCHILDT***2717	Sportsman Guide	330.19	SUPPLIES
AAS***6494	USPS PO	8.83	SERVICES
AAS***6494	UPS STORE	42.50	SERVICES
AAS***6494	USPS PO	31.84	SERVICES

All Voted Aye. Thus, motion carried.

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

KYLE NAMKEN	1135.90	SALARY/LESS DEDUCTIONS
JANET ANDREWS	545.10	SALARY/LESS DEDUCTIONS
JAMES DONNELLY	3082.79	SALARY/LESS DEDUCTIONS
TONY AAS	3882.73	SALARY/LESS DEDUCTIONS
DAN L. KOISTINEN	3466.12	SALARY/LESS DEDUCTIONS
STACY HAKEMAN	683.30	SALARY/LESS DEDUCTIONS
JASON AHO	692.62	SALARY/LESS DEDUCTIONS
JOHN LAYMAN	554.10	SALARY/LESS DEDUCTIONS
CAMERON LARSON	415.58	SALARY/LESS DEDUCTIONS
ROY HAUSCHILDT	2497.34	SALARY/LESS DEDUCTIONS
DELORES KANGAS	354.93	SALARY/LESS DEDUCTIONS
DORENE LEMME	554.10	SALARY/LESS DEDUCTIONS
MICHAEL J. MORGAN	3330.49	SALARY/LESS DEDUCTIONS
JACKSON NOEM	1027.32	SALARY/LESS DEDUCTIONS
SHARI LAYMAN	3513.92	SALARY/LESS DEDUCTIONS
KIMBERLY ST. JOHN	277.05	SALARY/LESS DEDUCTIONS
GORDON KANGAS	415.58	SALARY/LESS DEDUCTIONS
ZACHARY SQUIRES	932.72	SALARY/LESS DEDUCTIONS
BADGE & WALLET	66.00	INV #564878/SUPPLIES
KIRSTI BAKER	38.27	WATER DEPOSIT REFUND
BASIN CONSTRUCTION	314183.23	SCHED #5/PAY REQUEST #5 WW
BOYD LAW FIRM, PROF.LLC	1037.86	LEGAL FEE
CENTRAL SQUARE	753.76	INV# Q-144600/RENEWAL

JAMES CHRISTOPHERSON	75.00	WATER DEPOSIT REFUND
COLONIAL RESEARCH CHEMICAL COR	750.18	INV#151151/SUPPLIES
CONNECTING POINT COMPUTER	1102.00	INV#425695
COOK'S WASTEPAPER & RECYCLING	3142.89	MONTHLY SERVICE(200)
CORE & MAIN LP	2910.64	INV#T386360/SUPPLIES
DAKOTA PORTABLE TOILETS	130.00	INV #17614 / SERVICES
DAKOTA PUMP & CONTROL	390.82	INV #29284 / SERVICES
DEPARTMENT OF HEALTH	183.00	INV#10611311/TESTING
FIRST DISTRICT	772.50	YEARLY DUES
GREAT AMERICAN FINICIAL SVCS.	143.17	LEASE FEES
HAMLIN BUILDING CENTER	1207.11	SUPPLIES
HAMLIN COUNTY SHERIFF	740.00	CONTRACTED SERVICES
HAMLIN COUNTY PUBLISHING	830.35	PUBLICATIONS
HAMLIN COUNTY FARMERS COOP	1755.43	ID #101569
Hamlin COUNTY REGISTER OF DEEDS	60.00	REGISTER PLAT
HAWKINS, INC	6734.92	INV #6555408/SUPPLIES
HD ELECTRIC COOPERATIVE, INC.	1625.77	ACCT#8346/35107/358353
HYDRO-KLEAN, LLC	4535.00	INV #085060/SERVICES
ITC	741.09	785-3602/CITY OFFICE
LINDA JOHNSON	300.00	LNCC DEPOSIT REFUND
JUTTING'S GROCERY	79.75	SUPPLIES
KDM EQUIPMENT, INC.	384.00	INV#36840,36678
JOHN LAYMAN	456.64	REFUND FOR FINANCE SHELIVING
LN DEVELOPMENT CORPORATION	17879.70	DONATION/ALLEY & PARKING LOT
MAGUIRE IRON INC.	247203.90	#23417.00/PAY REQUEST#4 WT
MENARDS	478.26	INV#95707/SUPPLIES
KYLE NAMKEN	32.35	REIMBURSEMENT
NAPA CENTRAL	67.97	INV#252741/SUPPLIES
NORTH AMERICAN TRUCK TRAILER	17036.61	INV #CT6956, EP19163
NORTHERN TRUCK EQUIPMENT	2564.94	INV #SF1037975
OFFICE PEEPS, INCORPORATED	379.37	INV# 1037359-0/SUPPLIES
OTTERTAIL POWER COMPANY	7504.58	14030024/WATER TREATMENT
RUNNINGS SUPPLY INC.	1773.19	INV#5779536/SUPPLIES
SAFE LIFE DEFENSE	1037.70	INV #32298786/SUPPLIES
SARAH SARFF	350.00	LNCC DEPOSIT REFUND
SD ASSOCIATION OF RURAL WATER	420.00	ANNUAL DUES
SHARP AUTOMOTIVE	122.30	INV #427902/SERVICES
STAR LAUNDRY & DRY CLEANERS	272.44	ACCT #3710-01,02/SERVICES
TEAM LABORATORY CHEMICAL, LLC	17322.50	INV #IN0037621/SUPPLIES
TOWN OF HAYTI	370.80	REIMBURSEMENT
US POSTAL SERVICE	102.00	UTILITY POSTAGE
USA BLUE BOOK	133.61	INV#315269/SUPPLIES
WW TIRE SERVICE, INC	1178.04	INV #393461/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: Kangas reported on trees needing to be trimmed on Headley

Police: Larson reported on the committee meeting with Hayti regarding the police contract. He stated more information forthcoming.

Street: Andrews inquired about having the streets swept

Summer youth: Nothing to report.

Motion made by Layman and seconded by Larson to approve the mayor signing Ottertail Underground Lines contract. All voted aye.

Speaking on behalf of residents on Twilight Ave, Dan Koistinen stated there are concerns about work starting before they were informed and prepared.

Burt Tulson talked about moving forward with projects at the Memorial Park ballfield that were delayed previously. The council agreed to move forward and finish the previously approved projects.

Kim St. John addressed council regarding the renewal of the city's insurance policies. Grinnell Mutual, our current insurance provider, no longer covers municipalities. Steffenson Insurance is looking into the best option for coverage for the city. Motion was made by Larson and seconded by Layman to table until more information could be presented on options.

Motion was made by Layman and seconded by Larson to accept the recommendation given by ISG and the interview committee to award the construction manager at risk for the new municipal building to Basin Construction. The selection was a difficult decision as we had two very strong candidates for this position.

The following policies are requirements as per CDBG funding for the municipal building.

Motion was made by Larson and seconded by Layman approving **Resolution 16/08/2023**. All voted aye.

RESOLUTION #16/08/2023 ASSURING FAIR HOUSING

Whereas, it is the City of Lake Norden's firm belief that discrimination in housing not only threatens the rights and privileges of the citizens of Lake Norden but also menaces the institutions and foundations of free and democratic society; and

Whereas, this body desires to give meaning to the guarantees of equal rights contained in the Constitution and laws of this State and the United States and to encourage and bring about mutual self-respect and understanding among all citizens and groups in Lake Norden; and,

Whereas, under the federal fair housing, (Title VIII of the Civil Rights Act of 1968), it is illegal to deny housing to any person because of race, color, religion, sex or national origin; and,

Therefore, be it resolved the City of Lake Norden, South Dakota, makes a firm commitment to do all within its power to eliminate prejudice, intolerance, disorder and discrimination in housing.

Therefore, it be also resolved that the Fair Housing and Equal Opportunity logo will be displayed at the Lake Norden city office and on all official correspondence.

Therefore, be it also resolved that the following procedures will be used to accomplish the purpose of the aforementioned resolution:

1. The Mayor of Lake Norden shall inform all city employees of the City's commitment to equal housing.
2. The City shall direct all employees to forward immediately to the Mayor any reports they receive of housing discrimination.
3. The Mayor shall forward such complaints to the South Dakota Division of Human Rights within 10 days of receipt to said complaint.

_____/S/

Mayor
City of Lake Norden

_____/S/

Finance Officer
City of Lake Norden

Adopted this 11th day of September 2023.

Motion made by Larson and seconded by Andrews to approve the Excessive Force Policy. All voted aye.

Motion made by Kangas and seconded by Larson to approve the Operations, Maintenance, & Repair Statement. All voted aye.

Motion made by Layman and seconded by Larson to approve the Certification Regarding Restrictions on Lobbying. All voted aye.

Motion made by Andrews and seconded by Layman to approve the Equal Employment Opportunity Policy. All voted aye.

Motion made by Larson and seconded by Kangas regarding the first reading of Ordinance #380 Code of Conduct. All voted aye.

Motion made by Larson and seconded by Kangas regarding the first reading of Ordinance #381 "An Annual Appropriations Ordinance for the City of Lake Norden for the year ending December 31, 2024". All voted aye.

Motion made by Layman and seconded by St. John to approve contractor's pay application #4 for a total of \$247,203.90 for the Water Tower Project. Contingent upon funding agency's approval. All voted aye.

Motion made by Larson and seconded by Andrews to approve contractor's pay application #5 for a total of \$314,183.23 for the Wastewater Project. Contingent upon funding agency's approval. All voted aye.

Motion made by Larson and seconded by St. John to approve change order #3 for WWFT and North Lift Station improvements. Increase of \$8,715. All voted aye.

Motion made by Larson and seconded by Layman to approve change order #4 for Water Tower Project. Increase of \$14,750.00. All voted aye.

Motion made by Kangas and seconded by Larson to approve DWSRF Draw Request #2 for reimbursement of \$67,964.00 for the Water Tower Project. All voted aye.

Motion made by Kangas and seconded by Andrews to approve ARPA Draw Request #2 for reimbursement of \$271,032.58 for Water Tower Project. All voted aye.

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

Motion made by Layman and seconded by Larson regarding the city paying for a portion of Eventide and Twilight streets to finish the pavement to Headley. The council agreed to contribute up to approximately \$46,123.00. All voted aye, Kangas abstained.

Motions made by Larson and seconded by Kangas to adjourn at 8:17 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 _____

