

Regular Meeting June 13, 2022

Burke City Council
Regular Meeting
June 13, 2022

The regular meeting of the Burke City Council was called to order by Mayor JJ Wolf at 7:00 PM in the Municipal Building Meeting Room. Council members present were Megan Lindholm, Wyatt Reis, Andrew Steffen & Todd Halsne. Tyler Van Metre joined the meeting in progress. Also present was Finance Officer Mike Glover, Superintendent of Utilities Wade Broome, City Attorney Rachelle Norberg, Chief of Police Mark Green, Mistie Drey, Kelsea Sutton & Hannah Haksgaard. Absent was Mark Benter

Mayor Wolf led the group in the Pledge of Allegiance

Approve Agenda:

Motion by Megan Lindholm, second by Todd Halsne to approve the agenda as presented. Motion carried.

Conflict of Interest:

None.

Public Input:

None.

Approve Minutes:

Minutes of the May 9, 2022 Regular Meeting:

Motion by Todd Halsne, second by Andrew SteffenaHhhh to approve the minutes of the May 9, 2022 Regular Meeting. Motion carried.

Approve Reports:

Motion by Megan Lindholm, second by Todd Halsne to approve the May 2022 financial statement. Motion carried.

The May 2022 expense and revenue budget analysis lists were given for informational purposes.

Claims:

The claims were presented for approval. After some discussion motion by Megan Lindholm, second by Todd Halsne to approve and authorize payment of claims presented by the Finance Officer. Motion carried.

Payroll: Finance Office-3,710.88; Electric-2,999.13; Police-2,203.23; Streets-3,197.97; Shop-2,705.35; Council-8,403.83; Sewer-1,757.18; Library-700.21; First Fidelity Bank, WH & OASI- 6,769.82; SD Retirement System- 2,778.87; AFLAC-67.21; Lincoln National Life Insurance Co.- 190.38; WellMark BC/BS-883.66; City-422.75.

Regular Meeting June 13, 2022

General Fund: Appera, Rugs, Mops, Towels & Air Fresheners-268.78; Be Creative Advertising Services, Website Management-75.00; Bruns Market, Supplies-68.57; Brosz Engineering, Street Sealing Contract Awarding-500.00; Burke Building Center, Maintenance, Repairs, Old Community Room Kitchen & Picnic Shelters-7,976.52; Burke True Value, Repairs & Maintenance-672.56; Burke Gazette, Publishing & FO Supplies-437.43; Burke Golf Club, SD Comm. Foundation Grant-2,000.00; Burke Ambulance Dept, SD Comm Foundation Grant-1,000.00; Burke Housing, Reimburse for Water-533.35; Burke One Stop, LLC., Fuel-116.49; Code Enforcement Specialists, Code Enforcement-1,036.15; Coach's Lawn Service, Aerate & Spraying Ballfields-2,028.86; Connecting Point, Connect Care-66.00; CSR Enterprises, LLC, Stump Grinding-308.55; Mike Glover, Mileage & Meals for FO & HR School-150.13; First Fidelity Bank, ACH Processing Fee-25.00; Golden West Communications, Phones, Internet and Fax-709.32; Gregory County Sheriff's Dept, May Contract-662.00; Karla Johnson Municipal Building Cleaning Contract -350.00; Jim's Garbage, Garbage Pick-Up-300.00; Rob Kehn Trucking, Gravel & Trucking-2,054.96; KWYR, Radio Spots-60.00; Lodge at Deadwood, Room for Police Convention-164.00; Main Street Auto Parts, Maintenance & Repairs-477.32; Michael Todd Co., Street Signs-229.24; Midwest Seamless, Labor Old Comm Room Kitchen Remodel-4,984.72; NASASP, Annual Dues-39.00; Nelson's Machine & Welding, Repairs & Maintenance-50.95; Office Products Center, Copier Contract & FO Supplies-115.99; US Postal Service, Library Box Rent-72.00; Prairie Pest Control, Treat Civic Center-200.00; Runnings, Maintenance-29.98; State Flag Account, US Flags for Mainstreet-276.95; Verizon Wireless, Police Phone-47.06; Visa, Books, FO & HR School Registration, Police Supplies-1,023.08; WelllMark BC/BS, Health Insurance-3,651.16; Voyager Fleet Systems, Fuel-731.79; Tamara Larsen, Civic Center Cleaning Contract-1,000.00; Wells Utilities, Splash Pad Work-4,250.63; David Indahl, Mowing Contract-1,166.00; Jeff Quinn, Library Magic Show-400.00; SD Dept of Revenue, Title Fee-10.00.

Electric Fund: City of Burke, Utilities-2,099.40; Dakota Supply Group, Supplies-1,799.49; Frontier Precision, Mapping Equipment-1,155.28; Rosebud Electric COOP, Maint. Contract, Wheeling & Repairs-4,916.89; SD State Treasurer, Sales Tax-2,902.15; Missouri River Energy Services, Power Purchases-3,382.80; WAPA, Power Purchases-11,794.62; Wesco Distribution, Inc., Meters-1,392.00; Mary Jane West. Utility Service Deposit Refund-100.30.

Water Fund: City of Burke, Utilities-213.300; Core & Main, LP, Supplies-130.56; Rosebud Electric COOP, Utilities-84.42; SD DANR, Annual Dues-300.00; Frontier Precision, Mapping Equipment-1,155.28; Huron Plainsman, Water Notice-65.23; Tripp County Water Dist., Minimums-2,100.00; Bulk Water-5,606.90.

Sewer Fund: Frontier Precision, Mapping Equipment-1,155.28; Rosebud Electric COOP, Utilities-120.50.

Supt of Utilities:

The water loss for May was -6.04%. With 137,200 gallons to the good. The City's meters

Regular Meeting June 13, 2022

and Tripp County Water's meters are not read on the same day. This is the main reason for the discrepancies.

Building Permit:

Building Permit #2022-6-13A for Scott Jones was presented for approval. Mr. Jones is wanting to place a privacy fence around his shed & fuel tank at 1135 Lincoln St. Motion by Wyatt Reis, second by Todd Halsne to approve having the building committee do some checking with Mr. Jones to make sure of the location of the property lines and then report back to the council at the July meeting. Motion carried.

Building Permit #2022-6-13B for Mike & Lisa Green was presented for approval. Motion by Wyatt Reis, second by Megan Lindholm to approve building permit #2022-6-13B of Mike & Lisa Green to construct a 8' x 20' wood deck on the front of the house at 242 Franklin St. Motion carried.

Building Permit #2022-6-13C for Turner Serr was presented for approval. Motion by Wyatt Reis, second by Andrew Steffen to approve building permit #2022 6-13C of Turner Serr to install a 40' long x 6' high wood privacy fence & an 85' long x 4' tall chain link fence on the property at 610 Washington St. Motion carried.

Wade also mentioned that the Highway Improvement Company will be crack sealing on the new 8th & 9th streets & some on the newer part of 7th street.

Police:

Chief Green gave his monthly report.

Code Enforcement:

The Police Department has received a complaint from a concerned citizen about a neighbor's property. Chief Green is handling the situation.

Economic Development:

Kelsea Sutton gave an update. The group has given out \$15,000 in technical assistance grants. The construction is close to beginning for the new house at 633 Washington St.

City Park Picnic Shelter/Splash Pad Update:

Mistie Drey & Kelsea Sutton gave an update on the progress on the Splash Pad. The Splash Pad is operational, but we are waiting for the concrete to be poured. It is currently to muddy. Some discussion was held about the process of the project and ways to make it better.

Picnic Table Quote:

Mike presented a picnic table quote from The Park Company. The quote is for 8 – 8' Aluminum tables & 4 – 8' ADA Aluminum tables. The cost is \$10,440 for the tables & \$2,430 for shipping. For a total of \$12,870. The picnic table cost will qualify for 50% reimbursement from the LWCF Grant. Motion by Wyatt Reis, second by Megan Lindholm to approve the quote from The Park Company for 12 new 8' Aluminum Picnic Tables. Motion

Regular Meeting June 13, 2022

carried.

City Park Sidewalks/DOT Grant:

Kelsea Sutton met with the council to discuss the possibility of installing a walking path/sidewalk on the west side of County Road 23 in the City Park. The SD DOT has Transportation Alternatives Funding available for a project like this. Minimum local match is 18.05%. Kelsea wanted to know if the council was ok with her pursuing the grant. The council was ok with it.

Close 7th Street by City Park for Dog Days:

Mistie Drey met with council to discuss closing 7th St by the City Park after the Parade on Saturday of Dog Days, August 6, 2022. This would be for the tractor pedal pull. The street would be opened back up after the pedal pull. Motion by Megan Lindholm, second by Todd Halsne to approve closing 7th St by the City Park on August 6, 2022 after the Dog Days parade for the tractor pedal pull. Motion carried.

Street Maintenance Fund:

Finance Officer, Mike Glover presented an option for starting a street maintenance fund. The option has \$30,000 of property tax money still going into the Electric, Water & Sewer reserve funds per year (\$10,000 each fund). Put \$80,000 of property tax money into the street maintenance fund. Also put \$50,000 of our sales tax money in the street maintenance fund. For a total of \$130,000 going into the account per year. Motion by Wyatt Reis, second by Tyler Van Metre to approve starting a street maintenance fund and placing \$80,000 per year from the property tax money and \$50,000 per year from the Sales tax money into the fund. Motion carried.

Municipal Building:

The Community Room kitchen is almost done, just needs some trim installed. An engineer that is associated with the Burke Building Center is going to look at the roof & see what the best option is for replacing the roof. Mike has ordered new base heaters for the meeting room and hallway by finance office.

City Attorney – Rachelle Norberg:

Rachelle presented the council with a handout summarizing her current contract. The Council was very happy with Rachelle's work. Rachelle is proposing one change to the contract. Her hourly rate will go up to \$150/hr. Motion by Tyler Van Metre, second by Megan Lindholm to approve the new contract with Rachelle Norberg for legal work for 2022-2023. Motion carried.

Statement of Extension for District III:

Motion by Todd Halsne, second by Wyatt Reis to approve the Statement of Extension of the Joint Cooperative Agreement with District III Planning and Development District for the year 2023. Motion carried. The 2023 dues are set at \$1,214.00 and will be billed at the end of 2022.

Johnson Fifth Subdivision Plat Approval:

Regular Meeting June 13, 2022

Finance Officer, Mike Glover presented the Plat of the Johnson Fifth Subdivision for approval. Motion by Todd Halsne, second by Tyler Van Metre to approve Plat of the Johnson Fifth Subdivision. Motion carried.

Fireworks Permit:

Motion by Todd Halsne, second by Megan Lindholm to approve the fireworks permit for the Burke Men’s Association for 2022, at the location of 315 East 13th St. Motion carried. Days and hours of lighting fireworks are June 27 thru July 5. Times are until 10:30 PM on June 27 thru July 2 & July 5 and until 12:00 AM on July 3 & 4.

ARPA Funding:

Finance Officer, Mike Glover gave an update to the council about the ARPA funding available. The grant money available does not cover 100% of the water or sewer projects. The project has to be one just like a normal project, an engineer has to design it and you apply for funding through the SD DANR. When going through the SD DANR your water and sewer rates need to be at a certain amount to qualify. That rate is close to \$55, which the City of Burke isn’t close to. A lot of the communities that have received the grants have also had to match a certain portion or take out a loan for the rest of the project. The City just did a major project last year.

Adjournment:

Mayor Wolf declared the meeting adjourned at 8:27 pm.

ATTEST:

Mike Glover, Finance Officer

JJ Wolf, Mayor