**Leola City Council Meeting**

**February 03, 2020**

The Leola City Council Meeting was called to order at 7:00 pm by Mayor Thomas Theisen. Present were council members Michael Yost, Richard Reis, Tim Collins, Jackie Rau. Also present were city maintenance Jeff Tschappat and assistant finance officer Deb Weiszhaar.

Lindsey Bollinger joined the meeting at 7:05 pm.

After reviewing the January 06, 2020 minutes, a correction to the election date was noted. The election will be held on April 14, 2020. Rau moved to approve the January minutes and Collins seconded. The council reviewed the treasurer’s report and Reis moved to approve with a second by Bollinger. The bills were presented to the council. Bollinger moved with second by Yost to approve the bills with the deletion of one of the Menard’s bills.

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| **Bills to be Considered - February** |   |
| Agtegra | Fuel/Supplies/Repairs |  $ 283.14  |   |
| AmeriPride | Professional Services |  $ 86.66  |   |
| Candice Kappes | Monthly Consult Fee |  $ 1,000.00  |   |
| Company Matches | February Salary (SS, Med, Ins, SDRS) |  $ 1,618.85  |   |
| Council Payroll | Food Boxes/Pam Walz |  $ 18.60  |   |
| Deb Weiszhaar | Mileage/Meals/Supplies Reimbursement |  $ 59.31  |   |
| Dependable Sanitation | Sanitation |  $ 58.00  |   |
| DSG/Dakota Supply Group | W/S repairs |  $ 601.40  |   |
| Gene's Oil | Heating Oil/Gas/Fuel |  $ 1,899.59  |   |
| Hourly Pay | Street Fund - January |  $ 311.55  |   |
| Hourly Pay | Water/Sewer - January |  $ 660.00  |   |
| Hourly Payroll | Gov. Buildings - January |  $ 821.75  |   |
| Leola Library | Books/Supplies - January |  $ 143.05  |   |
| Library Payroll | Librarian - January |  $ 635.00  |   |
| McPherson Co Auditor | Q1 Joint Law Enforcement |  $ 11,250.00  |   |
| McPherson Co Sheriff's Office | Professional Services |  $ 102.00  |   |
| Menards | Cleaning Supplies |  $ 104.48  |   |
| Menards | Supplies |  $ 104.48  |   |
| Mid-America Research Chemical | Supplies/Pool |  $ 2,034.76  |   |
| Montana Dakota Utilities | Utilities |  $ 3,356.49  |   |
| Pam Walz | Books/Supplies - January |  $ 113.54  |   |
| Pam Walz | Food boxes - mileage |  $ 33.60  |   |
| Post Office | Postage (water) |  $ 15.40  |   |
| ReadiTech/DRN | Tech support/Backups |  $ 246.90  |   |
| Rod Hoffman Construction | W/S repairs |  $ 2,495.00  |   |
| Salary | Streets/Park Funds - February |  $ 2,161.37  |   |
| Salary | Water/Sewer Funds - February |  $ 2,387.85  |   |
| SD Assoc of Towns & Townships | 2020 Dues |  $ 254.25  |   |
| SD One Call | Message fees Q4 2019 |  $ 37.80  |   |
| SD Public Health Lab | Water testing |  $ 30.00  |   |
| Sewer Duck, Inc. | Repairs |  $ 855.00  |   |
| Sondra Waltman | Mileage/Meals/Supplies Reimbursement |  $ 267.13  |   |
| Valley | Utilities |  $ 398.60  |   |
| Web Water | January Use |   | \* |
|   | **TOTAL:** |  $ 34,445.55  |   |
| **Project Pay Requests:** |   |   |   |
| Helms & Associates |   |  $ 2,775.00  |   |
| Premier Contracting |   |  $ 27,550.00  |   |
| Winwater | parts |  $ 413.30  |   |
|   | **TOTAL:** |  $ 30,738.30  |   |

Dana Leibel requested a street light be installed by the north west door of the Fitness Center. The pole is already there and just a light fixture is needed.

Motion by Rau with second by Bollinger to add a light fixture to the pole by the School Fitness Center door. Motion carried.

The current water project was discussed. The meters left to be installed are in need of a plumber for installation, or, the residents do not reside in the City of Leola. May 1st, 2020 is the deadline to have all meters installed due to grant funding restrictions. Meters are currently being installed by city staff and the labor costs associated with these installations are being reimbursed through grant funding.

Motion by Collins with second by Bollinger to have a $250.00 fee assessed upon installation of each new meter after the May 1st deadline, which will help offset the loss of grant funding reimbursement. Motion carried.

McPherson County Deputy Sheriff Allie Hilgemann joined the meeting at 7:25 pm. She presented the council with the monthly county law report. She left the meeting at 7:30 pm.

**Committee reports** were reviewed.

Streets, Alleys, and Restricted Use Site: Street light bulbs are being replaced by Montana Dakota Utilities Company. Fire hydrants were discussed. All fire hydrants should have the snow removed from around them.

Water & Sewer -The EMS Generator for the Pump House was discussed. Motion by Bollinger with second by Reis to present a pay request for the Electrical Equipment. Motion carried.

Park, Recreation, & Pool – Nothing new on the Trails Grant, Pool Liner Quote will be done soon, Holly Mueller resigned as Pool Manager, April 18-19, 2020 are the dates of upcoming Life Guard training. Advertising will begin for a Pool Manager and Lifeguards.

Building & Equipment – Three quotes for tires for the Telehandler were presented. Agtegra - $2228.00; Firestone - $3106.00; and Good Year - $2545.00 dollars, respectively. Motion by Collins with a second by Bollinger to purchase tires for less than $2500.00 dollars, including mounting. Motion carried. Library door was discussed. This issue has been resolved.

Code Enforcement, Law Enforcement & Library – Discussion was held on vehicle removal and snow removal.

Zoning – A Zoning meeting was held prior to the Council meeting. New permits issued were Lloyd Breitag, Dean Schock, and Casey Higgins.

Steering Committee/LEAD – Job posting was on the City of Leola Facebook page. Four applications were presented. After review two candidates were chosen to be interviewed. Mayor Theisen will present these at the School Board Meeting on February 10, 2020.

**Old Business**

Dog Tags were discussed. There are approximately fifteen tags to be issued at this time. The late fee also increased on February 1 to $200.

Generator – Maxwell Electric in Britton will be contacted.

Personnel Updates (handbook) – Mayor Theisen and Councilman Rau are working on Handbook updates and adjustments.

Budgeted Donations may be paid out upon request.

Misc Projects – Mayor Theisen presented information on the following: Trail Grant, Water Project, Pool Grant, City Ordinances, and Advertising and Marketing the City of Leola.

Public Comments - None.

**New Business**

First Responders Supper is February 16, 2020. Alicia Bauley is in charge of the supper.

Motion by Bollinger with second by Collins to appoint the 2020 Declarations. McPherson County Herald – Official Newspaper, CorTrust Bank Official Depository, Vaughn Beck Law Office Official Attorney. Motion carried.

Misc. Project Updates – Property Liens were discussed.

The next Council Meeting will be Monday, March 2, 2020 at 7:00 pm. The District 6 Meeting will be held in Groton on March 24, 2020.

**Correspondence** – NECOG Maps, MDU Co. - new lights, signs, census information – cell phones were also discussed.

Motion by Reis with second by Collins to enter executive session for personnel discussion SDCL 1-25-2 (1 & 4) at 9:25 pm. Motion carried.

Mayor Theisen declared the council out of executive session at 10:12 pm with no action taken.

Motion by Reis with second by Bollinger to adjourn the meeting. Motion carried.

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Thomas W. Theisen, Mayor of Leola Deb Weiszhaar Asst. Finance Officer

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