

**City of Garretson
January 7, 2019**

The City Council of the City of Garretson, Minnehaha County, South Dakota met in regular session on Monday, January 7, 2019, at 6:30 p.m. at American Legion, with Mayor Beaner presiding.

6:30 P.M. Mayor Beamer called the regular meeting to order with the Pledge of Allegiance.

ROLL CALL: Greg Beaner – Mayor
Greg Franka – Ward I
William Hoskins – Ward I
Dave Bonte – Ward II
Dwayne Jacobson – Ward II
Jodi Gloe – Ward III
Richelle Hofer -- Ward III

OTHERS IN ATTENDANCE: Anna Uhl, Craig Nussbaum, Carrie Moritz, Kelli Schleuter, Colleen Collier, Chad Hanisch - Infrastructure Design Group, Bruce Rekstad. (NOTE: All attendees hereinafter to be referred to by last name and first initials when necessary)

CONSENT AGENDA APPROVAL:
A. Agenda – 11-7-2019 Regular Meeting
B. Claims Approved Dated 01-7-2019
C. Minutes 12-3-2018 Regular Meeting

Council member Hoskins made a motion to approve the Consent Calendar Agenda as amended, Bonte 2nd, 6Ayes, 0 Nay. Motion passed.

**MONTHLY REPORT OF VOUCHERS PROCESSED
FOR THE JANUARY 7, 2019 REGULAR MEETING**

Payroll-Mayor & Council	Gross Amount	-
Payroll-Finance Office	Gross Amount	5,073.02
Payroll-Water	Gross Amount	2,284.91
Payroll-Sewer	Gross Amount	2,284.91
Payroll-Natural Gas	Gross Amount	2,676.99
Payroll-Streets	Gross Amount	1,500.61
Payroll-Branch Pile	Gross Amount	-
Payroll-Pools	Gross Amount	-
Payroll-Parks	Gross Amount	392.14
Payroll-Gvmnt. Buildings	Gross Amount	1,844.28
Payroll-Devils Gulch	Gross Amount	-
Payroll-Snow Removal	Gross Amount	-
TOTAL	Gross Amount	16,056.86
A&B Business	Maintenance	456.97
Alliance Communications - Garretson	Phone - Dec	838.00
All Seasons Property Mgmt	333 Depot and 329 Main Cleanup	1,425.00
American Engineering Testing	lab services	238.50
A-OX	rent	38.12
Badger Meter	gateway service	54.00
Border States	NG supplies	309.20
Brandon Ace	blades, sledge, misc	114.56
BV Media	advertisement	100.00
CenterPoint Energy Services	December Natural Gas Purchased	107,743.01
Cutler, LLP	legal fees	712.50
Danielson, Linda	Cleaning December	200.00
DENR	fees	2,700.00
Dept of Rev	lab services, lic plates	74.35
Don's Auto	repairs	25.62
Ellefson, Jill	painting	45.00
First Bank & Trust - CC	equip repairs, postage, crafts	674.85
Haarsma	construction	200,850.59

Garbage-N-More	service	340.00
Garretson Ambulance	subsidy request	13,000.00
Garretson Commercial Club	membership dues, phonebook ad, meal	395.00
Garretson Food Center	Supplies	87.33
Garretson Gazette	publications	581.61
Geotek	field density test	3,896.00
Groebner	NG supplies	3,296.82
Helpline	Nov services	108.00
Jesse James Country Store	Fuel	1,164.50
Johnson, Tait	mowing	50.00
MAC's Hdwre	hardware	25.16
MasMedia	website maintenance	197.00
MCWC	Rural Water Purchased - December	8,075.25
Palisades Oil	fuel	72.02
Pitney Bowes	postage	266.28
Principal Insurance	insurance	335.66
Quill	Supplies	326.74
Riteway Business Forms	1099, W-2	121.00
Rodney Lowe Construction	material	183.67
Sanders	stmts, envelopes	630.20
Sanitation Products	broom	125.00
Sayre	engineering	40,514.22
SECOG	Dues	1,895.00
SENSIT	NG supplies	171.23
SDRS	retirement	3,220.25
SDWWA	conference	60.00
Sturdevants	fuel additive	19.88
Uhl, Anna	mileage, cell	77.91
Unemployment	4th qtr	14.00
Vandersnick Excavating	snow removal	252.00
Verizon	cell phones	166.36
Wellmark	insurance	2,009.41
XCEL Energy	Street Lighting	1,114.71

TOTALVOUCHERS 399,392.48

TOTAL VOUCHERS & PAYROLL 415,449.34

Committee Reports:

Natural Gas

- **Natural Gas Prices** - Uhl presented. Council member Hofer made a motion to accept natural gas prices as recommended, Gloe 2nd, 6 Ayes, 0 Nays. Motion passed.

Water, Sewer, and Streets

- Nussbaum will be working with engineer and contractor to set up a construction schedule for 2019.

Parks & Cultural Recreation

- Park Board – Moritz stated that the board had not had a meeting this past month. Council discussed the increase of camping rates and the cost of improvements. Bonte made a motion to increase the electrical sites camping rates by \$2 and in turn the Rekstads would return the \$2 less taxes to the city on a monthly basis to offset costs of recommended improvements to the campsites, Gloe 2nd, 6 Ayes, 0 Nays, Motion passed.

Resolutions & Ordinances

Res. 2019-01 Salary/Wage Resolution. -- Discussion ensued. Hofer made a motion to increase the Mayor's wage to \$2500 per year and keep the meeting rate at \$65 per meeting, Gloe 2nd, 6Ayes, 0 Nays, Motion passed. Hoskins made a motion to approve Resolutions 2019-01 as amended, Bonte 2nd, 6 Ayes, 0 Nays, Motion passed.

**RESOLUTION 2019-01
2019 SALARIES**

WHEREAS, a complete list of all the salaries for all officers and employees of the municipal corporation shall be published with the minutes of the first meeting following the beginning of the fiscal year, according to SDCL 6-1-10.

NOW THEREFORE, be it resolved by the City Council of the City of Garretson, that the current 2019 wages are as follows:

SECTION 1: Full-time Employees (40 hours/week or more):

Position	Name	Rate of Pay	Method
Utility Superintendent	Craig Nussbaum	\$ 29.34	hour
Utility Maintenance	Alan Winterton	\$ 17.95	hour
Finance Officer	Anna Uhl	\$ 1806.51	2 weeks

SECTION 2: Part-time Employees (10-31 hours/week):

Position	Name	Rate of Pay	Method
Code Enforcement Officer	James Wipf	\$ 25.00	hour
Seasonal Snow Removal	Greg Matthiesen	\$ 10.00	hour
Seasonal Park Maintenance/Snow	Randy Megard	\$ 11.00	hour
Seasonal Park Info Center	TBD	\$ 9.10	hour
Seasonal Swimming Pool	Lifeguards/Office	\$ 9.10-13.75	hour
Seasonal Park Supervisor	Randy Megard	\$ 10,000.00	season
Part-time Finance	Administration	\$ 11.00	hour
Seasonal Park/Street Dept	Maintenance	\$ 9.10-10.00	hour

SECTION 3: Other Elected/Appointed Officials:

	Rate of Pay	Method
Mayor	\$ 65.00	meeting
	\$2500.00	year
Council Members	\$ 55.00	meeting
	\$ 1025.00	year

Adopted this 7th day of January, 2019

Greg Beaner
City of Garretson Mayor

SEAL)

ATTEST:

Anna N. Uhl
Finance Officer

Publication: January 16, 2019
Effective Date: February 7, 2019

Published once at the approximate cost of _____.

Resolution 2019-02 - Discussion ensued. Bonte made a motion to amend Resolution 2019-02 to include a \$100 fee for each new residential construction and \$50 fee for each new commercial construction plus the fee schedule as follows, Jacobson 2nd, 6 Ayes, 0 Nays. Motion passed. Jacobson made a motion to adopt Resolution 2019-02 as amended, Franka 2nd, 6 Ayes, 0 Nays, Motion passed.

Resolution # 2019-02

A RESOLUTION OF THE CITY OF GARRETSON, SOUTH DAKOTA ESTABLISHING BUILDING PERMIT FEES

BE IT RESOLVED, by the City Garretson, South Dakota that pursuant to and in the conformance with Section 4.04.01 of the Garretson Zoning Regulation of the City of Garretson South Dakota that the following building permits fee schedule be adopted the 7th day of January, 2019, as follows:

2019 Residential Building Permit Valuation/Fee Schedule

Table No. 1-A Residential Permit Valuation Schedule

The base valuation to determine permits fees is based upon a dollar per square foot schedule in accordance with the following. The bid price must be quoted for new renovations or remodels. Work done by the resident (self-help) will be valued at the triple of cost of materials estimate.

Residential Permits – Building Permit Value For New Construction and Additions Thereto

Dwellings – Single Family dwelling, duplexes, townhouses:

Finished Habitable Space	\$80.00 per square foot
Finished Basement	\$40.00 per square foot
Unfinished Space (basement or upper levels).....	\$30.00 per square foot
Attached Garages	\$25.00 per square foot
Detached Garages.....	\$22.00 per square foot
Storage Sheds (Garden up to 10x12)	\$12.00 per square foot
Other Storage Shed.....	\$20.00 per square foot
Interior Remodeling	\$22.00 per square foot
Wood Patio	\$10.00 per square foot
Concrete Flatwork	\$2.00 per square foot

All other permits will be based on actual project cost.

Commercial Buildings

Pole Shed or Other Storage Shed.....	\$20.00 per square foot
Finished Building.....	\$75.00 per square foot

BE IT FURTHER RESOLVED that certain “non-valued” fees be adopted as follows:

Fence.....	\$30.00
Reroofing.....	\$30.00
Residing.....	\$30.00

BE IT FURTHER RESOLVED that all new residential construction shall be charged a base permit fee of \$100 plus the permit fee from the following Table No. 1B RESIDENTIAL PERMIT FEE SCHEDULE, and

BE IT FURTHER RESOLVED that all new commercial construction shall be charged a base permit fee of \$50, plus the permit fee from the following Table No. 1C COMMERCIAL PERMIT FEE SCHEDULE.

Table No. 1B RESIDENTIAL PERMIT FEE SCHEDULE

TOTAL VALUATION	FEE
\$0 - \$1000	\$18.00
\$1001 - \$5000	\$18.00 + \$5.00 for each additional \$1,000
\$5,001 - \$10,000	\$45.00 + \$4.75 for each additional \$1,000 or part thereof over the first \$5,000
\$10,001 - \$20,000	\$60.00 + \$4.50 for each additional \$1,000 or part thereof over the first \$10,000
\$20,001 - \$30,000	\$100 + 4.25 for each additional \$1,000 or part thereof over the first \$20,000
\$30,001 - \$40,000	\$140 + \$4.00 for each additional \$1,000 or part thereof over the first \$30,000
\$40,001 - \$50,000	\$180 + \$3.75 for each additional \$1,000 or part thereof over the first \$40,000
\$50,001 - \$60,000	\$220 + \$3.50 for each additional \$1,000 or part thereof over the first \$50,000
\$60,001 - \$70,000	\$260 + \$3.25 for each additional \$1,000 or part thereof over the first \$60,000
\$70,001 - \$100,000	\$300 + \$3.00 for each additional \$1,000 or part thereof over the first \$70,000
\$100,001 - \$150,000	\$350 + \$2.75 for each additional \$1,000 or part there over the first \$100,000
\$150,000 and up	\$400 + \$2.50 for each additional \$1,000 or part thereof over the first \$150,000

Table No. 1C COMMERCIAL PERMIT FEE SCHEDULE

The value to be used in computing the building permit fee for all commercial construction, remodeling, renovation, and repairs shall be the total value of all construction work for which the permits is issued as well as all finished work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing system, and other permanent equipment exclusive of site improvements and parking lots costs.

TOTAL VALUATION	FEE
\$1 - \$3,000	\$50 for the first \$500 + \$3.00 for each additional \$100 or part thereof over the first \$1,000
\$3,001 - \$10,000	\$100 for the first \$3,000 + \$3.50 for each additional \$1,000 or part thereof over the first \$3,000
\$10,001 - \$25,000	\$150 for the first \$10,000 + \$3.75 for each additional \$1,000 or part thereof over the first \$10,000
\$25,001 - \$50,000	\$250 for the first \$25,000 + \$6.00 for each additional \$1,000 or part thereof over the first \$25,000
\$50,001 - \$100,000	\$300 for the first \$50,000 + \$4.00 for each additional \$1,000 or part thereof over the first \$50,000
\$100,001 - \$500,000	\$500 for the first \$100,000 + \$3.50 for each additional \$1,000 or part thereof over the first \$100,000
\$500,001 and up	\$600 for the first \$500,00 + \$3.00 for each additional \$1,000 or part thereof over the first \$500,000

Any individual starting work without a building permit will be granted three (3) working days to obtain a building permit. If no building permit is obtained at that time, the following fines will be imposed:

Building Permit Valuation	Fine \$ Amount
\$0 - \$20,000	\$150.00
\$20,001 - \$30,000	\$200.00
\$30,001 - \$50,000	\$250.00

Fines will increase \$50 for every \$10,000 valuation thereafter

Adopted this 7th day of January, 2019.

Greg Beaner – Mayor

Anna N. Uhl - Municipal Finance Officer

Publication: January 16, 2019
Effective Date: February 7, 2019

Published once at the approximate cost of _____.

- Ordinance 642 - Amend Septic Tanks to Holding Tanks - Discussion ensued. Bonte requested an environmental survey about septic tanks and asked to have the Ordinance tabled at this time. Gloe made a motion table Ordinance 642, Franka 2nd, 6 Ayes, 0 Nays. Motion passed No action taken.

Old Business:

- Boulevard Trees -- a power point presentation is currently being prepared to add to our website with suggestions of which trees should be planted in the city. Council has requested that trees be planted a minimum of 15' apart and 15' from the corner for visibility. When the power point is complete, Uhl will add to the website.
- Street Project - Nussbaum provided earlier.

- CIP - Capital Improvement Plan -- Uhl provided.
- Maintenance Fee Resolution passed at last meeting - Council discussed changing the resolution to have a footage cap on the resolution to not exceed 300 feet. Uhl will prepare revision for next meeting.

New Business:

- Election Date with Garretson School April 9, 2019 - Hofer made a motion to approve the election date, Hoskins 2nd, 6 Ayes, 0 Nays, Motion passed.

Other Business Brought Before the Council: none

Executive Session: Pursuant of SDCL 1-25-2 (1), (2), (3), (4), (5)

8:02pm Gloe made a motion to enter into executive session, Bonte 2nd, 6 Ayes, 0 Nays. Motion passed.

8:08pm Council resumed into regular session

Hofer made a motion to approve an annual cost of living raise of 2% for Alan Winterton, Franka 2nd, 6 Ayes, 0 Nays. Motion passed..

8:11 pm Jacobson made a motion to adjourn, Hoskins 2nd, 6 Ayes, 0 Nays. Meeting Adjourned.

Greg Beaner, Mayor

ATTEST

Anna N. Uhl
Finance Officer

(Unapproved)

Published once at the approximate cost of _____.