

## Minutes for March 13, 2017 City Council Meeting

The meeting of the Eureka City Council was called to order on March 13, 2017, at 7:00 p.m. by Mayor Miller in the council room of the Municipal Building with the following present: Mayor Miller, Council members: Duquette, Flemmer, Heilman, Schwingler, Weisbeck, and Finance Officer Frerk. Absent Eberhart.

Others present: Paulette Bauer, Deb Larson, Scott Raile, Steve Aldinger, and Kyle Hemeyer.

Any changes or additions: Water Concerns.

Motion by Weisbeck, seconded by Schwingler to approve the agenda. All voted aye. Motion carried.

Citizen Open Forum: none.

Terry Helms not present yet to discuss the Community Access Grant project.

As advertised, there was the bid opening for two croplands and one hayland. Cropland #1 – Scott Raile bid \$40.00 per acre; Cropland #2 – Scott Raile bid \$40.00 per acre; Hayland – Scott Raile bid \$10.00 per bale. Motion by Duquette, seconded by Schwingler to accept the three bids from Scott Raile. Roll call vote taken. Duquette-yes, Flemmer-yes, Heilman-yes, Schwingler-yes, Weisbeck-yes. All voted aye. Motion carried.

There was discussion on what the term length of the leases should be with Scott Raile and whether or not he should be given the first option for renewal when leases expire. Motion by Weisbeck, seconded by Schwingler for all three leases to have the term length of three years with Scott Raile to have the first option to renew each lease. Roll call vote taken. Duquette-no, Flemmer-yes, Heilman-yes, Schwingler-yes, Weisbeck-yes. Motion carried.

The City was awarded \$88,000.00 of Community Access funds through the Community Access Grant application process to repair 9<sup>th</sup> and 10<sup>th</sup> Streets. Terry Helms with Helms & Associates was present to discuss the cost estimate with the Council that Helms had completed for the grant application. The Council discussed whether or not all construction repairs included in the cost estimate were necessary. They also discussed if they did just 9<sup>th</sup> Street or only part of the project if that would affect the City's awarded grant money. Motion by Weisbeck, seconded by Flemmer to contact the State and find out if the awarded funds would be affected if the City would alter the project. Roll call vote taken. Duquette-yes, Flemmer-yes, Heilman-yes, Schwingler-yes, Weisbeck-yes. All voted aye. Motion carried. Tabled until next month's meeting.

Steve Aldinger with Interstate Engineering was present with the completed replat of the East Lakeside Addition. Motion by Heilman, seconded by Duquette to have Mayor Miller sign the replat of the East Lakeside Addition. All voted aye. Motion carried.

In addition, Steve Aldinger, was present to inform the Council that the FAA approved the City's taxilane project and we can now go ahead and bid the project. Steve has sent the bid advertisement to the Northwest Blade and the bid opening will be on April 7 at 1:30 p.m. in the council room and accepted contingent on the Council's approval at the next regular meeting on April 10. Motion by Flemmer, seconded by Duquette to have the bid opening on April 7 at 1:30 p.m. in the council room. Roll call vote

taken. Duquette-yes, Flemmer-yes, Heilman-yes, Schwingler-yes, Weisbeck-yes. All voted aye. Motion carried.

Motion by Heilman, seconded by Schwingler to approve the February 13, 2017, city council meeting minutes. All voted aye. Motion carried.

Motion by Flemmer, seconded by Weisbeck to approve the bills as presented. All voted aye. Motion carried.

Bills for March 13, 2017: Fischer's Plumbing, bulk water supplies \$8.33; Cash, postage/certified mail fees \$9.08; Northern Plains, fuel \$1,968.98; Valleytel, utilities \$391.25; The Stop, gas \$173.32; Ken's, supplies \$59.84; Heartland Waste, sanitation fees \$4,879.20; Northwest Blade, advertising/publishing \$104.28; Lloyd Miller, mileage – FEMA meeting \$42.00; Gregg Arnold, customer deposit refund \$55.00; Susan Fischer, office chair \$74.54; Dept of Revenue, public laboratory \$15.00; JP Lumber, supplies \$50.95; Bank of America, books/supplies/maintenance \$661.13; Premier Equipment, supplies \$89.28; Servall, cleaning supplies \$171.45; A&B Business, copier contract/supplies \$154.60; Michael Todd & Company, sign post & base \$89.33; Eureka Manufacturing, repairs \$120.50; Butler Machinery, supplies \$359.48; SD Dept of Revenue, drivers licensing \$357.00; MDU, utilities \$4,635.05; Dakota Country Store, fuel oil \$851.00; Olson Consulting, code enforcement \$581.00; Kip Lutz, customer deposit refund \$75.00; LaRue Vilhauer, customer deposit refund \$75.00; Michael Dosch (Lakeview Apartments), customer deposit refund \$75.00; Courtney Burdess (Lakeview Motel), customer deposit refund \$75.00; Erin Anglin, customer deposit refund \$75.00; Elizabeth Moore, customer deposit refund \$75.00; Julie Nohr, customer deposit refund \$75.00; SDML, District meeting registration \$208.00; FEM Electric, utilities \$1,306.79; Wellmark, health insurance \$2,815.81; Guardian, dental/vision insurance \$318.69; SD Retirement, retirement \$936.68; ECDC, contribution for Dakota Resources program \$13,400.00; Great Plains Bank, payroll taxes \$2,160.63; Great Plains Bank, utilities \$13.60; Vilas Pharmacy, supplies \$1.98; McPherson Co. Auditor, police contract \$3,500.00; Postmaster, stamps \$98.00; Rural Development, water project/loan \$1,694.00; WEB, water \$4,956.96; SD State Treasurer, sales tax \$481.00; SD One Call, message fees \$4.20.

Motion by Weisbeck, seconded by Heilman to approve the financials. All voted aye. Motion carried.

Motion by Flemmer, seconded by Schwingler to approve the building permit. Weisbeck abstained. 4 voted aye. Motion carried.

Motion by Heilman, seconded by Duquette to approve the payroll report. All voted aye. Motion carried.

Deputy Smith gave the police report.

Public Works Director, Kyle Hemeyer, gave the Public Works Director report. There was discussion on purchasing asphalt mix for potholes. In addition, there was discussion on street painting being done. Chip sealing streets near 6<sup>th</sup> Street and K Ave. was discussed. Also, the inspection of the well and WEB tower pumps was discussed. Kyle will open the bathrooms at the park in the next week or so.

The Council reviewed and discussed the report Kyle Hemeyer compiled regarding well usage and WEB water usage.

The contractor, Water System Drilling Inc., for the City's artesian well will more than likely be here on March 20 and is still anticipating to be done mid-April.

Motion by Flemmer, seconded by Weisbeck to have the Public Works Director, Kyle Hemeyer, complete the bid package for asphalt repairs and chip sealing of City streets and publish the bid advertisement. All voted aye. Motion carried.

Motion by Heilman, seconded by Duquette to approve the first reading to repeal Ordinance 13.04.400 – Service Availability Rate. Roll call vote taken. Duquette-yes, Flemmer-yes, Heilman-yes, Schwingler-yes, Weisbeck-yes. All voted aye. Motion carried.

The Council was updated on the areas Rural Development identified need action to be in compliance. The handicapped parking sign has been installed and the designated parking spot is temporarily marked and will be painted blue this Spring. NECOG will be meeting with Rural Development regarding our Limited English Proficiency (LEP) plan in April. Local contractors were contacted to give an estimate on making the City building's bathrooms handicapped accessible. No estimates were submitted before the meeting. Weisbeck Construction will complete an estimate for the City.

There was discussion on electricity at the airport. FEM Electric was contacted and additional hangars could be added to the current meter or individual meters could be installed for each hangar. The Council requests FEM Electric be contacted on the individual cost to install a meter for their hangar and whether a FEM Electric representative could be present at the next meeting. In addition, coverage on airport board members was discussed. The City's airport board members are not covered under the City's worker's compensation policy and with the City's knowledge and permission airport board members who would voluntarily help with airport maintenance using the City's equipment may be covered under the City's liability insurance.

Motion by Flemmer, seconded by Duquette that City employees only take care of airport maintenance. Roll call vote taken. Duquette-yes, Flemmer-yes, Heilman-yes, Schwingler-yes, Weisbeck-yes. All voted aye. Motion carried.

Repairs and maintenance at the Information Center were discussed. Weisbeck will put together a quote for siding and will look into how to prevent the water problems the building has been having. Tabled until next month's meeting.

The Council reviewed a letter from Code Enforcer, Mike Olson, updating the Council on inspections and asking how they would like to follow up and proceed with properties not in compliance. Motion by Weisbeck, seconded by Schwingler to have Mike Olson go ahead with abatement proceedings on the properties not in compliance with vehicles and junk. All voted aye. Motion carried. The Council requests recommendations from Mike Olson on who the City could contract the services out to to take care of the vehicles and junk.

The Council discussed the City's LWCF grant for the baseball complex. It is the understanding that the grant money has to be matched. The Council requests follow up with the State on the requirements and what exactly the grant money can be used for.

No action taken on the Neptune software maintenance contract.

The late dog licenses were reviewed by the Council. The Council requests owners be sent a letter giving them 15 days notice to purchase dog licenses or the Sheriff's department will impound the dog(s), and the owner will be responsible for all fees.

The Equalization meeting will be on Monday, March 20, at 5:15 p.m.

Dennis Schwingler from Ward 2 and Dennis Heilman from Ward 3 ran unopposed for this year's election and will give their oaths in May for a 2 year term as council members. No one ran in Ward 1 for council member; therefore, in May, council member, Rick Weisbeck's, position will be vacant. In May, the Council will need to appoint someone from Ward 1 for the vacant position for a 1 year term. Due to these circumstances, there will be no City election this year.

Motion by Weisbeck, seconded by Heilman to approve the 2016 Annual Report. All voted aye. Motion carried.

**ANNUAL REPORT FOR CITY OF EUREKA  
AS OF AND FOR THE YEAR ENDED DECEMBER 31, 2016**

**GOVERNMENTAL FUNDS--MODIFIED ACCRUAL BASIS**

	<b>General Fund</b>	<b>Debt Service Fund</b>	<b>Other Governmental Funds</b>	<b>Total Governmental Funds</b>
<b>Beginning Balance</b>	989,404.00	4,091.00		993,495.00
<b>Revenues and Other Sources:</b>				
Taxes:				
Property Taxes	290,181.78	16,061.80		306,243.58
Airflight Property Tax				0.00
General Sales and Use Taxes	298,744.05			298,744.05
Gross Receipts Business Taxes				0.00
Amusement Taxes	156.00			156.00
Excise Tax				0.00
Tax Deed Revenue				0.00
Penalties and Interest on Delinquent Taxes	732.22	40.53		772.75
Licenses and Permits	7,082.91			7,082.91
Intergovernmental Revenues:				
Federal Grants	4,560.00			4,560.00
Federal Shared Revenue				0.00
Federal Payments in Lieu of Taxes				0.00
State Grants				0.00
State Shared Revenue	58,549.58			58,549.58
State Payments in Lieu of Taxes				0.00
County Shared Revenue:	6,822.22			6,822.22
Other Intergovernmental Revenue				0.00
Charges for Goods and Services:				
General Government	2,965.64			2,965.64
Public Safety				0.00
Highways and Streets	2,471.00			2,471.00
Sanitation	90,505.28			90,505.28
Health				0.00
Culture and Recreation	3,957.91			3,957.91
Ambulance				0.00
Cemetery				0.00
Other	797.49			797.49
Fines and Forfeits				
Court Fines and Forfeits	11.72			11.72
Animal Control Fines				0.00
Parking Meter Fines				0.00
Library				0.00
Other				0.00
Miscellaneous Revenue and Other Sources:				
Investment Earnings	6,105.90			6,105.90
Rentals	1,596.63			1,596.63
Special Assessments				0.00
Maintenance Assessments				0.00
Contributions and Donations				

from Private Sources	4,492.04			4,492.04
Liquor Operating Agreement Income				0.00
Other Revenues	22,462.03	0.61		22,462.64
Sale of Municipal Property	58,186.08			58,186.08
Compensation for Loss or Damage to Capital Assets	747.28			747.28
Long Term Debt Issued				0.00
<b>Total Revenue and Other Sources</b>	<b>861,127.76</b>	<b>16,102.94</b>	<b>0.00</b>	<b>877,230.70</b>

**Expenditures and Other Uses:**

Legislative	2,291.54			2,291.54
Executive	21,012.40			21,012.40
Elections	1,017.22			1,017.22
Financial Administration	131,624.86			131,624.86
Other General Government	53,047.22			53,047.22
Police	46,316.21			46,316.21
Fire				0.00
Protective Inspection				0.00
Other Protection	1,326.10			1,326.10
Highways and Streets	169,826.47			169,826.47
Sanitation	76,390.81			76,390.81
Water				0.00
Electricity				0.00
Airport	6,179.64			6,179.64
Parking Facilities				0.00
Cemeteries				0.00
Natural Gas				0.00
Transit				0.00
Health	1,102.42			1,102.42
Home Health				0.00
Mental Health Centers				0.00
Humane Society				0.00
Drug Education				0.00
Ambulance				0.00
Hospitals, Nursing Homes and Rest Homes	12,500.00			12,500.00
Other Health and Welfare				0.00
Recreation	1,519.76			1,519.76
Parks	119,637.08			119,637.08
Libraries	15,419.76			15,419.76
Auditorium				0.00
Historical Preservation				0.00
Museums	5,000.00			5,000.00
Urban Redevelopment and Housing				0.00
Economic Development and Assistance (Industrial Development)				0.00

Economic Opportunity	44,238.17			44,238.17
Debt Service		15,767.96		15,767.96
Intergovernmental Expenditures				0.00
Capital Outlay				0.00
Judgments and Losses				0.00
Other Expenditures	9,565.30			9,565.30
Liquor Operating Agreements				0.00
Discount on Bonds Issued				0.00
Payments to Refunded Debt				
Escrow Agent				0.00
<b>Total Expenditures and Other Uses</b>	<b>718,014.96</b>	<b>15,767.96</b>	<b>0.00</b>	<b>733,782.92</b>
<b>Transfers In (Out)</b>				0.00
<b>Special Item</b> (specify)				0.00
<b>Extraordinary Item</b> (specify)				0.00
<b>Changes in Nonspendable</b>				0.00
<b>Increase/Decrease in Fund Balance</b>	<b>143,112.80</b>	<b>334.98</b>	<b>0.00</b>	<b>143,447.78</b>
<b>Ending Balance:</b>				
Nonspendable	6,315.51			6,315.51
Restricted	25,000.00	3,079.18		28,079.18
Committed				0.00
Assigned	256,934.59	1,346.80		258,281.39
Unassigned	844,266.70			844,266.70
<b>Governmental Long-term Debt</b>				

**PROPRIETARY FUNDS--ACCRUAL BASIS**

	<b>Water Fund</b>	<b>Sewer Fund</b>	<b>Garbage Fund</b>
<b>Beginning Balance</b>	1755041	1675481	
<b>Revenues</b>	171781	165070.14	
<b>Expenses</b>	223813.26	181885.18	
<b>Transfers In (Out)</b>			
<b>Ending Balance:</b>			
Restricted for:			
Revenue Bond Contingency	60550.2		
Equipment Repair and/or Replacement		7200	
SDRS Pension Purposes	3628	3628	
Other Purposes	14357.51		
Unrestricted	-26,450.14	1048324.12	
<b>Long-term Debt</b>	<b>429780.79</b>	<b>1084609.52</b>	

The preceding financial data does not include fiduciary funds or component units. Information pertaining to those activities may be obtained by contacting the municipal finance officer at 284-2441.

Municipal funds are deposited as follows:

<b>Depository</b>	<b>Amount</b>
Great Plains Bank Checking	\$ 79,018.03
Great Plains Bank Savings	\$1,587,912.46
Great Plains Bank CD's	\$ 5,000.00
First State Bank of Roscoe CD's	\$ 405,000.00

Assistant Finance Officer, Paulette Bauer, was present to discuss some water concerns. There is a house in town that has been condemned by code enforcement that has been using water and the City is unsure how this is possible. In addition, there are three properties in town that do not have water service connected; two due to delinquent payments and another who has never had water service. The Council requests Code Enforcer, Mike Olson, send a letter to the property owner of the condemned house and set up an inspection. In addition, they ask that Mike send notice to the other three property owners regarding health codes and requirement that their property needs to be connected to the City's water service.

Motion by Weisbeck, seconded by Heilman to go into executive session at 9:31 p.m. All voted aye. Motion carried.

Motion by Weisbeck, seconded by Schwingler to come out of executive session at 9:56 p.m. All voted aye. Motion carried.

The Council requests interviews for the Assistant Public Works Director position be set up in the afternoon on March 20.

Motion by Heilman, seconded by Schwingler to adjourn the meeting at 9:59 p.m. All voted aye. Motion carried.

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Mayor Lloyd Miller

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Nicole Frerk, Finance Officer